

**GIK INSTITUTE OF ENGINEERING  
SCIENCES AND TECHNOLOGY, TOPI**

**TENDER NO.  
GIKI/PD/FD-934/23**

**TENDER DOCUMENTS F.O.R. BASIS**

**TENDER FEE NON-REFUNDABLE  
Rs. 2,000/-**

**PROCUREMENT DEPARTMENT**

Ph: 0938-281026 EXT (2213) Fax: 0938-281045

Email: [farid.wahid@giki.edu.pk](mailto:farid.wahid@giki.edu.pk)

Web: [www.giki.edu.pk](http://www.giki.edu.pk)

**Bidder's Information**

Tender Serial No. \_\_\_\_\_ Dated \_\_\_\_\_

Name of Firm to whom tender issued: \_\_\_\_\_

**SIGNATURE**  
OF TENDER ISSUING  
OFFICER

Name of Firm/Contractor \_\_\_\_\_

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

CNIC No. \_\_\_\_\_

Contact Person \_\_\_\_\_

Telephone No: \_\_\_\_\_

Fax No: \_\_\_\_\_

National Tax Number: \_\_\_\_\_

GST Number \_\_\_\_\_

We M/s \_\_\_\_\_ hereby undertake to accept all the terms and conditions laid down by GIK Institute with regard to the award of this contract.

Signature of Bidder

## TERMS AND CONDITIONS

1. Tender Notice issued in the Print Media, is part of this contract document.
2. The tender should be addressed to the Deputy Director Procurement, Ghulam Ishaq Khan Institute of Engineering Sciences & Technology, Topi, Distt Swabi.
3. The contract will be awarded initially for a period of one year (extendable on a performance basis).
4. Minimum experience of two years of provision of such services to government/autonomous/private educational institutions is mandatory (Documents Should be Provided).
5. Interested parties may send their proposals in sealed envelopes properly marked as Tender of Canteen Contract for GIK College. The tender fee (Non-Refundable) of Rs. 2,000/- along with bid money of Rs. 25,000/- earnest money in the shape of Demand Draft/Pay order should reach on or before **1500 Hours on December 11, 2023**. The proposals will be opened in the presence of available bidders at **1530 Hours** on the same day. In case of unavoidable circumstances the tender will be received and opened on the next working day as per schedule.
6. The contract will be awarded to the bidder on the basis of the lowest rates and best quality/ quantity.
7. The covered area of the GIK Institute School & College canteen's room is about 189 square feet, and the shed is about 323 square feet. Additionally, there are approximately 800 students is GIK College
8. An agreement on stamp paper according to the set pattern of GIK Institute will be signed by the successful bidder & and GIK Institute within 15 days of issuance of acceptance letter.
9. The earnest money amount of Rs. 25,000/- will be forfeited, if the bidder fails to initiate services within 10 days of agreement. As per the rule, the GIK Institute has the right to reject the tender without assigning any reasons.
10. Defaulters/ Blacklisted bidders are not eligible to participate in the bidding process. Recent certificates are to be provided in that context.
11. The rent of the canteen is estimated at Rs. 8,000/- per month.
12. Rent should be paid before the 5th of each month. Delay in any case will not be acceptable. In case the contractor fails to deposit the rent in time without any reason, the GIK Institute reserves the right to cancel the contract and proceed further.
13. Security Clearance of the contractor must be provided from the relevant police station. In case of security lapse/ misconduct, the contract will be immediately terminated, and the contractor will have no right to challenge the decision in any court.
14. All utility bills will be paid by the contractor within the due dates and a copy of the paid bills is to be submitted in a timely manner.
15. Arrangement of the crockery/ utensils and furniture shall be the responsibility of the contractor subject to the approval of the administration of the GIK Institute.
16. The contractor shall be required to maintain the cleanliness and hygienic condition of the canteen to the satisfaction of the administration. If the above conditions are found unsatisfactory during inspection the contractor will be fined Rs. 1,000/- per visit.

17. In case of damage done to the GIK Institute property the necessary repairs shall be carried out at the cost of the contractor.
18. The Canteen will remain open as per the time schedule given by the administration. The contractor will not keep the canteen closed without the permission of the college management.
19. The contractor will not be allowed to sublet the canteen. The violation of this clause will automatically lead to the cancellation of the contract without any notice.
20. If the contractor charges excess rates, the contract will be canceled, and security will be forfeited.
21. Proper handing over/taking over will be carried out between the incoming/ outgoing contractors.
22. The GIK Institute has the right to cancel the contract on one month's notice in case of discrepancies/violations in the terms and conditions of the contract.
23. On the expiry of the contract, the contractor will be responsible for vacating the canteen premises within a given time i.e., 07 days. In case the contractor fails, the committee reserves the right to open the lock and after making an inventory of the goods, to forfeit or otherwise as per the committee decision.
24. GIK Institute may reject any or all bids/ proposals at any time prior to the acceptance of a bid or proposal as per rules.

**Deputy Director Procurement**  
GIK Institute, Topi