

UNIVERSITY OF KAMALIA



AUCTION

1. MIAN CANTEEN,
 2. PHOTOCOPY SHOP & GENERAL STORE
-

Ref: UKM/AUCTION/2025-26/01

CLOSING DATE: 01.09.2025 11.00 AM



UNIVERSITY OF KAMALIA

AUCTION NOTICE

University of kamalia, a Public sector University in Kamalia, District T.T Singh invites Income tax registered, experienced & reputed firms/individuals to participate in an auction of its Canteen and photocopy & General store located in its premises at Rajana Road, Kamalia on rental basis for a period of one year from September 2025 to August 2026 extendable for another one year on mutually agreed terms & conditions.

Sr #	Auction deatil	Base/ Minimum Rent (Annual)	Duration of contract	CDR	Closing Date
1	Canteen	250,000	01 Year	PKR: 5,000/-	01.09.2025 11.00 am
2	Photocopy shop & General store	150,000	01 Year	PKR: 3000/-	01.09.2025 11.00 am

1. The Bidding documets are available on Punjab procurement regulatory authority webiste (https://ppra.punjab.gov.pk/public_procurement)
2. The Auction shall be completed via Single Stage Two Envelop Procedure. Bid shall be submitted as “Technical Proposal” and “Financial Proposal” separately, Call Deposit Receipt (CDR) to be made in favor of **Treasurer, University of Kamalia**.
3. Original Bid Security Call Deposit Receipt (CDR) or bank Draft & Affidavit (not blacklisted) must be submitted physically/ thorough courier along with technical proposal in an envelope clearly marked with the Auction Reference No. and Title. The financial proposal to be submitted in separate envelope marked as financial proposal. Both sealed Envelopes to be then placed in a single envelope marked Auction ref no. & Party/firm details. It should reach before/on deadline at the Treasurer Office of University of Kamalia.
4. Bidding documents without CDR will be rejected
5. Bids shall be quoted by the bidder in the prescribed Financial Bid contained in the bidding documents.
6. The University “may reject all bids or proposals at any time prior to the acceptance to the bids or proposals. University will convey the grounds of rejections and doesn’t required to justify those grounds .
7. No bidding document for auction will be received after the closing date/time.
8. The CDR must reach till **01-09-2025, 11:00 a.m.** with a call deposit as mentioned above positively in the **Treasurer Office of University of Kamalia**. Technical proposals will be opened on **01-09-2025, 12:00 pm.** in the Meeting Room of the University in the presence of the bidders who may like to attend the auction.
9. In case of closed/forced holidays, tender opening time/date will be considered as the next working day.

Terms and Conditions

Whereas, the University (Party 1) intends to give the

1.University Canteen

2. photocopy shop and general store

on rental basis and the (Party 2) has agreed to take the University Canteen on rental basis on the following mutually agreed terms and conditions.

1 (a). The minimum estimated rent of the **University Canteen** is Rs. 250,000/- (Two hundred & fifty thousand rupees only) for **September 2025 to August 2026.**

1 (b). The minimum estimated rent of the **University Photocopier & General store** (for collective 02 shops Near Mosque) bid is Rs. 1,50,000/= (One hundred & fifty thousand only) for **September 2025 to August 2026.** Government taxation rules apply as amended time to time.

2. Bid security will be Rs. 5,000/- for canteen & Rs.3000/- for Photocopy & General store combined. (Attached separately with Technical Bid). The bid security of successful bidder will be released after the successful completion of the contract, after 31st August 2026 on getting clearance from the treasurer's office and estate office.

3. The Party 2 will have to submit the certificate issued by the Punjab Food Authority (For Canteen) within one month after the start of the contract.

4. Party 2 will use menu (Canteen) & rate list approved by the relevant committee.

5. Party 2 will pay the rent as per schedule. In case of failure, Rs. 100/- per day shall be charged as a fine. However, due to non-deposit of rent and fine after it is overdue for two months, the agreement will be terminated and party 1 will take possession.

6. Party 1 will deposit income tax after collection from Party 2 as per prevailing Government rules or as amended by the Government from time to time.

7. The Party 2 must be free of any sectarian and political affiliation.

8. The University may change the venue of the University Canteen, within the University premises during the contract period due to any reason.

9. The party 2 will have no right to claim the expense from the University after the expiry of the contract. However, it may take the removable structure/cabins immediately after clearing all dues to the University at the end of his contract. After fifteen

(15) days of the expiry of the contract, the party 2 will not be allowed to take his removable structure/cabins from the as afterward, it will become the property of the University.

10. Party 2 shall arrange/install the Electricity sub-meter and shall be responsible for the payment of the bills within the due date. The electricity meters installed will be the property of the University after the expiry/termination of the contract/agreement.
11. Party 2 will use their own fuel and generator facility when required.
12. After the expiry of the contract period, the University Canteen / shops will be handed over to the university management. It is an obligation of the contractor to clear all dues/bills, etc. before vacating the premises.
13. In case, Party 2 aborts / leaves the University Canteen/shops before the given contract time, his bid security shall be forfeited in the favor of the university.
14. In case of any violation or misconduct /inefficiency, the party 2 will pay 1/4th of the quarterly rent, within 10 days of its imposition in addition, as a penalty, to the university.
15. Party 2 shall not make any addition / alteration in the University Canteen/shops without getting prior permission from the University authorities for such addition/ alteration. All of the expenses of any addition/alteration would be borne by Party 2 and would not be refundable or adjustable in any way or at any time. The addition/ alteration, if so made will be the property of the university after the expiry of the contract.
16. Party 2 will provide medical certificates of his own and workers from, THQ Kamalia, and the same should be submitted to the University within one month after the start of the contract.
17. Party 2 will provide Police verification certificates of the workers within 15 days after the commencement of contract.
18. Party 2 shall be responsible for any security breach by his / her workers or himself /herself and in case of such event the University will take appropriate action against the defaulters.
19. Party 2 will be responsible for keeping the University Canteen/Shops neat and clean and will ensure that the surroundings are not dirty in any case and must follow the COVID/Dengue etc SOPs of the Government/ University.
20. Disposing of waste/garbage in the shop and the responsibility for the cleanliness of adjacent plots/lawns will be on Party 2 at his own expense daily outside of University premises.
21. Party 2 shall abide by the rules and regulations of the university and orders of the Competent Authority.
22. Representation of female workers would be 25% (Canteen)of all employees working at the Canteen.

23. Party 2 will close his business before 9 pm.
24. Party 2 will not allow any student to sit or enter the working place of the Canteen.
25. In the event of any differences, the matter shall be referred to the Competent Authority, University of Kamalia, as arbitrator whose decision shall be final and acceptable to both parties and cannot be challenged in any court of Law.
26. Whenever, vendors induce new items other than the approved item list, prior approval must be obtained from the competent authority.
27. The Base rates for canteen are given and the vender shall offer their prices while submitting documents, For photocopy shop and general store, the list of items to be sold and prices will be mutually fixed by university committee and vender.

Convener
Auction Committee
University of Kamalia

TECHNICAL PROPOSAL

UNIVERSITY OF KAMALIA



MIAN CANTEEN, PHOTOCOPIER & GENERAL STORE AUCTION

1. Name _____ of _____ Party _____ (Proprietor/ _____ Owner)
2. Address (Telephone No. / Mobile No. and Company stamp) _____
3. CNIC # _____
4. Income Tax & GST No. _____
5. PRA No. _____
6. Bid security CDR/ pay order (Original):-
No. _____ Date _____ Amount _____
7. Bidder will provide an Undertaking of the contract for acceptance of the terms and conditions mentioned in the tender documents and the facts that he/she is neither blacklisted nor involved in the litigation with University of Kamalia (**Stamp Paper of Rs. 100/-**).
8. Bidders/contractor documents along with affidavit (not blacklisted) and CDR **PKR:5000/-** for **Canteen/Canteen** and **RS: 3000** in total for **(photocopy & General Store)** should reach *via* courier services/ by hand on/before **01-09-2025** before **11:00 am** and technical bids shall be opened on the same day at **12:00 pm** under a single stage two envelopes procedure.
9. The successful bidder will have to deposit followings within 02 working days after the day financial bid is opened.
 - A. For Canteen 50 % of Bid and PKR: **250,000** as security
 - B. For Photocopy & general store 50% of the bid and PKR: **150,000** as security
the remaining 50% amount will be divided in two equal installments and will be deposited by bidder quarterly within given dates/time frame from university.
10. If the successful bidder does not accept the tender or failed to deposit the 50% amount, his CDR will be forfeited and He will be ineligible to participate in any tender of the University of Kamalia and the contract will be awarded to 2nd Highest Bidder on the same day.

Signature of Bidder

Convener
Auction Committee

TECHNICAL PROPOSAL

ii. Evaluation criteria for Canteen only (60 % Marks are Mandatory)

Sr. No.	Parameters	Details	Total Marks	Remarks/required
1.	Market experience / Relevant Business experience	i No experience 0 ii 1 – 3 years 15 iii 3 – 5 years 20 iv 5 – 10 years 25 v Above 10 years 30	30	(Attach supporting documents in proof thereof)
3.	Capacity to provide effective service. (Attach CVs of Technical / Professional Staff)	i More than 2 persons having relevant certified courses (10 marks) ii Chef having Professional Certificate 05	05	Authorized certificate issued by the concerned Authority is required.
4.	Goodwill & reputation.	i Good 20 (at least 02 organizations) ii Average 10 iii Un-acceptable 0	20	(Attach performance certificates from previous organizations.
5.	Experience of managing canteens in institutions with more than 500 students (last 10 years)	01 mark for each Institution served	05	Institutions may include Private or Public Organizations or individuals.
6.	Experience of managing canteens / food chains in multiple cities.	i 1 city 05 ii 2 cities 07 iii 3 & more cities 10	10	Attach documents as proof
7.	Party/Company's Financial Position	i Less than 1.5 million rupees 10 ii 1.5 to 3 million rupees 20 iii Above 3 million rupees 30	30	(attach bank account statement for last financial year July 2024-June 2025)

iii- Evaluation criteria for photocopy shop & general store (60 Marks)

Sr. No.	Parameters	Details	Total Marks	Remarks/required
1.	Market experience / Relevant Business experience	i No experience 0 ii 1 – 3 years 20 iii 3 – 5 years 25 iv 5 – 10 years 30 v Above 10 years 40	40	(Attach supporting documents in proof thereof)
2.	Experience of managing Photocopy, general store (last 10 years)	02 mark for each Institution served	10	Institutions may include Private or Public Organizations or individuals.
3.	Party/Company's Financial Position	i Less than 1.5 million rupees 10 ii 1.5 to 3 million rupees 20 iii Above 3 million rupees 30	50	(attach bank account statement for last financial year July 2024-June 2025)

TECHNICAL PROPOSAL
UNIVERSITY OF KAMALIA

Proposal of Initial Investment
[FOR CANTEEN]

Instructions:

- Total Initial Investment does not include crockery, cooking, storage, or kitchen related products.
- The bidder will have to execute the proposed planned initial investment within 02 months after the award of the contract

Total Initial Investment in PKR: A _____ + B _____ + C _____ = _____

A: Investment in Sitting Arrangements

Sr#	Investment Detail	Quantity	Expected Cost
1			
2			
3			

B: Investment in Civil works

Sr#	Investment Detail	Quantity	Expected Cost
1			
2			
3			

C: Investment in Beautification

Sr#	Investment Detail	Quantity	Expected Cost
1			
2			
3			

I solemnly declare that I will execute above-mentioned initial investment plan within 02 months on the award of the contract.

Name of Bidder: _____

Signature & Stamp: _____

TECHNICAL PROPOSAL

FOLLOWING DOCUMENTS TO BE INCLUDED IN TECHNICAL PROPOSAL

- a) Two fresh passport size photographs
- b) Two copies of CNIC
- c) National Income Tax No.
- d) Registration No. (Food Authority)
- e) Filled technical proposal form
- f) A Proposal showing details of initial investment by the bidders [For Canteen]
- g) An Affidavit (not blacklisted)
- h) All the relevant documents for evaluation of technical proposal as mentioned in above tables
- i) Signed and stamped bidding document (all pages)
- j) Others



UNIVERSITY OF KAMALIA

FINANCIAL PROPOSAL

AUCTION OF CANTEEN AND PHOTOCOPY & GENERAL STORE

The financial proposal to be enclosed in a separate envelope marked clearly as financial proposal for

1. **Canteen and Photocopy** & General store [if participating in all]
2. **Canteen** [if only participating in canteen]
3. **Photocopy & General store** [if participating in Photocopy & general store]

Sr #	Detail	Base Rent (Annual)	Offered Rent by Bidder
1	Canteen	PKR: 250,000	
2	Photocopy & General store	PKR: 150,000	

Name of the Party/Firm:

CNIC :

Address:

Sign and stamp

University of Kamalia**Main Canteen****Bidders rate document**

Bidders should fill their offered prices in respective column for
CANTEEN ITEMS

Sr. #.	Name of Item	Qty.	Base Rate in Rupees	Bidder's Rate in Rupees
	<i>Variety of Rice</i>			
1	(Chicken Bryani (chicken size 1/8 of Net 01 Kg + Raita+Salad)	Per Meal	150	
2	Chicken Pulao (chicken size 1/8 of Net 01 Kg + Raita+Salad)	Per Meal	150	
3	Chana/Shami Pulao (Raita+Salad)	Per Meal	100	
4	Vegetable Palau (Raita +Salad)	Per Meal	100	
5	Chinese veg Rice (Raita)	Per Meal	120	
6	Daal & Chawl + Ichar	Per Meal	70	
	<i>Variety of Chicken</i>			
7	White Qorma (chicken size 1/8 of Net 01 Kg)	Per Meal	120	
8	Chicken Jalfrezi (Creamy)	Per Meal	120	
9	Chicken Daleem	Per Meal	80	
10	Chicken Broast (Chicken size 1/4 of Net 01 Kg) (Raita+Salad)	Per Meal	180	
11	Chicken Karahi (200 grams)	Per Meal	180	

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	<i>Other Varieties</i>			
12	Beef Qeema+ Aalo	Per Meal	120	
13	Dal Mash & Ichar	Per Meal	80	
14	Dal Chana + 02 Aalu Cutlus	Per Meal	80	
16	Nan Plain	/	20	
	<i>Variety of Paratha</i>			
17	Paratha (Plain) 150 gm	1	30	
18	Paratha (150 gm) + Dahi+Sugar	1	50	
19	Paratha Alu (200 gm) with raita+Ichar	1	60	
20	Paratha Alu (200 gm) with Dahi+Sugar	1	60	
	<i>Variety of Egg</i>			
21	Egg fry	1	30	
22	Egg Amlate	1	30	
23	Egg Boiled	1	25	
	<i>Variety of Lassi (Milk/Dahi)</i>			
24	Lassi Methi Dahi (400 ML)	1	40	
25	Lassi Namkeen Dahi (400 ML)	1	25	
	<i>Variety of Tea</i>			
26	Tea (200 ML)	1	40	
27	Kashmiri Tea (200 ML)	1	40	
28	Tea Green without milk	1	20	
	<i>Variety of Breakfast</i>			
29	Bread with Cutlus Dawn/Wonder/Comment) & Tea	Per Head	50	
30	Bread Slice plain (Dawn/wonder/Gourmet)	1	8	
31	Bread Slice (4) Dawn/ Wonder/Gourmet with one egg fry/ omelete	Per Head	65	
	<u><i>Variety of Juice/Shake/tuck shop items</i></u>			
32	Milk Shakes (seasonal Fruit) 400 ML.	1	80	
33	Juice Fresh Seasonal (Apple, Orange etc.) 400 ML	1	80	

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34	Juice Carrot (400 ML)	1	30	
35	Biscuits branded on (Lu/Peek freaks)	01 Pkt	Market rate	
36	Potato Chips all types (Lay brand only)	1	Market rate	
37	Mineral Water (Branded only) Nestle / Aquafina	1	Market rate	
38	Juice (Nestle/Shezan/Gourmet)	1	Market rate	
	<u>Café fast food items</u>			
39	Shawarma Chicken	1	100	
40	Burger Chicken Shami	1	80	
41	Paratha Roll Chicken	1	120	
42	Samosa Aalo (100 gm)	1	30	
43	French Fries (Large Plate) with ketchup	250 gm	60	
44	French Fries (Small Plate) with ketchup	125 gm	30	
45	Shami Chicken	1	40	
46	Shami Chicken	1	40	
47	Fruit Chat (Plate)	1	70	
48	Dahi Baray	1	70	
49	Roghni Naan	1	40	
50	Chicken Soup	1	80	
51	Chicken Tikka (4 piece of Chicken)	1	120	
52	Pizza Small	1	500	
53	Pizza Medium	1	900	
54	Pizza Large	1	1300	
55	Club Sandwich	1	300	
56	Chicken wings	10 pieces	400	
57	Coffee	1	100	
58	Pani Puri	1	100	
59	Gol Gappy	10	100	
60	Kulfi	1	60	
61	Pakora (Fritters)	250 g	80	
62	Jalebi	100 g	40	
63	Shake (only milk, sugar & ice)	250 mL	60	

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64	Sugar-Cane Juice	400 mL	50	
65	Chicken kebab	03	200	
66	Ice cream (walls, Hico, Omore)	Market	Market	

Name of the Party/Firm:

CNIC :

Address:

Sign & Stamp