



UNIVERSITY OF TURBAT

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TENDER 2026-2027

**Provision/Operation of Campus Service Facilities at
University of Turbat**

UNIVERSITY OF TURBAT



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1 – INVITATION FOR BIDS (IFB)

The University of Turbat, through its Directorate of Procurement, invites bids from eligible, experienced, and financially sound firms, contractors, and individuals for the renting out and operation of service facilities located within the premises of the University. The purpose of this tender is to ensure that hostel residents are provided with quality services and essential facilities in a hygienic, efficient, and well-regulated environment.

The bidding process shall be conducted in accordance with the applicable BPPRA/PPRA Rules and procurement regulations of the Government of Balochistan.

Interested bidders are invited to submit proposals for operating the following facilities within the university premises:

1. Mart / Grocery Shop
2. Beauty Saloon
3. Laundry & Ironing Shop
4. Tuck Shop (Large Lecture Hall-1)
5. Mess (New Girls Hostel)
6. Canteen Law College

Each facility will be rented out to a successful bidder who demonstrates technical eligibility and offers the highest monthly rent for the respective lot in accordance with the evaluation procedure defined in this bidding document.

The University reserves the right to accept or reject any bid, wholly or partially, at any stage of the procurement process as permitted under the applicable procurement rules.

2 – INSTRUCTIONS TO BIDDERS (ITB)

Bidders intending to participate in this tender must strictly follow the instructions outlined in this document. Failure to comply with the prescribed procedures may result in disqualification of the bid.

All bids must be submitted to Directorate of Procurement, University of Turbat, on or before the deadline specified in the Tender Notice. Late submissions shall not be accepted.

The procurement shall follow the **Single Stage – Single Envelope** bidding procedure, under which bidders are required to submit both the technical and financial proposals together in a single submission.



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Bidders are encouraged to carefully review the entire bidding document and ensure that all requirements, forms, and supporting documents are provided in accordance with the instructions.

3 – ELIGIBILITY AND QUALIFICATION CRITERIA

Only those bidders who meet the eligibility criteria specified in this document shall be considered for evaluation. The purpose of the eligibility criteria is to ensure that only competent, financially stable, and legally compliant firms participate in the procurement process.

Each bidder must fulfill the following minimum requirements:

1. The bidder must possess a valid National Tax Number (NTN) issued by the Federal Board of Revenue.
2. The bidder must appear on the Active Taxpayer List (ATL) of the Federal Board of Revenue.
3. The bidder must demonstrate at least one year of relevant operational experience in the respective service areas.
4. The bidder must submit a bank solvency certificate or evidence of financial capability issued by a scheduled bank.
5. A copy of the Computerized National Identity Card (CNIC) of the proprietor or authorized representative must be provided.
6. The bidder must submit a non-blacklisting affidavit confirming that the firm has not been blacklisted by any government or semi-government organization.

Failure to provide any of the mandatory documents may result in the rejection of the bid during the technical evaluation stage.

4 – SCOPE OF WORK AND LOT STRUCTURE

The University intends to rent out different service facilities within the university premises through a lot-based structure. Each lot represents a separate operational facility, and bidders may apply for one or more lots depending on their capability and experience.

LOT 1 – Mart / Grocery Shop

The contractor shall provide groceries, toiletries, stationery, and household items. All items must be properly displayed with price labels and maintained under suitable storage conditions.

LOT 2 – Beauty Saloon



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The operator shall provide basic grooming services. Cleanliness must be maintained, and all tools shall be properly sanitized after each use.

LOT 3 – Laundry & Ironing Shop

The contractor shall provide washing, drying, and ironing services. Clothes must be handled carefully and delivered on time with proper hygiene.

LOT 4 – Tuck Shop (Large Lecture Hall–1)

The contractor shall provide snacks, beverages, and light refreshments to students and staff. Hygiene and cleanliness of the service counter and surrounding area must be maintained at all times.

LOT 5 – Mess (New Girls Hostel)

The contractor shall provide breakfast, lunch, and dinner to hostel residents as per the approved menu. Proper hygiene, food safety, and cleanliness of kitchen and dining areas must be ensured. Menu and prices should be displayed, and quality and service standards must be maintained.

LOT 6 – Law College Canteen

The contractor shall operate the Law College Canteen to provide hygienic meals, snacks, beverages, and other refreshment items for students, faculty, and staff. The canteen shall maintain cleanliness, food safety standards, and reasonable prices. Approved menus and price lists shall be displayed prominently at the premises.

5 – EVALUATION METHODOLOGY

The procurement shall be conducted under the Single Stage – Single Envelope procedure in accordance with the BPPRA Rules, 2014 (as amended).

All bids shall be evaluated to determine their responsiveness to the requirements of this bidding document. Only bidders meeting the mandatory eligibility and qualification criteria shall be considered responsive.

The contract for each lot shall be awarded to the technically responsive bidder offering the highest monthly rent, provided the quoted rent is not less than the minimum reserve rent, where applicable.



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The decision of the Evaluation Committee, as approved by the Competent Authority, shall be final and binding.

6 – BID SECURITY

Each bidder must submit a bid security of PKR 50,000 for each lot applied for. The bid security must be in the form of a Call Deposit Receipt (CDR) or Pay Order issued by a scheduled bank operating in Pakistan.

The bid security serves as a guarantee that the bidder will not withdraw or modify the bid during the bid validity period. Failure to submit the required bid security shall result in the rejection of the bid.

The bid securities of unsuccessful bidders shall be returned after the completion of the procurement process.

7 – PERFORMANCE SECURITY

The successful bidder shall be required to submit a performance security equal to three months' rent within fifteen days of receiving the notification of award.

The performance security shall be retained by the University as a safeguard against non-performance or breach of contract. The security shall be returned upon satisfactory completion of the contract period.

8 – GENERAL CONDITIONS OF CONTRACT

The contractor shall operate the assigned facility in a professional and responsible manner. The contractor shall maintain high standards of hygiene, cleanliness, and service quality.

The contractor shall not sublet or transfer the premises to any other party without prior written permission from the University administration.

All applicable taxes, duties, and government levies shall be the responsibility of the contractor.



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The University reserves the right to conduct inspections of the premises at any time to ensure compliance with contractual obligations.

9 – SPECIAL CONDITIONS

The contractor shall pay the monthly rent in advance on or before the fifth day of each month.

An annual increment of ten percent shall be applied to the monthly rent during the contract period.

Failure to pay rent within the specified time may result in penalties or termination of the contract.

10 – UTILITIES

The contractor shall be responsible for paying electricity and water charges based on actual consumption as determined by the University administration.

Separate meters or sub-meters may be installed where applicable, and the contractor shall pay utility charges within the time specified by the University.

11 – MESS MENU STANDARDS

The hostel mess contractor shall ensure that a balanced and hygienic menu is provided to hostel residents.

Breakfast shall typically include tea along with bread, egg, or paratha.

Lunch and dinner shall consist of balanced meals that may include vegetables, lentils, rice, and meat where applicable.

The approved menu and food prices must be displayed prominently in the dining area.

12 – HYGIENE AND STAFF RULES



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All staff employed by the contractor must maintain high standards of personal hygiene and cleanliness.

Staff members must wear clean uniforms while on duty.

The kitchen, dining area, and service counters must be cleaned regularly to maintain sanitary conditions.

13 – MONITORING COMMITTEE

The University shall constitute a monitoring committee consisting of representatives from the hostel administration and procurement office.

The committee shall conduct periodic inspections to ensure that the contractor complies with the terms and conditions of the contract.

The contractor shall cooperate fully with the monitoring committee during inspections.

14 – STUDENT COMPLAINT SYSTEM

A complaint register shall be maintained at each facility to record complaints submitted by students.

Students may report issues related to service quality, hygiene, or pricing to the hostel administration.

The monitoring committee shall review complaints and take appropriate corrective action when necessary.

15 – PENALTY MATRIX

If the contractor fails to comply with the service standards specified in this contract, the University may impose penalties.

Minor hygiene violations may result in a written warning.



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Repeated violations may result in a fine of PKR 5,000.

Overcharging students or violating approved pricing may result in a fine of PKR 10,000.

Serious violations or repeated misconduct may lead to termination of the contract.

16 – CONTRACT DURATION

The contract shall remain valid for a period of one (01) year from the date of commencement of operations or signing of the contract agreement, whichever occurs earlier, subject to satisfactory performance of the contractor and compliance with all terms and conditions of this agreement.

Upon completion of the initial contract period, the contract may be extended annually with the mutual consent of both parties and approval of the University, subject to satisfactory performance of the contractor.

In case of extension or renewal, the monthly rent shall be increased by ten percent (10%) annually over the rent of the preceding year.

However, the total duration of the contract, including extensions, shall not exceed three (03) years.

17 – TERMINATION

Either party may terminate the contract by providing thirty days' written notice to the other party.

The University reserves the right to terminate the contract immediately in cases of serious misconduct, breach of contract, or repeated violations.

18 – DISPUTE RESOLUTION

Any dispute arising out of this contract shall be resolved through arbitration in accordance with the Arbitration Act 1940 and the laws of Pakistan.

The decision of the arbitrator shall be final and binding on both parties.



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19 –SUBMISSION CHECKLIST

Bidders must ensure that the following documents are uploaded with their bids:

- Tender Fee Receipt (Rs. 5,000, non-refundable)
- Bid Submission Form
- Financial Proposal
- Bid Security
- NTN Certificate
- ATL Certificate
- CNIC Copy
- Non-Blacklisting Affidavit

Incomplete submissions may be rejected.

20 – FINANCIAL BID FORM

S#	Facility	Monthly Rent Offered (PKR)
01	Mart / Grocery Shop	
02	Beauty Saloon	
03	Laundry & Ironing Shop	
04	Tuck-shop Large Lecture-1	
05	New Girls Hostel Mess	
06	Canteen Law College	

Tie in Financial Bids

If two or more technically responsive bidders quote the same highest monthly rent for a particular lot, the successful bidder shall be selected through a transparent draw of lots (balloting) conducted by the Procurement Committee in the presence of the tied bidders or their authorized representatives. The proceedings shall be recorded in writing and signed by the members of the Procurement Committee and the bidders or their representatives. The recommendation of the Procurement Committee shall be submitted to the Competent Authority for approval, whose decision shall be final and binding.



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21 – BID SECURITY FORMAT

The bid security must be submitted in the form of a Call Deposit Receipt or Pay Order issued by a scheduled bank in Pakistan in favor of the University of Turbat.

22 – PERFORMANCE GUARANTEE FORMAT

The successful bidder shall submit a performance guarantee equivalent to three months' rent within fifteen days of award of contract.

23 – CONTRACT AGREEMENT FORMAT

A formal contract agreement shall be carried out between the University and the successful bidder in accordance with the terms and conditions specified in this bidding document.

The contract agreement shall be executed on appropriate judicial/stamp paper in accordance with the Stamp Act and shall be signed by the authorized representative of the successful bidder and the Competent Authority of the University.

24 – INSPECTION CHECKLIST

- Kitchen hygiene and sanitation
- Food quality and storage conditions
- Staff uniforms and personal hygiene
- Display of approved price lists

25 – NON-BLACKLISTING AFFIDAVIT

The bidder shall submit an affidavit stating that the firm has not been blacklisted by any government, semi-government, or autonomous organization in Pakistan and that the firm has not been involved in fraudulent or corrupt practices.

26 – INTELLECTUAL PROPERTY



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The contractor shall not use the name, logo, emblem, or any other intellectual property of the University of Turbat for any commercial, promotional, advertising, or marketing purposes without obtaining prior written approval from the University administration.

The contractor shall also ensure that no promotional material, advertisement, banner, poster, or branding is displayed within the premises without prior approval of the University.

Any unauthorized use of the University's name or logo may result in penalties or termination of the contract.

27 – CONFIDENTIALITY

The contractor and its employees shall maintain strict confidentiality regarding all information related to the University, its students, staff members, and operations.

Under no circumstances shall the contractor disclose, publish, or share any personal information of students or staff members with any third party without prior written consent of the University.

Any breach of confidentiality by the contractor or its staff shall be considered serious misconduct and may lead to disciplinary action, including termination of the contract and forfeiture of performance security.

28 – TAXES AND LEVIES

The contractor shall be solely responsible for the payment of all applicable taxes, duties, and levies imposed by the Government of Pakistan or the Government of Balochistan, including but not limited to Income Tax, Sales Tax, and any other statutory obligations.

The University shall deduct applicable withholding taxes from payments or rents where required under the relevant tax laws and shall issue tax deduction certificates accordingly.

All financial quotations submitted by the bidder shall clearly indicate whether the quoted amounts include applicable taxes or are exclusive of taxes.

29 – RIGHT OF ACCESS AND INSPECTION



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Authorized officials of the University shall have the right to enter and inspect the rented premises at any time during operating hours for the purpose of monitoring service quality, hygiene standards, safety conditions, and compliance with contractual obligations.

The contractor shall fully cooperate with the University officials during inspections and shall provide access to relevant records, facilities, and operational areas when requested.

Failure to cooperate during inspections or attempts to obstruct monitoring activities may result in penalties or disciplinary action under the terms of the contract.

30 – FORCE MAJEURE

Neither party shall be liable for failure or delay in the performance of its obligations under this contract if such failure or delay is caused by events beyond the reasonable control of the parties. Such events may include but are not limited to natural disasters, floods, earthquakes, fire, war, riots, civil disturbances, epidemics, pandemics, government restrictions, or any other circumstances that make the performance of contractual obligations impossible.

If a force majeure situation arises, the affected party shall promptly notify the other party in writing, stating the nature of the event, its expected duration, and the obligations affected by such circumstances.

During the period of force majeure, the obligations of the affected party shall be suspended to the extent that they are impacted by the force majeure event. The parties shall make reasonable efforts to mitigate the effects of such events and resume normal performance as soon as possible.

If the force majeure situation continues for a prolonged period that significantly affects the execution of the contract, the University may review the situation and decide whether the contract should continue, be modified, or be terminated.

31 – ASSIGNMENT AND SUBLETTING RESTRICTION

The contractor shall not assign, transfer, or subcontract the contract or any part thereof to any other person, firm, or organization without the prior written approval of the University.

The contractor shall also not sublet or lease the allotted premises to any third party under any circumstances.



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The facility awarded under this contract must be operated solely by the successful bidder or the authorized firm named in the contract agreement.

Any unauthorized assignment, transfer, or subletting of the premises shall be considered a serious breach of contract and may result in immediate termination of the contract, forfeiture of performance security, and possible blacklisting of the contractor.

32 – LIQUIDATED DAMAGES

If the contractor fails to commence operations within the prescribed time after the issuance of the Notification of Award or fails to comply with the service obligations specified in this contract, the University shall have the right to impose liquidated damages.

The liquidated damages shall be applied as follows:

- a. A penalty of 0.01% per day of the total annual contract value or agreed monthly rent shall be charged for the first ten (10) working days of delay.
- b. After the first ten (10) working days, a penalty of 0.15% per day shall be charged until the contractor fulfills the required obligations, subject to a maximum penalty limit of ten percent (10%) of the total annual contract value.

If the contractor fails to comply with the contractual obligations even after reaching the maximum limit of liquidated damages, the University reserves the right to:

- Terminate the contract
- Forfeit the performance security
- Award the facility to the next eligible bidder
- Initiate blacklisting proceedings in accordance with applicable procurement rules

The decision of the University regarding the imposition of liquidated damages shall be final and binding.

33 – MAINTENANCE OF PREMISES

The contractor shall maintain the allotted premises in a clean, safe, and hygienic condition at all times.



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The contractor shall be responsible for routine maintenance, cleanliness, and upkeep of the premises during the contract period.

The contractor shall ensure that no damage is caused to the building structure, electrical system, plumbing system, or other infrastructure of the University.

Any damage caused to University property due to negligence of the contractor or its staff shall be repaired or replaced by the contractor at his own cost.

34 – FIT-OUT, FURNITURE, AND EQUIPMENT

The University shall provide only the designated space or premises for the operation of the allotted facility.

All furniture, fixtures, equipment, machinery, decor, and operational materials required for running the facility shall be provided by the contractor at the contractor's own cost and responsibility.

The contractor shall ensure that all equipment installed in the premises is modern, well-maintained, and complies with applicable safety standards.

The contractor shall obtain prior written approval from the University administration before making any structural changes, modifications, or alterations to the premises.

Upon termination or completion of the contract, the contractor may remove all furniture, fixtures, and equipment installed by him, provided that the premises are restored to their original condition, subject to reasonable wear and tear.

35 – STAFFING REQUIREMENTS

The contractor shall deploy sufficient qualified and trained personnel for the efficient operation of the facility.

All staff members engaged by the contractor must be professionally competent, well-trained, and presentable while performing their duties.

Staff members shall wear proper uniforms during working hours. The uniforms shall be clean, professional, and may include the contractor's identification or logo where applicable.



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The contractor shall ensure that all staff members are medically fit and possess valid health or medical fitness certificates, particularly for food handling or service-related duties.

All personnel engaged for operating the facility shall be employees of the contractor, and the contractor shall be responsible for fulfilling all statutory obligations relating to employment, including but not limited to EOBI, social security, income tax, and other applicable labor laws.

The University shall bear no responsibility for salaries, benefits, or employment liabilities of the contractor's staff.

36 - MINIMUM RESERVE RENT

The University has determined a minimum reserve rent for each facility offered under this tender. Bidders must ensure that their quoted monthly rent is equal to or higher than the minimum reserve rent specified by the University.

Any bid offering rent below the prescribed minimum reserve rent shall be considered non-responsive and shall be rejected during the evaluation process.

The minimum reserve rent for each facility is as follows:

Facility	Minimum Monthly Reserve Rent (PKR)
Mart / Grocery Shop	8000
Beauty Saloon	8000
Laundry & Ironing Shop	8000
Tuck-shop Large Lecture-1	6000
New Girls Hostel Mess	22000
Canteen Law College	15000

The University reserves the right to revise the minimum reserve rent prior to the bid opening through an official corrigendum if deemed necessary.

All quoted rents shall be considered exclusive of applicable taxes, and the contractor shall be responsible for payment of all applicable taxes and duties as per the relevant laws.

Application for Lots: A bidder may apply for **any one lot, multiple lots, or all lots**, subject to meeting the eligibility criteria and submitting a separate bid, along with the prescribed bid security, for each lot applied for.



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37 - GOVERNING RULES

Any matter or situation that is not specifically covered under the provisions of this bidding document shall be dealt with in accordance with the relevant PPRA/BPPRA Rules, applicable Government regulations, and the policies of the University of Turbat.

In such cases, the decision of the Competent Authority of the University shall be final and binding on all bidders and contractors.

FINANCIAL BID FORM

Facility	Minimum Monthly Reserve Rent (PKR)	Monthly Rent (PKR) Offered
Mart / Grocery Shop	8000	
Beauty Saloon	8000	
Laundry & Ironing Shop	8000	
Tuck-shop Large Lecture-1	6000	
New Girls Hostel Mess	22000	
Canteen Law College	15000	

Application for Lots: A bidder may apply for **any one lot, multiple lots, or all lots**, subject to meeting the eligibility criteria and submitting a separate bid, along with the prescribed bid security, for each lot applied for.

Amount in Words:

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