

## **Notice Inviting Applications for Food Stalls during Moksha-2018**

NSIT is going to organize its annual cultural fest Moksha from 26.03.2018 to 28.03.2018 on its Campus in Sec-3, Dwarka, New Delhi. Moksha is one of the largest and most awaited college fests across the country with a participation of a plethora of students from various Universities and Colleges. Many students participate /visit the campus during Moksha.

In view of above, NSIT invites applications from reputed firms/distributors/authorized dealers of food stalls for selling food and snacks during Moksha 2018 as per the details given below:

1.	Description of Stalls	Temporary Food Stall erected by walls and ceiling made by tent/shamiana. The size of each stall shall be: Length: 18feet Breadth: 18 feet Each stall shall be equipped with 4 tables and 5 chairs and 2 halogen lamps (500-1000W) for lighting.
2.	Last Date and Time for Submission of Applications	24.03.2018 upto 3.00 P.M.
3.	Earnest Money Deposit [EMD]	Rs. 2,500/- per stall to be furnished along with the application to be submitted only through Demand Draft.
4.	Refundable Security Deposit	EMD shall be converted into security Deposit for the successful applicant.
5.	Rent for Temporary Allotment of Shop	Rs. 15,000/- per stall for the period starting from 26.03.2018 to 28.03.2018 to be furnished within 24 hours of issuance of allotment letter.
6.	Mode of Payment of EMD/Security Deposit	EMD/Security Deposit can be deposited by the vendor by account payee Demand Draft issued by a scheduled bank in favour of <b>Director, NSIT Cultural Activities</b> payable at Delhi.
7.	Mode of payment for Rent	NEFT / RTGS
8.	Submission of Applications	The duly filled applications along with the EMD shall be submitted to the Dean Students Welfare, Room No. 005, Administrative Block, NSIT Campus, Sector 3, Dwarka, New Delhi on or before the of last date and time as prescribed above. Applications received after the expiry of last date and time shall be rejected summarily. The applicants furnishing the EMD by way of Demand Draft shall furnish the original demand draft along with the application.

9.	Arrangement of Water	The vendor shall make his own arrangement of water for cooking, cleaning etc. NSIT shall not be responsible for providing water to any vendor for any purpose.
10.	Garbage Management	The vendor shall ensure that any garbage generated inside NSIT campus, in the course of his business activities at NSIT, shall be removed from the campus by the vendor and disposed of in accordance with the applicable rules and regulations in this regard at his own cost. In case the garbage is found lying inside NSIT campus, the Security Deposit shall be forfeited absolutely.
11.	Arrangement of Electricity	<p>Electricity shall be provided free of cost by NSIT for lighting purpose only. However, if the vendor desires to operate any microwave and/or fridge for the food items, the electricity connection shall be given by NSIT on paid basis for such purpose at the rate given below:</p> <p>(i) For Microwave: Total Rs 1000/- for a period of 3 days  (ii) For Fridge: Total Rs 1000/- for a period of 3 days</p> <p>The vendor who needs this connection will have to add the lumpsum charges of electricity connection with the rent and deposit the same accordingly.</p>

Other necessary details required to be fulfilled by the firms/distributors/authorized dealers of food stalls for selling food and snacks during Moksha-2018 are as follows:

### **1. Eligibility**

- a. The agency must furnish an undertaking on its letter head certifying that it has never been blacklisted by any Central/State Government Departments, Autonomous Bodies, Central or State PSU.
- b. Should have a valid PAN card.
- c. Should have a valid Food Safety and Standards License issued by the Food Safety and Standards Authority of India.
- d. The agency must have furnished the Earnest Money Deposit.

### **2. Documents to be Submitted along with Application**

- a. Duly filled and signed application form having seal of the authorized signatory.
- b. Notice Inviting Application [complete document] containing signature and seal of the authorized signatory on each page as an acknowledgement that the applicant has read all terms and conditions and accepts the same.

- c. Proof of submission of Earnest Money Deposit via submission of original Demand Draft
- d. Self-attested copy of PAN.
- e. Self-attested copy of Certificate issued under FSSAI.
- f. An undertaking on the letter head certifying that the vendor has never been blacklisted by any Central/State Government Departments, Autonomous Bodies, Central or State PSU.

### **3. Criteria for Allotment of Food Stalls**

- a. A vendor can apply for minimum one and maximum upto five food stalls.
- b. After receipt of all applications, NSIT shall examine and shortlist the applications fulfilling the eligibility criteria.
- c. In case, the number of applications which confirm the eligibility criteria, are found to be more than the number of stalls available for allotment, NSIT reserves the right to formulate the criteria for allotment of stalls at that time.
- d. NSIT reserves the right to select or reject any of the applications.

### **4. Food Stall Charges/Rent**

NSIT shall issue the allotment letter to the vendors to whom the stalls are allotted temporarily for the period of festival. The rent for food stalls as mentioned above shall be payable by the successful vendor within 24 hours from the date of issue of allotment letter either by NEFT, or RTGS any other mode of electronic banking. Account Details for electronic banking: Name of Account Holder: **Director, NSIT Cultural Activities**  
Account No.: 133010100022197

Bank Name: Andhra Bank

IFSC: ANDB0001330

If the vendor to whom any stall is allotted fails to submit the rent within stipulated time, the EMD/Security Deposit deposited by the firm will be forfeited.

### **5. Procedure for Submission of Application**

The duly filled application, along with required documents, shall be submitted in sealed envelope to the Dean Students Welfare, Room No. 001, Administrative Block, NSIT Campus, Sector 3, Dwarka, New Delhi on or before the last date and time as prescribed above. Applications received after the expiry of last date and time shall be rejected summarily. The applicants furnishing the EMD by way of Demand Draft shall furnish the original demand draft along with the application.

Conditional applications or the applications received without required documents shall not be considered and summarily rejected.

## **6. Other Terms & Conditions**

- a. Refund of EMD: The EMD of unsuccessful applicants shall be refunded within a month. No interest shall be payable on the EMD. For the refund of EMD, the vendors are required to provide the details of their bank account. The EMD for successful bidders shall be converted into Security Deposit. The Security Deposit shall be refunded within one month from the date of removal of all his belongings and clearing of the premise by the vendor.
- b. The vendor shall remove all his belongings and clear the premise in the evening of the last day of the period for which stall has been allotted. In case, the vendor fails to vacate the premise on the given date, NSIT shall have uninterrupted right to take over the premise along with any items, belonging to the vendor, lying there. In such case, the Security Deposit shall be forfeited absolutely.
- c. Outsourcing/Subletting of the food stalls shall not be allowed.
- d. All eatable items should be clean and hygienic prepared using good quality raw material.
- e. The successful firm shall sell alcohol free beverages, snacks, food items, Tea, Coffee, and Ice Cream at the designated stall only.
- f. Alcohol and Tobacco cannot be sold at any stall or in the premises of NSIT Campus.
- g. The Institute may discontinue the sale of any item at the food stall at its discretion without assigning any reason.
- h. The eligible firm shall ensure that the eatable items sold/served at the food stall are of requisite hygiene and quality standards.
- i. The rates of food items should be at par with the normal market rates and rate list should also be displayed at the food stall. The size of font in rate list should be 3 inches (minimum).
- j. The Institute officials may at any time monitor the quality of raw material, food items and its preparations conditions.
- k. The concerned vendor shall be responsible for keeping the surroundings clean otherwise the Security Deposit shall be forfeited absolutely.
- l. The firm shall be solely liable for any action or penalty imposed by relevant authority. Payment of all applicable taxes including income tax, GST and other applicable taxes will be the responsibility of the firm.

- m. The Institute has the right to accept or reject any bid without assigning any reason thereof.
- n. No firm shall do or undertake any activity contrary to law, public order or health.
- o. The vendor shall not put any banner, board, hording or other item of advertisement anywhere in the campus except at the designated place on the stall.
- p. The vendor shall not indulge in any activity other than selling of approved food items from the stall.
- q. Any violation of the contract gives right to the Institute to levy appropriate penalty and blacklisting of the vendor.
- r. In case of any dispute, the decision of the Director, NSIT shall be final and bidding for all.

## Application for the Allotment of Food Stall at NSIT

During MOKSHA.....to.....2018

Name of Applicant: .....

Father's Name of Applicant: .....

Name of Business: .....

Status of Applicant in Business: .....

Experience of this Business in Years: .....

Constitution of Business: Sole Proprietorship/Partnership Firm/Company/LLP/AOP

Address of Principal Place of Business: .....

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..... Pin code: .....

Telephone No.: ..... M: .....

Website [if any]: .....

E Mail Id.: .....

PAN No.: .....

Registration under FSSAI: .....

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No. of Stalls Applied for: .....

Food Items the Applicant Desire to Sell: .....

Amount of EMD deposited: .....

Date: .....



Signature with Seal

# Moksha-2018

26/03/2018 to 28/03/2018

## EVENTS AT A GLANCE

<u>S.No.</u>	<u>Item</u>	<u>Participants</u>	<u>Min. Time</u>	<u>Max. Time</u>
<b><u>A.</u></b>	<b><u>Music</u></b>			
1.	Instrumental Music	02-05	04mts.	06mts.
2.	Indian Bollywood	06-12	08mts.	10mts.
3.	Group Song (Western)	06-12	08mts.	10mts.
4.	Western Solo	01	04mts.	06mts.
5.	Indian Solo	01	04mts.	06mts.
<b><u>B.</u></b>	<b><u>Dance</u></b>			
1.	Oorja	08-14	06mts.	10mts.
2.	Capella Dance	08-14	07mts.	12mts.
3.	Folk Dance	08-14	06mts.	10mts.
4.	Street Dance	08-14	06mts.	08mts.
5.	Solo Dance	01	10mts.	12mts.
6.	Duet Dance	02	10mts.	12mts.
<b><u>C.</u></b>	<b><u>Literary Events</u></b>			
1.	Poetry Recitation (Hindi)	01	04 mts.	05 mts.
<b><u>D.</u></b>	<b><u>Dramatic</u></b>			
1.	Stage Play	18	40 mts.	45 mts.
2.	Street Play	10-22	20 mts.	22 mts.
<b><u>E.</u></b>	<b><u>Fine Arts</u></b>			
1.	Rangoli Making	03-05	1 hrs.	01½ hrs.
<b><u>F.</u></b>	<b><u>Battle of Bands</u></b>	04-10	15 mts.	20 mts.
<b><u>G.</u></b>	<b><u>Mr. &amp; Ms. Moksha .....</u></b>			
1.	Mr. Moksha .....	01 Boy	-	02½ hrs.
2.	Ms. Moksha .....	01 Girl	-	02½ hrs.
<b><u>H.</u></b>	<b><u>NSIT Got Talent</u></b>	01	-	02½ hrs.
<b><u>J.</u></b>	<b><u>ROGUE</u></b>	15-18	-	02½ hrs.
<b><u>K.</u></b>	<b><u>Prom (Evening Ball)</u></b>	02	-	01½ hrs.