

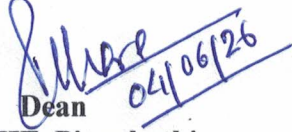
पं. दीनदयाल उपाध्याय उद्यान एवं वानिकी महाविद्यालय, पिपराकोठी- 845429, पूर्वी चम्पारण, बिहार
Pt. Deendayal Upadhyay College of Horticulture & Forestry, Piprakothi - 845429, East Champaran, Bihar
(डॉ राजेन्द्र प्रसाद केन्द्रीय कृषि विश्वविद्यालय, पूसा, समस्तीपूर, बिहार- 848125)
(Dr.Rajendra Prasad Central Agricultural University Pusa, Samastipur, Bihar -848125)

NIT No. : 01/PDUCHF/2026-27

NOTICE INVITING TENDER

Pt. Deendayal Upadhyay College of Horticulture & Forestry, Piprakothi, East Champaran, Bihar constitute college of Dr. Rajendra Prasad Central Agricultural University, Pusa invites sealed Tenders under **two-bid system** from eligible registered Agencies/Firms/Individuals/Proprietors to lease out five shops located inside the campus of PDUCHF, Piprakothi. The NIT and Tender documents can be seen at the website www.rpcau.ac.in . The last date for offline submission of Tender is 20.06.2026 till 16.00 Hrs.

Name of Work	Leasing of 05 Built-up Shops at Piprakothi Campus
Tender System	Two-Bid System (Technical Bid & Financial Bid)
Period of Contract	Initially for 03 (Three) years , extendable further on merit/satisfactory performance
Earnest Money Deposit (EMD)	₹2,000/- (Rupees Two Thousand only) per shop through DD in favor of Comptroller, RPCAU, Pusa
Performance Security	Equivalent to 12 months of license fee of the concerned shop, payable by successful bidder before possession


Dean
04/06/26
PDUCHF, Piprakothi

Memo No.: 267 /PDUCHF, Piprakothi

Date: 04 / 06 /2026

Copy forwarded to Comptroller, RPCAU, Pusa/ Deputy Registrar/ Chairman & All members of the Committee/ Officer Incharge E-Governance Cell, RPCAU, Pusa for publishing this notice in the University website, RPCAU Pusa, Samastipur for information & necessary action will circulation as per norms.

Copy forwarded to Secretary to Hon'ble Vice-Chancellor for kind information to Hon'ble Vice-Chancellor.

Tender for leasing out of shops



Pandit Deendayal Upadhyay College of Horticulture & Forestry
(Dr. Rajendra Prasad Central Agricultural University)
Piprakothi, Motihari, East Champaran

Tender No.:/2026/PDUCH&F

Date:/...../2026

Draft Approved
Dr. 18/05/26
- Deputy Reg
for header file
Dr. 18/05/26

NIT Document

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At up.
Arjun Kumar
19/5/26
Ajay, Assistant

For Leasing of 05 Built-up Shops at PDUCH&F, Piprakothi, Motihari

1. Scope

The Pandit Deendayal Upadhyay College of Horticulture and Forestry, Piprakothi invites sealed tenders in Two-Bid system (Technical and Financial) from eligible registered Agencies/ Firms / Individuals/ Proprietors to lease out five shops located inside the campus of PDUCHF. The category of shops is indicated below:

S. No.	Shop No.	Category	Area (sq. feet)	EMD (₹)	Minimum License Fee/month (₹)
1.	1	Seed, Fertilizer and Pesticides	100	2000	1000
2.	2	FPO / Self Help Group (Fruit & Vegetables)	100	2000	1000
3.	3	General Store/ Stationery	100	2000	1000
4.	4	Canteen/Fast food	100 + 100 =	4000	2000
5.	5	corner	200		

The interested agencies/ Firms / individuals/ proprietors are advised to personally visit the site (on working days) to have first-hand information about the shop before submission of bids. However, PDUCH&F does not take any responsibility for the minimum business from shops.

2. Eligibility

2.1 The applicant i.e. individual/proprietor/ partner/agency shall be residing at Bihar for which the applicant needs to submit a valid documentary proof of having his/her residence at Bihar.

2.2 Documents required

- a. PAN Card
- b. Aadhar Card
- c. Undertaking on a non-judicial stamp paper of ₹ 100/- in proforma as provided in Annexure-II.
- d. Character certificate duly signed by a Gazetted officer in proforma as provided in Annexure-III.
- e. Shop Registration Certificate, if applicable
- f. Goods & Service Tax Registration, if applicable.

g. Existing business establishment, if applicable

3. EARNEST MONEY DEPOSIT (EMD)

The demand draft for EMD for different categories of shops should be prepared in the name of Comptroller, RPCAU, Pusa should be deposited with tender as an EMD for each shop.

4. SECURITY DEPOSIT

The successful bidder shall have to pay Security Deposit/ Performance Guarantee fee equivalent to 12 months of license fee of a particular shop before possession. The amount should be transferred or deposited in the form of a Demand Draft in favour of the Comptroller, RPCAU, Pusa.

5. Submission of bids

5.1 Tenders shall be submitted in Two Bid System (Technical and Financial)

5.2 The interested registered agencies/Firms / individuals/ proprietors have to submit the Technical Bids and Financial Bids in the prescribed proforma. All the documents along with signed copy of tender document are to be kept in duly sealed envelope superscribed/written as "**Technical Bid**". Second envelope duly sealed shall have only financial bid superscribed/written as "**Financial Bid**". Both the envelopes shall be superscribed and kept into a duly sealed third envelope. Third envelope must be addressed to the

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**Pandit Deendayal Upadhyay College of Horticulture and Forestry, Piprakothi,
East Champaran, Bihar - 845429**

and clearly written/super scripted as

Tender for Leasing out of shops at Piprakothi Campus

Category -

If the bidder intends to apply for more than one shop, then bidder must submit the tender separately for each shop along with all the documents.

A) Envelope-I (Technical Bid):

Duly filled proforma for the technical bid (Annexure-I) shall be kept in Envelop-I and it should also contain the following:

a)	All supporting documents to the bidder's responses filled in Annexures.
b)	EMD for an amount of ₹ in form of DD drawn in f/o "Comptroller, RPCAU, Pusa"
c)	Bidder should print and sign on all pages of this tender document and submit the same by keeping it in the Envelope-I

*All pages submitted in technical bid (Envelope-I) shall be serially numbered, indexed and the documents shall be used as final for all purposes.

B) Envelope-II (Financial Bid):

It should contain Price Bid only (as per proforma for Financial Bid in Annexure) and it should not be enclosed with the Technical bid.

Overwriting/ correction in the Financial bid is not permitted and any such overwriting in such bid will lead to its rejection.

C) Envelope-III:

Both Envelopes I and II shall be properly sealed and kept in Envelope-III which must contain the purpose, Category and address as described earlier under 5.2.

5.3 No additional/tender documents will be accepted after the expiry date and time of tender.

5.4 The PDUCH&F reserves the right to seek clarification from the bidders either through email or post and bidder needs to respond within 2 days of receipt of communication.

5.5 Authority may reject the tender for award if the applicant is engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question.

6. OPENING AND EVALUATION OF TENDER:

6.1 The tender will be opened and evaluated on the prescribed date. Eligibility would be checked for adherence with the prescribed criteria.

- 6.2 By submission of the tender, it is deemed that the applicant has accepted all terms and conditions as prescribed in this NIT.
- 6.3 The Authority shall evaluate the responsive tenders on the basis of the evaluation criteria i.e on Highest quoted (H-1) basis.
- 6.4 The H-1 will be decided after comparison of the quoted rates above minimum license fee prescribed for each shop.
- 6.5 In case of tie of rates, the successful bidder will be decided on the basis of lottery.
- 6.6 The bidders who quote the rates below the minimum license fee prescribed for each shop will be summarily rejected and will not be considered for comparison.
- 6.7 The Authority will notify the Successful Applicant through a Letter of Intent (LoI).
- 6.8 **The Successful Applicant(s) shall execute the Lease Agreement within one week of the issue of LoI** or within such further time as The Authority may agree in its sole discretion. Agreement shall be signed after receipt of advance lease rent by the Authority and Performance Guarantee in the manner prescribed.
- 6.9 Failure of the Successful Applicant to execute the contract agreement and submit performance guarantee within specified period shall constitute sufficient grounds for the annulment/cancellation of the LoI issued and forfeiture of the EMD.
- 6.10 Notwithstanding anything contained in this NIT, The Authority reserves the right to accept or reject any Tender, or to annul the bidding process or reject all Tenders, at any time without any liability or any obligation for such rejection or annulment.

7. SPECIFIC TERMS AND CONDITIONS

- 7.1 The lessee shall have to furnish manage, operate and maintain its shop(s) at its own cost.
- 7.2 The lessee shall procure and maintain requisite insurance for its shop at its own cost.
- 7.3 The lessee shall not store/ sell any illegal/ prohibited products/ items.
- 7.4 The lessee shall bear cost to any loss or damage caused to the property by the lessee.

- 7.5 Initially the lease will be given for three (03) years, which may be extended further on merit.
- 7.6 The monthly license fee will be increased after three years @ 10% of basic license fee agreed upon.
- 7.7 The licensee shall be bound to utilize the shop for the purpose for which it is licensed to him/her. The licensee shall not sublet the shop in any case. In case of breach of these conditions the license will be cancelled, and the security deposit will be forfeited.
- 7.8 In the event of failure by the lessee in adhering to one or more mandatory requirements the lease agreement may be termination after issuing a notice.
- 7.9 The license will have no tenancy right in respect of the premises of the Piprakothi Campus and the licensee shall not use the Piprakothi premises as his/ her permanent office address.
- 7.10 Every lessee will be required to get a legal electric connection from the office concerned.
- 7.11 Authority reserves the right to:
- suspend and/ or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
 - seek clarification from bidder(s).
 - retain any information and/ or evidence on behalf of, and/ or in relation to any Bidder; and/ or
 - independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any bidder.
- 7.12 The Canteen/ Fast food corner will be allowed to use gas stoves/ or electric appliances for cooking. Coal/ wood-based cooking needs prior permission.

Eligibility Conditions (Technical Bid Document):

S. No.	Particulars	Response to be filled by bidder	Page No. of supporting document
1.	Nature of establishment	Individual/ Proprietorship / partnership/ Agency etc. (Tick the relevant one)	
2.	Name of the individual/ Owner/ Proprietor/ partners/ Agency		
3.	Name and Address of the authorized person to whom all references can be made by PDUCH&F		
4.	Aadhar Card Number (Copy to be enclosed)		
5.	Contact details a. Registered address of the individual/ firm/ agency etc.: b. Email ID : c. Phone No. :		
6.	Registration Number and Date of registration of firm/ agency etc. (if applicable) a. Registration No. b. Date of Registration. (Certificate of incorporation /registration copy to be enclosed)		
7.	Copy of Goods & Service Tax Registration certificate (if applicable) (Copy to be enclosed)		
8.	PAN No. of individual/ proprietor/ firm/ agency etc. (Copy to be enclosed)		
9.	Undertaking on a non-judicial stamp paper of ₹ 100/- in proforma as provided in Annexure-I		
10.	Character certificate duly signed by a Gazetted officer in proforma as provided in Annexure-II		
11.	Any other additional information, tenderer wishes to provide to the tendering authority like experience etc. (Details to be provided & supporting documentary evidence to be attached)		

Date:

Signature of the Bidder with seal

Undertaking (on non- judicial stamp paper of Rs. 100/-)

I/We have read and understood the contents of tender No. and agree to abide by the all the terms and conditions of this tender and undertake the following:

1. I/We also confirm that in the event of my/our tender being accepted, I/we hereby undertake to furnish Performance Security/ Security Deposit, as mentioned in the bid document.
2. I/We further undertake that none of the Individual/Proprietor/Partners/Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the government have banned/suspended. I/We further undertake to report to the PDUCH&F, Piprakothi immediately after we are informed but, in any case, not later than 15 days, if any firm in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such a firm which is banned/suspended in future during the currency of the contract with you.
3. I/We agree that all disputes, if arising related to this tender, shall be within the jurisdiction of Patna High Court.
4. I/we undertake that the firm/company etc. has never been blacklisted by any of the Central/Govt. organization and no criminal case is pending against the firm/company.
5. That the information supplied by the firm/company/bidder in the bid are true and nothing has been concealed and in case at any stage any information is found false our Security deposit can be forfeited and our contract can also be cancelled by the Competent Authority of RPCAU/PDUCH&F.
6. I /We undertake to obtain all the required documents/certifications from concerned authorities at my own cost and submit the same to PDUCH&F.
7. PDUCH&F Authorities may make surprise inspection to ensure proper Quality and nearby sanitation condition.

Date:

Signature of the Bidder with seal

Character certificate (to be issued by a Gazetted officer)

This is to certify that I know Shri./Smt./Ku. _____ S/o/D/o/of Shri.
_____, Resident of
_____, having Aadhar card no.
_____ for the last
_____ years. He/ She bears good moral character and to the best of my knowledge is not
involved in any criminal activity and no personal legal case is pending against him/her. He/she has
no such antecedents which should render him/her unsuitable for running a shop at PDUCH&F,
Piprakothi.

Certified that Shri./Smt./Kumari./_____ is not related to me.

(Signature with Seal)

Name: _____

Department: _____

Date: _____

PROFORMA FOR FINANCIAL BID

To
 The Dean,
 Pandit Deendayal Upadhyay College of Horticulture & Forestry,
 Piprakothi, East Champaran, Bihar – 845429

Sub: Financial Bid (Leasing Out Shops at PDUCH&F, Piprakothi)

Sir,

With reference to your tender No _____ dated _____ on the subject mentioned above, the undersigned have read & agreed all the terms and conditions of the tender and quote the rates as under: -

S.No.	Shop No.	Area in SQFT	Minimum license fee per month in ₹	Quoted fee (₹)	Quoted fee (in words)
01	1	100	1000.00		
02	2	100	1000.00		
03	3	100	1000.00		
04	4	100	1000.00		
05	5	100	1000.00		

I/We undertake that if our bid is accepted, we will run the shops by observing all the terms & conditions mentioned in the referred tender document.

Date:

Signature of the Bidder with seal

Note.

- 1: The bidders whose rates are highest will be leased the particular shop for operating particular nature of shop.
2. In case of the highest quoted rates of more than one bidder are same, the decision will be taken on the basis of lottery.
3. Bids quoted lesser than the minimum/base rents as indicated in the tender document will be rejected.