NOTIFICATION

Applications in the prescribed form (Annexure-1) for the lease of Engineering College Canteen (Furnished with Chairs, Tables, Gas Equipment, Water Cooler etc.) are invited in sealed covers addressed to the Principal, University College of Engineering (Autonomous), Osmania University, Hyderabad 500 007 so as to reach on or before 07.05.2012 (3:00 p.m.). The sealed covers will be opened on 14.05.2012 (3:00 p.m.) in the presence of applicants who will be present. The undersigned reserves the right to accept or reject any or all applications.

Application forms containing conditions and other particulars can be downloaded from the College website (www.uceou.edu) or can be obtained from Office of the Principal, University College of Engineering (Autonomous), Osmania University by presenting a demand draft for Rs. 500/- non-refundable drawn in favour of the Principal, University College of Engineering, Osmania University between 11:00 a.m. to 4:00 p.m. on all working days. The downloaded application forms should be accompanied with Rs. 500/- non-refundable drawn in favour of the Principal, University College of Engineering, Osmania University. For further details please see Annexure - II.

PRINCIPAL
ANNEXURE - I
APPLICATION FORM FOR RUNNING THE CANTEEN IN
OSMANIA UNIVERSITY COLLEGE OF ENGINEERING CAMPUS

1. Name of the Applicant : ______________________________

2. Name of the Father / Husband : ______________________________

3. Age : ______________________________

4. Residential Address : __________________________________
                        __________________________________
                        __________________________________
                        __________________________________

5. Telephone No. : ______________________________

6. PAN No. : ______________________________

7. Minimum lease amount fixed for two years : Rs.2,00,000/- (Rupees Two Lakhs only)

8. Amount of lease offered : ______________________________

9. Earnest money deposit of Rs.10,000/- vide Demand Draft No./Date : ______________________________

10. Previous experience if any : ______________________________
    (A separate sheet indicating the details may be enclosed)
    (Certificates issued by Principal / Competent authority to be enclosed)

Date: ____________________________________________

Place: ____________________________________________

Signature of the Applicant: __________________________

Applicant’s latest passport size photograph to be affixed here.
ANNEXURE – II

TERMS AND CONDITIONS FOR THE LEASE OF CANTEEN

1. The Canteen Committee shall fix the rates (see Annexure-IV) for each item that are to be served at the Canteen and the lessee shall have to serve those items only at the rates and quantity fixed and a MENU chart should be displayed at the Canteen. For sale of any other items other than, those in the approved list, the Contractor shall obtain the Prior permission of the Canteen Committee.

2. The Canteen shall be given on lease for a period of two years only and the rates/quantity fixed for the items shall remain the same during the lease period. The lessee shall deposit an amount of Rs.50,000/- (Rupees Fifty Thousand only) towards security deposit which will be retained by the college during his lease period and the same will be returned on expiry of the term of lease.

3. Minimum lease amount shall be Rs.2,00,000/- (Rupees Two Lakh only) for two years. The applicants shall quote the rate offered by them against Column 7 of the Application form.

4. A demand draft for Rs. 10,000/- (Rupees Ten Thousand only) in favour of the Principal, University College of Engineering (Autonomous) payable at Hyderabad should accompany the application form towards EMD without which the application will not be considered.

5. The applicants should submit a declaration in writing before opening of sealed covers that they have brought the lease amount offered by them and that they will deposit the same in case they are declared as successful lessee.

6. The person who has offered highest amount towards lease of Canteen shall be declared as successful lessee for a period of Two years with effect from 1-1-2004 date of issue of orders leasing out the canteen would be in favor of him/her.

7. In case of a tie open auction subject to the following conditions:
   i) The lease amount offered by such applicants should be deposited before the canteen is put for open action
   ii) An undertaking in writing should be submitted stating that the differential amount will be deposited before 2:00 p.m. of next working day. Failure to do so, will entail to forfeiting the lease amount deposited.
   iii) The principal reserves right to reject any or all applications without showing any reason.

8. The lease amount should be deposited on the day of announcement of the name of successful lessee.

9. i). The electricity and water charges (borewell water as well as drinking water) charges should be paid by 5th of the succeeding month (a copy be given in the office of the Principal, UCE(A), OU) as per the demand notices issued by the office of the University Engineer failing which the connection shall be cut. In the event of disconnection the connection shall be restored on payment of penal charges levied by the Office of the University Engineer in addition to the usual charges.
ii). Any repairs such as Electrical / Civil Works etc., during the Contract period are to be attended by Contractor / Management of the Canteen only and the College / University will not be responsible for such repairs

10. Utensils required for cooking and other crockery and cutlery shall have to be arranged by the lessee.

11. The premises of the canteen should be kept clean and tidy and the lessee shall be fully responsible for the maintenance of hygiene

12. The canteen premises (inside and outside) should not be used for any other purposes except for running of the canteen and that the walls and surrounding of the canteens should not be used for paintings/advertisements.

13. The lessee should not transfer the management to any other individual or agency. The Manager of the Canteen should be present at the premises and attend to the complaints (if any) either from students / staff or customers.

14. The canteen should run with the name given to it, if any, and no other name should be used.

15. The Canteen Committee shall have every right to inspect the Canteen without any notice and can seal the canteen in case of violation of terms & conditions.

16. The Canteen should run on all working days during the timings from 8-00 a.m. to 8-00 p.m. The college shall however reserve the right to revise the timings.

17. The Canteen should not be kept closed on working days without prior permission of the Principal, University College of Engineering (Autonomous), OU.

18. The Principal, on the recommendation of the Canteen Committee has the right to terminate the lease by giving one month’s notice. In such case, the lessee shall forego the lease amount.

19. The lessee should execute an agreement bond (Annexure-V) in the prescribed proforma on non-judicial stamped paper of Rs.100/- (Rupees One Hundred only).

20. Unsuccessful bidders will be refunded the E.M.D. DD’s immediately.

21. Successful bidder will have to deposit the lease amount immediately. In case of failure to do so they forfeit the E.M.D. amount
   i) I declare that I will abide by the terms and conditions stated above from serial No. 1 to 21
   ii) I will also abide by the conditions that may be stipulated during the period of lease.
   iii) I will be held responsible for any damage caused to the College property and that I will abide by the decision of Principal, University College of Engineering (Autonomous) that may be taken under such situations.

SIGNATURE OF APPLICANT

Name:_________________________
Address:_______________________
ANNEXURE – III

DECLARATION – CUM – UNDERTAKING

I declare that I shall abide by the terms and conditions of lease, I also abide by the decision of Canteen Committee / University College of Engineering (Autonomous), Osmania University.

I undertake that:

i) I will serve the items mentioned in the enclosed statement in good quality at the rates fixed and duly maintaining the quantity indicated therein, and a “MENU” will be displayed showing the details.

ii) I will not serve the items other than those approved.

iii) I will not use the canteen premises for any other purpose except for running of the Canteen and that I will keep the premises (in side and out side) clean and tidy.

iv) I will run the Canteen with the name given to it if any and no other name will be used and that the walls and surroundings of the Canteen will not be used for paintings/advertisements.

v) I will not give scope for any sort of complaints either from Students / Staff or Customers.

vi) I will be fully responsible for proper upkeep and maintenance of the Canteen Building, Furniture, Fittings, Gas connections, Electrical appliances, etc.

Date: 

Signature of the Applicant
# ANNEXURE – IV

## STATEMENT OF ITEMS THAT ARE TO BE SERVED AT THE CANTEEN
THE RATES AT WHICH THEY ARE TO BE SERVED AND
THE QUANTITY THAT SHOULD BE MAINTAINED.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Item</th>
<th>Quantity</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Idly</td>
<td>120 grams</td>
<td>12.00</td>
</tr>
<tr>
<td>2</td>
<td>Wada</td>
<td>120 grams</td>
<td>14.00</td>
</tr>
<tr>
<td>3</td>
<td>Upma/ Tamato bath</td>
<td>120 grams</td>
<td>12.00</td>
</tr>
<tr>
<td>4</td>
<td>Puri</td>
<td>150 grams</td>
<td>14.00</td>
</tr>
<tr>
<td>5</td>
<td>Masala Dosa</td>
<td>120 grams</td>
<td>14.00</td>
</tr>
<tr>
<td>6</td>
<td>Sada Dosa</td>
<td>120 grams</td>
<td>12.00</td>
</tr>
<tr>
<td>7</td>
<td>Onion Dosa</td>
<td>120 grams</td>
<td>15.00</td>
</tr>
<tr>
<td>8</td>
<td>Ravva Dosa</td>
<td>120 grams</td>
<td>16.00</td>
</tr>
<tr>
<td>9</td>
<td>Dahi Vada</td>
<td>120 grams</td>
<td>16.00</td>
</tr>
<tr>
<td>10</td>
<td>Pesarathu</td>
<td>120 grams</td>
<td>13.00</td>
</tr>
<tr>
<td>11</td>
<td>Uttappa</td>
<td>120 grams</td>
<td>14.00</td>
</tr>
<tr>
<td>12</td>
<td>Mysore Bajji</td>
<td>160 grams</td>
<td>10.00</td>
</tr>
<tr>
<td>13</td>
<td>Tea</td>
<td>100 ml</td>
<td>6.00</td>
</tr>
<tr>
<td>14</td>
<td>Special Tea</td>
<td>100 ml</td>
<td>7.00</td>
</tr>
<tr>
<td>15</td>
<td>Coffee</td>
<td>100 ml</td>
<td>7.00</td>
</tr>
<tr>
<td>16</td>
<td>Milk</td>
<td>100 ml</td>
<td>6.00</td>
</tr>
<tr>
<td>17</td>
<td>Gulab Jamun</td>
<td>80 grams</td>
<td>14.00</td>
</tr>
<tr>
<td>18</td>
<td>Curd Rice</td>
<td>200 grams</td>
<td>15.00</td>
</tr>
<tr>
<td>19</td>
<td>Lemon Rice</td>
<td>200 grams</td>
<td>15.00</td>
</tr>
<tr>
<td>20</td>
<td>Veg. Biryani</td>
<td>200 grams</td>
<td>16.00</td>
</tr>
<tr>
<td>21</td>
<td>Chapathi</td>
<td>150 grams</td>
<td>14.00</td>
</tr>
</tbody>
</table>

Further the following bakery items procured from a reputed Bakery Shop are to be made available for sale in the Canteen, whose selling price should not exceed the selling price of the same sold at the corresponding Bakery Shops.


I undertake to serve the items mentioned above at the rates fixed duly maintaining the quantity indicated therein.

## SIGNATURE OF APPLICANT

Name:_________________________
Address:________________________
ANNEXURE – V

FORM OF AGREEMENT TO BE EXECUTED AT THE TIME OF LEASING OUT CANTEEN OF UNIVERSITY COLLEGE OF ENGINEERING (AUTONOMOUS), OSMANIA UNIVERSITY, HYDERABAD – 500 007.

An agreement made this _________________ day of __________________________ between the Principal, University College of Engineering (Autonomous), Osmania University, and ______________________________________________________ (hereinafter called lessee with expression shall include his heirs, administrators, executors and legal representatives of the one part) and the Principal, University College of Engineering (Autonomous), Osmania University (hereinafter referred to as the College the other part).

WHEREAS the College wants to operate canteen in the Engineering College Campus premises by giving on lease and the lessee has agreed to operate such a canteen, this agreement is entered on the following terms and conditions:

1. The College will provide remodeled Building along with well laid out furniture, fans, fittings, water cooler, and gas stoves with 10 empty cylinders and the lessee (canteen proprietor) will run the canteen in the premises earmarked for the purpose and that he/she himself/herself shall make available utensils, crockery, gas and cutlery etc., required for the canteen. The lessee shall deposit an amount of Rs.50,000/- (Rupees Fifty Thousand only) towards security deposit which will be retained by the college during his term of lease. This amount will be returned after expiration of the lease period.

2. The lease of canteen shall be for a period of two years.

3. The electricity & water (Bore well water as well as drinking water) charges should be paid by 5th of the succeeding month as per the demand notice issued by the Office of the University Engineer failing which the connection shall be cut. In the event of disconnection the connection shall be restored on payment of penal charges levied by the Office of the University Engineer in addition to the usual charges.

4. The canteen shall be operated on all times under authority of the College Canteen Committee.

5. The Canteen should run on all working days from 8-00 a.m. to 8-00 p.m. The college shall however reserve the right to revise the timings. The Canteen should not be kept closed on working days without prior permission of the Principal, University College of Engineering (Autonomous).
6. The lessee (Canteen Proprietor) will have to abide by the decisions taken by the College Canteen Committee from time to time for proper running of the Canteen.

7. The Canteen Proprietor (Lessee) should serve only those items that are approved by the College Canteen Committee at the rates and the quantity fixed during the period of lease and a MENU chart should be displayed at the canteen.

8. The Canteen Proprietor (Lessee) should not cater items, which are not included in the approved list of items. He shall invariably obtain the prior approval of the Canteen Committee in case he wished to prepare and sell other items.

9. The premises of the canteen should be kept clean and tidy and the canteen Proprietor (Lessee) will be fully responsible for the cleanliness and hygiene maintenance of the premises. Further the proprietor should implement the following guidelines strictly.
   i) All the food served for sale should be kept in fly proof glass almirahs or should be kept well covered from flies and dust.
   ii) Dustbins or wooden boxes should be kept for throwing waste papers, garbage etc. and they should be well covered.
   iii) The utensils, crockery etc. should be cleaned/washed with potassium permanganate lotion and hot water.
   iv) Flit and phenyl should be used to check flies.

10. The canteen premises (inside and outside) should not be used for any other purposes except for running of the canteen and that the walls and surrounding of the canteen should not be used for paintings/advertisements.

11. The management of the canteen should not be transferred or subleased to any other management or individual or agency.

12. The Proprietor (Lessee) of the canteen should be present at the canteen premises to attend to the day-to-day affairs of the running of the canteen and shall not give scope for any complaints either from the students/staff or customers.

13. The canteen should be run with the name given to it by the College, if any, and no other name should be used.

14. The College Canteen Committee shall have every right to inspect the canteen without any notice and can seal the canteen in case of violation of terms and conditions.

15. The Lessee (Proprietor) should operate the canteen within one week from the date of issue of orders leasing out the canteen in his/her and submit this agreement failing which the lessee will have no claim over the canteen and that the lease amount deposited by him/her will be forfeited.

16. In case of dispute the final decision will be taken by the Principal on the recommendation of the College Canteen Committee, which will be binding on the part of lessee (Proprietor).
17. The Canteen Committee has the right to terminate the contract by giving one month’s notice to the proprietor during the period of contract if it feels necessary to do so.

18. This agreement does not under any circumstances constitute a rental or tendency agreement.

In witness whereof the parties to this agreement have affixed their signatures to this agreement on this _______________________ day of _________________________ in the presence of the following witnesses.

Witnesses:

1. 

2. 

SIGNATURE OF LESSEE

Signed by (Name & Designation)

Principal (or) for and on behalf of Principal, University College of Engineering (Autonomous), Osmania University.

1. 

2. 

SIGNATURE OF THE PRINCIPAL
(or) The Authorized Officer

(Signature of Witnesses)

* * * * *