



**OSMANIA UNIVERSITY  
HYDERABAD – 500 007**

No. 129 /EC-I/L/Canteens/Estate Cell/2017

Dated: 17-07-2017

**NOTIFICATION**

Applications in the prescribed form for the lease of University Canteen located at Univ.College of Arts & Social Sciences near Chief Warden's Office Osmania University, Hyderabad are invited in sealed covers addressed to the Registrar, Osmania University, Hyderabad – 500 007, so as to drop in the tender box on or before **01-08-2017 by 3.00 P.M.** The sealed covers will be opened at **4.00 P.M.** on the same day i.e. on **01-08-2017** in the presence of applicants, whoever present, in the Committee Room, Registrar's Office, Administrative Building, O.U. The undersigned reserves the right to reject the applications.

Application forms and the terms and conditions and other particulars can be had from Estate Cell, Osmania University by presenting a demand draft for **Rs. 1,000/- (Rupees one thousand only)** non-refundable drawn in favour of the Registrar, Osmania University, Hyderabad – 500 007. The above notification along with all details is displayed in University web site,

**REGISTRAR**

**Copy to:-**

1. All the Members of the Licensing Committee, O.U.
2. All the Principals, University & Constituent Colleges, O.U., with a request to display in the College Notice Board.
3. The Public Relations Officer, O.U. with a request to arrange to publish the Notification in one English daily newspaper (City Edition).
- ✓ 4. The Director, Infrastructure, O.U. with a request to display the Notification in the University web site.
5. The Executive Engineer (Maintenance), Univ.Building Division, O.U.
6. The Chief Security Officer, O.U.
7. The P.A. to Vice-Chancellor, O.U.
8. The P.A. to Registrar



OSMANIA UNIVERSITY  
HYDERABAD – 500 007

No. 130/EC-I/L/Canteens/Estate Cell/2015

Dated: 14-07-2017

MEMO

Sub: Osmania University – Lease of University Canteen located at University College of Arts and Science near Chief Warden's Office Osmania University Campus, Hyderabad-500 007- Regarding.

Ref:- OU Notification of Lease No. 129/EC-I/L/Canteens/Estate Cell/2012 dated 14-07-2015

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The Notification cited refers to the canteen located in Osmania University campus at University College of Arts and Social Sciences near Chief Warden's Office Osmania University Campus, Hyderabad-500 007. The Canteens should serve foodstuffs of wholesome vegetarian eatables. The details of the items and the rates as well as the quantum that has to be maintained are shown in the statement appended. The Canteens shall be given on lease for a period of two (2) years to those who offer highest lease amount in the tender. In case of a tie, the canteen shall be put for open auction between the contenders as explained under terms and conditions of lease.

Interested persons shall have to quote the lease amount at which they wish to take over the Canteen on lease. A Demand Draft for **Rs.40,000/-** (Refundable) drawn in favor of the **Registrar, Osmania University** towards Earnest Money Deposit (EMD) should accompany the application form for lease of Canteen. The minimum bid amount for two (2) years shall be Rs. 4,40,000/-

It may be noted that the applicants shall have to submit a declaration in writing along with their application stating that they are ready with the amount and the same will be deposited within 3 working days in if they declared as successful lessee.

Application form filled in all respects duly signed together with a Demand Draft drawn in favor of the Registrar, Osmania University towards EMD in a sealed cover addressed to the Registrar, Osmania University, Hyderabad - 500007 may be dropped in the tender box kept in the Estate Cell **not later than 3.00 P.M. on 01-08-2017**. To maintain the fair and transparency in tender process all the applicants and interested persons are invited to be present at the time of opening of tenders. The sealed covers will be **opened at 4.00 P.M. on 01-08-2017** in the presence of applicants and general public who ever present in Committee Room, Registrar's Office, Administrative Building OU. It may be noted that the successful bidder has to deposit entire lease amount within 3 days. If the successful tenderer fail to turn up within 3 days his EMD will be forfeited and the next highest bidder will be given a chance.

The undersigned reserves the right to cancel entire tender process or to reject any application without assigning any reasons thereof and also have a right to re-notify for the Canteen.

  
REGISTRAR

To

Sri \_\_\_\_\_

Applicant for Canteen lease



## TERMS AND CONDITIOSN FOR THE LEASE OF CANTEEN

1. The Licensing Committee itself shall fix the rates for each item that are to be served at the Canteen and the lessee shall have to serve those items only at the rates and quantum fixed and a MENU chart accordingly should be displayed at the Canteen.
2. The canteen shall be leased out for a period of (2) two years only and the rates/quantum fixed for the items shall remain the same during lease period.
3. Minimum lease amount shall be **Rs.4,40,000 /- (Rupees Four lakhs and forty thousand only) for two years.**
4. The applicants should submit a declaration in writing along with his application that he/she will bring the lease amount offered by them in the form of Demand Draft in favour of “ **the Registrar, Osmania University**” and that they will deposit the same if he/she is declared as successful lessee.
5. The person who has offered highest amount towards lease of canteen shall be declared as successful lessee for a period of (2) two years with effect from the date of issue of orders leasing out the canteen in favor of him/her.
6. The lease amount should be deposited by the successful lessee on the day of announcement of his/her name.
7. The electricity and water supply charges should be paid by the lessee by 5<sup>th</sup> of every month as per the demand notice issued by the Executive Engineer-I, Univ.Buildings Division, O.U., failing which the connections shall be disconnected without giving any notice to him/her. The connections will be restored only on payment of penal charges levied by the EE-I.
8. The lessee shall have to arrange himself decent furniture i.e. tables and chairs required in the canteen. All canteen articles such as utensils for cooking and serving other crockery and cutlery shall have to be arranged by the lessee himself.
9. The premises of the canteen should be kept clean and tidy and the lessee shall be fully responsible for the maintenance of hygiene.
10. The canteen premises (inside and outside) should not be used for any other purposes except for running of the canteen and that the walls and surrounding of the canteen should not be used for any advertisements or wall writings etc.
11. The lessee should run the canteen himself with his engaged labor and he will not be allowed to transfer the management to any other individual or agency. The lessee of the Canteen should be present at the premises and supervise the day to day affairs of running of canteen and shall not give scope for any complaints either from students/staff or customers.
12. The canteen should be run with the names given to them and no other name should be used.
13. The Licensing Committee shall have every right to inspect the Canteen without any notice and can seal the canteen in case of violation of terms & conditions.
14. The Canteen should not be kept close for more than (3) days without assigning any reasonable cause.

15. The Canteen should run from **7.00 A.M. to 8.00 P.M.** The University shall however reserve the right to revise the timings.
16. The Licensing Committee has the right to terminate the lease by giving one month's notice if it feels necessary to do so. In such case, the lessee shall forego the lease amount.
17. The lessee should have at least (5) years period of experience in the field of maintenance of Canteen. The lessee should produce documentary evidence in the form of permission obtained from the concerned Government Department to establish their claim of experience of (5) years.
18. The lessee should satisfy the condition mentioned at Sl.No.17, failing which his bid will not be considered.
19. The lessee should execute an agreement bond in the prescribed proforma on stamped paper of Rs.100/- duly notarized.

I declare that I will abide by the terms and conditions stated above from Serial No.1 to 19. I will also abide by the terms and conditions that may be stipulated during the period of lease. I will be held responsible for any damage caused to the University property and that I will abide by the decision of University that may be taken under such situations.

Date: - -2017.

**SIGNATURE OF THE APPLICANT**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

**APPLICATION FORM FOR RUNNING THE UNIVERSITY CANTEEN LOCATED IN  
UNIVERSITY COLLEGE ARTS AND SCIENCE, OSMANIA UNIVERSITY CAMPUS**

Applicant's latest  
pass port size  
photograph to be  
affixed here

1	Name of the Applicant	:	
2	Father/Husband Name	:	
3	Bate of Birth	:	
4	Educational Qualification	:	
5	Cast	:	
6	Religion	:	
7	Present Occupation	:	
8	Annual Income	:	
9	Aadhar No ( Enclose a copy)	:	
10	PAN No ( Enclose a copy)	:	
11	Mobile No.	:	
12	Residential Address (Enclose a Proof)	:	
13	Are you a Retd OU Employee or Spouse of an expired OU employee Yes/No ( If yes enclose proof)	:	
14	Details of Earnest money deposit (EMD)	:	DD No:                      Date: Bank :                      Branch:
15	Amount of lease offered for two years in figures and words ( Not less than Rs 4,40,000)	:	

Date:  
Place

**SIGNATURE OF THE APPLICANT**



Sl. No.	Item	Quantity	Rate fixed by University Rs.
1.	Idly	120 grms/2 pcs.	15/-
2.	Wada	120 gms/2 pcs.	20/-
3.	Upma/Tomato bath	100 gms	20/-
4.	Puri	150 gms	22/-
5.	Masala Dosa	120 gms	22/-
6.	Sada Dosa	120 gms	20/-
7.	Onion Dosa	120 gms	22/-
8.	Ravva Dosa	120 gms	20/-
9.	Dahi Vada	120 gms	22/-
10.	Pesarattu	120 gms	22/-
11.	Uttappam	120 gms	20/-
12.	Mysore Bajji	160 gms/4pcs.	20/-
13.	Tea	100 ml	6/-
14.	Coffee	100 ml	8/-
15.	Milk	100 ml	8/-
16.	Gulab Jamun	150 grms/2 pcs.	16/-
17.	Curd Rice	200 gms	22/-
18.	Lemon Rice	200 gms	25/-
19.	Vig.Biryani	200 gms	25/-
20.	Meals	Plate	40/-
21.	Chapathi	2 pcs	20/-
22.	Mirchi/Alu Bajji	4 pcs	15/-

I undertake to serve the items as mentioned above at the rates fixed by the University duly maintaining the quantum indicated therein.

**SIGNATURE OF APPLICANT**

Name : \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_