

INDIAN INSTITUTE OF TECHNOLOGY MANDI
EXPRESSION OF INTEREST

No. IIT Mandi/EOI/2024/614

Dated: 02-12-2024

EOI dated: 02-12-2024

Last date for submission of Proposal: 16-12-2024

Date of opening of the Proposal: One week after the last date of submission of proposal.

Indian Institute of Technology Mandi- 175005, Kamand

Telephone: 01905267024

Email: ceac@iitmandi.ac.in

IIT Mandi invites Expression of Interest (EOI) for the below mentioned Commercial Establishment in the Campus:

Type of Commercial Establishment – A branded Coffee House.

IIT Mandi invites Expression of Interest (EOI) through e-mail for the above mentioned Commercial Establishment (**A branded Coffee House**) in the Institute. The Institute will provide a plinth area (base) 20x20 feet, water connection, electricity connection and drainage. The kiosk should be built by the firm/brand itself. A list of probable items to be served is attached as (**Annexure-A**). The application with supporting scanned documents must be emailed to IIT Mandi (ceac@iitmandi.ac.in) by 05:00 pm on or before **16-12-2024**. The interested bidders/firms must have good experience of running similar services in the past for at least 2 to 3 years. It should be noted that the staff involved in running the shop/cafe should be properly dressed and shall be well trained with aspects of the work/services provided.

All the bidders who intend to run the Coffee House at North campus, IIT Mandi are encouraged to visit the site and accordingly submit the proposal.

As part of the application, an interested vendor should submit the following details:

- **Technical Information:** It shall contain information regarding registration, experience and other details of the firm to judge the suitability of the vendor. (**Annexure-B**)

Only those parties will be considered who are found suitable and meet the eligibility criteria decided by the Evaluation Committee. Decision of Committee after evaluating all other factors will be final in this regard.

The contract will be awarded initially for a period of one year to the successful vendor. This period may be extended in future with mutual consent, on yearly basis after reviewing the previous performance of the vendor and need of the Institute. Requirement for future extension will lie with IIT Mandi and the vendor/firm will not have any right on extension of the contract. The successful vendor shall be bound to execute an agreement on non-judicial stamp paper of Rs. 100/-. The Institute considering the benefit of its residents' community, reserves the right to reject some or all the applications without assigning any reason whatsoever.

Timings:

The service hours of the above mentioned Commercial Establishment shall be between **9:00 AM and 09:00 PM** for **all seven days of the week** i.e., the shop/cafe will remain open for whole of the week. The time for opening and closing of the shop/cafe may change with mutual consent which will be intimated in writing. The shop/cafe will remain open in vacations too.

Rent/Charges:

The bidder/firm shall pay monthly rent in advance @ minimum rate of Rs. 2500/- plus GST 18% etc. per month. Electricity, as per the actual at commercial tariff of HPSEB Ltd. raised by IIT Mandi, Estate Department will be charged from the Proprietor. Also the water charges @ Rs. 100/- per month, if the separate tap is provided will also be leviable from the date of occupation. The rent can be enhanced @ 10% per annum. The rent should be deposited by 7th of every month.

The bidder can offer higher rent than Rs. 2500/- per month the minimum specified above and at Srl. No. 10 of Annexure-B. The rent offered by the bidder will be taken into consideration in addition to the other criteria fixed by the committee. If contract is awarded, the bidder should be in position to take over the possession immediately.

Security Deposit:

The bidder shall deposit a security deposit of Rs. 1,00,000/- (rupees one lakh) with the Registrar, IIT Mandi, in the form of demand draft in the name of 'Registrar IIT Mandi', which shall be refunded, without any interest thereon, after the end of the contract after adjusting the amount of any damage caused to IIT Mandi by any omission or discrepancy on the part of the bidder or his employee.

-Sd/-

**Chair, Commercial Establishment Advisory Committee
IIT Mandi**

Application form for Technical Evaluation

(A scanned copy of the duly filled in form and supporting documents should be sent via email before the deadline)

- 1) Name of the Registered Firm/Agency: _____

- 2) Address of the Registered Firm _____

- 3) Firm/Agency Registration No. _____
Date of registration of Firm/Agency _____
PAN No. _____
GST Registration No. _____
Food Safety & Standards Act. License No. _____

- 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 may be enclosed):

- 5) The bidder should not have been debarred or blacklisted by any Central/State Governments Departments/Autonomous Institution/Educational Institutions in India. An affidavit to that effect on letter head should be submitted in original. The format of the affidavit is attached with the tender as **Annexure C**.

- 6) Name of the Proprietor, Partners/Directors of the company _____

- 7) Years of relevant experience (Authentic details may please be attached): _____

- 8) Annual Revenue _____

- 9) Address and phone numbers _____

- 10) **Rent offered by the bidder/firm for running a coffee house Rs. _____ per/month (excluding GST, electricity and water charges).**

Signature of applicant with seal

Declaration Regarding Blacklisting / Debarring For Taking Part in Expression of Interest (EOI)
(To be executed & attested on non judicial stamp paper of Rs. 10/- by the bidder)

I/We _____ (bidder) hereby declare that my/our firm/agency namely M/s _____ has not been blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India.

(Or)

I / We _____ (bidder) hereby declare that my/our firm/agency namely M/s. _____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. from _____ to _____. The period is over on _____ and now the firm/agency is entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender/contract will be rejected / cancelled by Registrar, IIT Mandi and the security money shall be forfeited.

Name _____

Address _____
