

Misc.-347 “Auction of Food Point with Hostel Mess at KFUEIT, RYK.at KFUEIT, RYK”

Sealed Documents along with duly filled Bidder Qualification/Evaluation Form, terms and condition signed by firm must reach the office of the Director Procurement on or before 06-10-2026 at 10:00 AM. Auction will be start on the same day at 04:00 PM) in the Office of the Convener Auction Committee after scrutiny of documents submitted against eligibility criteria. Only eligible firms will be allowed to sit in auction process. Auction process will be start from **Rs.100,000/-** per month fixed by the Competent Authority.

ELIGIBILITY CRITERIA:.

1. Bidder must have Punjab Food Authority Registration Certificate/License (Compulsory) along with kitchen and staff approved standards.
2. The bidder will be Active Tax Payer (FBR) and registered with PRA.
3. Minimum 3 years’ documented experience of running of similar institutional mess of Universities/ Public or Private Cafeteria, large scale catering
4. Having sound financial position worth minimum 5.0 Million annual turnover over last 2 years.

TERMS AND CONDITIONS FOR AUCTION OF FOOD POINT AT KFUEIT, RYK

1. In consideration of the terms and conditions herein set forth, the Khwaja Fareed University of Engineering & IT, Rahim Yar Khan may grant the firm the exclusive privilege to run the Auction of Food Point with Hostel Mess at their own cost, to the satisfaction of the competent authority.
2. If the highest bidder (H1) backs out, their bid security will be forfeited immediately, and they will be blacklisted from participating in any future auctions of the institution for a minimum of 3 to 5 years.
3. Clause stating that if H1 backs out, the institution reserves the right to offer the contract to the second-highest bidder (H2) at H1's bid rate, or evaluate H2's bid for financial viability.
4. Auction committee has the lawful right to reject bids that are financially unfeasible or unrealistically inflated unless the bidder can provide a fully funded, guaranteed bank line proving they can sustain such a payment.
5. The successful firm will be required to submit 4 Month's Rent in advance as security to run Food Point i.e. in the form of demand draft, pay order, and call deposit etc. payable to the Khwaja Fareed University of Engineering & IT, Rahim Yar Khan. (Cash, cheque or money order shall not be acceptable) within 7 days of the issuance of letter of Acceptance.
6. If the H1 bidder fails to deposit the advance rent within the stipulated timeframe, the contract will be cancelled automatically, bid security forfeited, and the bidder blacklisted.
7. The University shall allocate the space for Food Point and rest of arrangements will be

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made by contractor.**

8. The successful contractor, after the auction, shall operate the food point and will also provide mess services twice daily (breakfast and dinner) 7 days a week to the KFUEIT hostels. Successful bidder will also provide Sehar and Iftar+Dinner during Holy Month of Ramadan and Successful bidder may also provide Lunch Services, if required in accordance with the agreed menu, prices and conditions established by the Chairman Hall Council and the KFUEIT Food Committee.
9. The successful contractor, after the auction, shall depute Female staff in the girls hostel while male staff in the boys hostel for all Hostel Mess related services.
10. The bidder shall provide:
 - a) Catering facilities in the food service point through sufficient strength of bearers, attendants and other workers.
 - b) Cutlery, crockery, glassware, refrigerator, microwave ovens, deep freezers, utensils, napkins, table cloth, additional fittings, machines, tools or any other equipment required for catering services.
 - c) Menu food point and Menu for Hostel Mess will be market competitive prices and of standard weight, packaging and Size will be offered after consultations with University Auction Committee, Chairman Hall Council and approval of competent authority.
 - d) The successful bidder will meet the highest standards of Quality, Hygiene and Safety Standards by provision of wholesome Halal food and other Halal Stuff prepared from fresh and Pure Milk, filtered water, Cooking Oil/ Vegetable Oil , Premium quality of Rice and flour of well reputed manufacturers as per standards of Punjab Food Authority or any other Government regulatory Bodies.
 - e) All fittings (sanitary, electric and gas), furniture and fixture will be provided by the contractor/firm and shall be recorded in a proper inventory register. The contractor/firm shall be responsible for safe use of such items and shall, at his own cost, arrange periodical repairs etc. and bring such repairs in the notice of the competent authority. List of inventories shall be given to Convener Auction Committee KFUEIT, Rahim Yar Khan.
 - f) If during inspection Expired Items, foreign bodies i.e hair, insects, stale food or improper unclean and unhygienic kitchen will be fined of Rs.5,000, for the first instance and Rs. 10,000 for the 2nd instance. 3rd instance may lead to termination of contract and blacklisting.
 - g) Selling Items above the approved rates or reduce quantity from the approved quantity or changing menu without approval will result a fine of Rs.2,000 per complain duly verified by the Hostel Warden.
11. In case of loss, breakage etc. the contractor/firm shall have to carry out necessary repairs

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and or replacement within two weeks. In case of failure the competent authority of university shall have the powers to carry out such repairs and or replacement and the amount shall be recovered from the contractor/firm.

12. The contractor/firm shall be responsible to keep the food service point and Hostel Mess premises neat, clean and tidy at his own cost.
13. The basic utilities i.e. electricity, Sui gas and water will be provided with the approval of competent authority at actual cost basis to be charged from contractor/firm through a dedicated meter/sub-meter. Non Payment of Bills within 10 days will lead to Rs.1,000 per days fine. University will issue a notice and within 24 Hours if not paid utility connection will be disconnected. And 3 such instances will lead to termination of Contract.
14. The decision of the Committee regarding recommendation for award of a contract shall be final and shall not be challenged anywhere including the courts of law. However, the contractor I firm may register their complaints may be to the competent authority of Khwaja Fareed University of Engineering & IT, Rahim Yar Khan.
15. The successful firm will pay the monthly basis rent in advance to the Treasurer Office, KFUEIT in the form of Bank Draft in favor of Khwaja Fareed University of Engineering & IT, Rahim Yar Khan in addition to the relevant taxes. All taxes will be applicable as per Govt. of Pakistan and as per Punjab Province Rule. Copy of submitted monthly basis rent will be submitted to Finance Department & Procurement Department KFUEIT, R. Y. Khan.
16. If the successful firm fails to deposit the monthly rent until 10th of the relevant month a fine of Rs. 1,000/-per day will be charged till the deposit of the rent. However, after 25th of the month, the case will be forwarded to competent authority for decision. The decision taken by the competent authority will be implemented.
17. The contract shall be for a period of 01 years and will be renewable by mutual agreement (with 10% annual increase) subject to satisfactory performance of firm and acceptance of performance from competent authority for another one year or through fresh contract as the competent authority may deem fit. The contract can be cancelled / terminated by giving 30 days' notice by either side.
18. The minimum rates and best standards approved by the competent authority of Khwaja Fareed University of Engineering & IT, Rahim Yar Khan shall be applicable. The firm shall be bound to provide the services to the customers at good quality and the rates not higher than those agreed and notified. These rates can be revised once during a year subject to the approval of competent authority.
19. The firm shall not let, sublet or assign, whether by way of sub-contract or otherwise, his interest in the contract to any other person or body, in whole or in part and shall not share or transfer to any person or body the catering management of the Food Point. Any act of the firm in contravention of these terms and conditions shall be null and void and shall constitute breach of the contract in such case the University reserves the right to take any

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action that it may deem fit. The presence of the successful contractor/firm shall be mandatory at the concerned Food Point during contract period.

20. The contractor/firm shall not do or commit to do or allow anybody else to do anything that may adversely affect or impair the property, reputation or interest of the University.
21. On the expiry of the contract, on successful completion of the term or otherwise, as the case may be, the firm shall handover already available assets (Furniture, Cutlery, crockery, glassware, refrigerator, microwave ovens, deep freezers, utensils, napkins, table cloth, additional fittings, machines, tools or any other equipment available for sale) to the new successful contractor/firm with mutual agreement in between them.
22. After the expiry of contract, contractor/firm will not dismantle anything from the building and will properly hand over the building to the competent authority.
23. The contractor/firm shall not use the Food Point for residential purposes.
24. The contractor/firm shall display approved rates inside and outside the Food Point etc.
25. The bakery items must be obtained from approved bakers or their pick points (stationed in the vicinity), approved by the Punjab Food Control Authority or other Govt. regulatory bodies will be used.
26. The firm shall employ only such employees who are experienced. The contractor/firm will ensure that the staff engaged shall observe highest standards of courtesy, manners and professionalism while dealing with University Staff, Visitors and Customers of the Food Point at KFUEIT, RYK
27. The contractor/firm shall employ only such staff which have good character and be well behaved and skillful in their business. The staff employed shall conform to such direction as may be issued by KFUEIT in respect of time, stay and the points or routes of entry to and exit from the premises and in respect of the use of toilets and washrooms. The Food Point manager shall also have assurance of good character of all person employed by him verified by the police to the satisfaction of KFUEIT before the employment.
28. The contractor/firm shall immediately remove any employee from the Premises if any employee misbehaves, causes nuisance, or is considered to be undesirable by KFUEIT representative. KFUEIT shall be at liberty to request the contractor/firm to replace or change any employee or other staff within 48 hours' time, if needed, so upon which request contractor shall forthwith replace such employee or staff.
29. The contractor/firm shall ensure that no child labor will be involved as employee.
30. The contractor/firm, for the purpose of fulfilling his obligations, may deploy persons as employees, servers, cooks, etc., who are- medically fit with no contagious diseases, who will wear prescribed uniform, who shall have good character and be fit for work in KFUEIT

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where high quality public service is expected.

31. The contractor/firm shall submit the names and credentials of his employees duly certified by the local police to KFUEIT for approval for the sake of security of KFUEIT. KFUEIT reserves the right of approval or rejection of any such engagements. Replacement of employees of the contractor/firm shall be done by following similar formalities by the contractor/firm.
32. The contractor/firm hereby undertakes to take utmost caution to prevent spillage of oil or other hazardous chemicals in the building. The contractor/firm shall provide suitable bins/trays at appropriate places for collection of such spill, and shall dispose the collected spillage properly to avoid fire hazard or danger or unhygienic condition of the premises.
33. The contractor/firm will have to strictly ensure of the health & safety requirement as per recommendation of the Punjab Food Control Authority. That very high standard of hygiene and cleanliness shall be observed in running of the kitchen-of Food Point.
34. In case of any food poisoning / contamination, the contractor/firm will be held fully responsible and he will bear all the expenses caused on treatment of individual. Moreover, the contractor/firm will ensure that hazardous or inflammable or toxic materials are not stored in the food service points premises.
35. That the contractor/firm will get all his workers medically examined periodically from approved medical practitioner i.e. MBBS recognized by Pakistan medical Council, to be free from communicable diseases.
36. The competent authority may visit the Food Point periodically if the contractor/firm found in violation of the rules of KFUEIT & the Punjab Food Control Authority rules, penalty will be imposed on the contractor/firm & strict action will be taken against the contractor/firm, as decided by the competent authority.
37. The contractor/firm shall install, at his own cost, an adequate number of Fire Extinguishers [of weight/capacity as per standard norms for a food service points] and ensure that they are in fully functional condition at all times.
38. The contractor/firm shall use approved gas cylinder. The contractor/firm shall use electronic cash register/billing machine at the sale points to issue cash payment receipts to each customer at payment counters.
39. All items, especially packed items, shall be sold out by the contractor on list provided by the Auction Committee of KFUEIT approved by competent authority. In case of any report found regarding charging of higher amounts than the market price, contractor/firm will be fined/penalized accordingly.
40. Quality of food must be ensured as per standards of Food Department, Govt. of Punjab and random visits of Food Department / committee may also be arranged to check the quality.

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41. If because of any strike or lockout either in KFUEIT or in the Local area, the contractor/firm may not able to function or his business may be affected, KFUEIT shall not be liable for any loss, which the contractor/firm may suffer in such an event.
42. The contractor/firm shall not facilitate/allow or hold any political or union activities or their meetings in Food Point at KFUEIT, RYK.
43. The existing contractor/firm at KFUEIT should attach a NOC, issued by competent authority with their documents; otherwise, document will not be accepted. The applications of those contractors/firms who are defaulters / disputed of KFUEIT would not be considered.
44. In case of violation of any term and condition, the agreement will be cancelled and performance guarantee will be forfeited. In case of any withdrawal after award of contractor/firm, the security shall be forfeited.
45. Neither party shall be deemed to be in breach of this agreement if failure to comply with the requirement of this agreement is due to circumstances beyond the control of the University.
46. The successful contractor/firm shall be required to enter into the contract agreement with university within 14 days of the award of contract.
47. The employee (s) of KFUEIT, Rahim Yar Khan are not allowed to participate in Auction directly or indirectly. In case of involvement, they will be held responsible and strict action will be taken against them as per rule.
48. University Administration can ask to open Food Point for public interest on Sunday or public holiday.
49. The successful contractor/firm will be responsible to fallow all SoPs (standard operating procedure) regarding any epidemic as per Government instruction and administration of university.
50. The possession, sale, distribution, consumption or facilitation of any form of drugs, alcohol, narcotics, seesha, vape are prohibited tobacco products inside or around the leased premises by the contractor, their managers or staff will lead to immediate termination of contract and blacklisting and legal actions.



**KHWAJA FAREED UNIVERSITY OF ENGINEERING &
INFORMATION TECHNOLOGY**

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UNDERTAKING (ON JUDICIAL STATEMENT)

I (bidder) have read all the instructions/terms and conditions carefully, filled all the required parts of documents and attached all the documentary evidences and also do hereby confirm that

1. The firm shall abide by all the instructions/terms and conditions of the agreement and in addition, the other conditions, rules and regulations of KFUEIT.
2. The firm is neither blacklisted by any government organization in Pakistan nor pursued any case in the court against this University.
3. The information given in the application form and document is correct. In case any of this information proved incorrect, KFUEIT reserved the right to reject the bid besides forfeiting the bid security and may initiate suitable legal action which may include blacklisting of the bidder.

Signature: _____

Name and Designation of bidder: _____

CNIC No: _____

Stamp: _____

Address with Tel No: _____

Witness:

Signature: _____

Name: _____

CNIC No: _____

Address with Tel No: _____

BIDDER QUALIFICATION & EVALUATION FORM

Re-Auction for Food Point & Hostel Mess

Dual-Purpose Document: To be filled by Bidder / Used for Evaluation by Committee

1. GENERAL BUSINESS PROFILE (To be filled by Bidder)

Registered Business Name: _____

Structure of Entity: ☐ Sole Proprietor ☐ Partnership Firm ☐ Private Limited Company

Physical Business Address: _____

Primary Contact Person: _____ Designation: _____

Phone / Mobile Number: _____ Email: _____

2. MANDATORY ELIGIBILITY & REGISTRATIONS (To be filled by Bidder)

National Tax Number (NTN): _____ *(Attach Active Taxpayer List Status)*

Provincial Revenue Registration: _____ *(e.g., PRA, SRB, BRA, KPRA if applicable)*

Food Authority License No: _____ Authority Name: _____

Participation Fee Status: PKR 5,000 Paid via Pay Order/Challan No: _____

3. TECHNICAL CAPACITY, EXPERIENCE & FINANCIAL WORTH (To be filled by Bidder)

Total Years in Catering Business: _____ Years *(General Experience)*

Institutional Mess Experience: _____ Years running University / Hostel / Corporate Messes *(Specific)*

Peak Student Capacity Managed: _____ Students managed simultaneously in a single facility

Proposed Staff Count for this Mess: Mgt/Supervisors: _____ Skilled Chefs: _____ Service Staff: _____

Annual Financial Turnover: FY 2023-24: PKR _____ FY 2024-25: PKR _____

Available Financial Liquidity: Closing Bank Balance *(As per attached 6-month statement)*: PKR _____

Required Compulsory Attachments: ☐ Attachment A: Kitchen Equipment List to be deployed at facility
☐ Attachment B: Proposed Weekly Menu Outline (Budget & Student friendly)

4. FINANCIAL BID & LEGAL UNDERTAKING (To be filled by Bidder)

YOUR MAXIMUM MONTHLY BID: PKR _____ /- per month *(In Figures)*

Rupees _____ *(In Words)*

Compulsory Bid Security Detail: Fixed PKR 500,000 enclosed via Bank Draft / Call Deposit Receipt (CDR)
CDR Number: _____ Issuing Bank: _____

SOLEMN LEGAL UNDERTAKING: I/We hereby solemnly declare that the financial bid submitted above is realistic, financially viable, and fully backed by our financial worth. I/We explicitly accept that if we emerge as the highest bidder (H1) and fail to deposit the required advance rent/performance security within seven (7) days of the issuance of the Letter of Acceptance, our **Bid Security of PKR 500,000 shall be immediately forfeited**, our bidding application discarded, and our firm shall be permanently **blacklisted** from all future procurement processes of this institution. We further declare under oath that our firm has never been blacklisted by any public or private

sector organization.

Authorized Signature: _____

Date: ____ / ____ / 2026

Full Name & Title: _____

Company Seal/Stamp:

5. BID EVALUATION MATRIX (FOR EVALUATION COMMITTEE USE ONLY)

Evaluation Parameter / Eligibility Criteria	Mandatory Minimum Required	Bidder Actual Status (To be written by Committee)	Pass / Fail
1. Participation Fee	PKR 5,000 non-refundable verified		☐ P ☐ F
2. Bid Security	PKR 500,000 Bank Draft/CDR enclosed		☐ P ☐ F
3. Legal Status & Taxes	Active FBR taxpayer status (NTN Checked)		☐ P ☐ F
4. Food Regulation	Valid Food Authority Registration/License		☐ P ☐ F
5. Experience Strength	Min. 3 Years documented mess experience	_____ Years	☐ P ☐ F
6. Financial Worth	Audited statements / Verified Bank Balance	PKR _____	☐ P ☐ F
7. Menu & Equipment	Both Lists Attached (Satisfactory Quality)		☐ P ☐ F
8. Price Viability	Bid amount is economically sustainable	Bid: _____	☐ P ☐ F

FINAL ELIGIBILITY VERDICT: ☐ **QUALIFIED** (Passed all mandatory benchmarks) ☐ **DISQUALIFIED** (Failed one or more mandatory benchmarks)

Committee Member 1: _____ Committee Member 2: _____ Committee Member 3: _____