

UNIVERSITY OF ENGINEERING AND TECHNOLOGY MARDAN
KHYBER PAKHTUNKHWA



TENDER DOCUMENTS
FOR
TENDERING OF CAFETERIA AND SHOPS AT UET MARDAN

Last Date/Time for Submission of Bid: 20th September, 2022 at 11:00 AM

Bid Opening Date/Time: 20th September, 2022 at 11:30 AM

Venue: Conference Room, UET Mardan

Email: administrativeofficer@uetmardan.edu.pk

Price: 2500/-

Signature and Stamp of Bidder -----

DETAILS OF CAFETERIA / SHOPS AND OTHER FACILITIES (please insert (√) in the box).

S #	Facility	Location	Purpose	(√)
01	Cafeteria	Main Campus	Main Cafeteria	
02	Shop No.01	Main Campus	Food items	
03	Shop No.02	Main Campus	Photostat/Stationery	
04	Shop No.03	Main Campus	Washing/Tailoring etc.	

Signature and Stamp of Bidder -----

UNIVERSITY OF ENGINEERING AND TECHNOLOGY, MARDAN

University of Engineering and Technology, Mardan invites proposal from the registered firms/contractor and authorized dealers for the renting of Shops and Cafeteria on “Single Stage One Envelope Procedure” as per following terms and conditions.

1. General

- a. **“University of Engineering and Technology, Mardan.”** reserves the rights to accept or reject any or all bids without assigning any reason as per KPPRA’s & KPRA’s rules.
- b. Any bid without earnest money will not be accepted.
- c. Conditional/incomplete bid will not be accepted.
- d. Any addition/deletion/modification of any clause of these conditions/bidding documents is not acceptable and lead to rejection of the bid.
- e. By submitting the bid, the bidder / firm declares to abide by and bound by the conditions laid down in the advertisement together with those mentioned in this bidding document.
- f. The rates quoted must be valid for at least 180 days from the date of tender opening.
- g. Telephonic/telexed/faxed/telegraphic quotations will not be entertained.
- h. Bid received after closing date/time will not be entertained.
- i. In case of Public holidays, tender opening time/date will be considered as the next working day.

The bid must accompany the following. Failing which shall lead to disqualification.

- j. Tender number, tender title, facility for which the bidder / contractor is applying, date and time of its opening shall be clearly written at the face of envelop.
- k. Firm/Bidder registration certificate with the Federal/Provincial Government.
- l. The firm/bidder shall clearly provide the proof of Registration for GST and NTN on their printed letter heads (for firms only).
- m. Valid NTN Certificates.
- n. Valid registration certificate with KPRA (KP Revenue Authority), where applicable.
- o. Certificate to the effect that the Firm/Bidder never been blacklisted by any Government/Semi Government Organization/Agency/autonomous body/private sector organization anywhere in Pakistan (submission of undertaking on legal stamp paper).**
- p. The bidder may apply for one or more than one Shops or Cafeteria but the bidder shall submit separate call deposit for each.**
- q. The bidder shall clearly mention the location of the Shop and Cafeteria for which the bidder is purchasing/ submitting bidding documents.**
- r. Bidders with previous such experience of running any such facilities at Govt. Semi Govt. and Autonomous bodies shall be preferred. However, bidder must submit a satisfactory certificate along with experience

Signature and Stamp of Bidder -----

certificate duly signed by the concerned Authority.

- s. The firm / Bidder must provide/submit bank statement for the last 01 Year.

2. Scope of Services

- a. University of Engineering and Technology, Mardan (herein after referred to as UETM) invites requests/proposals for renting of Cafeteria and Shops.

3. Bid Price

The bidder will mention his bid rates in his offer. The quoted rates shall be:

- Best/final/fixed and valid until completion of all obligation under the contract i.e. not subject to variation/escalation etc.
- Shall be in Pak Rupees
- Inclusive of all admissible taxes
- Taxes levied by the Government (if any), shall be deducted from the bidder as per rules.

4. Earnest Money/Bid Security

The bidder firm/vendor shall furnish the bid security (Earnest Money) as under:

- No bid will be accepted without earnest money.
- Denominated in Pakistani Rupees.
- Must be attached with financial proposal, failing which shall cause rejection of bid.
- In the form of Call Deposit Receipt (CDR) in the name of "**Treasurer University of Engineering and Technology, Mardan**".
- The Earnest Money will be returned on written request to the unsuccessful bidders.

The bid security shall be forfeited by UETM, on the occurrence of any/all of following conditions.

- If the bidding firm/bidder withdraws the bid during the period of tender/bid validity.
- If the bidding firm/bidder does not accept the corrections of his total tender/bidding price.
- If the bidding firm/bidder, having been notified of the acceptance of the tender by UETM during the period of bid/tender validity, fails or refuses to furnish the Performance Guarantee (if Required), in accordance with the tender document.
- An amount equal to 2 % of the total quoted amount for 01 years (**as per annex "A"**) rent shall be deposited by the Tenant as bid security in the form of CDR in favour of **Treasurer, University of Engineering and Technology, Mardan** which will be retained up to the expiry of contract period. The security so deposited shall be refunded in full or after adjustment as the case may be.
- Performance guarantee:** A total of 10% performance guarantee shall be retained till expiration of the contract. That shall comprise 2% earnest money and 8% of the total bid that shall be deposited by the successful Tenant before signing an agreement. (**as per Annex "A"**).

Signature and Stamp of Bidder: _____

5. Bid/Tender Validity

The bid shall have a minimum validity period of One Hundred and Eighty (180) days from the date of opening of bids. The UETM may solicit the bidding firm/vendor's consent to an extension of the validity period of the bid. The request and the response thereto shall be made in writing. If the bidding firm/vendor agrees to permit extension for validity period of the tender, the validity period of the bid security shall also be suitable extended. The bidding firm/vendor may refuse extension of validity period of the bid validity, without forfeiting the bid security.

6. Signing of Bids

The bidding firm/vendor must sign and stamp all pages of the tender documents.

7. Rejection/Acceptance of the Bids

The UETM shall have the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The authority shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.

The tender/bids shall be rejected if:

- a. The offered items/services do not meet the technical specification of required items/services.
- b. The bidder submits incomplete/partial/conditional/alternative/late documents.
- c. Bid is not submitted completely for the required object.
- d. Bid security/Earnest Money is not submitted.
- e. It is subjected to interlineations/cuttings/corrections/erasures/overwriting.
- f. The bidding firm/vendor refuses to accept corrected Total Tender Rates.
- g. The bidding firm/vendor tries to influence the tender evaluation/contract award by unsolicited advice/clarifications and any personal approach at any stage of the tender.
- h. The bidding firm/vendor engages in corrupt or fraudulent practices in competing for the contract award.
- i. The bidding firm/vendor fails to meet all the requirement of tender eligibility/qualification criteria.
- j. The bidding firm/vendor has been blacklisted by any public or private sector organization.
- k. The bidding firm/vendor has been served any legal notices or displeasure letters by any public sector organization on serious failures to provide satisfactory services.
- l. There is any discrepancy between bidding documents and bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid.

8. Award Criteria

- a. Technically qualified and ^{successful} bidding firm/vendor will be evaluated in the light of all pre- conditions, necessary requisites and shall be selected on Highest cost quoted as per rules and fulfilling all codal formalities.

Signature and Stamp of Bidder: _____

9. Variation in scope of Work

UETM shall have the right, at his exclusive discretion, to increase/decrease the quantity of Cafeteria/Shops without any change in unit rates/renting or other terms and conditions, at the time of order placement. UETM reserves the right to remove any item or service executed which is not accordance with the tender/item specification or to order Tenant to provide according to tender/item specification. In case of non-compliance by the Tenant, UETM shall remove such items/services and will be re-executed through other arrangements at the sole risk, cost, and responsibility of the Tenant.

10. Taxes

- a. The Tenant shall be entirely responsible for all admissible taxes.
- b. All government taxes shall be deducted at source (if applicable) according to the relevant rules.

11. Responsibility against Damages/Ownership of Cafeteria/Shops

The Tenant shall be responsible for whole/any damage caused to the Cafeteria/Shops by any natural or unnatural accident. The Tenant shall replace the same.

12. Preliminary Scrutiny

The University will scrutinize offers to determine whether they are complete, whether any errors have been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. The University may, at its discretion waive off any minor non-conformity or any minor irregularity in an offer. This shall be binding on all vendors and University reserve the right for such waivers.

Signature and Stamp of Bidder: _____

SPECIAL TERMS AND CONDITIONS OF THE TENDER

1. Eligibility Criteria

- a. Bidder should have at least 03 years' satisfactory experience of providing Canteens/Cafeteria/Shops etc. **(Please enclose Proof)**
- b. Bidder should not have defaulted on any bank/financial institute loans in the past. There should not be any statutory dues and disputed liability.
- c. The Tenant will employ adequate number of staff (should be of 18 years & above age in order to avoid / discourage child labor) in order to maintain efficiency to standard desired by the “**University of Engineering and Technology, Mardan**”.

2. Documentation

The bidder shall furnish, as part of its tender offer, documents establishing the bidder's eligibility to participate in the tender and its qualifications to perform the Contract. The documentary evidence of the vendors' qualifications to perform the Contract, shall be established by **University of Engineering and Technology, Mardan** satisfies that the vendor is eligible as per the criteria outlined in the Eligibility Criteria at **Para 1** above.

3. Earnest Money Deposit

An amount equal to 2 % of the total contract value (ANNEX “A”) shall be deposited by the Tenant as bid security in form of CDR in the name of **Treasurer University of Engineering and Technology, Mardan** which will be retained up to the expiry of contract period. The security so deposited shall be refunded in full or after adjustment as the case may be.

4. Performance guarantee:

The successful Tenant shall deposit 8% of the total bid as performance guarantee. The performance guarantee shall be retained till expiration of the Contract.

5. Preliminary Scrutiny

The University will scrutinize offers to determine whether they are complete, whether any errors have been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. The University may, at its discretion waive off any minor non-conformity or any minor irregularity in an offer. This shall be binding on all vendors and University reserve the right for such waivers.

6. Duration of Contract

Initially the contract will be for a period of **(01) Years**. However, there will be six (06) months probationary period, if allottees fail to provide quality and satisfactory service. The contract will be cancelled with immediate effect. Contract can be extended by mutual agreement. University reserves the right to **terminate** the contract at any time on **one-month prior notice**. However, the Tenant will give **03-months'** notice in writing if he/she desires to vacate the restaurant/shop before the expiry of the contract. If extension is allowed **by the university, 10%** increase in Monthly rent fee of previous year is applicable.

Signature and Stamp of Bidder: _____

7. Income Taxes shall be deducted at source as per rules.

8. Penalty

Quality Control/Food Committee will be nominated by **University of Engineering and Technology, Mardan** to inspect and oversee functioning of Cafeteria/Shops (in addition to food regulatory authorities) with a view to ensures hygiene and sufficient service in the Cafeteria/Shops. In case there are repeated failures or lacuna noticed by the Committee due to failure of Tenant, the Convener/Chairman of the Committee can impose a fine up to **Rs. 10,000/-** at one time to be recoverable from Tenant by issuing a Challan.

9. Rent

The Monthly Rent not less than as proposed in financial model of the successful bidder shall increase by **10% annually**; Rent / Charges must be deposited in advance by the Tenant. If **the Tenant fails to deposit the Rent until 10th of every month a fine of Rs.500/ per day** will be charged till the deposit of the Rent. However, after **15th of the month, the Competent Authority may like to cancel the agreement which will be the sole discretion of the University Authority.**

10. Subletting:

The Tenant will not be allowed to sublet the Cafeteria/Shop to any other firm(s) / person(s) or Tenant(s). This act leads to prompt disqualification of the contract.

11. Rate:

The rates of food items will be approved by the Competent Authority recommended by the committee concern, and the service provider will be bound to sell the food items on the approved rates. The service provider will also sign an undertaking on stamp paper of Rs.100/- to assure his bindings towards the rates of items to be sold at Canteen/Cafeteria/Shop. The approved rates will be displayed at the Canteen/Cafeteria/Shop by fixing a fit board for information of customers.

12. Govt. Employees: The Govt. or “University of Engineering and Technology, Mardan” employees are not allowed to participate in Tenders.

13. Political gatherings: The allotted Cafeteria/Shops shall not be allowed to be utilized for any political gatherings. Doing so could lead to termination of contract with Tenant.

14. Other Issues: The University shall neither be responsible nor is to be approached for any help in realizing dues for any credit sales made to faculty, officers, staff and students in their personal capacity, which will be wholly to the risk of the Tenant.

“**University of Engineering and Technology, Mardan**” reserves the rights to accept or reject any or all bids without assigning any reason as per KPPRA’s & KPRA’s rules.

Signature and Stamp of Bidder: _____

PROPOSAL FORMAT FOR CAFETERIA / SHOPS

Potential firms/companies are advised to prepare proposal in line with following mandatory format and sent in sealed envelope.

Section-I	<p>BRIEF PROFILE OF FIRM/COMPANY: Legal Ownership (Whether the bidder is Sole proprietary firm or partnership business concern) Year of establishment: Organizational Structure of the Company/Firm (whether it is a private, public sector, public private limited firm registered under the prevalent Government laws). Copy of registration documents is required. Detail of Business Volume (number of business points & addresses within Mardan / Swabi / Charsadda and other cities) NTN/GST registration certificate. Name, address, telephone, fax numbers and email address etc. of the participating firms.</p>	Mandatory
Section-2	<p>PROFESSIONAL STAFF: Complete list of Professional Staff including Managerial and Operational / Working Staff including their Bio-data.</p>	Mandatory
Section -3	<p>FACILITIES/ MACHINES: Complete list of Professional Cooking Utensils/ Kitchen Appliances & Peripherals. List of machines such as sewing or washing machines, irons etc in case of washing /tailoring shop and List of other machines/Items for other businesses accordingly.</p>	Mandatory
Section -4	<p>FINANCIAL SOUNDNESS: Last one year bank statement of the firm/company OR Current Bank Statement.</p>	Mandatory
Section -5	<p>EXPERTISE: For Restaurant/Bakery/ Ice cream vendors etc. List and variety of Pakistani foods to be offered including fast food items List and variety of Chinese foods to be offered including fast food items List and variety of Continental foods to be offered including fast food items Any other food style For others: Coat, Waist Coat, Cloths (Gents and Ladies) for Tailors. Others should state mention their expertise accordingly.</p>	Mandatory
Section -6	<p>LEGAL INTEGRITY OF FIRM: Affidavit on legal paper of appropriate value (duly attested from notary public) that the Company/individual is neither black listed nor in litigation with any of its public sector client.</p>	Mandatory
Section -7	<p>EXPERIENCE: List of executed/in hand similar contracts in public sector/government/private offices since establishment of firm/individual along with copies of contract/agreement/work order etc. This shall cover the detail of contracts, approximate magnitude and duration carried out along with a certificate from the departments/organizations where the job was carried out.</p>	Mandatory


No proposals from firm/authorized agent will be entertained, if:-

- Received without required documents/information or found incomplete.
- Received later than the date and time fixed for proposal submission
- The proposal is unsigned/ unstamped
- Proposal is signed/ stamped by the unauthorized agent instead of owner.
- The proposal is from a party which is black-listed, by public sector organization.
- The proposal is received by telephone/telex/fax/telegram.

Signature and Stamp of Bidder: _____

Financial Model

Rent Decided by Committee/Competent Authority	No's of Canteen/Shops	Campus	Rate Offered by Service Provider/company	Term of Contract
Minimum Rs. 25,000/- per Month for Cafeteria	01	Main Campus		One (01) Years
Minimum Rs. 3000/- per Month for Shop No.01	01			One (01) Years
Minimum Rs. 3000/- per Month for Shop No.02	01			One (01) Years
Minimum Rs. 3000/- per Month for Shop No.03	01			One (01) Years
If Any Other:				

S #	Facility	Location	Purpose	
01	Cafeteria	Main Campus	Main Cafeteria	
02	Shop No.01	Main Campus	Food items	
03	Shop No.02	Main Campus	Photostat/Stationery	
04	Shop No.03	Main Campus	Washing/Tailoring etc.	

S#	Description/Particulars	1 st year proposed rent	2 nd year proposed rent with 10 % increase on 1 st year rent if awarded/renewed	3 rd year proposed rent with 10% increase on 2 nd year rent if awarded/renewed
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
Total				

Note: The above table to be filled by the Bidder for rates/renting of Cafeteria/Shops at UET Mardan.

Signature and Stamp of Bidder: _____

LIST OF ITEMS FOR WHICH RATES ARE REQUIRED

(The offered rates shall be valid for a period of 12 Months effective from the date of contract)

Note: All the rates should be quoted against each item clearly mentioning the quantity (weight etc.) (Only for Successful Vendor)

CAFETERIA ITEMS LIST					
Sr.	Items	Rs. in each / per standard size plat/item	Sr.	Items	Rs. in each / per standard size plat/item
1.	Anda Gravi		17.	Any Rice	
2.	Aloo / Pease Qeema		18.	Pakistani cuisines	
3.	Chapatti		19.	Daal Mong Masoor	
4.	Naan		20.	Haleem	
5.	Chicken Nihari		21.	Kofta Curry	
6.	Chicken Qurma		22.	Shahi Dal	
7.	Egg Tomato		23.	Shahi Channa	
8.	Chicken Liver		24.	Chicken Karrahi	
9.	Vegetable Rice		25.	Beef Korma	
10.	Plain Rice		26.	Mutton Karrahi	
11.	Peas/Channa Pulao		27.	Vegetable-I ()	
12.	Pakora Karhi		28.	Vegetable-II()	
13.	Chicken Biryani		29.	Vegetable-III()	
14.	Daal Channa		30.	Chinese cuisines	
15.	Daal Mash		31.	BBQ items	
16.	Sweets & Salads		32.		
If any other specialties, please write under with rates					

Note: The University Food Committee will Monitor, Evaluate and Approve the above rates offered by the Bidder on the Local Market Rate or nearly comparable.

Signature and Stamp of Bidder: _____

MONITORING AND QUALITY ASSURANCE

The University's Food Committee shall conduct surprised rounds of Cafeteria and Shops area in order to monitor cleanliness and hygiene. The service provider shall not obstruct these rounds of University Committee.

Violation	Fine (Amount in PKR)
1. Selling items in excess of agreed rate	10,000/-
2. Litter or spillage in sitting area	5,000/-
3. Litter or spillage in cooking area	5,000/-
4. Improper storage of items	5,000/-
5. Missing equipment	2,000 per week
6. Unclean uniforms/improper trimming of hair or nails	300 per employee
7. Unclean dishes or utensils	5000/-
8. Unavailability of supervisor	3000/-

Signature and Stamp of Bidder: _____

UNDERTAKING

(STAMP PAPER OF RS: 150)

I/We do hereby undertake that undersigned must abide by the rates prescribed by the University and shall sell all the items as per rate list provided by the University which will be either on the Local Market Rate or nearly comparable.

In case of noncompliance of any term & conditions related to rate list, I/We completely understand and abide that University reserves rights to cancel our contract agreement without any prior notice.

Signature Company/Service provider: _____

Name: _____

Father Name: _____

CNIC No.: _____

Address: _____

WITNESS-1:

WITNESS-2:

Signature: _____

Signature: _____

Name: _____

Name: _____

Father Name: _____

Father Name: _____

CNIC No: _____

CNIC No: _____

Address: _____

Address: _____

Note: Copies of CNIC must be attached.

Signature and Stamp of Bidder: _____

The successful firms/contractor/vendor shall execute a contact agreement on judicial stamp paper of worth Rs.150 minimum with the **University of Engineering and Technology, Mardan** as per given specimen of Agreement.

AGREEMENT DEED OF RENTING SHOPS AND CAFETERIA AT UET MARDAN

On this day ----- Date: ----- Month ----- Year, the University of Engineering & Technology, Mardan through the Registrar, UET Mardan (here in called the lesser or 1st party) has allotted Cafeteria/Shop No. ----- situated at UET Mardan Charsadda Road, Mardan

to ----- Son/Daughter of ----- Address: -----

----- (here in called the lessee or 2nd party) for financial year -----

--- on monthly rent of Rs. ----- (in figure) ----- (in words).

I, the undersigned Mr. ----- S/D/O ----- has acquired the Cafeteria /Shop No. -
----- situated at UET Mardan, Charsadda, Road Mardan on monthly rent of Rupees ----- on the following terms and conditions:

1. That allotment of the Main Cafeteria/Shops is purely on contract basis for a period of one (01) Year i.e. from ----- (date) ----- (Month) ----- (Year) to ----- (Date) ----- (Month) ----- (Year) and that on the expiry of the allotment, I will vacate the Cafeteria /Shop and hand over its possession to the Registrar, UET Mardan. Registrar, UET Mardan will issue a clearance certificate to that effect.
2. That I will be bound to pay the prescribed rent @ Rs. _____ per Month to UET Mardan, regularly as per prescribed procedure or to be prescribed from time to time by the University authorities.
3. That I will not sublet the Cafeteria / Shop, which has been allotted to me, to third party during the contract period otherwise the University reserves the right to cancel the contract agreement.
4. That I will only deal with the nature of business for which I have been allotted the Cafeteria/Shop. For any changes in nature of business, prior written approval of the University Authority will be obtained.
5. That I am bound to pay the Electricity, Gas and Telephone charges monthly on regular basis as per prescribed procedure and I am also bound to deposit with University a sum of Rs. _____/- as advance security/performance guarantee which is refundable on the expiry of the contract period. Any damage/breakages' caused to University property will be covered through advance security.
6. That I will not deal in any kind of activity which constitutes to cognizable offence and is punishable under the law.
7. That I will not carry out any addition or alternation in the premises of the Cafeteria /Shop allotted to me, without prior permission of Registrar, UET Mardan or UET Mardan Authority.
8. That the UET Mardan reserves the right to terminate this agreement after serving one month advance notice.
9. That I will be responsible to make good the lost/loses, if any cost to the demise property except force majeure.
10. That the decision of the University Authority, UET Mardan in allotment of Cafeteria/Shops and all other matters as the case may be, will be final and binding on me where ever communicated by UET Mardan.

Signature and Stamp of Bidder: _____

11. In case any differences arise between the lesser and lessee, the matter will be resolved amicably through mutual consultation.
12. I also hereby undertake that i will not challenge the given terms and conditions and allotment letter/rent deed /undertaking in any Court of Law. In case if any differences arise and the matter is not resolved amicably through mutual consultation then I shall have to accept the decision of the University Authority as final. In case of appeal if any as provided in rules of business of the University. The University Authority shall have the power amended or change any of the above terms and conditions at any time during the contract.
13. The contractor shall provide sufficient good quality crockery and cutlery for Cafeteria.
14. The contractor shall employ Manager, Waiters, Cook, Washerman and Sweeper. The waiter shall be adjusted in a week's time .The full particulars of each employee duly cleared by his local police station will be furnished to Registrar Office for record .The Contractor shall be responsible for good conduct and behavior of the employees working in the Cafeteria/Shop.
15. The contractor shall ensure that the cafeteria premises including the kitchen and toilet are kept spotlessly clean at all times through his /her own arrangements.
16. The utensils /crockery used in the cafeteria must be of good standard even slightly chipped crockery which breed germs must not be used. Water set should be of glass rather than of any other material, the crockery shall be porcelain and the cutlery of standard stainless steel.
17. The contractor shall keep the required staff for proper maintenance and smooth running of the Cafeteria. The staff of contractor shall not be less than 18 years of age.
18. The contractor shall serve good quality cold drinks, tea, cooking and meals etc. at the subsidized rates approved by the concern committee.
19. The contractor shall be responsible for the safety and security of furniture, curtains and all other electric and gas appliances provided in the Cafeteria and an inventory list is attached with the agreement which be read as part and parcel thereof.
20. The Cafeteria/Shops timing shall be prescribed by the University Authority from time to time.
21. The crockery, food stuff and general cleanliness of the Cafeteria shall always be open to the inspection of the University Canteen Committee. In case the crockery, foodstuff and cleanliness of the cafeteria is found substandard, the Canteen Committee shall have the authority of imposing a fine of **Rs.5000/- to Rs.10000/-** on any single occasion. Besides no drugs, smoking cigarettes etc. shall be allowed in the Canteen area.
22. The contractor can be revoked on a months' notice by the University. However, the contractor will be required to give three months' notice to the University to that effect so that alternative arrangement could be made.
23. The UET Mardan shall have the power and authority to amend or change any of the terms and conditions at any time during the period of the contract.
24. The contractor shall have to pay the rent in advance before 10th of each month. The first month rent and security will be deposited by the lessee in advance at the time of signing of this agreement. **If the Tenant fails to deposit the Rent until 10th of every month a fine of Rs.500/ per day** will be charged till the deposit of the Rent. However, after 15th of the month, the Competent Authority may like to cancel the agreement which will be the sole discretion of the University Authority. The Monthly Rent not less than as proposed in financial model of the successful bidder shall increase by **10% annually**.

Signature and Stamp of Bidder: _____

25. Any misbehavior with students and staff member of the University will lead to the cancellation of contract/fine imposed by University Authority.

26. This agreement is valid for a period of one year extendable and renewable subject to the satisfactory performance and compliance to the Terms and Conditions of the University.

OTHERS / MISCELLANEOUS: -

The University shall neither be responsible nor is to be approached for any help in realizing dues for any credit sales made to faculty, officers, staff and students in their personal capacity, which will be wholly to the risk of the Tenant.

Any other condition that **University of Engineering and Technology, Mardan** deem necessary can be included at the time of execution of contract.

*Agreed and signed the rent deed on date: ____/____/____2022

For Contractor/Vendor:

Name: -----

CNIC No. -----

Signature: -----

Witness: -

Name:-----CNIC NO. -----Signature: -----

Witness: -

Name:-----CNIC NO. -----Signature: -----

For UET Mardan:

Name: -----

CNIC No. -----

Signature: -----

Witness: -

Name:-----CNIC NO. -----Signature: -----

Signature and Stamp of Bidder: _____