NATIONAL INSTITUTE OF FASHION TECHNOLOGY
(Ministry of Textiles Govt. of India)
Madhapur, Hyderabad-500 081.

: NOTICE INVITING QUOTATIONS:

No.NIFT/HYD/ADMN./CAFETERIA SERVICES/2025 Dated: 04.12.2025

Sealed quotations are invited from experience of three (03) years of similar work in Government / Public Sector undertaking / Registered Societies / Universities / Research Institutions / Educational Institutions / IT Industries & Professionally qualified agencies having valid licenses and requisite credentials for the Cafeteria Services in NIFT Centre, Hyderabad. The Sealed quotations ***from: 04.12.2025 to 15.12.2025. The last date for submission of quotations is 15.12.2025 before 02.00 P.M.*** For further details, you may contact Administration Department on any working days during office hours. The sealed quotations should be submitted in the prescribed format (attached) only and drop sealed Quotations in Box available in the Admin. Department, NIFT, Hyderabad.

NIFT reserves the right to reject any or all quotations without assigning any reasons.

a. **Description of work:** To provide comprehensive services of Cafeteria Services to NIFT Students, Officers, Faculties & Staff at reasonable rates.
b. **Charges payable by Agency Maintenance with applicable GST,** Electricity and Water charges which has separate public access as well.

Terms and conditions:

1. Each bidder shall enclose a Demand Draft/RTGS/NEFT ***of Rs.20,000/- (Rupees: Twenty Thousand Only)*** favouring NIFT, Hyderabad as ***SECURITY DEPOSIT*** for the above Cafeteria Services and the same will be refunded to the unsuccessful Agency within a reasonable time after finalization of the contract.

2. Period of Contract initially is for One Year from the date of Award/Agreement, however, the performance basis the contract can be renewed for one year each time and maximum upto two years.

Joint Director

I accept the above Terms & Conditions

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

NIFT Campus, Opp. Hi-Tech City,
Madhapur, Cyberabad, Hyderabad – 500 081

Sealed Quotations for Cafeteria Services

Date of Issue: 04.12.2025

Ref. No. NIFT/HYD/ADMN/ Cafeteria Services/2025

- **To be deposited in the Administration Section, NIFT, Hyderabad.**
- Closing Date & Time of submission of Sealed Quotations Form: **15.12.2025 Up to 2.00pm.**
- Date & Time of opening of Bids: **15.12.2025 at 3.00 PM**

Note:

1. **This tender document contains 13 pages and bidders are requested to sign on all the pages and enclose them according to the Technical bid and Price bid.**
2. **This quotations document can also be downloaded from the website – www.nift.ac.in/hyderabad.**
3. **The bid should be sealed by the bidder and bear the name & address of the agency and superscribed with** "Sealed Quotations for Cafeteria Services**".**
4. **The Technical bid & Price bid should be sealed in separate covers duly subscribed & both these sealed covers are to be put in a bigger cover which should also be sealed & duly superscribed as "PROVIDING CAFETERIA SERVICES".**
5. **The sealed quotations should be addressed to, the Administration Department, NIFT Hyderabad. The Quotations Box is available at Administration Section, NIFT, Hyderabad till 2.00 PM 15.12.2025**

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I accept the above Terms & Conditions

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, MADHAPUR, HYDERABAD

National Institute of Fashion Technology was set up in 1986 under the aegis of the Ministry of Textiles, Government of India. It has emerged as the premier Institute of Design, Management and Technology, developing professionals for taking up leadership positions in fashion business in the emerging global scenario. NIFT has been granted statutory status under the Act of Parliament of India in 2006, empowering the Institute to award degrees and other academic distinctions. NIFT, Hyderabad Center is situated at Opp: Hitech city, Madhapur Village, Hyderabad. At present approx. 800 students are studying in this Institute and about 120 Officers/Faculty and employees are working in this Institute.

NIFT, Hyderabad invites from interested parties, experience of three (03) years of similar work in Government / Public Sector undertaking / Registered Societies / Universities / Research Institutions / Educational Institutions / IT Industries etc. under the Two Bid System in sealed covers for Cafeteria Service Provided at various level at NIFT Centre, Hyderabad. The first part is the Technical Bid, consists of technical requirements and general terms & conditions and the second part is Financial Bid.

GENERAL TERMS AND CONDITIONS

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Quotations Documents will be rejected.
2. Before submitting the quotations, details of documents to be attached may be verified from the Check List given in the Quotations Document.
3. All pages of the Quotations Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Quotations.
4. Quotations shall be submitted in NIFT's official quotations form only. If submitted in any other manner, the same shall be summarily rejected. No bidder shall be issued more than one Quotations Form.
5. No paper shall be detached from the Quotations Document.
6. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the quotations unless duly countersigned by the bidder. The quotations should be filled in and submitted strictly in accordance with the instructions contained herein, otherwise the Quotations is liable to be rejected.
7. Person signing the bid or other documents connected with quotations must clearly write his/her name and also specify the capacity in which signing.
8. The Institute reserves the right to reject any or all the quotations without assigning any reason.
9. Before submitting the filled-in Quotations Document to the Institute, the bidders may seek clarification(s), if any, from Administrative Department on the mentioned telephone numbers **OR** in person by visiting the Institute during working hours by taking prior appointment.

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10. The Institute reserves the right to change any condition of the quotations before opening of the Bids.
11. The maintenance charges will be increased by 10% after the completion of a year.
12. The contract for the cafeteria shall remain valid initially for a period of one year.
13. The contract period is subject to renewal by the Institute on satisfactory performance and on mutually agreed terms and conditions for a further period of one year and a maximum period of two years or till such time as mutually agreed to
14. The bidder must be in a business of cafeteria and running a cafeteria in a reputed organization / educational institute having at least three years of experience in the cafeteria.
15. The Institute reserves the right to reject any or all the tenders without assigning any reason.
16. NIFT will offer space measuring 10 sq.ft X 10 sq.ft for setting up a stall within campus.
17. NIFT will not bear the expenditure for the setting-up of stall / infrastructure.
18. **The contractor must keep the surroundings clean, neat and create a good ambiance in consultation with the NIFT authority.**
19. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child labour.
20. The Contractor shall be responsible for timely payment of wages to his/her workers as per the Minimum Wages Act.
21. The Contractor shall be responsible for timely payment of wages to his/her workers as per the Minimum Wages Act.
22. The Contractor will open the cafeteria during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of NIFT and the hostellers/staff/faculty.
23. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
24. **College Vacation Period (June and July)**

    A 50% reduction on maintenance charges will be applicable during the college vacation months of June and July each year.

    Water Charges: ₹500/- per month.

    Electricity Charges: Payable on actual consumption basis.
25. The contractor shall be responsible for cleaning and removing garbage from the premises
26. Late quotations (i.e. quotations received after the specified time of opening), delayed quotations (i.e. quotations received before the time of opening but after the due date and time of receipt of quotations) and post quotations offers should not be considered at all.
27. The Director, NIFT, Hyderabad reserves the right to award contract for the above services either to one party or more than one party. He also reserves the right to amend or withdraw any of the terms and conditions contained in the quotations document or to reject any or all the quotations without giving any notice or assigning any reason and not bound to accept the lowest.
28. In case L-1 is more than one, then the past performance of the Agency will be the criteria for selection and it would be at the discretion of the Service Contract Committee, as constituted by Director, NIFT, Hyderabad. The recommendations of the Committee and the decision of NIFT., Hyderabad shall be final in all respects and will be acceptable to all the agency
29. Any attempt at negotiation direct or indirect on the part of a Agency with the authority to whom he has submitted the quotations or the authority who is competent finally to accept it after he has submitted his quotations or any endeavor to secure any interest for an actual or prospective agency or to influence by any means the acceptance of a particular quotations will render the quotations liable to exclusion from consideration.

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

30. **In case of default**, Contractors who violate the terms of the contract and whose contracts are terminated, should be considered for blacklisting by the Competent Authority for a significant time before they are considered again.

31. The decision of the Director, NIFT Hyderabad in any matter relating to this contract shall be final.

32. If any relative of the agency is an employee of the NIFT Hyderabad, the name, designation and relationship of such employee shall be intimated to the Director, NIFT Hyderabad in writing while submitting the quotations.

33. The employees of the contractor should possess sound health and be free from any diseases, especially contagious and frequently recurring diseases and they should be in uniform while on duty.

34. The agency has to display all menu rates immediately (mentioned in quotations form) in the cafeteria premises after receiving the Awarding Letter.

35. **Weightage given for criteria of selection in maintenance Quoted (40%), menu items & prices (60%).**

36. **Applicable GST on Maintenance charges as per government norms.**

37. **All rates are quote including all Taxes and Transports etc.**

38. **The Cafeteria Contract shall remain valid for a period of One Year and it may be renewed on mutually acceptable terms and conditions for two more years. The contract once awarded can be terminated by either party by giving Two months 'notice for termination of contract. Nevertheless, NIFT may terminate the contract of the contractor without any notice in case the contractor commits a breach of any of the terms of the contract. NIFT's decision that a breach has occurred will be final and shall be accepted without demur by the Contractor.**

39. Cafeteria and machines will be installed in a designated space provided by the institute. It will be operated by the contractor. The operator will maintain indents for office coffee supplied to on daily basis and get the signature of the official persons. Monthly bill for the same will be submitted with a statement of department wise official usages to the administration department for the payment process. The contractor shall collect online i., e phone/Google Pay payments from the students, faculty, staff and guests for their personal payments and the institute will not be responsible for their payments**.**

40. NIFT will pay to the contractor/Agency, NIFT official Bills on monthly basis. Bills supported by approvals and duly certified by the NIFT officials only will be paid.

41. **The Contractor shall deploy adequate number of staff and the shop shall function from 8.30 am to 8.30 pm during all working days, except Sundays, according to the requirement and convenience of NIFT, while ensuring weekly offs of his / her employees as per statutory requirements.**

I accept the above Terms & Conditions

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SECURITY DEPOSIT:

1. **The contractor shall be required to deposit 5 months of maintenance charges as quoted in the bid as a security deposit immediately on acceptance of Work Order in the form of a demand draft/RTGS/NEFT of nationalized bank/scheduled bank, in an acceptable form in favour of NIFT, payable at Hyderabad. No interest shall be paid on such security deposit, which shall remain with the Institute during the continuance of the contract and it shall be released only two months after the expiry or termination of the contract, subject to clearance of all dues by the contractor.**

2. If the Contract is terminated by the Contractor without giving a stipulated period of notice or fails to observe the terms & conditions of the Tender, the Security Deposit will be forfeited without prejudice to the NIFT Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions

MAINETENANCE, ELECTRICITY AND WATER CHARGES

1. The Contractor shall have to pay maintenance charges for utilization of space at the NIFT Hyderabad campus as quoted in the tender on or before the 10th of every month towards maintenance charges with applicable GST to the institute through Demand Draft in favour of NIFT Hyderabad/online transfer.

2. The contractor will be required to pay the Institute electricity charges on an actual basis, for which sub-meters shall be provided. Actual consumption of the electricity charges will be paid on or before the 10th of every month on a monthly meter reading basis separately by the Contractor.

3. Water charges Rs.1000/- per month will be charged by the institute

TERMINATION OF THE CONTRACT

1. NIFT reserves the right to terminate the contract without giving any notice in case the Contractor commits a breach of any of the terms of the contract. NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance. The Contract can be terminated by either party, after giving two months' notice.

2. This contract will be extendable by mutual agreement till alternate arrangements are made.

3. The Contractor should hand over the space in the same condition as it was given to them at the time of occupation and if any damage is found, the charges should be recovered from the contractor.

I accept the above Terms & Conditions

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PENALTY

1. **The Institute reserves the right to impose a penalty (to be decided by the NIFT authorities) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration.**
2. **If** the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the NIFT will be at liberty to take appropriate necessary steps as deemed fit.
3. Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of suit, any and all actions and proceedings arising out of or relating to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Hyderabad and only the said courts shall have jurisdiction to entertain and try such action(s) and/or proceedings to the exclusion of all the other courts.
4. Display all rates, and maintain timings, cleanness, and behavior with staff/students, maintain workers dress code not maintained properly penalty (to be decided by the NIFT authorities)

I accept the above Terms & Conditions

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
NIFT Campus, Opp. Hi-Tech City, Madhapur,
Cyberabad, Hyderabad – 500 081

::NOTICE INVITING QUOTATIONS::

TECHNICAL BID

FOR PROVIDING CAFETERIA SERVICES

This Technical Bid for providing Cafeteria Services shall be filled in by the tendering party, duly signed, stamped, and sealed all the pages along with an EMD of Rs.20,000/- in form of a Demand Draft/RTGS/NEFT in favour of NIFT, Hyderabad.

S.No.	Particulars	Details
1.	Name of the Tendering Company/Firm/Service Provider	
2.	Full Address of the Registered Office/ Branch Office (if any) with email ID	
3.	Phone No. & Mobile No. Email id	
4.	State status whether the firm is Proprietary/ Partnership firm / Company	
5.	Name(s) of the Director/ Proprietor/ Partners of the firms	
6	**Details of EMD**	
	Amount in Rupees	Rs.20,000/-
	DD No. / RTGS/NEFT Transaction Details	
	Date	
	Issuing Bank	

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

7. **Registration under various statutory bodies:**

Require Documents	Attached / Not attached (Yes or No)	Page No.	Validity completion date
EMD – DD or RTGS/NEFT of Rs.20,000/-			
Copy of Company Establishment/Registration certificate			
Copy of GST registration Certificate, Dt: _____			
Copy of PAN Card			
Copy of IT returns for the last 3 financial years i.e. 2024-23, 2023-22 and 2022-21 supported with Audited Balance sheets.			
Copy of Annual Gross Turnover for last 3 financial years i.e 2024-23, 2023-22 and 2022-21.			
Signed all the pages of tender documents and enclosed			
Experienced three(03) years as on date (i.e.,) Period from _____to ___ (Separate list)			
Copy of Food Business Operator's License (Please enclose Self-attested Copy of License).			
If any other Valid FASSAI/ Municipal Food license			

Note: Legible copies of the above documents must be attached.

8. Details of experience of three (03) years of similar work in Government / Public Sector undertaking / Registered Societies / Universities / Research Institutions / Educational Institutions / IT Industries as per the attached format **(Please use a separate sheet for additional information).**

   (Please submit copies of evidence i.e. Work Orders, Agreements, Performance Certificates, etc., specifying the period of work orders to be enclosed).

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

I) Three(03) experience (Certificates to be Enclosed):

Year	Name of the Client & Address with Telephone Nos.	Type of Institution / Industry	Period	Contract Value/ year	Nature of Service	Remarks
			From - To			

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

NATIONAL INSTITUTE OF FASHION TECHNOLOGY
NIFT Campus, Opp. Hi-Tech City,
Madhapur, Cyberabad, Hyderabad – 500 081
PRICE BID

MAINTENANCE CHARGES, ACTUAL ELECTRICTY CHARGES CONTRACT FOR PROVIDING CAFETERIA SERVICES AT NIFT HYDERABAD

The agency for providing Cafeteria Services shall be filled in by the quotation duly signed, stamped and sealed along with EMD Rs.20,000/- in form of Demand Draft/RTGS/NEFT in favor of NIFT Hyderabad.

1. Name of the Agency : _____(Firm copy enclosed)
2. Address of the Agency : _____
   _____
   _____
3. a. Name of Person :_____
   b. Phone No _____ Mob No _____
   c. Email Ids _____
4. PAN CARD No. :_____(copy enclosed)
5. GST No. _____(copy enclosed)
6. Aadhar Card No. : _____ (copy enclosed)

a. EMD Fee Rs.20,000/- DD No. Date Bank Name
b. RTGS/NEFT Details of NIFT Hyderabad.
Account Number: **527602050000108**
Name of the Bank A/c: **NIFT General A/c**
Bank Name: **Union Bank of India**
Branch: **Jubilee Hills Branch**
IFSC Code: **UBIN0552763**
(Copy of the Transaction details to be attached)

Note: To supply and quote all the items mentioned below is Mandatory i.e. A, B, C and D

A. HOT BEVARAGES

Sl. No.	Name of the Item	MRP Rs. Ps.	Discounted Selling price at NIFT Rs. Ps.	Remarks
COFFEES				
1.	Cappuccino (Small) 110 ml			
2.	Cappuccino (Large) 150 ml			
3	Hot Coffee (Small) 110 ml			
4	Cold Coffee (Large) 250 ml			
CHOCOLATE				
1.	Hot Chocolate (Large) 150 ml			
2.	Boost (Large) 150 ml			
TEAS				
1.	Tea (Small) 110 ml			
2.	**Ginger Tea (Small) 110 ml**			
3.	Hot Lemon Tea (Small) 110 ml			
	TOTAL A:			

I accept the above Terms & Conditions
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B.Snacks

Particulars		MRP Rs. Ps.	Discounted Selling price at NIFT Rs. Ps.	Remarks
PASTRIES				
1.	Chocolate mousse Cake			
2.	Black Forest Pastry			
3.	Pineapple Pastry			
SANDWICHES				
1.	Paneer Sandwich			
2.	Veg. Indian Sandwich			
3.	Chicken Sandwich			
PUFFS(Veg)				
1.	Veg. Puff			
2.	Paneer Puff			
3.	Egg Puff			
4.	Chicken Puff			
5.	Corn Samosa (small) 1peace			
6.	Aalu Samosa (Big) 1 peace			
NOODLES(Veg)				
1.	Instant i.e., Yipee			
2.	Pasta - Veg (Cheese, Tomato, Mushroom)			
	Total B:			

C.FRESH JUICES

Particulars		MRP Rs. Ps.	Discounted Selling price at NIFT Rs. Ps.	Remarks
FRESH JUICE				
1.	Orange (200 ML)			
2.	Banana (200 ML)			
3.	Pineapple (200 ML)			
4.	Papaya (200 ML)			
5.	Pomegranate (200 ML)			
	Total C:			
	Total Discounted Selling price (A+B+C)			

D. Minimum Maintenance of Rs.16000/-+ GST 18% (per month) for utilization of space for Cafeteria at NIFT Hyderabad Campus (excluding electricity, water, taxes etc.,)	

Note:

1. **Weightage given for criteria of selection in Maintenance Charges Quoted (40%), menu items & prices (60%).**
2. **Applicable GST on Maintenance charges as per government norms.**
3. **Actual Electricity Charges and water charges Rs.1000/- per month.**
4. **All rates to be quoted inclusive of all Taxes and transport etc.,**

_____

Name & Signature of Cafeteria Contractor with Seal

I accept the above Terms & Conditions

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)

UNDERTAKING BY THE CAFETERIA SERVICE CONTRACTOR

I/ we have carefully gone through various terms and conditions listed above for providing of Cafeteria services at NIFT Hyderabad Campus, agree to all conditions. I/we are making this offer after carefully reading the conditions and understanding the same without any pressure or influence from any source whatsoever. I/we have acquainted ourselves with the tasks required to be carried out, before making this offer. I/we hereby sign this undertaking in token of our acceptance of conditions listed above.

Place : _____

Dated : _____

_____

Name & Signature of Cafeteria contractor with Seal

Address: _____

_____

_____

_____

Phone No. (O): _____

(R): _____

(M): _____

I accept the above Terms & Conditions

(Full Signature & Seal of the Service Provider/Agency/Firm/Company)