

**SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL**  
**(An Institute of National Importance under Ministry of HRD, Govt. of India**  
**Neelbad Road, Bhauri, Bhopal – 462 030 (M.P.)**  
**Phone nos: 0755-2526800, 2526814 & 2526829**

**No: SPAB/RGO/Advt./2018-19/14**

**Date: 14.11.2018**

**Expression of Interest**

**MESS CONTRACTORS**

School of Planning and Architecture, Bhopal (an Institution of National Importance under Ministry of HRD, Govt. of India) invites Expression of Interest for **“Providing Cooperative Mess Services in SPA, Bhopal Hostels”** from eligible Mess Contractors. For details, interested contractors may visit institute website i.e., [www.spabhopal.ac.in](http://www.spabhopal.ac.in). Last date for submission of EOI proposal is 6<sup>th</sup> December 2018 17.00hrs).

Institute does not bind itself to assign the EOI and reserve the right to accept/reject the whole or any part of the EOI without assigning any reason thereof.

REGISTRAR

**Date:**

**seal & signature of the firm with date**

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**Neelbad Road, Bhauri, Bhopal – 462 030 (M.P.)**  
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Expression of Interest (EOI) is invited from the Mess contractors of repute to run the **Student cooperative mess, one for boys' hostel & and two for girl's hostel** {(approx. strength 750 students, 400 in boys hostels and 350 in girls hostel)} of SPA, Bhopal situated at Neelbad Road, Bhauri, Bhopal – 462030 (M.P.). The mess will be run on cooperative basis by the students. Institute will provide space and necessary infrastructure facilities. EOI is solicited for selection of vendors. **Rate and Menu will be decided by the Student Mess Committee and the Vendors on mutually agreed terms and conditions.**

Interested vendors who fulfil the minimum eligibility criteria as mentioned in **Annexure - I** may apply on prescribed format as enclosed at **Annexure II** on or before 6<sup>th</sup> December 2018 **(17:00 hrs)** to the Asst. Registrar, School of Planning and Architecture, Bhopal, Neelbad Road, Bhauri, Bhopal (M.P.)-462030. Concerned vendors can also visit the institute on any working days between 9:30 AM to 5:00 PM for any information /clarification regarding this Expression of Interest. Those who desire to apply for both mess (s), should apply separately in different envelopes with required application fees in both.

SPA, Bhopal reserves the right to select a tenderer on the basis of criteria and terms & conditions for running the mess (s) from one or different vendors for both the mess (s).

**Registrar**

Date:

seal & signature of the firm with date

## SCHEDULE

Name of Tender	1. Providing Cooperative Mess Services in SPA, Bhopal Hostel (boys) 2. Providing Cooperative Mess Services in SPA, Bhopal Hostel (girls)
Procedure	Whoever desire to apply for both mess(s), should apply separately with separate processing fee of Rs. 2,500/- for each
Processing Fee	Rs. 2,500/- for each proposal (non-refundable)
Last date for receipt of Eol	6 <sup>th</sup> December 2018 (17:00 hrs)
Date of Presentation	Proposals of EOI will be evaluated by the committee of Institute. Contractor qualified in prequalification criteria will be informed to make a presentation of their proposal Date, Time and venue will be Informed to shortlisted parties.
To whom the tender documents can be submitted	Expression of Interest (Eol) should be submitted in two different sealed cover (if applying for both) and superscribing “ <b>Providing Cooperative Mess Services in SPA, Bhopal Hostel (boys)</b> ” & “ <b>Providing Cooperative Mess Services in SPA, Bhopal Hostel (girls)</b> ” to the <i>Asst. Registrar (Stores &amp; Purchase Section), SPA, Bhopal, Neelbad Road, Bhauri – 462 030, Bhopal (M.P.)</i> by speed post/ by-hand or to be delivered in the box kept at security office at Gate Complex SPA Bhauri Bhopal.

Date:

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**Annexure I**

**APPLICATION FORM FOR STUDENTS COOPERATIVE MESS  
SERVICES**

<b>S. No.</b>	<b>Description</b>	<b>Information</b>
1.	Name of the firm	
2.	Complete Address:	
3.	Contact person/Representative of firm :	
	Mobile No.	
	Office No.	
	Email ID :	
4.	License No. (under Food Safety and Standard Act)	
	PAN no.	
	GST Registration No.	
	ESI/PF no.	
	Labour License No.	

Date:

seal & signature of the firm with date

5.	Proof of payment of income tax and service tax/GST (last three Assessment years) copies to be enclosed (2015-16, 2016-17 & 2018-19)	Attach the separate list (if required)
6.	Processing fee of Rs. 2,500/- (non-refundable) The amount shall be Transferred through NEFT/RTGS online payment (Canara Bank, Bhauri branch,  Account No. 2073201002565,  IFS Code: CNRB0004725  Name: Internal Receipt SPA Bhopal)  <b>RTGS/NEFT slip need to be attached otherwise bid shall be disqualified.</b>	
7.	No. of Mess/dining facilities run in Higher education institutions of Central Govt.(List to be included with name of the institution, duration, nos. of students etc.)	Attach the separate list (if required)
8.	No. of Mess/Dinning facilities run in the other establishment/organization (List be included with name of the organisation, duration etc.)	Attach the separate list (if required)
9.	Whether Quality Certification obtained for any of the Mess/Dinning facilities provided (copies to be enclosed)	

Date:

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10.	Annual Turnover Per annum (In. Rs.....lakhs)	Authenticated copy of audited statement of accounts for the last three Financial years to be enclosed)
11.	No. of employee: Regular/temporary (details to be enclosed)	
12.	Litigations , if any, connected with Mess/ Food work	Yes/No, (if yes, details to be furnished)
13.	Any other information applicant wishes to provide in support of their credentials	If yes, details to be furnished

**Date:**

**seal & signature of the firm with date**

**Pre-qualification Criteria and terms & conditions for EOI proposal for Students Cooperative Mess**

<b>Sl. No.</b>	<b>Prequalification Criteria</b>	<b>Copy enclosed (Yes or No)</b>
1.	The bidder should be an Indian registered company/Firm/Society Registration No. _____ Valid up to _____	
2.	GSTIN No. _____ PAN No. _____	
	PF No. _____ ESIC No _____	
	Labor License No _____	
	Food License No. _____ (under Food Safety and Standard Act) Valid up to _____	
3.	Prospective contractor should have three years' experience of running mess in an academic institution, out of which one year should be of providing Mess services in a CFTI type institution for not less than 250 persons/users on a normal working day in a single unit. The prospective applicant having experience only in the Cafeteria/ canteen (snacks & beverage services) will not be considered.	

Date:

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4.	Average annual turnover of the prospective applicant during the last three years 2015-16, 2016-17, 2017-18) ending on 31-03-2018 should be at least Rs. 2.00 crores from the mess services only, duly certified by Chartered Accountant (Annual Return/Balance sheet of last three years need to be attached as proof).	
5.	The contractor should submit an undertaking for neither have been Debarred and / or blacklisted by any Central / State Govt. Department / Universities / Educational Institutions/Organization etc. nor should have any litigation/ enquiry pending and / or initiated by any of these Department or Court of Law.	
6.	At least two reference letters of providing satisfactory mess services from authorized personnel of two organizations Letters of reference from past institutions together with contact, address etc. showing past performance in the execution of mess services. Out of these two, one letter should be from the organization where the mess is in operation as on date.	
7.	Bank Solvency Certificate for Rs. 10.00 lakhs from nationalized bank	
8.	The firm should submit an undertaking for compliances with all statutory requirements.	

**\* Suppliers submitting their proposal may please ensure to attach the documents in the above order with proper mentioning of page number.**

Date:

seal & signature of the firm with date