



INSTITUTE OF NANO SCIENCE AND TECHNOLOGY, MOHALI

(An autonomous Research Institute of Department of Science and Technology,

Government of India)

Knowledge City, Sector 81, Mohali – 140306, PUNJAB

Phone No: 0172 – 2210056/57/73/75, Fax No: 0172 – 2211074

Website: www.inst.ac.in

Ref. No. 38(1)/2020-INST

Date: 21/12/2020

Tender invited for shop allotment at the Utility Center of INST, Mohali

Sealed Tenders are invited in the appropriate format (see annexure) for the allotment of three shops at the Utility Center of Institute of Nano Science and Technology (INST), Mohali Campus, Sector 81, Knowledge City, SAS Nagar initially for a period of 1 year on a base monthly rent value starting at

1. Rs 4500 + GST for Unisex Saloon.
2. Rs. 5600 + GST for Grocery and stationary
3. Rs. 5000 + GST for Confectionery and Juice parlour.

The electricity will have to be paid additionally on actual basis. Water charges has to be paid additionally

Interested Firms/person(s) may submit 'Sealed Tenders' addressed to the Director, INST Mohali alongwith Demand Draft of Rs. 590/- as non-refundable tender fee drawn on any scheduled Bank and payable in favour of Director, INST Mohali latest by 12/01/2021 at 2:00 PM. The tenders shall be opened by the constituted committee on 12/01/2020 at 3:00 P.M. in the INST Mohali. The successful bidders will have to deposit a sum equivalent to two months' rent as security deposit immediately on allotment, but before taking over the possession. "Tender for shops (type)" may be superscribed on the sealed envelope. Refer general terms & conditions.

Sd/-
Head of Office
INST Mohali



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1. General Terms and condition

1. Tender Fee is Rs. 590/- non-refundable.
2. Security Money amount equivalent to two months lease value to be deposited by the allotted firm/person in the name of Director, INST Mohali. The same will be refunded after the occupant has vacated the shop and cleared all pending dues.
3. After one year, shop allotment can be renewed by increasing the rent by 10%, if there is no complaint against the allotted person subject to the condition that total period for the occupancy will be maximum of two years from the date of initial allotment.
4. Electricity to be charged on actual basis. Water charges will have to be paid additionally.
5. All repairs/changes of fitting & fixtures are to be attended to by the person/firm after occupying.
6. Any additional fixtures as deemed required by the allotted firm/person for smooth functioning may be put inside the shop after seeking appropriate approval from the competent authority of INST, Mohali. Any expenditure arising for approved additional fitting / fixtures shall be borne by the allotted person/firm.
7. When vacating the allotted firm/person must return the shop in its original condition as received.
8. The expenditure for any damage to the property due to negligence of the allotted firm/person must be borne out by allotted firm/person.
9. Rent to be paid by the way of Cheque/DD/online transfer favouring Director, INST Mohali
10. Disposal of waste/keeping area free of garbage is the responsibility of the allotted firm/person.
11. Subletting, by the allotted firm/person will not be permitted. The allotted firm/person must directly supervise/manage the functioning of the shop.
12. The Director, INST reserves the right to cancel the allotment of shop by giving one month notice without assigning any reason. The allotted firm/person may terminate the contract with one month notice.
13. The Director INST reserves the right to allot or not to allot any or all the shops without assigning any reason.
14. In case of equal bids, prior experience of running saloon/ Grocery/ Confectionery and Juice Parlour in academic institutes will be given preference.
15. Saloon must run at least 5 days a week, Grocery must run at least 6 days a week. Confectionery and Juice Parlour can have half day closure per week. The shops must run on weekends.
16. The day of shop closure and the timing of the shops will be decided by the competent authority of INST. Any change to the timings or days of operation will require prior approval from competent authority.
17. The applicant for Confectionery and Juice Parlour must mandatorily submit FSSAI certificate.



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2. Annexure for Saloon:

Services to be provided

Services	Rates	Whether willing or not, Mark as Yes/No
Gents Haircut	Rs. 70	
Gents Shaving	Rs. 30	
Gents Hair Coloring	Rs. 250	
Beard Trimming	Rs 30	
Hair Shampoo	Rs 50	
Women Haircut	Rs 150	
Women Hair Coloring	Rs 300	
Threading	Rs 30	
Manicure	Rs 200	
Pedicure	Rs 200	
Facial	Rs 400	
Cleanup	Rs 250	
Hair Straightening	Rs 200 (for shoulder length Hair)	
Waxing full arm with disposable towel, spatula and bedsheet	Rs 200	
Waxing full legs with disposable towel, spatula and bedsheet	Rs 300	

Bid value of monthly rent proposed to be paid (should not be less than the base monthly rental value fixed by INST): _____

Any Supporting document (if available) of prior experience of running saloon in academic institutes may/can be submitted. Check “Yes” in case of submitting the document.

Yes	
No	

1. I hereby undertake that the shop will be directly supervised/managed by me. **2.** I shall be responsible for the activities related to the shop. **3.** I have understood the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.

Signature of the Applicant

Full Name of Applicant



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3. Annexure for Grocery and stationery:

Serial Number	Items to be stocked	Whether willing or not, Mark as Yes/No
1	Bread , Cookies, Biscuits, Snacks (branded packed)	
2	Milk (Branded), Paneer (Branded) and egg	
3	Plastics items like boxes, buckets, trays, etc.	
4	Common household items. cleaning brushes, brooms, floor / clothes washing agents, etc	
5	Other standard items to be sold in the shops (e.g., tissues of various, types and sizes, toothpaste, soap, body and hair oil, etc.).	
6	Packaged food products (cooking oil, cooking masalas, pickles, soups, noodles, etc. of branded companies).	
7	Rice, Atta (branded)	
8	Standard stationery items (Pen, pencil, eraser, notebooks etc.)	

Items to be stored

Bid value of monthly rent proposed to be paid (should not be less than the base monthly rental value fixed by INST): _____

Any Supporting document (if available) of prior experience of running grocery in academic institutes may/can be submitted. Check “Yes” in case of submitting the document.

Yes	
No	

1. I hereby undertake that the shop will be directly supervised/managed by me. **2.** I shall be responsible for the activities related to the shop. **3.** I have understood the terms and conditions for the contract and shall provide the best services strictly in accordance with these requirements.

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4. Annexure for Confectionery and Juice Parlour:

Sl No.	Items	Rate	Whether willing or not, Mark as Yes/NO
1	Cake (Cream based): Vanilla, Pineapple, strawberry	Rs 220 (500 gms)/ Rs 320 (1000 gms)	
2	Cake (Cream based) : Black forest, Chocolate	Rs 250 (500 gms)/ Rs 350 (1000 gms)	
3	Truffle Cake, Red Velvet	Rs 350 (500 gms)/ Rs 450 (1000 gms)	
4	Dry Cake	Rs 150 (400gms)/ Rs 300 (1000 gms)	
5	Cream Roll	Rs 20	
6	Muffin choco (40 gms)	Rs 25	
7	Muffin Vanilla (40 gms)	Rs 20	
8	Orange/ Carrot/Lychee Juice	Rs 30 (250 ml) Rs 50 (350 ml)	
9	Mosambi	Rs 40 (250 ml) Rs 55 (350 ml)	
10	Pomegranate	Rs 50 (250 ml) Rs 65 (350 ml)	
11	Shakes: Mango, Banana, Kiwi, Strawberry, Papaya	Rs 30 (250 ml)	
12	Chocolate Shake	Rs 40 (250 ml) Rs 55 (350 ml)	
13	Pudding: Vanilla, Pineapple, strawberry	Rs 25 (50 gms)	
14	Pudding: Chocolate, Fruit	Rs 30 (50 gms)	
15	Pastry: Vanilla, Pineapple, strawberry	Rs 20 (50 gms)	
16	Pastry: Chocolate, Fruit	Rs 25 (50 gms)	

Bid value of monthly rent proposed to be paid (should not be less than the base monthly rental value fixed by INST): _____

FSSAI Registration No. (Please attach copy):

Any Supporting document (if available) of prior experience of running confectionery and Juice parlour in academic institutes may/can be submitted. Check “Yes” in case of submitting the document.

Yes	
No	



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