



Central Institute of Higher Tibetan Studies
Sarnath, Varanasi

TENDER NOTICE NO. CIHTS/MW/Canteen/2025

Date: 27.10.2025

The Central Institute of Higher Tibetan Studies, Sarnath, Varanasi, hereby invites bids for running the canteen. Therefore, interested persons/parties may offer fresh quotations on the prescribed format. The vendor/firm shall submit their respective bid in a two-bid system, i.e. Technical and financial bid. The bidder should place the technical bid and the financial bid in separate sealed envelopes duly superscribed, and both these sealed envelopes are to be put in a bigger envelope, which should be duly superscribed and addressed to the Registrar CIHTS Sarnath, Varanasi. The prescribed format may be obtained from the Institute's website. The canteen shall be allotted on a contractual basis for a period of three years only.

As most of the students are from Tibetan/Himalayan region, in view of the said, the Institute will give preference to such vendors who are expertise in the Tibetan/Himalayan region food & description of items to be served. Preference will be given to vendors who have knowledge of the Tibetan language and can communicate in it. The interested vendor/firms must submit the undertaking against our terms & conditions. The electricity bill will be charged as per UPPCL rates. The last date for the submission of the tender to the Registrar's office is dated **09.11.2025 at 5 PM.**


Registrar

CIHTS, Sarnath, Varanasi



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Terms & conditions

1. The allotment of the Canteen on the campus is being done on a contract basis. An agreement on non-judicial stamp paper of appropriate value is entered into at the time of taking possession of the allotment.
2. The owner/firm must provide a certificate of Registration under the Food Safety and Standards Act 2006
3. Per-month electricity charges will be borne by the contractor of the kitchen and the sitting area of the canteen.
4. The contractor would be for a duration of three years from the date of signing of the agreement. The license fee shall be enhanced @ at least 5% per year. The allottee shall ensure to start the canteen services within 15 days of issuance of the allotment order.
5. The contractor will have to furnish a bank guarantee of Rs 1.00 lac(s) at the time of taking possession of the site. The bank guarantee shall be returned to the contractor on the expiry of the contract or termination of the contract under normal circumstances. In the event of breach of any of the items and conditions of this agreement, the said bank guarantee shall be encashed by the Institute. During the handing over of the Canteen, if any amount is to be recovered, that will be recovered from the bank guarantee amount.
6. On the date of expiry of the tenure, the contractor shall vacate the premises unless the contract is extended/renewed for another term/period as decided by the Competent Authority on the recommendation of the Canteen committee. The application for the same should reach the concerned office of the Institute two months prior to the expiration of the contract.
7. The Canteen committee will thoroughly examine the technical & financial bid, and after deliberate examination of the bids, the committee reserves the right to provide work to second second-highest bidder/third bidder without assigning any reasons for the interest of the General Students.
8. The canteen owner cannot raise the price of the deciare menu without the permission of the Canteen Committee. Canteen Committee reserves the right to taste food quality on any occasion.
9. The contractor should display the rate approved by the Competent Authority in the Canteen.

10. Except for the purpose for which the canteen has been provided, the contractor shall not use the canteen and its premises for any other activity.
11. Either party to the contract may terminate the contract on one month's notice.
12. The contractor should serve clean & wholesome edible items, and the fresh vegetables should be procured on a daily basis. In case of any rotten or substandard edibles are found penalty can be imposed by the Canteen committee.
13. The cook/owner should know the preparation of Himalayan foods, along with Tibetan food and South Indian food.
14. For the deliverances of the swift services, the contractor should provide sufficient numbers of cooks and waiters, cooks.
15. The contractor shall be liable for the misbehaviour, misconduct or any other act of disobedience by his waiters, cooks and MTS.
16. The contractor must not serve the edible items on a plastic plate and cup.
17. The Institute will provide the Firefighting equipment under the Fire Safety Act.
18. The Canteen contractor shall use a commercial LPG Gas cylinder.
19. The Institute will not be responsible for any due payment of the users of the Canteen.
20. The Contractor shall be bound to keep the Canteen and its premises neat, clean, and tidy on all occasions.
21. The Institute may call for the advice of the Institute Doctor/Medical team on matters of hygiene in the Canteen.
22. The Canteen Contractor does not reserve the right to transfer or assign the canteen licence to any other party.
23. The first aid box must be displayed at the Canteen by the contractor, and the Institute will not be responsible for any injury or mishap happening occurs with the Canteen staff.
24. In case of failure of any terms and conditions of the contractor, the Institute reserves the right to forfeit the bank guarantee and to withdraw the contract.
25. It is the sole responsibility of the Contractor for the disposal of all waste materials. For the disposal of biodegradable and non-biodegradable waste dust bin will be provided on the request/requisition of the contractor.
26. As per the request of the Canteen owner, by submitting genuine reasons, the canteen committee will revise the rate of the edible items after the approval of the Competent Authority, which is applicable for once a year.
27. The contractor shall not make any additions or alterations in the canteen and its premises without the prior approval of the Competent Authority.
28. All the disputes shall be referred to the Registrar CIHTS and who shall be the sole arbitrator, and her decision shall be final & binding.
29. If the canteen remains closed without information, then it may be declared as vacant, and the bank guarantee may be forfeited.

30. All the interested vendor/firm must submit their respective undertaking for all the terms and conditions above, and failing of which their financial bid will not be considered without assigning any reason.



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Performa for Financial Bid

Sl.	BIDER PROFILE/GENERAL INFORMATION	
1.	NAME OF FIRM/BIDDER	
2.	NAME OF AUTHORIZED SIGNATORY/REPRESENTATIVE	
3	COMPLETE ADDRESS WITH CONTACT NUMBER	
4	MONTHLY LICENCE FEES	

NAME AND SIGNATURE OF BIDDER-CUM/OWNER/APPLICANT



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UNDERTAKING BY THE APPLICANT
(To be submitted with the Technical bid)

I _____ S/o/D/o _____

Resident of _____

_____ hereby solemnly agree to abide by the Terms & Conditions of the Tender. Any breach of the clause/clauses will render my contract null & void. I have understood the tender document and its terms & conditions therein. I agree to serve the eatables at the rates as decided by the Institute from time and pay the license fee and other related charges on time.

I have also understood that I have to maintain the high standard, quality and hygiene of all the eatables and cleanliness of the canteen & its premises.

Signature of the Bidder with date

Stamp if any _____



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Perfoma for Technical Bid

Sl.	BIDDER PROFILE/GENERAL INFORMATION	
1.	NAME OF FIRM/BIDDER	
2.	NAME OF AUTHORIZED SIGNATORY/REPRESENTATIVE	
3.	COMPLETE ADDRESS WITH CONTACT NO	
4.	YEAR OF COMMENCEMENT OF BUSINESS/KNOWLEDGE OF MAKING HIMALAYAN FOOD	
5.	MANDATORY CLAUSE	
6.	PANCARD NO	
7.	GST REGISTRATION (IF AVAILABLE)	
8.	CERTIFICATE OF FOOD SAFETY AND STANDARDS ACT 2006	
9.	ADHAR CARD NO	
10.	Proficiency in the Tibetan language and the ability to communicate fluently in Tibetan	YES ☐ NO ☐
11.	Earnest money is to be paid in favour of Registrar CIHTS, Sarnath, Varanasi-221007. EMD money is to be deposited in the form of RTGS only; otherwise application will not be treated as valid	Amount Rs-6600/- A/c No 416302010116003 IFSC CODE-UBIN0541630 BANK NAME- UNION BANK OF INDIA DATED _____
12.	MSME	
	If the bidder owes the certification of running a canteen continuously for the last three years in an Education Institute, Government sector or similar organisation, they will be given preference. The firm /owner must have good knowledge of the cooking/making of Himalayan food. The firm/owner must provide a recipe/undertaking of the same.	
12	Annual turnover, if any	

NAME AND SIGNATURE OF BIDDER-CUM/OWNER/APPLICANT