



**Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu
Estates Division, Main Campus, Chatha-180009 (J&K)**

NOTICE INVITING TENDER

NIT No: AU/Estates/2019-20/09

Dated 29-08-2019

Sub: TENDER FOR LEASE/HIRE OF INDIVIDUAL SHOP IN SHOPPING COMPLEX AT MAIN CAMPUS, CHATHA, JAMMU -Reg.

Sealed tenders on behalf of the Vice-Chancellor, SKUAST-Jammu are invited from the Shopkeepers/Contractors/Agencies for Lease / Hire of individual shop on rental basis for the following facilities at Shopping Complex, SKUAST-J, Chatha, Jammu for a period of three years from the date of signing of contract renewed annually on satisfactory performance basis.

Shop No. (1), (2), (3), (4), (5) & (6) on Ground Floor (Milk, Sweets etc., Dhaba, Vegetable (Sabzi) store, Karyana Store, Provisional & Medical Store) and Shop No. (8), (9),(10), (11), (12), (13), (14), (15) & (16) on 1st Floor (Boutique, Beauty Parlour, Stationery, Photostat, Barber, Fruit+Juice bar, Dry cleaner, Tea Stall and Fast Food). All other terms and conditions can be seen on the University website www.skuast.org.

Sd/
Estates Officer

No: AU/Estates/19-20/F-14/902-13

Dated: 02-09-2019

- Copy to:
1. Director Extension/Chairman SWC, SKUAST-J, Main Campus Chatha.
 2. Director (P&M), SKUAST-J, Main Campus, Chatha
 3. Registrar, SKUAST-J, Main Campus, Chatha
 4. Director Research, SKUAST-J, Main Campus, Chatha
 5. Director Education, SKUAST-J, Main Campus, Chatha
 6. Comptroller, SKUAST-J, Main Campus, Chatha.
 - 7-9. Dean FOA/Dean FBSc/Dean Students Welfare, SKUAST-J, Main Campus, Chatha
 10. Asstt. Executive Engineer, Estates Division, SKUAST-J, Chatha
 11. I/c Data Centre, SKUAST-J, Main Campus, Chatha for uploading of NIT on the University website
 12. SVC for timely Publishing of NIT in two local dailies having wide circulation.

Sd/
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Terms & Conditions

Cost of Tender document	Rs. 500/- (Non-Refundable)
Earnest Money Deposit (EMD): (Refundable but non-interest bearing) only in the form of Demand Draft of J&K Bank Ltd. In favour of Asstt. Comptroller (Estates) payable at Jammu	Rs. 5,000/- (Five thousand only)
Date of issue of Tender document	03-09-2019
Last Date & Time for receipt of Bid	24-09-2019 upto 2.00 P.M.
Office from whom the tender documents can be obtained	Estates Division, SKUAST-J, Main Campus, Chatha, Jammu. Documents can also be downloaded from the website at www.skuast.org .
To whom the tender documents can be submitted	Estates Officer, SKUAST-J, Post Office:-University Campus, Chatha, Jammu-180009

1. The tender can be had from the office of the Estates Officer, Main Campus, Chatha, Jammu on all working days from 03-09-2019 to 24-09-2019 against Rs 500/- (Rupees Five hundred only) Non-Refundable by cash or bank draft pledged to Assistant Comptroller, Estates Division, SKUAST-J, Main Campus, Chatha, Jammu.
2. The tender on the prescribed forms completed in all respects should reach in the office of the Estates Officer, SKUAST-J, Main Campus, Chatha, Post Office:- University Campus Chatha, Jammu-180009 (J&K) through Registered Post /Courier on or before 25-09-2019 upto 2.00 P.M. The Tenders shall be opened on 27-09-2019 or any other date convenient to the Standing Works Committee in presence of the tenderers who may wish to be present.
3. Earnest Money in the shape of CDR/FDR from any scheduled bank, pledged to the Asstt. Comptroller, Estates Division, SKUAST-J, Main Campus, Chatha, Jammu shall be accompanied with tender document. Tender without EMD shall not be entertained.
4. Tender booklets shall be issued to the contractors/shopkeepers.
5. The tenders received after the date of receipt shall not be entertained.
6. Any other information / clarification can be had from the office of the undersigned on all working days from 9:30 A.M. to 5 P.M.

Sd/
Estates Officer

ELIGIBILITY CRITERIA

All the Bidders/Agencies/Shopkeepers must fulfill the following eligibility criteria and submit the documents and the declarations (duly self-attested) in support of their claim along the Bid. The bids those are not meeting the Eligibility Criteria stated below and not accompanied with the requisite documents shall be treated as non-responsive hence be rejected.

1. The intended bidders must submit the required Tender Fee and EMD without which bid shall be rejected.
2. The quoted rates per month for the individual shop with number shall be written legibly both in the figures as well as in words without cuttings and overwriting. The tender is liable to be rejected if mutilation, overwriting and corrections are found therein, without due attestation, by the tenderers.

FACILITIES TO BE PROVIDED BY THE UNIVERSITY

1. Only 6 No. shops on Ground Floor and 9 No. shops on the First Floor of Shopping Complex, Chatha of size 10'x14" feet each will be provided by the University on rental basis. The shop will be provided to an individual contractor/shopkeeper for each shop.
2. The required electricity will be provided by the University on payment basis. Electricity Bill will be as per the existing tariff based on the actual consumption.

SCOPE OF THE WORK:- The following facilities are required to be provided in these shops for the convenience of staff and students of University Campus :-

Name of the work		Lease/Hire of Shops
Shop No.	Purpose	Shop size
Ground Floor		
1	(Milk, Sweets) etc.	10'-0"x14'-0"
2	Dhaba	10'-0"x14'-0"
3	Vegetable (Sabzi) store	10'-0"x14'-0"
4	Karyana Store	10'-0"x14'-0"
5	Provisional store	10'-0"x14'-0"
6	Medical store	10'-0"x14'-0"
1st floor		
8	Boutique	14'-0"x10'-0"
9	Beauty Parlour	14'-0"x10'-0"
10	Stationery	14'-0"x10'-0"
11	Photostat	14'-0"x10'-0"
12	Barber	14'-0"x10'-0"
13	Fruit+Juice bar	14'-0"x10'-0"
14	Dry clearer	14'-0"x10'-0"
15	Tea stall	14'-0"x10'-0"
16	Fast food	14'-0"x10'-0"

1. The bidders shall provide the required goods / services to the University. The goods / services should be available all the time at a reasonable price and right quantity. The quality of the goods / services should be of high standard and branded.

2. The price of the goods / services should be comparable to the competitive market price.
3. The price of the goods / services shouldn't exceed the MRP.
4. All the shops should remain open at least from 09.00 AM to 08.00 PM.

□ **EVALUATION OF BIDS**

The bidders fulfilling the required terms and condition/ criteria would be allotted the shops and on the basis of highest rates offered per month.

GENERAL TERMS & CONDITIONS:-

1. The Bidders must be willing to deposit required security money as decided by the University on award of the contract.
2. Successful Bidder has to deposit monthly rent to the University, on or before 05th of the every month alongwith tariff as per the actual consumption of electricity charges.
3. The successful bidder will have to execute an Agreement with the University within seven days from the date of allotment of contract. He/she also has to submit two recent Passport size Photographs, copy of permanent address proof duly attested by a Gazetted Officer alongwith Mobile No.
4. Physical possession of the shops shall be handed over to the successful bidders. In case the selected bidders do not take possession of the allotted premises within one month, the shops shall be offered to next bidders. In such an event, the earnest money deposited by the selected bidders shall stand forfeited.
5. The Partnership firms & Societies are not eligible.
6. Employees of Central or State Government undertaking or Govt. companies are not eligible to apply. A minor is also not eligible to apply.
7. The agency must submit an undertaking that it will not employ any minor in their shop.
8. The running of shops will be subject to laws and bylaws of the University.
9. Successful bidders must display the rate chart and discount offered on MRP / prevailing market price as applicable, in front of their shop.
10. **Forfeiture Bid Security:** Bid Security of a tender will be forfeited, if the bidder withdraws or amends or modifies in tender or impairs or derogates from the tender in any respect within the period of validity of its tender.
11. Conditional tenders will not be accepted.
12. **Validity Period:** The validity period of the offer should be clearly specified. It should be at least for **90 days** from the date of opening of the bids.
13. The CDR of successful tenderer shall be released after the satisfactorily completion of the contract period on production of NDC from the Estates Division of the University.
14. The University shall not be responsible for any theft or loss sustained by the contractor during the period of contract.
15. The contractor shall be fully responsible for any damage to the University property.
16. The contract can be terminated at any time during the currency of the contract, if any of the aforesaid conditions of the contract are violated by the contractor, with one month notice. The EMD of the contractor shall be forfeited, in case, the terms and conditions of the contract are not followed by him.

17. In case of any dispute regarding interpretation of any Clause or otherwise, the same shall be referred to the Arbitrator nominated by Vice-Chancellor (Except Estates Officer) of the University whose decision shall be final & binding.
18. The University reserves the right to accept or reject any tender without assigning any reasons
19. If the date on which the tenders are to be received is declared as a public holiday, the tender will be received and opened on the next working day.
20. The contract for individual shop shall be awarded in favour of the tenderer whosoever offers the highest rate of rent per month.
21. In the event of termination of contract by the Employer for the non-performance of contractor, the dispute between the Contractor and the SKUAST-J, shall be settled in the Hon'ble Court of J&K at Jammu only.
22. All the statutory taxes applicable from time to time shall be deducted at source.
23. In order to ensure that the quantity & quality of items supplied by the Contractor/shopkeeper, Chairman Standing Works Committee, Estates Officer & Medical Officer shall inspect the Shopping Complex.

Sd/
Estates Officer

NIT No: AU/Estates/2019-20/09 Cost of Tender: Rs 500/- (Non-refundable)
Dated: 29-08-2019

Sher-e-Kashmir
University of Agricultural Sciences & Technology of Jammu
Estates Division, Main Campus Chatha, Jammu.

TENDER FORM No 1

Book No S.No.
Registration No..... Class
Cost of tender document received vide Bank Draft / Cash Receipt No.
Dated

Estates Officer
SKUAST-J

Tender for **Lease/Hire of Individual shop in Shopping Complex at Main Campus, Chatha**

CDR amounting to Rs 5,000/- in the shape of Earnest Money enclosed from Bank vide
No. _____ Dated _____

To
The Estates Officer,
SKUAST-J,
Main Campus, Chatha,
Jammu-180009 (J&K).

Sub: Lease/Hire of Individual shop in Shopping Complex at Main Campus, Chatha

1. That I have gone through the terms and conditions of the NIT and bind myself to adhere to the quality parameters.
2. That the rates quoted in the tender form have been written by me/under my personal supervision and are firm.

Signature of Contractor
Name:_____

S/o _____

Address:-_____

Mobile No:-_____

To

**The Estates Officer,
SKUAST-J,
Main Campus, Chatha,
Jammu-180009 (J&K).**

Sub: Lease/Hire of Individual shop in Shopping Complex at Main Campus, Chatha

**IS/o. Sh.
R/o.....hereby tender for the
above noted facilities/services on monthly rent @ Rs for
Shop No. _____ and declare as under:-**

1. That I have gone through the terms and conditions of the NIT and bind myself to adhere to the quality parameters.
2. That the rates quoted in the tender form have been written by me/under my personal supervision and are firm.

Signature of Contractor