

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

A Statutory Institute governed by the NIFT Act, 2006
(Ministry of Textiles, Govt. of India)

An ISO 9001: 2015 certified Institution,

Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

Phone: 91-44-22542657,22542756, 22542767 and 68 Fax No. 91-44-22542769

E-mail: nift.chennai@nift.ac.in. Web: <http://www.nift.ac.in/chennai>

₹ 590/-
(in Cash /
DD / PO)

**NAME OF WORK: ANNUAL MAINTENANCE CONTRACT FOR COFFEE
SHOP AT NIFT, CHENNAI Premises**

TENDER DOCUMENT

1. Original : To be submitted in a sealed cover addressed to The Purchase Officer, NIFT, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.
2. Duplicate : To be retained by the tenderer for reference.

Tender Issue	: -	04.10.2018
Last date & Time for Submission Of Sealed Tenders by Tenderers	:	22.10.2018 up to 2.00 p.m.
Tender Opening Date & Time	:	04.10.2018 at 3.30 p.m.
EMD to be deposited along with Tender	: -	₹ 5,000/-

SCHEDULE

Terms & Conditions:

1. To run the Coffee Shop for NIFT Premises (Main Building First Floor (Near Auditorium and NIFT Girls Hostel) – each location 100 sq. ft. approximately will be provided to the party for which the monthly facility charges of ₹_____exclusive of GST taxes) (to be filled by the party) per month collected for utilizing the facilities provided by NIFT.
2. The contractor shall sell Hot/Cool Coffee or Tea, Cool drinks and snacks items, etc., on the MRP rate.
3. The Contractors shall not sell any items such as Tobacco, Liquor, Pan Parag or any other items, which are legally prohibited in the State.
4. The Contractor shall use Bio-de-gradable packing materials for selling the items.
5. The daily business hour for the Coffee Shop shall be between **08.30** a.m. and **18.00** p.m. for NIFT Main Building (Except Saturday and Sunday and National Holidays) and 19.00 p.m. to 23.00 p.m. on all working days and from 8.30 a.m. to 18.00 p.m. on Saturdays and Sundays for Girls Hostel.
6. The Contractor shall prepare the interiors at their own cost and bring its own Furniture for the shop. The contractor shall not damage any structure while changing out the interiors. The proposed interiors shall be got approved by NIFT. We will provide power supply with minimum installed power of 15 Amps (3 phase).
7. The Contractor shall maintain the general cleanliness in and around the Coffee shop.

8. The successful bidder have to pay the Performance Security Deposit of 10% of the annual facility charges at the time of occupying the premises which will be returned after deducting the dues if any, after completion of the tenure or termination of contract. The security deposit will not carry any interest.
9. The Contract shall be for one year from the date of the order which can be extending for another 2 years, subject to satisfactory performance with the same terms and conditions. The contract is terminable by giving one month's notice on either side.
10. If any relative of the tenderer is an employee of the NIFT the name, designation and relationship of such employee shall be intimated to the Director, NIFT in writing while submitting the tender.
11. Copy of Income Tax Registration and PAN Card to be submitted.
12. The monthly facility charges plus GST have to be remitted to NIFT on or before 5th of every calendar month as the statutory dues to be remitted on time to concerned authorities in the following months.
13. NIFT will provide subsidy of 50% on rentals during holidays in the campus if the holiday exceed 15 days.
14. The contractor should attach Menu List and price list of Coffee, Tea, snacks and others in the tender document.
15. The contractor shall take prior approval of the Director before increasing the price of Coffee, Tea, Snacks and etc. sold in the outlet. In case of change in the menu list prior approval of the Director is a must.
16. The Contractor should also be prepared to include additional items in menu at the request of competent authority.