National Institute of Technology Calicut,
NIT Campus P.O 673 601,
Kozhikode, India
ESTATE SECTION
Email ID: arestate@nitc.ac.in
Telephone: 0495-228 6170/74
GSTIN: 32AAAJD0781D2ZU

National Institute of Technology Calicut Invites Tender for the "**Establishment of Ice Cream kiosks in three different locations**" in the NITC campus.

TENDER NOTICE

Type of Tender Document	Two Bid System (Technical Bid & Price Bid)
Area of Three Kiosk	300 Sq Feet
Minimum License Fee for one kiosk	INR 10,000 + Applicable GST for One Kiosk
EMD Amount for one kiosk	Rs. 12,000 /- for one kiosk
Cost of The Tender Document	Nil
Period of Tender	Three Years *(May extend for next 2 years, based on the performance.)*
Last Date of Submission of Tender (Date, Time & Venue)	02-12-2026, up to 05.00 PM, Estate Office NITC
Date of Opening Technical Bid (Date, Time & Venue)	03-12-2026, at 02:00 PM, Estate Office NITC
Pre Bid Meeting	18-11-2026 at 11:00 AM, Estate Office NITC
Address for Submission of Tender	The Director, National Institute of Technology - Calicut, Calicut – 673 601, Kerala, India Kind ATTN to: Assistant Registrar (Estate)

Sd/-
Assistant Registrar(Estate)

GENERAL TERMS AND CONDITIONS

About NIT Calicut		The National Institute of Technology (formerly known as Regional Engineering College) Calicut established in the year 1961, is an Institute of National Importance set up by an Act of Parliament. The National Institute of Technology Calicut offers Undergraduate courses, Post Graduate Courses and Ph.D. in various departments. The Institute accommodates nearly 8000 students in the campus across various hostels. The faculty/staff strength of the Campus will nearly come around 1500 which includes the residents of the NIT Calicut Quarters. More details about NITC are available in the website www.nitc.ac.in
Notice Inviting Tender		National Institute of Technology Calicut invites Ice Cream kiosks Tender Document from the interested Nationally reputed Indian Organizations / Corporate Agencies to establish a refreshment kiosk in the Main campus for the benefits of the students, residents/visitors of the Institute. The tender is on a forward auction basis, wherein the Technically qualified bidder quoting the highest License fee shall be awarded the Contract. The bid with the highest license will be awarded the contract.
Eligibility Criteria		1. The applicant should have Experience in running an Ice Cream kiosk not less than 01 Year (One Year) in any government organizations or institutions of national importance. 2. All required documents such as FSSAI / Food License, Shops and Establishments Registration, GST Registration etc., should be submitted along with the tender document (Technical Bid). 3. The bidder shall have achieved an average annual turnover of Rs.20 crore (Rupees Twenty Crore only) exclusively from the designated sale of ice cream during the last three financial years. The bidder shall submit copies of audited financial statements, a certificate issued by a Chartered Accountant, or other relevant supporting financial documents as documentary evidence of compliance with this requirement.

		4. The company shall directly run the kiosk, not through the other contractors. 5. The company shall possess a valid licence for ice cream manufacturing, with a minimum of 10 years of experience in the field. 6. The applicant shall have a minimum of five (5) years of experience in the relevant business and shall submit documentary evidence establishing that the products offered have been marketed and sold continuously for at least five (5) years.
Period of Allotment		Initially for Three years. May be extended for two more years maximum (extension shall be considered only on your performance/service).
License Fee and Other Applicable Charges		1. **A minimum License Fee of 10,000/- + Applicable GST** per month for one kiosk should be paid as License Fee for premises. 2. Any price bid offer of License fee below the reserve price for that shop will be rejected. 3. Quoted License fee will be increased by 10% compounding annually.. 4. **Water charges** Water charges should be paid based on actual consumption in addition to the license fee. 5. **EB charges** EB charges have to be borne by the successful tenderer during the License period and should be remitted on their own as per meter reading. EB deposit is also to be borne by the successful tenderer. Any increase in rates proposed by KSEB will have to be borne by the occupant. 6. **Periodicity of payment:** The successful bidder shall pay the licence fee, along with allied charges for electricity and water, every month on or before the 10th day of the month following the allotment.
Instruction to the Bidders		1. Interested kiosk service provider may submit their Tender Document in the prescribed format (ANNEXURE – I to VI) to the following address: To

		The Director, National Institute of Technology, Calicut – 673 601. Calicut, Kerala. Kind Attention: Assistant Registrar (Estate) 2. The envelope containing the Tender Document should be marked as "Tender for Ice cream kiosk at NIT Calicut Campus." in the top of the left corner of the envelope containing. 3. Any queries related on the proposal of the KIOSK building, may contact, Assistant Registrar (Estate), NIT Calicut through the email arestate@nitc.ac.in 4. Tenderer shall inspect the site to fully acquaint himself about the building and working conditions on the pre-bid day.
Pre-Qualification Documents		The following pre-qualification documents are to be submitted along with the Tender Document form in a separate envelope. However, the Tender Documents received without any of the following documents, the Tender Document invalid and the price bid would not be opened: - The applicant must be resident of India and two of the following documents mentioned shall be submitted as a proof of residence namely: - (i) Passport (ii) Ration Card (iii) Voter Identity Card (iv) Aadhaar Card 1) Self-attested photocopy of Ownership Document, in case of firm a Partnership Deed and in case of Company, Registration Certificate under Companies Act along with memorandum of association etc. as the case maybe. 2) A self-declaration as per the **ANNEXURE – IV (a) or (b)** to the effect that the applicant/firm either himself/ herself of through any partner/ close relation i.e., son/daughter/father/mother does not already have a concurrent license from the NIT Calicut for running the trade mentioned in this Tender Document. 3) In case of firm/company, self-attested photocopy of authority to negotiate and sign in tender on behalf of the firm/company.

		4) Documents showing experience of refreshment kiosks in institutes of national importance 5) A self-declaration to the effect that the firm/individual is not blacklisted by any Govt. Organization and that no criminal case or any economic offense is pending under any Court of Law / Registered with Police **(ANNEXURE – III)**. 6) The applicant should submit proof of annual turnover along with the application.
Mode of Tender		Tenders should invariably be submitted in the two bid system with technical and financial details to be submitted as per the format provided.
Earnest Money Deposit		Each bidder shall submit a Demand Draft for the prescribed Earnest Money Deposit (EMD), drawn on a Nationalized Bank in favour of "The Director, NIT Calicut," payable at SBI, NIT Calicut. The DD shall be enclosed in a separate envelope along with the Technical Bid. Bids without EMD and cheques shall not be accepted. EMD of unsuccessful bidders shall be refunded within 30 days of tender finalization. For the successful bidder, EMD shall be adjusted against the Security Deposit or forfeited in case of refusal to accept the licence, failure to complete formalities or occupy the premises within the permitted period, or delay in commencing operations beyond the permitted time. Bids once submitted cannot be withdrawn. Any dispute shall be decided by the Director, NIT Calicut, whose decision shall be final and binding. Bids submitted in any other manner shall not be considered.
Performance Security Deposit		Successful bidders should deposit a sum equivalent to **2 months of License fee as Interest free Security deposit** and the same will be returned without interest after the license period is over and after key(s) of the licensed building is handed over by the occupant by vacating the shop. Refund will be subject to full settlement of dues payable to NIT Calicut and adjustment against damages, if any, or

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		any other amount payable.
Business Timings Of The Premises		The timings of the said premises for providing services shall be during 06.00 am to 11.00 pm. on all 7 days of the week and if the service provider desires, 24hour services will be considered during the agreement execution. Kiosk may be closed / timings may be changed with prior permission from the Institute.
Arbitration		If any dispute arises after the issue of LOI/Work Order and during the execution of the shop which is not resolved within 30 days of their arising by the Institute, any disputes arising between the parties shall be referred to a sole arbitrator appointed by mutual consent of both parties. The governing law in this regard will be (The Arbitration and Conciliation Act, 1996 of India). The venue of the Arbitration will be Calicut. Further, disputes if any, that may arise at any point of time, shall be subject to Calicut jurisdiction only.
VACATION/TERMINATION NOTICE		1. Licence Period: The licence shall be valid for three years and may be extended by up to two years based on performance. The Licensee shall have no right to claim an extension beyond this period. 2. Termination of Licence: The Institute may terminate the licence by giving immediate or 7, 10, 30 or 60 days' notice, as applicable, without assigning any reason. 3. Allotment to Other Bidders: If the initial Licensee terminates the licence during the initial allotment period, the Institute reserves the right to allot the kiosk to the second- or third-highest bidder. 4. Prohibition of Subletting: The Licensee shall not transfer or sublet the kiosk, wholly or partly. Violation shall attract a penalty of up to twice the standard licence fee and immediate cancellation of the licence. 5. Termination for Violations: The Institute may terminate the licence and forfeit the security deposit and advance licence fee by giving 10 days' notice for

		violations, including: • Sale or storage of banned drugs, alcohol, narcotics or psychotropic substances. • Sale of substandard goods or overcharging beyond MRP or Institute-approved rates. • Involvement in illegal activities, unlawful gatherings or allowing anti-social elements to use the premises. • Obstructing Institute buildings, property or officials, or conducting unauthorized demonstrations or processions. • Employing child labour or minors, or engaging employees without proper police verification and submitting employee details to the Security Office as required. • Failure to comply with Institute orders, instructions or licence conditions.
Vacation of the Premises After Expiry/ Revocation Of License		1. Upon expiry or revocation of the licence, the licensee shall vacate the kiosk and hand over its keys to the Institute. Failure to do so shall attract a penalty of five times the monthly licence fee until the premises are vacated, unless the licence is extended by the Director, NIT Calicut. The penalty may be recovered from the Security Deposit, and the premises shall be governed by the P.P. Act, 1971, as applicable. 2. The licensee shall permit the Director, NIT Calicut, or authorised nominees to inspect the premises and business during reasonable hours. 3. The Director, NIT Calicut, reserves the right to modify, impose or relax any terms and conditions. 4. Any breach of the licence conditions may result in revocation of the licence and forfeiture of the Security Deposit, without prejudice to the Institute's right to recover outstanding dues and losses arising from the breach.
Other Terms and Conditions		1. Tenderer in his own interest, can inspect the proposed premises / place before submitting tender.

		2. The tenderer shall have necessary license as required by Govt. authorities/ statutory authorities for running the proposed shop. Tender response shall be submitted in the Estate, Admin Block B, First floor, NIT Calicut on or before 5:00 pm on 02-12-2026. The Institute shall not be responsible for any loss or delay in receipt of the tender sent by post/courier. The tenderer's name, address, phone number, mobile number and email id, if any, shall be written on the left side of the sealed cover, without fail. The price bid shall be legibly written, and any bid lower than the reserve license fees shall be summarily rejected. Corrections/overwriting without signature will be treated as invalid. 3. The technical bids will be opened on 03-12-2026 at 02:00 PM, in the presence of those bidders who wish to be present. For any failure in intimation due to incomplete/incorrect address/phone no./e-mail id etc. or otherwise, Institute shall not be responsible. It shall be the primary duty of the tenderer to enquire and attend the proceedings. 4. Successful bidder shall complete all formalities within 15 days' time including remittance of security deposit and execution of License Deed prescribed by Institute and shall start his business within 15 days from the date of allotment of Shop. On failure to commence business within the said 15 days, the Tender shall stand cancelled and the loss suffered by Institute in this regard shall be appropriated from the Earnest money/Security deposit deposited by the Tenderer. 5. Tenderer should neither be a present employee from NITC/ Hostel Office / Central or State Govt. Organizations/Undertakings nor anyone who is terminated / dismissed from NITC/Hostel Office / Central or State Govt. Organizations/Undertakings. This declaration should be made on a separate sheet and form part of this document. 6. The kiosk premises allotted shall be utilized for running the specified business/trade only and shall not be used for any other purpose/business

		without the written consent of the Institute. The License granted shall not be Sub-licensed either fully or in part to any third parties. 7. The kiosk shall be run effectively and shall not be closed without an intimation to the Institute. 8. If the kiosk remains closed for more than 7 days without proper permission, it will be presumed to be closed down and shall be considered as a violation of agreement. In such cases, notice period of one month shall not be applicable and as such the fresh proposals will be invited for the kiosk and the loss will be recovered from the first Licensee until taken over by the succeeding Licensee. 9. The prices of goods/services shall be mutually agreed upon with the Institute and displayed prominently. Approved rates shall not be changed without prior permission. 10. The licence period shall be three years. During the licence period, the licence fee shall be increased by 10% annually on a compounding basis. However, failure or delay exceeding one month on the part of the Tenderer to pay the license fees shall confer a right on Institute to terminate the License without further notice to the Tenderer. 11. The licensee shall obtain and maintain all statutory licences, permissions and clearances at their own cost and comply with applicable laws and regulations. 12. The successful tenderer or his employees shall maintain harmony in the hostel zone and shall not indulge in any illegal activities in the Institute / Hostel premises. In case of any such event /activities detrimental to Institute's interest/decency/morality etc., the Institute shall have the right to terminate the agreement immediately. 13. All taxes and Government levies as applicable from time to time like expenditure tax, entertainment tax, sales tax etc. if any will be payable over and above the amount of license fee.

		14. The successful tenderer shall take comprehensive insurance to cover all types of damages to the property and casual / walk-in guests, staff, stocks, stores, spares, equipment, etc. 15. No additions/alterations are to be carried out in the licensed premises without the prior permission of the Institute. Additions/alterations, if done, are to be of temporary nature and should be removed at the time of the license period expiry. 16. Model license Deed will be provided by Institute for execution to the successful tenderer on allotment. License Deed to be furnished in Non Judicial Stamp Paper of Rs.100 by the licensee at his own cost, within 15 days from the issue of allotment letter along with other documents/payments, failing which penalty as mentioned will be imposed 17. The licensee shall not employ any child labour (s) in Contravention of the LABOUR EMPLOYMENT ACT, 1970.THE LICENSEE WILL BE FULLY RESPONSIBLE FOR IMPLEMENTATION OF LAWS RELATING TO LABOUR, SHOPS & ESTABLISHMENT, MINIMUM WAGES, ESI, P.F. & WORKMEN COMPENSATION ETC. The licensee shall be responsible for the payment of wages and allowances to his staff as per Minimum Wages Act of Labour Law, in force and all statutory dues to the persons employed by him (If applicable). 18. The allotment of the kiosk shall be governed by the Public Premises (Eviction of Unauthorized Occupants) Act, 1971, as applicable. 19. Safety standards should be maintained. Fire extinguishers (2 Kg & 4.5 Kg dry type), sand buckets, should be installed in accessible places and should be in working conditions. List of emergency numbers should be displayed in a prominent place. First aid measures should also be available for emergencies. 20. The Tender documents/application form duly filled in, along with EMD should be submitted either through post or in person at the following

		address on or before 05:00 PM, 02-12-2026. To Assistant Registrar (Estate), Administrative Block B, National Institute of Technology, Calicut – 673 601. Kerala. Ph. No.: 0495- 228 6174 21. Any tenders /documents received after the mentioned date and time is liable to be summarily rejected. This is only an invitation for receipt of tenders and there is no commitment on the part of the Institute for the award of contract. 22. As per the directions of the Government of India, the Licensee shall facilitate with a swipe payment machine and shall also provide the UPI based payment system. The Licensee shall further display its VPA (virtual payment address) or Q-Code on the display board to enable the consumers make the payments via UPI App (BHIM or equivalent) apart from cash payment. 23. The Institute reserves the right to cancel the tender without assigning any reason. Submission of a tender does not guarantee award of the licence. 24. The kiosk is solely meant for use by the Staffs, Residents, Students, Visitors, and Workers under contractors of the Institute. However, all the workers of the kiosk shall invariably carry their ID cards & overcoat (provided by their employer), shall be produced to the security personnel and other Institute authorities, whenever asked for. 25. The Kiosk will be on Non-Exclusive basis and more than one kiosk of the same kind can be leased by Competent Authority in the same premises or in other premises of the Institute initially or subsequently. 26. The licensee shall not be entitled to raise any objection or claim for any deduction in license period, license fee and security deposit in case another of the same kind is leased in the Institute campus or in case there comes in existence any

		authorized kiosk. 27. If any complaint is received on substandard quality, Competent Authority (Quality Control Committee) or any other officer authorized by the Institute may seize the whole stock or part thereof and order the destruction thereof. 28. The shop employees should not use the premises as residence. Use of space beyond official timings approved should be only for special purposes like receiving of goods, disinfestations, inventory, etc., 29. Proper receipt/bill of each transaction should be provided to the concerned user. Whenever the institute authority demands for the monthly sales details, the licensee should produce the detail. 30. The licensee shall dispose of waste daily, maintain hygiene and cleanliness in and around the kiosk, and avoid dumping waste or materials in unauthorised areas. A fine of up to ₹1,000 may be imposed for violations. 31. The licensee shall be responsible for the repair of the kiosk if required, during the License period with prior permission from the Institute. 32. Bid validity shall be for a period of 90 days from the date of opening of financial bid.

SCOPE OF SERVICES / TERMS OF REFERENCE (TOR) – ICE CREAM KIOSK

1. The Institute shall provide available basic facilities as specified by the Engineering Unit. All other equipment, freezers, refrigerators, display units and furniture shall be arranged by the Contractor at their own cost.

2.No structural alterations or modifications shall be made without prior written permission from NITC.

3. The Contractor shall sell approved branded ice creams, frozen desserts, beverages and other permitted products at approved rates and specified timings. The price list shall be displayed prominently, and prices shall not exceed the printed MRP.

4. Rates shall remain valid for one year. Any revision shall require approval of the Shops and Establishments Committee based on a justified request.

5. Water and electricity shall be charged at applicable rates. The Contractor shall make alternative arrangements during shortages, wherever necessary, at their own cost.

6. The Contractor shall maintain adequate refrigeration and ensure proper storage of products in accordance with manufacturer instructions and applicable FSSAI standards.

7. The Contractor shall obtain and maintain valid FSSAI registration/license and all other statutory permissions at their own cost.

8. The kiosk, equipment, storage and surrounding areas shall be maintained in clean and hygienic condition. Proper sanitation and pest-control measures shall be ensured.

9. The Contractor shall not sell expired, damaged, adulterated, substandard, prohibited or unauthorized products. NITC officials may inspect the kiosk and products at any time. Violations may attract penalties or termination of the contract.

10. The Contractor shall be responsible for food safety, product quality and any consequences arising from unsafe or contaminated products supplied by them.

11. All employees shall wear clean uniforms and identity cards, maintain proper conduct, comply with applicable labour laws and obtain security passes as required by NITC. Medical fitness certificates shall be submitted whenever required.

12. The Contractor shall ensure the safety of customers, employees, Institute property and equipment. Overnight stay or unauthorized use of the premises is prohibited.

13. Sale or consumption of prohibited substances within the kiosk or campus is strictly prohibited.

14. Products shall not be sold outside the campus. Orders from NITC departments and offices for official events may be accepted at approved rates with prior permission.

15. A complaint and suggestion register shall be maintained, and complaints shall be addressed promptly in consultation with the Shops and Establishments Committee.

16. The Contractor shall comply with all instructions and decisions of the Shops and Establishments Committee. Non-compliance may result in penalties or termination of the contract.

17. The Contractor and their employees shall have no claim for employment or absorption in NITC.

18. The Contractor shall not assign, sublet or transfer the licensed premises or any Institute property provided therein.

TENDER DETAILS

NITC/EIRM/Commercial Establishment/Ice Cream Kiosks/68 Date: 11-11-2026

ANNEXURE – I

PART – A (TECHNICAL BID)

(To be submitted in a separate sealed envelope but to be kept inside a larger size outer envelope)

SL. NO.	Description	Location
1.	**NIT CALICUT** **THREE ICE CREAM KIOSK**	**1.Near the Main Ladies Hostel** **2.Backside of the E-cube resource centre** **3.Junction near Chaitanya Auditorium**

Important Note:

1. Bidders are cautioned that the tabular statement given below is the application format for Technical bid. Hence there should NOT be any indication either in this tabular statement or in the enclosures to this tabular statement regarding Price Bid or any other commercial consideration under this contract.
2. All information called for in this Application format should be furnished against the relevant columns in the format. If the information is furnished in a separate sheet enclosed with the technical bid, this fact should be mentioned against relevant column(s). If any particulars/ query are not applicable in case of the applicant bidder, it should be stated as "Not Applicable"

SNo	Description	Information
1	Do you unconditionally agree with all Terms and Conditions stipulated in the tender Document? Yes / No	
2	Have you furnished Documentary evidence/ proof in support of compliance with the basic eligibility conditions stipulated in the tender document Yes / No	
3	Details of Earnest Money Deposit (EMD)	
	Amount: Rs.:	
	DD Number :	
	Date :	

	Name of Bank :		
	Payable at :		
4	Name and Address of the Applicant/ bidder with Telephone/ Fax/ Mobile and Mail ID (Attach in a separate sheet with self-attested passport photo)		
5	Registration/ Incorporation Particulars (Please attach attested copies of documents of registration/incorporation of your firm/ Company as required under business law)		
6	Legal Status of the bidder (In the case of Partnership Firm, authenticated copy of Partnership Deed, in the case of Private or Public Limited Company authenticated copy of Memorandum and Articles of Association and in the case of Proprietary concern, Proprietary Firm Registration Certificate should be enclosed as documentary proof)		
7	Bio data or Profile containing name, educational qualifications, occupation and postal address of Proprietor / Partners/ Directors/ Managing Director/ Chairman and Managing Director (please use separate sheet if found necessary)		
8	Name, designation and Phone number of persons authorized to sign the documents on behalf of the Proprietary concern/ Partnership Firm/ Private or Public Limited company (Please attach Power of Attorney / authorization for signing the document. In the case of Proprietary concern bidder may submit attested copy of the PAN card / Election Commission Card / Passport of the Proprietor and authorized signatory in case of proprietor is not signing the tender document)		
9	Name and Designation of the Contact Person/ Representative/ Manager of the Agency/ firm/ company with mobile number & email ID		
10	Annual Turnover during the last three years. (Copy of the Annual Accounts duly certified by the Chartered	Year	Annual Turnover of the bidder from

	Accountant to be enclosed)		Similar Business (Rupees in Lakhs/Crores)
		2023-24	
		2024-25	
		2025-26	
11	Average Turnover in last three years from similar business (Rupees)		
12	Total experience (years/ months)		
15	Income Tax Permanent Account Number (Copy of PAN Card to be enclosed)		
16	Income Tax Assessment Completion Certificates/ Assessment Orders for the financial years 2023-24, 2024-25 and 2025-26 (In the event of assessment of the years indicated having not been completed the certificate of the latest assessment completed may be enclosed and the reasons for non-completion of the assessment for the required years may be indicated)		
17	Have you registered under the Employees State Insurance Corporation Act (ESI) Act? If so, enclose a copy of the registration certificate. Also provide a copy of latest remittance made by your agency/ firm/ company		
19	Goods & Service Tax (GST) Registration Number (Proof to be attached) for the shops to which GST is mandatory.		
20	Copy of Service Tax/GST Returns for the last three years i.e., 2023-24, 2024-25 and 2025-26 along with assessment orders. (In the event of assessment of the years indicated having not been completed the certificate of the latest assessment completed may be enclosed and the reasons for non-completion of the assessment for the required years may be indicated).		
21	Name and address of your banker		
22	Present Place of Business (Use Separate Sheet)		

23	Any other information, document which may help the Institute in assessing your capabilities, may be enclosed. The bidder may add any further information that he considers relevant for the evaluation of their bid. The bidder may attach catalogue and other Annexure that would help in providing quality food and services.	
24	Details of quality certifications, if any, obtained viz., ISO 9001-2000, FSSAI, HACCP etc., (Proof to be attached)	

NOTE

1. All the documents enclosed to the Technical Bid should be arranged and submitted in the same serial order as they appear on the Technical Bid.

2. All the pages of tender documents must be numbered, duly signed and stamped by the bidder. If an individual or a proprietor of a firm is a signatory, he / she should sign above the full typewritten name and current address. In the case of a partnership firm, all the partners of the firm or a partner holding power of attorney for the firm (a certified copy of the power of attorney should accompany the documents) should sign. In both the cases, a certified copy of the partnership deed and current address of all the partners of the firm should be furnished. In case of limited company or a corporation, the documents shall be signed by a duly authorized person holding power of attorney for signing the documents, accompanied by copies of the power of attorney and the Memorandum and Articles of Association duly attested by a Notary Public.

Annexure-II

DECLARATION

1. I/ we hereby certify that the information furnished in this tender document is complete and correct to the best of my knowledge.
2. I/ we understand that furnishing false information could result in disqualifying for the award of the license.
3. I/ We also authorize the Institute or its authorized representative to approach individuals, employers, firms and corporations to visit the works completed by us in the past or are in progress at present, to verify the competence and general reputation.
4. I/ We do hereby offer to perform and execute the license in conformity with terms and conditions of the contract.
5. I / We agree that the acceptance of any tender shall be at the sole and absolute discretion of the Institute and they do not bind themselves to accept the lowest tender or any tender and may reject any or all tenders received.

(Signature of the Bidder)

Name of the Bidder:

Seal of the Bidder:

Place:

Date:

ANNEXURE – III

PROFORMA FOR SELF-DECLARATION

I,.....S/o.Shri.....

.....R/o.....PoliceStation.....

District..... Director/Contractor/Partner/Sole Proprietor (Strike out the work which is not applicable) of (firm/Contractor/Company) .....do hereby declare and solemnly affirm that:

1. I am/my firm/company is not blacklisted by the Union or any State Govt./ Organisation.
2. No individual/firm/companies blacklisted by the Union or State Government or any partner or shareholder thereof, have any connection directly or indirectly with or has any subsisting interest in business of my firm.
3. I am or my partner is not involved/convicted in any criminal case/economic offence and no criminal case/economic offence is pending against me or my partner in any court of Law/Registered with police.
4. No individual who is dismissed / terminated from NIT Calicut or any Govt. body is employed in my shop / firm company.

(Deponent)

Date:

Place:

ANNEXURE – IV (a)

Affidavit to be given by the Applicant who do not have any license of similar trade from NIT CALICUT on the date of filling of this tender:-

AFFIDAVIT

I,.....S/o.Shri.....
address.....
PoliceStation.....District.....Director/Contractor/Partner/Sole Proprietor (Strike out the work which is not applicable) of (firm/Contractor/Company)..... do hereby declare and solemnly affirm that:

"The applicant/firm either himself/herself or through any partner/close relation i.e., son/daughter/father/mother does not already have a concurrent License from the NIT Calicut for running the trade mentioned in the tender form".

(Deponent)

Date:

Place:

ANNEXURE – IV (b)

Affidavit to be given by the Applicant who are having license of existing shop of similar trade mentioned in the tender form in NIT CALICUT, on the date of filling of tender:-

AFFIDAVIT

I,.....S/o.Shri.....
...address.....
PoliceStation.....
District.....Director/Contractor/Partner/Sole Proprietor (Strike out the work which is not applicable) of (firm/Contractor/Company)..... do hereby declare and solemnly affirm that:

That the applicant/firm either himself/herself for through any partner/close relation i.e., son/ daughter/father/mother already have a concurrent license of Shop title/No..... from the NIT Calicut for running the trade mentioned in this tender and in case of allotment of shop tendered (new shop) to him/her/them, he/she/they will surrender the key(s) of existing shop before getting key(s)of the new shop, if allotted.

(Deponent)

Date:

Place:

VERIFICATION

I do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and it conceals nothing.

Signature of Tenderer

Date:

Place:

ANNEXURE - V

UNDERTAKING

(To be provided by Tenderer on a Rs. 100/- Non Judicial Stamp Paper)

I / We ..... [Sole Proprietor / Director / Partner(s)], the authorized signatory(ies) of my / our firm M/s..... having its registered office / principal office at..... do hereby solemnly affirm and declare as under :

1. I / We undertake to abide by all the rules and regulations of the State / Central Government / Local Administration under the Minimum Wages Act, 1948 and any other relevant Act as may be in force from time to time. I / We undertake to indemnify NIT CALICUT against any loss or damage which NIT Calicut may suffer as a consequence of our not complying with the laws referred to above. Also, I / We undertake to pay the person(s) employed, wages in accordance with all existing and applicable laws. I / We further undertake to indemnify NIT, CALICUT against any loss or damage which it may suffer as a result of the negligence on the part of the tenderer or any of his employees in the course of performance under this contract.
2. I / We also undertake to execute the agreement as presented by the Institute (NIT CALICUT) and abide by the terms and conditions of the agreement which have been perused and understood by me / us. I / We have gone through the terms and conditions of the contract and agree and undertake to abide by the same during the entire term of contract.
3. I / We undertake to abide by the Municipal Bye Laws including the Food and Adulteration Act, relevant rules and regulations, code of conduct for my / our employees that may be laid down by NIT CALICUT.
4. I / We agree and undertake to provide well experienced workmen keeping good health and not suffering from any communicable / contagious disease.
5. I / We undertake to pay electricity charges on an actual basis towards the actual consumption on receipt of bills from the Institute at the same rate at which the payment of electricity charges is made by the Institute on a monthly basis.
6. I / We undertake to pay the approved rent of the shop by 10th of every month for the usage of Institute premises as mentioned in the Agreement for NIT CALICUT.
7. I / We undertake to always keep the Institute premises clean and in good sanitary condition at my / our cost to the satisfaction of the Institute.
8. I / We agree that no rate escalation in the price of items shall be made by me / us without approval of the Competent Authority of NIT CALICUT.
9. I / We agree that I / We shall not exhibit any printed or written notices or advertisement of any kind whatsoever without the prior approval of the Institute.
10. I / We undertake that I / We shall not sublet or use the premises other than the purpose of the agreement and shall not make or permit to make structural additions and alterations to the same

without the prior sanctions of the Institute.

11. In case of any losses, damages or theft of the Institute property within or outside the Institute premises, I / We undertake to make good or replace with the items of the same quality at my / our cost.
12. I / We undertake that the Institute premises shall not be used for residential purposes by us or any of our employees during the entire term of the contract and no Institute belongings shall be misused by our staff / employees.
13. I / We shall employ an adequate number of staff in order to maintain efficiency and desired standards by the institute.
14. I / We undertake that in the event of failure to supply the approved items, by my / our firm, the same shall be arranged by the institute at my / our firm's risk & cost.
15. On the expiry or termination or on failure of the contract, I / We undertake that all our employees direct or indirect shall vacate the Institute premises and clear all the dues, if any, outstanding.
16. The Institute shall be represented by a Shops and Establishments Committee / Authorized Officer duly authorized by the Director, NIT, CALICUT for supervision / control of all activities related to Shop matters and the licensee shall be bound to abide by the Instructions / Orders / Decisions and directions of the Shops and Establishments committee.

Signature of the Bidder

Name of the Firm/Bidder:

Seal of the Firm/Bidder:

FORM "A"

PERFORMANCE REPORT OF SHOPS IN THE GOVT. / SEMI-GOVT./ INSTITUTIONS, ORGANIZATIONS

(To be issued by the organization where facility is being provided)

SNo	Particulars	Remarks
1	Name of Shopkeeper	
2	Name of Shop & Location	
3	Name of organization where shop is located	
4	Name and contact No. of the person in the organization from whom verification could be made	
5	Date of allotment of shop	
6	Date of completion of license for Shop	
7	Performance Report	
	Quality of Items/Works	Excellent / Very Good / Good /Fair
	Resourcefulness	Excellent / Very Good / Good /Fair
	Interpersonal relationship	Excellent / Very Good / Good /Fair
	Punctuality in opening & closing of shop and maintaining service hours	Excellent / Very Good / Good /Fair
	Regularity in paying dues.	Excellent / Very Good / Good /Fair

(Signature with Name, Designation and Seal of the Organization)

Date :

FORM "B"

PERFORMANCE REPORT-CUM-SELF DECLARATION FOR PRIVATE SHOPKEEPERS

SNo	Particulars	Remarks
1	Name of the Business Establishment	
2	Whether it is Proprietorship/Partnership Firm	
3	Since how long are you in this business and Give details? Please attach extra sheet of your experience (detailing experience in the business/ certificate of performance, if any)	
4	Do you have any other business establishment? : If yes, please give details.	
5	Number of employees working with the business establishment.	
6	Turnover/sale of the last three years Amount (Rs.)	
	2023-24	
	2024-25	
	2025-26	
7	Name of your banker: Please attach a certificate of your financial soundness issued by the banker.	
8	Whether any other relative / family member already doing any other business in the Institute premises. If yes, Please give details.	

It is certified that the information supplied by me/us is true and correct to the best of my/our knowledge & belief and nothing has been concealed therein and this information can be used for assessment of performance of my tender. Further, it is also certified that the above mentioned business establishment is providing quality services to its customers since the date of establishment of business. The undersigned/firm has not been prosecuted till date in any criminal act or liability.

Date :

(Signature of the applicant)

ANNEXURE-VI

PART – B (PRICE BID)

(To be submitted in a separate sealed envelope but to be kept inside the larger size outer envelope)

To be submitted under the letterhead of the bidder

License Fee quoted by the Tenderer

License Fee per Month for 100 Sq. feet of area for one kiosk, (exclusive of GST) (Rs.) Not less than the minimum license fee	
In Words	

Note: The License fee Quoted by the Bidder and applicable GST for the License fee will be extra chargeable for the shop.. Estate Section, NIT Calicut will not be responsible for any change in the tax rate during the contract period.Quote shall be treated as unresponsive if the license fee quoted is less than that of the reserved price/minimum license fee.The validity period of the bid shall be for 90 days from the date of opening of financial bid.

***The bidder who has quoted the highest license fee shall be awarded the contract.**

I / we hereby agree to provide quality services as per the terms and conditions of the contract.

(Signature of the Bidder)

Name of the Bidder:
Designation:
Seal of the Bidder:

Date :

Place: