



**MIZORAM UNIVERSITY,
TANHRIL, AIZAWL – 796004**

EXPRESSION OF INTEREST FOR

**“Providing Mess Services at Hostels” in Mizoram University,
located at Mizoram University Campus, Tanhril, Aizawl,
Mizoram – 796004**

Tender No. 5/20-1/2024-GAD-B/138

DATE OF ISSUE OF EOI	24.04.2026
LAST DATE OF SUBMISSION OF EOI	18.05.2026
COST OF EOI (non-refundable)	₹500.00
DATE OF OPENING OF EOI	20.05.2026
PLACE OF OPENING OF EOI	Registrar’s Office, MZU
EMD	₹50,000.00
SECURITY DEPOSIT (to be submitted only by selected bidders)	₹2,50,000.00

** Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME)” are exempt from submission of Tender Fee and EMD.*

** As per MSME policy circular Dt 23rd March 2012, MSEs registered under UAM scheme will be provided tender cost free of cost. Bidders are required to submit valid UAM certificate and their claim for free tender cost will be considered for the service/category for which they are registered as per UAM certificate.*

** Tender documents may be downloaded from institute’s web site www.mzu.edu.in (for reference only) and CPPP site <https://eprocure.gov.in/eprocure/app>*



**MIZORAM UNIVERSITY, TANHRIL AIZAWL, MIZORAM
TENDER NO.: 5/20-1/2024-GAD-B/138 Dt. 24.03.2026**

1. Introduction:

Mizoram University requires the services of well-established and financially sound mess caterers/Firms to provide mess catering services for the students of the institute hostels around 1780 students on a fixed cost basis per student per month. All the reputed and registered firms are encouraged to participate in the bidding process. Tenders are to be divided in 4 clusters and Tenders are to be submitted on a per-cluster basis. **Each bidder can submit only one tender designated to one cluster only.** However, all the cooking and other dining arrangement including storage will have to be prepared and maintained separately in each hostel.

Table - I : Cluster Wise Hostel Distribution

Sl. No.	Cluster	Name of Hostels	Requirement
1.	Cluster - 1	Ainawn, Dingdi, Senhri, Derhken, Kumtluang	Separate cooking arrangement at all different hostels
2.	Cluster - 2	Tlaizawng, Chuailo, Chhawkhle, Zamzo	
3.	Cluster - 3	Chalfilh, Hmuifang, Lurh Tlang, Tantlang	
4.	Cluster - 4	Phawngpui, Lengteng, Mawmrang, Buannel, Surtlang, Thorang	

2. GENERAL TERMS AND CONDITIONS:

2.1 Tender documents can be downloaded from the institute website www.mzu.edu.in or CPPP and should be submitted along with Tender fee of Rs.500.00 (non-refundable) in a form of Demand Draft/Banker's Cheque/NEFT/RTGS only in favour of Finance Officer, Mizoram University OR Payment may also be made through UPI to MZU UPI ID: mzuazawl@sbi. Alternately, the following QR Code may be scanned for UPI Payment.



Receipt/detail of transaction may be submitted along with tender.

- 2.2 The tenderers are requested to go through the instructions, terms and conditions and specifications given in the tender. Failure to furnish all required information in every aspect will be at the tenderer's risk and may result in the rejection of the tender.
- 2.3 Employees of Mizoram University or their family members are not eligible to participate in the Tender. For clarification, 'family' includes spouses and children. An undertaking in this regard should be furnished as per Appendix 5.
- 2.4 Financial Standing: To demonstrate the financial capability to undertake the contract, the tenderer must submit an original Banker's Certificate as per Appendix-4. This certificate must confirm a credit facility of at least ₹20 lakhs and be issued no more than three months prior to this tender's advertisement date.



OR

- The Tenderer can furnish a Solvency Certificate from any nationalized/scheduled bank for Rs.20 lakhs.
- 2.5 Food license: The Bidders must have a food license issued by the Food Safety and Standards Authority of India (FSSAI) or the State Food Safety & Standard Authority (SFSSA). The Tenderer may enclose a copy of food license issued by the Food Safety and Standards Authority of India (FSSAI) or the State Food Safety & Standard Authority (SFSSA) along with the Technical Bid.
 - 2.6 Work Experience: The tenderer must possess a minimum of three years of experience in managing a hostel mess or canteen within a university or autonomous institution. This must be substantiated with documentary evidence, such as an experience certificate, issued by the respective institution.
 - 2.7 Trading License: The mess contractor should have a valid trading license and a branch office in Aizawl with one official representative at Aizawl who should be available 24x7 over telephone.
 - 2.8 To enclose duly filled up check list as per Appendix – 6.
 - 2.9 The University reserves the right to amend any part of this tender. All amendments will be published on the University website. Tenderers are solely responsible for checking for updates and submitting their bids in accordance with the final amended documents.
 - 2.10 The Tender document is not transferable.
 - 2.11 Menu of the mess shall be determined by the Hostel Mess Quality Control Committee of the university in consultation with the caterer with a provision to change as per need.
 - 2.12 The Meals provided in Breakfast and Dinner shall be unlimited.
 - 2.13 The initial contract term is 12 months from the date of agreement. The Hostel Mess Quality Control Committee will conduct a performance review before the term ends. Based on a satisfactory review, the contract may be renewed for one additional year by mutual agreement.
 - 2.14 The Hostel Mess premises shall be used solely for the purpose of providing the contracted mess services. Any other use requires the prior written permission of the Competent Authority.
 - 2.15 No person with any adverse police record will be allowed to work in the Hostel Mess. Vigilance clearance certificate will be submitted.
 - 2.16 Required safety measures are to be observed by the Contractor themselves. He should install the required numbers of fire extinguisher etc. at kitchen to prevent fire hazard.
 - 2.17 Mess bill only be raised against the actual enrolled students.
 - 2.18 Any change like timing of operation, rate of items and any addition of item(s) to be included in the Hostel Mess Services in future will require the prior permission of the University.
 - 2.19 The tenderer should have license under Food Adulteration Act 1955.
 - 2.20 The Contractor will ensure and comply with the provisions of various municipal and other Rules/Regulations/Laws of the Government in respect of wages and other benefits to their employees.
 - 2.21 Any dispute arising out of this contract will fall under the jurisdiction of the Guwahati High Court, Aizawl Bench, Mizoram only.
 - 2.22 The menu is subject to change in consultation with the Hostel Mess Quality Control Committee. The Committee is authorized to evaluate the quality of food and ingredients and to impose appropriate fines or penalties for unsatisfactory service.
 - 2.23 The quoted price for food and other services should be inclusive of all taxes like GST etc.



- 2.24 Maintenance cost including electricity bill, water charges etc. for the premises under the control of vendor such as kitchen, store etc. shall be paid by the agency for mess.
- 2.25 The Contractor must maintain a complaint register within the mess hall and present it to any user upon request. Failure to produce the register will result in a penalty, as determined by the Competent Authority.
- 2.26 The workers employed by the Contractor shall wear the uniform and name badge provided by the agency. This must be implemented within 15 days of the agreement date.

These workers are not employees of the University and shall have no claims against it. They must not act in a manner detrimental to the University's interests.

Non-compliance with any part of this clause will result in a penalty of ₹500.00 per instance, levied on the Caterer.

- 2.27 The Contractor must submit a copy of the complaint register, duly verified by the Mess Committee In-charge, along with the monthly payment bills.
- 2.28 Girls Hostel mess workers must be female and all mess workers shall not be below the age of 18(eighteen) years. The contractor and his workers must behave in appropriate manner with hostel residents in all the hostels.
- 2.29 The Contractor is authorized to collect meal charges directly from non-resident students or guests who have received permission from the Warden. The Contractor must maintain a separate register for all guest meals. The University assumes no liability for any unpaid guest charges.
- 2.30 The Contractor assumes full liability for any accident, injury, or death involving their staff. The University bears no responsibility in such cases.
- 2.31 The Contractor shall be solely liable for any incidence of food poisoning or food-borne illness. This includes bearing all costs for the medical treatment of affected residents. Furthermore, the University may impose additional penalties as determined by the Warden.
- 2.32 The Contractor must maintain and submit to the Warden a detailed list of all employees, including their photographs.
- 2.33 The Contractor shall comply with all applicable labour and government laws, statutes, and regulations in the employment and management of its staff. The Contractor assumes sole responsibility for any disputes, claims, or violations arising from non-compliance.
- 2.34 Sub contracting of the service will not be allowed.
- 2.35 **Minimum Staffing:** Each kitchen must be staffed at all times with a main cook possessing a minimum of two years of professional experience and at least one attendant.

Penalty for Shortage: A fine of ₹2,000.00 per day will be imposed for each day a mess worker position remains vacant for more than 24 hours.

3. Hygiene Criteria:

- 3.1 All food must be prepared in accordance with the approved menu, under strict hygienic and safe conditions, and using healthy sanitary practices.
- 3.2 The Caterer must maintain the dining hall, hand-wash areas, and dish-wash areas in a highly clean and hygienic condition at all times. The Caterer is also responsible for providing adequate hand-wash supplies.

3.3 Waste Management and Penalties

The Caterer is solely responsible for the daily collection, storage, and disposal of all



kitchen and food waste from the kitchen, dining, and dish-washing areas, at their own expense.

- Any haphazard disposal, dumping, or storage of waste, as reported by the Warden and Hostel Local Committee, shall constitute a contract violation and will be subject to the following penalties : First Violation: ₹5,000.00
 - Second & Third Violation: ₹10,000.00 each
 - A fourth violation will trigger a formal contract review by University authorities and may result in termination.
- 3.4 After every meal, the Caterer must wash all cutleries in a soap solution and hot water, then ensure it is dried and stored ready for the next meal.
- 3.5 Mess workers should be strictly asked to make the use of hand gloves, aprons, cooking hats etc.
- 3.6 Dining hall and kitchen should be washed with water and soap solution and mopped after every meal by the caterer.
- 3.7 The Contractor shall have to make arrangement for crockery, utensils, burners, LPG, food warmers and other essentials to set up the kitchen.
- 3.8 Non maintenance of the above criteria shall result in penalty to be imposed on the vendor as follows:
- (a) Penalty for Poor Food Quality - Rs.2000.00 on each occasion.
 - (b) Penalty for Hygiene/cleanliness - Rs.1500.00 on each occasion.

If poor quality of food has been found three times in a month, in such conditions, the awarded contract shall be terminated and their security deposit shall be forfeited.

- 3.9 The Caterer must ensure high standards of hygiene for all facilities, ingredients, and food served. All food must be fresh, nutritious, and edible.

The storage, preservation, or re-serving of cooked food is strictly prohibited.

Non-adherence to the Warden's directives regarding these standards shall be deemed a contract violation, making the Caterer liable for a penalty of up to 10% of the monthly bill, the exact amount to be decided by the Hostel Committee.

4. Earnest Money Deposit (EMD)

- 4.1 Refundable Earnest Money Deposit (EMD) of ₹50,000.00 (Rupees Fifty Thousand) only must accompany tender through Demand Draft/Banker's Cheque/NEFT/RTGS of Finance Officer, Mizoram University payable at Aizawl.
- 4.2 EMD may be forfeited in case of non-completion/part completion/delayed completion of services unless permitted in writing by Mizoram University.

5. Contract requirement:

- 5.1 The tenderer's quoted rates must be inclusive of all applicable taxes, duties, and levies (including GST) imposed by any government authority. The University is not liable for any changes in tax rates during the contract period, and no subsequent price adjustments will be permitted on this basis.



6. Submission of Tender

The University assumes no responsibility for any delay or loss of tender documents in transit, including Bank Drafts or certificates. Such issues will not be grounds for an extension of the submission deadline.

- 6.1 The University reserves the right to extend the tender submission deadline by issuing a formal amendment. In such cases, all rights and obligations of the University and Tenderers will thereafter be bound by the new deadline.

7. Procedure for Submission of Tender:

- 7.1 Tenderers must thoroughly review and understand all provisions of the tender documents before submission.
- 7.2 The tenders shall be submitted as per the procedures and requirements stipulated therein.
- 7.3 This tender is based on TWO-BID SYSTEM i.e. Technical Bid and Financial Bid. Therefore, the tender shall be submitted in two parts viz., Cover-A and Cover-B.

Cover 'A'
"TECHNICAL BID COVER"

Name of work: *"Tender for Hostel Mess Services for Mizoram University Hostels, Tanhril, Aizawl, Mizoram"*

Cover 'B'
"FINANCIAL BID"

Name of work: *"Tender for Hostel Mess services for Mizoram University Hostels, Tanhril, Aizawl, Mizoram"*

- 7.4 The Tenderer should attach valid Labour licenses issued by State/Central Government.
- 7.5 The tender document should contain clearly the name and address of the Tenderer prominently, with Phone Number, email ID and Postal address.
- 7.6 The technical bid cover shall contain a "check list" as per **Appendix - 6**. In addition to check list any document or certificates etc., mentioned anywhere in the tender document shall also be part of the technical tender requirements as a proof of experiences, Turnover, Registration no., GST No., PAN No. Labour License of the State/Central Govt.
- 7.7 The tender must be signed on every page by a person or persons duly authorized to bind the Tenderer. A certified copy of the Power of Attorney, authorizing the signatory(s) to sign the tender document, must be enclosed. This certification must be issued by the firm's Managing Director, Legal Manager, or another authorized person.
- 7.8 No alterations or additions are permitted in the tender, except those required by University instructions. If correction of an error is absolutely necessary, the person(s) who signed the tender must initial the change.

8. Compliance/ Confirmation:

- 8.1 The Tenderer should give an undertaking with reference to the Application Form for running the Mess in University and should also give undertaking cum declaration regarding confirming and comply with various terms and conditions in Appendix-3 "letter of Tender cum declaration" and Appendix-6 "Check List"



9 Tender Opening:

9.1 Tender will be opened in the presence of the Tenderers or their authorized representative who choose to be present and the tender scrutiny committee at 2pm on 05.05.2026. The representative of tenderer who attend the tender opening must produce their identification proof and authorization letter from the companies/tenderer.

9.2 Cover-A containing "Technical Bid" shall be opened first.

9.3 Process to be Confidential

Information regarding the examination, evaluation, and comparison of tenders, as well as award recommendations, is confidential and shall not be disclosed to any tenderer or third party until the successful tenderer is officially announced.

9.4 **Criteria for Technical Evaluation (Evaluation of Technical Bid)**

- i. The University shall determine whether a tender is substantially responsive and fulfills all stipulated tender conditions.
- ii. Tenderers who fail to meet all tender conditions will be deemed non-responsive and excluded from further evaluation, including the opening of their price bid.
- iii. To assist in evaluation, the University may request a written clarification from any tenderer. No request or response may alter the substance of the tender.
- iv. A non-responsive tender will be rejected and cannot subsequently be made responsive through correction or the withdrawal of deviations.

9.5 **Financial Bid Opening:**

- i. The University will open the Financial Bids (Cover-B) of only those tenderers with substantially responsive technical bids. The opening will be conducted in the presence of attending tenderers or their authorized representatives.

9.6 **Criteria for Financial Bid Evaluation:**

- i. In financial bid evaluation the following procedures will be adopted:
 - (a) In case of discrepancies, the quoted price in word will be valid for evaluation of price bids.

10. Award of Tender

10.1 The University reserves the right to accept or reject any tender, and to cancel the entire tendering process at any time prior to award, without incurring any liability or obligation to disclose its reasons to the tenderers.

10.2 In the event of a tie in the financial bids, the Competent Authority reserves the right to award the mess service contract to any of the technically qualified tenderers.

10.3 Competent authority reserves the right to allocate number of mess qualified vendors.

10.4 If the rate of contract for each Cluster 1, 2, 3 and 4 vary immensely, the competent authority has the right to decide the final rate for all Awardee.

11. Notification of Award

- a. The tenderer whose tender has been accepted will be notified by the University.
- b. Notification of Award constitutes the formation of a binding contract. Upon award, the Earnest Money Deposit (EMD) will be converted to and treated as the Security Deposit, pending the submission of the formal Security Deposit as stipulated in Clause 12.
- c. The Earnest Money Deposit (EMD) shall be returned to all unsuccessful tenderers within a reasonable time after the award of the contract. For the successful tenderer, the EMD will be returned upon receipt of the full Security Deposit and the signing of the agreement.



12. Security Deposit:

- a. The successful bidder(s) has to furnish Security Deposit of Rs.2,50,000.00 (Rupees Two lakh Fifty Thousand) only in a form of Demand Draft obtained from any nationalized bank and drawn in favour of Finance Officer, Mizoram University payable at Aizawl.

Security Deposit to be furnished within one month of issue of letter of Acceptance and signing the Contract/Agreement.

- b. If the successful bidder fails to remit the security deposit within the above said period, the Earnest Money Deposit paid by him shall be forfeited and his tender shall be held void and the University shall continue the process with other responsive tenderers as per the General Terms and conditions of the contract. The University also reserves the right to take any other action as deemed necessary against such tenderer.
- c. No Interest will be paid on the Security Deposit mentioned in Clause.12.(a) above.

13. Signing of the Agreement

- a. The successful tenderer shall furnish the required security deposit and execute an agreement (Three copies) on a non-judicial stamp paper to the value of Rs. 100/- (embodying the terms and conditions of the tender within 15 days from the date of acceptance of the agreement.
- b. If the agreement mentioned in Clause 13.(a) above is not executed in the prescribed period, the Earnest Money Deposit and Security Deposit of the tenderer are liable to be forfeited.
- c. If the successful tenderer fails to execute the agreement within the stipulated period, they shall be liable for all resulting damages. This includes the cost of conducting a fresh tender, any increase in rates in the subsequent award, and all other losses sustained by the University.

14. Termination of Contract

a. Termination for Default:

- i. The University may, without prejudice to any other remedy for breach of contract, by written notice of default with a notice period of 30 days, sent to the Hostel Mess Contractor, terminate the contract in whole or in part.
- ii. If the Hostel Mess Contractor fails to perform any of the obligation(s) under the contract; or (ii) if the Hostel Mess Contractor, in the judgment of the University, has engaged in fraudulent and corrupt practices in competing for or in executing the contract.
- iii. If the University terminates the contract in whole or in part, it may re-award the mess operation to a third party. The defaulting Contractor shall be liable for any resulting costs incurred by the University, including any loss of revenue from a higher contract rate. The Contractor must, however, continue performance of any part of the contract not terminated.

14.2 Termination for Convenience:

The University may terminate this contract, in whole or in part, at any time for its convenience by providing a 30-day written notice to the Hostel Mess Contractor. The notice shall specify the extent of the termination and its effective date.



15. Special Conditions

- a. Adducing reasons like strikes, non-availability of raw material etc. shall not be entertained.
- b. Non-fulfillment of the contract for any reason will result in the forfeiture of part or all of the Security Deposit / Earnest Money Deposit. The University also reserves the right to debar the tenderer from future tenders. Furthermore, the tenderer shall be liable for all damages arising from such default, including the costs of conducting a fresh tender and any price increase in the subsequent award. The tenderer must compensate the University for all associated losses. Liquidated demurrage charges may also be levied for non-performance or delayed performance. Failure to maintain quality standards for supplied goods (e.g., those requiring FPO, FSSAI, or AGMARK certification) constitutes a breach of contract.

16. Visit to Tenderers' Clients:

- 16.1 Complete details of clients of the tenderers must be enclosed with the Technical bid. Clients' addresses, name(s) of contact person(s) with phone numbers must be listed in the enclosure. The university reserves the right to carry out surprise visits to establishments/mess/dining facilities/Hostels.

Mess serviced currently by the tenderers and their reports will form valuable input for the short-listing process. Hostel Mess Quality Control Committee of the University shall supervise the quality of goods.

17. Alternative Proposals:

- 17.1 Tenderers shall submit offers that strictly comply with the requirements of the Tender Document. Any alternatives or modifications shall render the respective Tenderers invalid. Offers with conditional rebate will become automatically invalid.

18. Validity of Offer:

- 18.1 Tenderers shall agree to keep the tender open for sixty (60) days from the due date of submission thereof and not make any modifications in the stated terms and conditions.
- 18.2 In exceptional circumstances, the Tender Inviting Authority may request a written extension of the tender's validity period. A Tenderer may refuse without forfeiting their Earnest Money Deposit (EMD). Agreement to extend prohibits any tender modification and requires a corresponding extension of the EMD validity.

19. Disputes and Jurisdiction:

- (a) The contract shall be governed by the laws and procedures established by Govt. of India and subject to exclusive jurisdiction of Competent Court and Forum in Aizawl/India only and any legal disputes arising out of any breach of contract pertaining to this tender process shall be settled in the courts of competent jurisdiction of Competent Court and Forum in Aizawl/ India only.
- (b) Any dispute arising out of this purchase shall be referred to the Registrar, Mizoram University and if either of the parties hereto is dissatisfied with the decision, the dispute shall be referred to the decision of an Arbitrator, who should be acceptable to both the parties, to be appointed by the Registrar of the University. The decision of such Arbitrator shall be final and binding on both the parties.

20. Terms of Payment:

- 20.1 The contractor shall submit monthly mess bill the respective wardens before the 5th day of every month. Payment will be made within 10 (ten) days from the date of submission of the verified bill by the Wardens. Bill shall be also displayed for students to check.



21. Force Majeure:

If the performance of the obligation of either party is rendered commercially impossible by any of the events hereafter mentioned, that party shall be under no obligation to perform the agreement under order notice of 15 days from the date of such event in writing to the other party, and the events referred to are as follows:-

- (a) Any law, statute or ordinance, order action or regulations of the Government of India.
- (b) Any kind of natural disaster, and
- (c) Strikes, acts of the public enemy, war, insurrections, riots, lockouts, sabotage.

22. Acknowledgement:

It is hereby acknowledged that I have gone through the entire tender document and various conditions mentioned hereunder and we agree to abide by them.

Date:

Signature

Place:

Tenderer Official Seal and Address



Schedule A

The Mizoram University has fixed menu, quantity etc. as mentioned Appendix -1 of Schedule B of tender document. The tenderer has to quote for each item on the menu and rates on which the items to be supplied will be decided as mutually agreed upon.

1. The tenderer should quote their price with inclusive of all applicable taxes, duties, and levies (including GST) imposed by any government authority. For Hostel mess, base rate should be Rs. 100/- (including taxes) per day per students.
2. The contractor will not be allowed to change or fix the rate as mentioned in the fixed menu during the contract period of one year.
3. It is mandatory on the part of the contractor to serve each item of menu at the rates and quantity as given in the Schedule.
4. The MESS will run initially for a period of one year and can be extended upon satisfactory performance with mutual consent for a further similar or shorter period based on the University's requirements. If hostel inmates and the hostel authority are satisfied with the bidder's performance, the contract period may be renewed or extended in writing for a further period of up to a maximum of three years without tender invitation
5. Hostel Mess facilities (Kitchen, dining hall, open space etc.) at hostel Campus are provide by the University on as is whereas basis.
6.
 - a. The water supply, electricity and cook room rent may be charged at a nominal rate.
 - b. If any gas cylinder or cookware items are being used which belongs to Mizoram University, it may be charged.
 - c. The contractor should use of proper serving utensils (not cookware) for serving the meals at the Mess Hall.
 - d. The caterer should adopt better conservancy measures as water is ELIXIR of human life and no wastage is allowed.
 - e. Electricity should not be used to other than cooking purposes and at any point of time no electric stoves should be allowed for cooking and that should be based on Gas system. The electricity charges shall be levied by the University through meter system or fixed system.
 - f. The hostels may be divided into convenient number of clusters where mess contractor may be selected for each cluster. This may leads to healthy competition for the quality of food served in the hostels.
7. Procurement of the items, raw materials required for performing the contract is the responsibility of the caterer with the approval of the University Hostel Mess committee. Indicative list of the items to be procured is as below;
 - a. Caterer shall use only branded raw materials and best quality items for preparing the food. Brands of products will be decided by the Hostel Mess Quality Control Committee of the University. In case of non-compliance of the above, a penalty of Rs. 1000.00 will be imposed on caterer.
 - b. The caterer should be solely responsible for the arrangements of gas refills and their safety.
 - c. The caterer shall provide catering services as given in the menu annexed to the agreement. The cost includes fuel cost, procurement of provisions and vegetables of good quality and other items. Further, the cost of these raw materials shall be inclusive of loading and unloading, transportation, storage at kitchen premises, statutory taxes, duties and all other levies (existing and which may be imposed from time to time) for which no additional cost is payable or reimbursable by the University.
 - d. The caterer shall make his own arrangement for procuring utensils/plates, glasses & cutlery. etc.
 - e. Caterers should not use any artificial colour, preservatives and other harmful chemical additives' (say, for example, mono- sodium glutamate) in any of the dishes or even store



them in the hostel premises. In case of non-compliance of the above, a penalty of Rs. 5000.00 will be imposed on caterer. (Note: the above list is indicative and not exhaustive).

8. Responsibility and safeguard of the University kitchen property shall be with contractor. Damage to the University Hostel Mess property will be recovered from security deposit of contractor.
9. Mizoram University shall not provide any additional facilities other than available in the Mess.
10. The Hostel Mess should not be used for any other purposes except for running the Mess.
11. The contractor should not transfer/ sublet the management to any other individual or agency. The agency or its authorized representative of the Mess should be present at the premises and supervise the day-to-day affairs of running of hostel and shall not give scope for any complaints either from students/ staff or customers.
12. The Mess should run in the name of the University Mess and other name should not be used. The walls and surroundings of the mess should not be used for paintings/ advertisement. Stay of unauthorized persons beyond Mess hours or indulging in anti-social activities shall be viewed seriously and proper action will be initiated in such cases.
13. The authorized MZU officials shall have every right to inspect the hostel mess without any notice and take appropriate action.
14. The contractor should not cater items which are not approved. As per state Govt. guidelines, cigarettes, pan & Gutka, liquor etc., are strictly prohibited." NO-TOBACCO ZONE in and 100 meters away from University gate." In case of non-compliance of the above, a penalty of Rs. 500.00 will be imposed on caterer.
15. In case of violation of terms & conditions the University may take appropriate action and /or terminate the agreement, including the forfeiture of Security Deposit.
16. Mess will be closed during Summer Vacation, Mid-Semester Break and Winter Vacation as per notified by the University time to time.
17. The Mess should run during the timings as will be declared by the Hostel Mess Quality Control Committee of University.
18. The University shall have the right to terminate the contract by giving one months' notice. In case Contractor wants to terminate the contract, they have to give minimum two months' notice.
19. Authenticated certificates, testimonials and proof of experience should be produced along with the tender and registration of firms etc. of the Govt. of Mizoram. The Minimum wages as per Govt. and EPF, ESI and Labour License of the current contracts (Current Principal Employer/s) documents etc. should be given along with technical bids. All statutory compliances of the current principal employer and list of PF documents be submitted in the technical bids.
20. The caterer shall vacate the provided premises and hand over all fixtures, furniture etc. which are University property in good condition at the termination of the contract.
21. The caterer shall not make or permit any construction or structural alternation or additional fittings inside the premises or the work place without prior written approval of the competent authority.
22. Staff strength in each category of Cooks, helpers should be optimum and of sound health and finalized in consultation with Hostel Mess Quality Control Committee of the University. The fitness and health condition of the cooks and helpers may be assessed by the University medical officers at least twice per semester at the beginning and ending of the semester.
23. Employment of child labours (below 18 years) is totally prohibited. It is responsibility of the caterer to comply with all formalities of Labour office including obtaining necessary labour license of the Govt. of Mizoram of the current works. In case of non-compliance of the above, penalty as per government norms will be imposed on caterer.



24. The caterer shall be responsible for the proper conduct and appropriate behavior of the employees engaged. The employees cannot reside in the place of work except to the extent necessary for their duty in respect of the functioning of the dining facility.
25. The Caterer should ensure that all the employees are free from communicable diseases. Medical certificates to this effect should be made available for inspection by the authorities.
26. All expenses related to the functioning of the employees like EPF/ESI engaged by the caterer shall be in the scope of the Caterer. Proof for remittance of salary shall be provided to the University Administration.
27. The caterer shall maintain the record of duty hours and pay structure should be maintained as per rules for inspection by authorized Personnel of University for meeting other statutory and non-statutory benefits/ obligations.
28. Turnover during the last 1 year along with balance sheets and P&L accounts need to be submitted.
29. The University reserves the right to review and modify the terms and conditions periodically.
30. The items of food served will be checked by the Hostel Mess Quality Control Committee constituted by the University. Such quality audit may be a test audit or random audit. In case of dispute on quality between caterer and the quality committee, Registrar of the University will be the sole arbitrator and his/her decision shall be final and binding on both the parties. Since the service includes food and eatable. PFA Rules 1955 is binding on the caterer and registered in the state of Mizoram at appropriate authorities.
31. Any other relevant matter for better functioning of Hostel Mess will be included at the later date.
32. The agreement should be signed by a person or persons duly authorized to sign on behalf your organization. A certified copy of the power of attorney authorizing the signatory or signatories to sign the agreement/documents.

Signature of the Tenderer
Office Seal & address.



SCHEDULE - B

Office of the Registrar, Mizoram University

Scope of work:

1. The tender for Mess Services for Hostels in Mizoram University, Tanhril, Aizawl, Mizoram - 796004.
2. The tenderer shall visit these facilities and ascertain the available infrastructure before submitting the Tender. Any additional requirements, necessary for efficient services must be provided by the contractor without any extra charges.


(PROF.LALNUNDANGA)
Registrar



Weekly Menu and Mess Timings

Morning Meal: 8.00 am - 9.30 am
 Evening Tea : 4:30 pm – 5:30 pm
 Evening Meal : 6:30 pm – 8:30 pm (summer); 5:30 pm – 7:30 pm (winter)

Day	Morning Meal	Dinner
Monday	1. Rice /Roti 2. Dal 3. Alu Sobji 4. Pickle	1. Rice /Roti 2. Dal 3. Alu sobji 4. Mixed vegetables 5. Chutney
Tuesday	1. Rice /Roti 2. Dal 3. Alu Sobji 4. Chutney	1. Rice /Roti 2. Dal 3. Chicken Curry/Matter Paneer 4. Boil vegetables 5. Salad
Wednesday	1. Rice /Roti 2. Dal 3. Alu sobji 4. Chutney	1. Rice /Roti 2. Dal 3. Egg curry 4. Vegetables 5. Salad
Thursday	1. Rice /Roti 2. Chhole masala 3. Alu 4. Pickle	1. Rice /Roti 2. Dal 3. Vegetable boil 4. Soya bean/pumpkin fry 5. Pickle
Friday	1. Rice /Roti 2. Chhole Masala 3. Alu 4. Pickle	1. Rice /Roti 2. Dal 3. Fish curry/Matter Paneer 4. Vegetables 5. Salad
Saturday	1. Rice /Roti 2. Dal 3. Egg curry 4. Chutney	1. Rice /Roti 2. Dal 3. Alu sobji 4. Vegetables 5. Pickle
Sunday	1. Rice /Roti 2. Dal 3. Alu sobji 4. Mixed vegetables fry 5. Pickle	1. Rice /Roti 2. Dal 3. Chicken curry/Paneer 4. Chutney

Note: The meals provided in Breakfast and Dinner shall be unlimited.



Appendix 2

TECHNICAL BID

**TENDER FOR RUNNING THE HOSTEL MESS AT MIZORAM UNIVERSITY
HOSTELS**

1.	Name and address of the caterer with phone no. and e-mail ID, if any	:	
2.	Registration Number and date of registration of company/cooperative/ agency/SHG/Society, if any (Certificate to this effect should be enclosed)	:	
3.	Year of Establishment	:	
4.	Type of Organization: (Whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, Certified copy of a Partnership deed/Certificate of Incorporation/Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case should be enclosed)	:	
5.	Enclose Performance certificates from previous clients with contact no. separately in respect of services rendered/catering for 3 years before tender opening date	:	
6.	No. of Food courts/Dinning facilities Run in Academic Institutes/Students Mess * (Providing All supporting documents)	:	
7.	Whether Quality Certification obtained for Any of the Food Courts/Dining Facilities (Providing All supporting documents)	:	
8.	Bidders Solvency (Capital Employed) (Rs. In Lakhs)	:	
9.	Annual Turnover (Rs. In Lakhs) for the years 2021-22, 2022-23 & 2023-24. Financial statements showing turnover duly certified by a Chartered Accountant should be furnished	:	
10.	PAN Number (Duly verified photocopy to be enclosed)	:	
11.	GST Regn. No. (Number & photocopy of certificate to be given)	:	
12.	Shops and Establishments Act registration No. of the competent Authority (Photocopy to be furnished)	:	
13.	No. of Employees (As on date of tender advt.)	:	
14.	Labour License, EPF, ESI of the currents	:	



	works to be provided		
15.	Any other Information	:	

* List to be enclosed with full address and phone numbers.

Further it is certified that I/We will abide by the technical and commercial terms and conditions of the Tender and also other rules and regulations of the Mizoram University.

Signature of the Tenderer with seal



Appendix 3

Tender for Hostel Mess in Mizoram University

LETTER OF TENDER CUM DECLARATION

To,

The Registrar,
Mizoram University,
Tanhriil, Aizawl.

Sub: Tender for hostel mess in Mizoram University, Aizawl, Mizoram and Self-Declaration

Sir,

1. I/We, the undersigned do hereby tender and undertake to provide catering services in Mizoram University, Tanhriil, Aizawl as described or intimated in the various schedules hereto annexed and the specifications thereto (which have been produced to and carefully examined by us) in strict accordance with and subject to the terms, provisions and conditions set forth or mentioned in the said schedules, specifications and appendices.
2. I/We have gone through the instructions in the tender and carefully read all the conditions of tender and agree to abide by all the conditions mentioned.
3. I/We hereby state that I/we have submitted Rs. 50,000.00 (Rupees Fifty Thousand only) for Hostel mess in the form of Demand Draft/Banker's Cheque/NEFT/RTGS..... Dated..... drawn on Bank Branch, in favor of Finance Officer, Mizoram University as Earnest Money Deposit and agree to have it forfeited to the Mizoram University in case of my/our failure to undertake the contract for the items accepted by the University.
4. I/We hereby certify that the rent amount quoted in this tender is final and I/We will not come forward for any revision or alteration in rent amount quoted subsequently due to hike in prices or any other reasons. However, I/We are aware of the right of the University to negotiate with the tenderer quoted highest evaluated rent amount.
5. I/We confirm that our Tender is in conformity with the technical specifications and commercial terms & conditions as stipulated in the Tender Document and without any deviations whatsoever. I am/We are aware that our Tender is liable for disqualification in the event of technical and commercial deviations observed by the University at a later date during the process of evaluation of our Tender.
6. In response to the Expression of Interest No as a Proprietor / partner/Director of..... I/we hereby declare that our Agency/Bidder's nameis having unblemished past record and has not been declared ineligible for corrupt & fraudulent practices indefinitely or for a particular period of time.
7. I/We further declare that the information and documents furnished in the Tender submitted by us are correct and genuine. I am / we are aware of the University's right to forfeit the Earnest Money Deposit and/or Security Deposit and blacklisting me/us if, any information furnished by us proved to be false at the time of inspection and not complying with the tender conditions.



8. I/We state that I/We have not been blacklisted or debarred from participating tenders by the Central/State Government of Uttar Pradesh agencies or autonomous bodies or Universities / institutions.
9. In the event of my/our tender becoming successful, I/We undertake and agree to forward to the Registrar, Mizoram University in 60 days, after the notification of the acceptance of this Tender has been received by us, the Security Deposit as demanded in the form and manner required as security for the due fulfillment of our Contract.
10. We undertake and agree that we will not withdraw this Tender during the period that will be required for intimation of acceptance or non-acceptance as stipulated in the Tender document. If I/we do so withdraw, I/we shall forfeit the Earnest Money Deposit Rs. 50,000.00 (Rupees Fifty Thousand) to Mizoram University. I/ we agree to execute at our cost the Agreement in 60 days after the notification of the acceptance of our Tender has been received by us. In the event of our failing to make the Security Deposit or to execute the Agreement in the said manner, the Earnest Money Deposit accompanying this Tender shall be forfeited to the Mizoram University and this concluded Contract shall in such case be considered as having been cancelled or terminated and I/we agree to be liable, irrespective of the forfeiture aforesaid for all damages, losses, costs, charges and expenses arising from or by reason of such failure and arrangements.

As witness our hand this day of of 2026.

Signature of the Tenderer

Name & Address:



Appendix 4

TENDER FOR RUNNING OF MESS SERVICES FOR MIZORAM UNIVERSITY HOSTELS

BANK CERTIFICATE REGARDING CREDIT FACILITY

This is to certify that Mr./Mrs. or M/s..... is a reputed person/company with a good financial standing. If the contract is given for running the Hostel Mess in the Mizoram University Hostels (Expression of Interest Ref. No) For the above person/firm, we will be able to provide overdraft/credit facility to them for Rs...../- (Rupees.....) only to meet their working capital requirement for executing the above contract.

Date:
Place:

Signature and Designation of the Authorized Officer.

Name and Address of the Bank.



Appendix 5

Declaration about family members working in Mizoram University

I/We do hereby certify that neither myself nor any of my family members (as defined in tender conditions) are employees of the Mizoram University. I/We are aware that in event of wrong declaration tender submitted by me is liable to be rejected summarily.

Tenderer:
Name:



Appendix 6

Check List:

1.	Income Tax Assessment Certificates furnished/ITR	Yes/No
2.	Tax Index Number furnished/PAN	Yes/No
3.	Work Experience of successfully completing at least one hostel mess/canteen contract from an educational institute/University. Provided Completion certificate.	Yes/No
4.	Tender Fee Rs. 500/- furnished	Yes/No
5.	Earnest Money Deposit (EMD) for Rs. 50,000/- furnished for Hostel mess services	Yes/No
6.	Turnover and Balance Sheets/P & L A/c etc. certified by the Chartered Accountant	Yes/No
7.	Registration No. of the Firm/Organization/etc.	Yes/No
8.	a) PAN No. b) GST No. c) Valid Labour License documents of current contracts	Yes/No
9.	Technical bid enclosed in a separate cover	Yes/No
10.	Financial Bid enclosed in a separate cover	Yes/No
11.	Whether all schedules and all tender papers are signed	Yes/No
12.	Letter of Tender cum declaration as per Appendix furnished	Yes/No
13.	Bankers certificate regarding Credit Facility/ Solvency certificate.	Yes/No
14.	Declaration about the family members not working in Mizoram University furnished	Yes/No

Signature of the Tenderer

Name & Address:

Company Seal