



MMTTC, RANCHI UNIVERSITY,
RANCHI

For Publication in news Paper and publish in website

TENDER NOTICE

Malaviya Mission Teacher Training Centre (MMTTC) invites sealed tender from experienced and interested firms for running the mess in the MMTTC at Morabadi under two bid system Technical Bid (Part-I) & Financial Bid (Part-II) for providing "Mess Services at MMTTC, Ranchi University, Ranchi. Detailed Notice and Tender documents can be downloaded from Ranchi University website www.ranchiuniversity.ac.in, from 26.12.2025. Cost of tender documents i.e. Rs 1000/- (one thousand) only shall be deposited along with E.M.D. amount as per tender document. Draft should be prepared in the favour of "ASC Hostel Account", payable at Ranchi.

By order of the Vice Chancellor
Sd/-
Director
MMTTC, Ranchi University,
Ranchi

Memo No. MMTTC/2025/RU-74/4

Dated 24.12.25

**MALAVIYA MISSION
TEACHER TRAINING
CENTRE (MMTTC),
RANCHI UNIVERSITY, RANCHI**



Open Tender for Providing 'Mess Services at MMTTC, Ranchi University, Ranchi

Website: <https://www.ranchiuniversity.ac.in>

NOTICE INVITING TENDER

Malaviya Mission Teacher Training Centre (MMTTC), is a training Institute under Ranchi University, Ranchi invites sealed tender from experienced and interested firms for running the mess of the MMTTC at Morabadi under two bid system Technical Bid (Part-I) & Financial Bid (Part-II) for providing "Mess Services at MMTTC, Ranchi University, Ranchi.

The schedule and other details of Tender are as under:

Tender Name	Providing "Mess Services at MMTTC, Guest House of Ranchi University, Ranchi
Tender Enquiry No.	MMTTC/Mess Service/25-26
Currency	INR-
Estimated Cost	Rate Contract
EMD	INR 10000.00 (Returnable to the unsuccessful tenderer)
Bid Document download start date	Tender document can be obtained by downloading it from the website https://www.ranchiuniversity.ac.in from...26.12.2025 .
Bid Document download end date	20 January 2026.
Last date & time for receipt of Bid	24 January 2026 16:00 hrs
Date of Opening of Technical Bid	24 January 2026 16:05hrs
Date of Opening of Financial Bid	29 January 2026 16:00hrs
Bid Security/EMD (Earnest Money Deposit)	1. The bidder shall furnish the bid EMD through DD in favour of "ASC Hostel Account" payable at "Ranchi" In case of MSME registered bidder, the submission of EMD will be waived on submission of certificate.
GST	GST registration should be from the state of Jharkhand in a similar services if applicable for the service provider.
Performance Guarantee	PERFORMANCE GUARANTEE: -Successful Bidders must have to submit the performance security of Rs. 15000.00 in the form of Fixed Deposit/Bank guarantee from a schedule Commercial Bank and will be retained upto contract period.
Location of the service	MMTTC, Guest House, Morabadi Campus-834008
Contact Person Name	Shri S K Sahu, Director, MMTTC, Ranchi University, Ranchi
For site visit	Any working day
Period of Contract	Initially for a period of one year which shall be extended on mutual terms and conditions.

Tender document can be obtained by downloading it from the website (<https://www.ranchiuniversity.ac.in>) . Please submit the bid through offline only at Office of the CCDC, Ranchi University, Saheed Chowk Ranchi-834001. The

address and contact numbers for seeking clarifications regarding this OPEN TENDER are given below -

Queries to be addressed to:

Shri S K Sahu
Director, MMTTC, Ranchi University, Ranchi,
Contact No. 9934140129

This OPEN TENDER is divided into four Parts and five Annexures as follows:-

- A. **Part-I** This contains general information and instructions for the Bidders about the OPEN TENDER such as the Procedure for submitting Tender, Registration, time, place of submission and opening of tenders, validity period of tenders, Eligibility, etc.
- B. **Part-II**. This contains essential details of the services required, & Technical specification which will be treated as technical bid.
- C. **Part-III**. Contains standard conditions of OPEN TENDER, which will form part of the contract with the successful Bidder.
- D. **Part-IV**. Contains special conditions applicable to this OPEN TENDER which will also form part of the contract.

Annexures

Annexure-A- BID PROPOSAL SHEET

Annexure-B- Scope of work

Annexure-C- Affidavit regarding blacklisting/non-blacklisting from taking part in govt. tender by GOI/State Govt. Dept.

Annexure-D- Price Bid

Annexure-E- Technical' BID FORMAT

2. This OPEN TENDER is being issued with no financial commitment and MMTTC, Ranchi University, Ranchi reserves the right to change or vary any part thereof at any stage. MMTTC, Ranchi University also reserves the right to withdraw the OPEN TENDER, should it become necessary at any stage.

No tender document shall be sold by the institute. Prospective bidder may download the tender paper from the institute website before the tender closing date and time.

*Shri S K Sahu
24/10/2015*
Director, MMTTC,
Ranchi University, Ranchi

Part-I: General Information

1. **Last Date and Time for submitting the tender is 24 January 2026 by 16:00 Hrs.** The sealed bids (containing both technical and commercial in separate sealed envelope) should be submitted offline in the office of the CCDC, Ranchi University, Saheed Chowk Ranchi-834001 before the tender closing date and time. The responsibility to ensure this lies with the bidder.
2. **Manner of Depositing the Bids.** All the Technical documents duly signed on each page with the specific tender documents should be submitted to the CCDC, Ranchi University, Saheed Chowk Ranchi-834001 offline. A hard copy of technical and financial bid sealed in separate envelope is required to be submitted by 24 January 2026 by 16:00 Hrs.
3. **Time and Date for Opening of Bids 24 January 2026 by 16:05 Hrs.** (If due to any exigency, the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer through e-mail).
4. **Place of Opening of the Bids.** In the Office Chamber of the CCDC, Ranchi University, Saheed Chowk Ranchi-834001.
The bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time.
5. **Two-Bid System.** Technical Bid will be opened and the tenders found eligible will go for opening of Commercial/Financial Bid on the day as decided by the competent authority and Ineligible tender commercial bids will not be opened. Date of opening of Commercial/Financial Bid shall be intimated to the bidders over mobile telephone.
6. **Clarification Regarding Contents of the OPEN TENDER.** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the Buyer in writing about the clarifications sought not later than 19 January 2026. Clarification if any shall be notified on the Ranchi University, Ranchi website in the form of Corrigendum and no separate paper publication shall be made. Bidders are advised to check the Ranchi University, Ranchi website time to time.
 - a) **Rejection of Bids.** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke rejection with forfeiture of EMD. Conditional tenders will be rejected.
 - b) **Validity of Bids.** The Bids should remain valid till 90 days from the date of opening of the Commercial/Financial Bid.
 - c) **Earnest Money Deposit.** Bidders are required to submit Earnest Money Deposit (EMD) for amount of Rs 10000.00/- . The EMD may be submitted in the form of demand draft/Bank Guarantee, EMD is to remain valid for a period of 90 days. EMD of the unsuccessful bidders will be returned to them at the earliest. The Bid Security of the successful bidder would be returned, without any interest whatsoever, after receipt of Performance Security from them as called for in the contract. The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender.

7. Minimum Eligibility Criteria

S.N	Descriptions	Bidder's Response
1	Name of the Firm with Address and contact Number	
2	Bidder black listed at any stage or by govt. of Jharkhand or any other Govt. Agency need not apply Affidavit to be submitted as per Annexure-C	
3	The bidder should have 3-years' experience in running Restaurant/Mess services in and around Ranchi.	
4	<p>The Bidder has to submit following document with technical bid:</p> <ol style="list-style-type: none"> 1. The bidder should have 3-years' experience in running Restaurant/Mess services in and around Ranchi. (Work Experience Certificates) 2. The Restaurant must be operational for the last 3 years. (Supporting documents must be submitted) 3. It is desirable that the bidder should have a minimum of 10 staffs working under him. (Supporting documents must be submitted) 4. Copies of Financial Statement along with Income Tax Return for the last 3 financial Years 5. PAN Card 6. The GST registration certificate if applicable is to be provided by the bidder and it Should be from the state of Jharkhand 7. Registration certificate of FSSAI-at least FSSAI basic registration is desirable. 8. Labour Registration 	

*Tenders /bids not meeting any of the above "Eligibility Criteria "shall be rejected.

Part-II: Essential Details of Items/Services required

1. Schedule of Requirements: - Technical Details/Scope of work

List of items/services (Scope of Work) required is mentioned in **Annexure-B**

Note: All equipment/tools/accessories/Utensils etc. will be provided by the bidder.

PART - III-STANDARD CONDITIONS OF TENDER ENQUIRY

1. The Bidder is required to give confirmation of their acceptance of the Standard Condition which will automatically be considered as part of the Contract concluded with the successful Firm (i.e. Bidder in the Contract) as selected by the Client. Failure to do so may result in rejection of the Bid submitted by the Firm. The standard conditions of the contract may be perused in the office of tenderer prior to submission of quotation.
2. **Arbitration.** All disputes or differences arising out of or in connection with the tender shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the performance, which cannot be settled amicably, may be resolved through arbitration. In case of arbitration with the firm and this unit on any issue the final decision would be of the Vice-Chancellor, Ranchi University, Ranchi. The arbitration will be governed by following: -
 - a. All disputes or differences arising out of or in connection with the present contract, including the one connected with the validity of the present contract or any part thereof should be settled by bilateral discussions.
 - b. Any dispute, disagreement or question arising out of or relating to this contract or relating to performance (except as to any matter the decision or determination whereof is provided for by these conditions), which cannot be settled amicably, shall within sixty (60) days or such longer period as may be mutually agreed upon, from the date on which either party informs the other in writing by a notice that such dispute, disagreement or question exists, will be referred to a sole Arbitrator.
 - c. Within sixty (60) days of receipt of the said notice, an arbitrator shall be nominated in writing by the authority agreed upon by the parties.
 - d. The sole Arbitrator shall have its seat in Ranchi.
 - e. The arbitration proceedings shall be conducted under the Indian Arbitration and Conciliation Act, 1996 and the award of such Arbitration Tribunal shall be enforceable in Indian Courts only.
 - f. Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration, including the fees and expenses, shall be shared equally by the parties, unless otherwise awarded by the sole arbitrator.
 - g. The parties shall continue to perform the irrespective obligations under this contract during the pendency of the arbitration proceedings except in so far as such obligations are the subject matter of the said arbitration proceedings.

3. Non-disclosure of Contract Documents.

Except with the written consent of one party, the other party shall not disclose the contract or any provision, specification, plan, design, design, pattern, sample or information thereof to any third party.

4. Notices

Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by email or registered

pre-paid mail/airmail, addressed to the last known address of the party to whom it is sent.

5. **Premature Termination of Contract:** A contract may be terminated in the following circumstances: -

- When the FIRM fails to honor any part of the contract, including failure to render quality services on time.
- When the FIRM is found to have made any false or fraudulent declaration or statement to get the contract or he is found to be indulging in unethical or unfair trade practices.
- When both parties mutually agree to terminate the contract with two months' notice.
- Any special circumstances, which must be recorded to justify the cancellation or termination of a contract.
- The FIRM is declared bankrupt or becomes insolvent.

6. **Amendments.** No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

7. **Taxes and Duties.** All the rates quoted should be inclusive of all taxes.

8. **Other Essential Conditions:-**

- i. The institute reserves the right to inspect food quality and hygiene at any time.
- ii. Any complaints must be addressed immediately.
- iii. In case of breach of any part of the conditions, the institute reserves the right to terminate the contract within such time as decided by the Director, MMTTC.
- iv. The MENU shall be prepared by the MMTTC which shall be followed by the vendor.
- v. Food rates of items other than rates quoted for the breakfast, Lunch, Dinner, Snacks and Tea/Coffee per head per day will be finalized mutually after the contract is finalized.
- vi. There will be no guarantee for the minimum number of participants. It will be based on the training calendar and participants attending the training.

PART-IV-SPECIAL CONDITIONS

1. **Payment Terms.** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/NEFT/RTGS mechanism instead of Payment through cheque. No Advance payment will be Made. Payment will be made on satisfactory completion of the services on monthly basis or on a Training Programme Basis.
2. **Paying Authority.** The payment of bills will be made by Director, MMTTC within 30 days of submission of the following documents by the BIDDER to the Paying Authority:
 - a. 03 ink-signed copies of Commercial invoice/BIDDER's bill
 - b. Details for electronic payment viz Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR code (if these details are not incorporated in contract).

ANNEXURE-A
BID PROPOSAL SHEET

(ON THE LETTER HEAD OF THE BIDDER)

To
The Registrar
Ranchi University,
Ranchi

Subject: Providing Mess Services at MMTTC, Ranchi University, Ranchi

Dear Sir,

We, the undersigned Tenderers, having read and examined in detail the requirement as specified in this document in respect of **Providing Mess Services at MMTTC, Ranchi University, Ranchi** do hereby propose to supply the required products and services.

TenderNo.					
EMD submitted	Yes/No(Please strike off whatever is not applicable)				
	Amount	Mode	Transaction Details	Name of Bank	Valid upto

- I. **ADDITIONAL WORK ORDER:** We understand that MMTTC in case of the requirements, may also place additional work order. In such cases, we shall accept and execute all the work orders placed on us by MMTTC, Ranchi University, Ranchi
- II. **BID PRICING:** We further declare that the prices stated in our proposal are in accordance with your Terms & Conditions in the bidding document.
- III. **QUALIFYING DATA:** We confirm that we satisfy the qualifying criteria and have attached the requisite documents as documentary proof. In case you require any further information/documentary proof in this regard during evaluation of our bid, we agree to furnish the same in time to your satisfaction.
- IV. **CONTRACT PERFORMANCE SECURITY:** We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Demand Draft/Fixed Deposit/Bank guarantee for Rs. 15,000.00.
- V. **PAYMENT TERMS:** We hereby declare that if the contract is awarded to us, we agree with payment terms specified in the tender documents.
- VI. **CERTIFICATE AND DECLARATION:**
 - a. I/We certify that no addition/modification/alteration has been made in the Original Tender Document. If at any stage addition /modification /alteration is noticed in the Original Document. I/We will abide by the terms and conditions contained in

the original tender document, failing which MMTTC reserves the right to reject the tender and/or cancel the contract.

- b. It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged /tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that MMTTC is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.
- c. In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, MMTTC is authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.
- d. I / We assure the Institute that neither I /We, nor any of my /our workers, will do any act which is improper / illegal during the execution, in case the tender is awarded to us.
- e. I / We assure the Institute that I / We will NOT be outsourcing any work specified in the tender document, to any other firm. However, if required permission will be obtained from MMTTC.
- f. Our Firm / Company / Agency is not being blacklisted or banned by any Govt. Department, PSU, University, Autonomous Institute or any other Govt. Organization.
- g. I/We certify that I have understood all the terms & conditions, as indicated in the tender document, and hereby accept all the same completely.
- h. I/We, further certify that I/We, possess all the statutory /non-statutory registrations, permissions, approvals, etc., from the Competent Authority for providing the requisite services,
- i. I/We hereby declare that this tender on acceptance communicated by you shall constitute a valid and binding contract between us.
- j. I/We certify that the submitted quotation is duly paginated and contains from page no. 1 to

Date:

Signature and Seal of the Bidder

ANNEXURE 'B'

Scope of work:

1. Preparation and supply of Breakfast, Lunch, Dinner, Tea and Snacks to the participants of MMTTC as per Menu and any other items as per the request of the participants as and when the Training Programme run or any other day as instructed by the authorized person of MMTTC.
2. The details of the items to be supplied here in called MENU in Breakfast, Lunch, Dinner, Tea, Snacks, which will be the forming part of the contract and have been mentioned in Schedule-F.
3. Basic infrastructure such as Utensils, Cooking Gas, Cooking Utensils, Serving Materials, Cleaning Materials, Napkins etc. is to be provided in the mess by the contractor for which no additional cost will be paid.
4. All cooking preparation should be done in the Kitchen/designated place identified by the MMTTC.
5. required number of Cook, Asstt. Cook should be made available during preparation of Morning Tea, Breakfast, Lunch and Dinner.
6. required number of serving staff should be provided to serve the participants during the training programme.
7. It will be the responsibility of the contractor to provide Hygienic and good quality of food with timely service.
8. Any complaint on food quality will be considered as breach of contract and may be liable to terminate the contract with immediate effect or as decided by the Director, MMTTC.
9. MMTTC will provide the following facility/items free of cost:-
 - i. Dining Table
 - ii. Chairs
10. Cleaning is to be done after the breakfast, Lunch and Dinner of the Dinning Area.

Criterion for Selection of Bidder for Mess Services

The final selection shall be made on the basis of recommendations made by an internal committee constituted by the competent authority for this purpose.

Terms and Conditions:

1. Bidders have to quote rate per participants per day for the services as detailed in Annexure-F (MENU).
2. The Workorder will be issued to the bidder who will meet the requirement and found Lowest bidder in totality.
3. Payment will be made to the selected Bidder on monthly basis on submission of bill indicating the number of participants availed of the Mess services. Proportionate deduction of cost of the services not availed by the participants towards Breakfast, Lunch or Dinner will be made
4. The selected bidder/vendor has to maintain a register showing the facility availed by the participants on daily basis. This will form part of the bill of the vendor.

ANNEXURE 'C'

**AFFIDAVIT REGARDING BLACKLISTING/NON-BLACKLISTING FROM
TAKING PART IN GOVT.TENDER BY GOI/GOV'T. DEPT**

**(To be executed on Rs.100/-Stamp paper & attested by Public
Notary/Executive Magistrate by the bidder)**

I/We Proprietor/Partner(s)/Director(s) of M/S----- hereby declare that the firm/company namely M/S----- has not been blacklisted or debarred in the past by RANCHI UNIVERSITY, RANCHI or any other Government organization from taking part in Government tenders.

Or

I/We Proprietor/Partner(s)/Director(s) of M/S----- hereby declare that the firm/company namely M/S----- was blacklisted or debarred by RANCHI UNIVERSITY, RANCHI, or any other Government Department from taking part in Government tenders for a period of ----- years w.e.f.----- The period is over on----- and now the firm/company 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 RANCHI UNIVERSITY, RANCHI, and EMD/SD shall be forfeited. In addition to the above RANCHI UNIVERSITY, RANCHI, will not be responsible to pay the bills for any completed/ partially completed work.

Signature.....

Name.....Capacity in which assigned:

Name & address of the firm: Date:

Signature of Bidder with seal.

Annexure 'D' -FINANCIAL BID/PRICE BID
(In a separate sealed envelop marked-as Price Bid)

BID FORMAT

Sl. No	Particulars	Price Quote (INR) in words and figure both
1.	Total Charges for providing the Mess Services per day per participants for providing Services as per MENU for: - <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-bottom: 5px;"> i. Breakfast </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> ii. Lunch </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> iii. Dinner </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> iv. Tea/Coffee with Biscuit </div> MENU mentioned in Annexure-F	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Rs. </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Rs. </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Rs. </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Rs. </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> Total Rs. </div>

Charges should be inclusive of all taxes.

Note:

1. All rates must be filled by the bidder (incomplete bid will be summarily rejected).
2. There would be no increase in rates during the Contract period including extension period.
3. Other terms & conditions will remain the same as per tender documents during the term of the contract.

Signature of Bidder with seal

ANNEXURE 'E'
TOP SHEET FOR TECHNICAL BID

<u>S.No</u>	<u>Description</u>	<u>Proof of Documents Attached</u>	<u>YES/No</u>
1.	Similar work experience	Appendix-I (copy of Work Order)	
2.	Blacklisted by any Govt. Agency	Appendix-II (Affidavit)	
3.	Registration certificate	Appendix-III (copy of registration)	
4.	Availability of Technical and Financial strength to undertake the work	Furnishing Details in Appendix-IV	
5.	Copy of Financial Statement and copy of Income Tax return for last 3-years	Appendix-V	
6.	List of organization/customer dealt	Appendix-VI	
7.	GST Registration Certificate (in Jharkhand State)	Appendix-VII	
8.	PAN Card	Appendix-VIII	
9.	Any Other Documents	Appendix-IX-Please specify	

ANNEXURE 'F'

MENU

MENU CHART

Days	Morning Tea (6am to 7am)	Break fast (8 am to 10 am)	Tea Break (12-30 pm)	Lunch (1:30 pm to 2:30 pm)	Evening Snacks (4:30-70 pm.)	Dinner (8:30 to 9:30 pm.)
Monday	Tea	Idli, Samar, Chatni & Fruits	Tea Biscuits	Rice, Roti, Dal, Sweets two pes, Paneer Butter, Bhujiya, Papad, Salad, Curd	Tea Biscuits	Roti, Dal Tadka, Sabji, Bhujiyu, Sewai, Salad
Tuesday	Tea	Paratha, Sabji and Curd	Tea Biscuits	Rice, Roti, Dal, Green Sabji, Bhujiya, Sweets 2 pc, Papad, Salad, Curd	Tea Biscuits	Aloo Pratha, Sabji, Chutni, Sweets 2 pc, Salad
Wednesday	Tea	Kachori, Aloo Chana and Jalebi	Tea Biscuits	Rice, Roti, Dal, Green Sabji, Bhujiya, Chicken, 200gm/ Sweets two pes, Papad, Salad, Curd	Tea Biscuits	Roti, Dal Tadka, Green Sabji, Bhujiyu, Sewai, Salad
Thursday	Tea	Paratha, Sabji and Curd	Tea Biscuits	Rice, Roti, Dal, Palak Paneer, Bhujiya, Sweets 2 pc, Papad, Salad, Curd	Tea Biscuits	Roti, Dal Tadka, Green Sabji, Bhujiyu, Khir, Salad
Friday	Tea	Puri, Sabji and Jalebi	Tea Biscuits	Rice, Roti, Dal, Green Sabji, Bhujiya, Fish 200 gm/ Sweets two pes, Papad, Salad, Curd	Tea Biscuits	Roti, Green Sabji, Bhujiyu, Sewai, Salad
Saturday	Tea	Idli, Samar, Chatni & Fruits	Tea Biscuits	Rice, Roti, Dal, Mater Paneer, Bhujiya, Sweets 2 pc, Papad, Salad, Curd	Tea Biscuits	Sattu Pratha, Chokha, Chatni, Kheer, Salad