



MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

Maharashtra National Law University Act, 2014

Waranga, PO: Dongargaon (Butibori),

Nagpur – 441108, Maharashtra, India

EXPRESSION OF INTEREST (EoI)

**FOR ESTABLISHMENT AND OPERATION OF A BRANDED CAFÉ/FOOD &
BEVERAGE KIOSK**

AT

MAHARASHTRA NATIONAL LAW UNIVERSITY, NAGPUR

EoI Reference No.: MNLUN/ Café/Food & Beverage Kiosk/EoI/2026/04

Date: Sept 15, 2026

EOI for Establishment and Operation of a Branded Café/Food & Beverage Kiosk

1. Introduction

Maharashtra National Law University, Nagpur (MNLU Nagpur) invites Expressions of Interest (EOI) from reputed food and beverage brands/franchise operators/authorized operators for establishing and operating a branded café/food & beverage kiosk in the University Campus on a Leave and Licence basis.

The selected agency shall establish, operate and maintain the kiosk for providing quality food and beverage services to the students, faculty, staff and visitors of the University.

2. Location

The kiosk shall be established in the designated space located at:

Amenity Building, Existing University Mess Area, Ground Floor (Approx. 14 ft × 11 ft) or any other location identified by the University.

However, the University reserves the right to change, modify, or relocate the designated space/location at any time during the term of the contract, as may be deemed necessary in the interest of the University.

3. Scope of Work

The selected agency shall:

- i. Establish and operate a branded café/food kiosk.
- ii. Supply hot and cold beverages, snacks, ready-to-eat food items and other approved food products.
- iii. Install all necessary furniture, fixtures, branding, kitchen equipment and machinery at its own cost.
- iv. Ensure uninterrupted services during University working hours and other timings as prescribed by the University.
- v. Maintain cleanliness, hygiene and sanitation in and around the kiosk.
- vi. Obtain all statutory licences, registrations and approvals required under applicable laws.
- vii. Display the approved menu and price list prominently.
- viii. Maintain a Complaint/Suggestion Register at the kiosk.
- ix. Comply with all food safety standards and FSSAI regulations.

4. Schedule of EOI

Particulars	Proposed Date
Publication of EOI / Advertisement	15.09.2026
Pre-Bid / Clarification Meeting	17.09.2026
Last Date for Queries/Clarifications	21.09.2026
Publication of Clarifications, if any	22.09.2026
Last Date for Submission of EOI	23.09.2026 up to 5:00 PM
Opening of EOI	24.09.2026 at 11:00 AM
Presentation/Interaction, if any	To be intimated separately to shortlisted agencies
Declaration of Shortlisted Agency	To be intimated separately after evaluation

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5. Duration

The Licence shall initially be awarded for three (03) years, which may be extended for a further period on mutually agreed terms and satisfactory performance.

6. Eligibility Criteria

The bidder should:

- i. Be a registered Company/LLP/Partnership/Proprietorship.
- ii. Have experience in operating branded cafés, food courts, institutional cafeterias or food kiosks.
- iii. Possess valid GST Registration.
- iv. Possess valid FSSAI Licence.
- v. Have PAN and other statutory registrations.
- vi. Have authorization from the principal brand, wherever applicable.
- vii. Not have been blacklisted by any Government Department, PSU, Educational Institution or Autonomous Body.

6. Technical Proposal

Interested agencies shall submit:

- i. Company Profile
- ii. Registration Certificates
- iii. GST Registration
- iv. PAN
- v. FSSAI Licence
- vi. Brand Authorization (if applicable)
- vii. Experience Certificates
- viii. List of existing institutional operations
- ix. Proposed Menu with rate list
- x. Proposed Operational Plan
- xi. Details of manpower deployment
- xii. Details of equipment and infrastructure to be installed
- xiii. Turnover for the last three years.

7. Financial Proposal

Interested bidders shall quote the monthly rent payable to the University in the prescribed Financial Bid format. The minimum monthly rent shall be ₹12,000/- (Rupees Twelve Thousand only).

The Monthly rent offered shall be one of the evaluation criteria for selection.

Electricity and water utility charges shall be borne by the successful bidder as per actual consumption or as determined by the University.

The successful bidder shall deposit a Security Deposit with the University prior to the commencement of operations.

8. GENERAL TERMS & CONDITIONS

The following General Terms & Conditions shall be applicable to the proposed establishment and operation of the café/kiosk and shall form the basis for the final Leave and Licence Agreement to be executed between the University and the successful bidder:

- i. The permission granted by the University for establishment and operation of the café/kiosk shall be strictly on a Leave and Licence basis and shall not create or confer any tenancy, leasehold interest, easement, ownership right, or any other right, title or interest in or over the premises in favour of the successful bidder. The University shall retain ownership, possession and control of the premises.
- ii. The arrangement shall be for a period of three (03) years, commencing from the date specified by the University, and may be extended at the sole discretion of the University, subject to satisfactory performance and such terms and conditions as may be prescribed by the University.
- iii. The successful bidder may operate the café/kiosk through an authorised operator, subject to the prior written approval of the University. Such authorisation shall not relieve the successful bidder of any obligation or liability under the EOI, the Leave and Licence Agreement or applicable law. The successful bidder shall remain responsible for the acts, omissions and conduct of its authorised operator, employees, agents and representatives.
- iv. The successful bidder shall sell or serve only such food and beverage items as are approved by the University. No additional item or material change in the approved menu shall be introduced without the prior approval of the University.
- v. The successful bidder shall maintain high standards of quality, hygiene, sanitation and food safety and shall obtain and maintain, at its own cost, all registrations, licences, permissions, certificates and approvals required under applicable laws, rules and regulations, including those relating to food safety, health, labour, taxation and other statutory requirements.
- vi. The successful bidder shall ensure that all personnel engaged in the operation of the café/kiosk possess valid medical fitness certificates, wherever applicable, and shall deploy only police-verified personnel. The successful bidder shall be responsible for the conduct, discipline and supervision of all personnel engaged by it.
- vii. The successful bidder shall maintain proper discipline, cleanliness, sanitation and decorum within the University campus and shall comply with all lawful directions, rules, regulations and instructions issued by the University from time to time.
- viii. The successful bidder shall deposit with the University, before commencement of operations, a refundable Security Deposit equivalent to five (05) months' accepted monthly licence fee. The Security Deposit shall be dealt with in accordance with the terms of the final Leave and Licence Agreement and may be adjusted against any outstanding dues, damages or other liabilities payable by the successful bidder.
- ix. The successful bidder shall bear, entirely at its own cost, all expenses relating to the establishment and operation of the café/kiosk, including kiosk setup, furniture, fixtures, equipment, installations, electricity, manpower, maintenance, consumables, cleaning and other operational expenses. No permanent or temporary installation, alteration or modification shall be made in the premises without the prior written approval of the University.
- x. The University shall have the right, through its authorised officers or representatives, to inspect, supervise and monitor the premises and operations of the café/kiosk at any time. The University may issue lawful directions relating to quality, hygiene, food safety,

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pricing, service, safety, cleanliness, discipline and other operational matters, and the successful bidder shall comply with such directions.

- xi. The successful bidder shall not sublet, assign, transfer, licence or otherwise part with possession of the premises or any right granted under the Leave and Licence Agreement, whether wholly or partly, without the prior written approval of the University.
- xii. The successful bidder shall be responsible for any loss of or damage to University property caused by its employees, authorised operators, agents, contractors or representatives and shall, at its own cost, repair or make good such damage to the satisfaction of the University. The successful bidder shall indemnify and keep indemnified the University, its officers and employees against claims, losses, liabilities, damages, penalties, costs or expenses arising out of or in connection with the operation of the café/kiosk, to the extent attributable to the acts, omissions or defaults of the successful bidder or persons engaged by it.
- xiii. The University shall have the right to terminate the arrangement in accordance with the terms of the final Leave and Licence Agreement in the event of any material breach of the terms and conditions, unsatisfactory performance, violation of University rules, failure to comply with applicable statutory requirements, unauthorised transfer or subletting, or any other default specified in the Agreement.
- xiv. Upon expiry or termination of the arrangement, the successful bidder shall forthwith cease operations, vacate and hand over peaceful and vacant possession of the premises to the University in a clean, hygienic and satisfactory condition, after removing its belongings and clearing all outstanding dues and liabilities.
- xv. The successful bidder shall execute the Leave and Licence Agreement with the University in the prescribed form before commencement of operations and shall comply with all terms and conditions thereof. In the event of any inconsistency between the provisions of this EOI and the executed Leave and Licence Agreement, the provisions of the executed Agreement shall prevail to the extent legally permissible.
- xvi. Any dispute arising out of or in connection with the EOI, the Leave and Licence Agreement or the operation of the café/kiosk shall be subject to the exclusive jurisdiction of the competent courts at Nagpur, Maharashtra.

9. Evaluation

Selection shall be based on:

- i. Eligibility Criteria
- ii. Technical Evaluation
- iii. Experience
- iv. Brand Presence
- v. Infrastructure Proposal
- vi. Financial Bid (Monthly Rent Offered)
- vii. Proposed Menu with Rate List

Note: Upon opening and evaluation of the Expressions of Interest/Financial Bids, the University reserves the right to conduct discussions/meetings with one or more prospective vendors/bidders for the purpose of seeking clarifications and/or negotiating the proposed food item prices, monthly licence fee/rent and other commercial or operational terms, as may be considered appropriate in the interest of the University. Participation in such discussions/negotiations shall not confer any right upon the prospective vendor/bidder to claim selection or award of the licence.

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The University reserves the right to accept or reject any or all applications without assigning any reason.

10. Submission of EOI

Interested agencies shall submit their Technical Proposal and Financial Bid in two separate sealed envelopes, duly superscribed as “Technical Proposal” and “Financial Bid”, respectively. Both sealed envelopes shall then be placed in one common sealed outer envelope, duly superscribed with the name and reference of the EOI, and submitted to the University at the following address:

"Expression of Interest for Establishment and Operation of Branded Café/Food & Beverage Kiosk at Maharashtra National Law University, Nagpur."

The EOI shall be addressed to:

**The University Engineer-cum-Estate Officer,
Maharashtra National Law University, Nagpur
Near Village Waranga,
PO: Dongargaon (Butibori), , Nagpur 441108 Maharashtra, India**

Phone No: +91 84461 37268

Email: vaibhavniranjane@nlunagpur.ac.in

11. Important Note

This EOI is intended for selection of a suitable operator for running a branded food and beverage kiosk on a Leave and Licence basis. It shall not create any tenancy, leasehold rights or any permanent interest in favour of the successful bidder. The University shall retain ownership, possession and control of the allotted premises throughout the licence period.

In the event of any inadvertent typographical, clerical, factual or other error or omission being noticed in this EOI at any stage, the University reserves the right to correct, rectify or modify the same, and such correction/rectification shall be binding on all concerned.

APPLICATION FORM / COVERING LETTER

To
The Registrar
Maharashtra National Law University, Nagpur

Subject: Submission of Expression of Interest (EOI) for Establishment and Operation of Branded Café/Food & Beverage Kiosk at Maharashtra National Law University, Nagpur.

Respected Sir,

With reference to the Expression of Interest (EOI) published by Maharashtra National Law University, Nagpur, we hereby submit our application for establishing and operating a Branded Café/Food & Beverage Kiosk at the University Campus.

We certify that:

1. We have carefully read and understood all the terms and conditions of the EOI.
2. We agree to comply with all the conditions stipulated therein.
3. The information furnished by us is true and correct to the best of our knowledge.
4. We understand that the University reserves the right to accept or reject any application without assigning any reason.

We enclose all the required documents in support of our application.

Name of Bidder : _____

Name of Authorized Signatory : _____

Designation : _____

Address : _____

Mobile No. : _____

Email : _____

Date : _____

Place : _____

(Seal of the Firm)

BIDDER INFORMATION SHEET

Particulars	Details
Name of Firm/Company	
Constitution (Company/LLP/Partnership/Proprietorship)	
Registered Address	
Correspondence Address	
Name of Authorized Person	
Designation	
Mobile Number	
Email ID	
Website	
PAN No.	
GST Registration No.	
FSSAI Licence No.	
Year of Establishment	
Experience in Food & Beverage Business	
Number of Institutional Outlets	
Name of Brand	
Brand Authorization (Yes/No)	

Name of Authorized Signatory : _____

(Seal of the Firm)

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ANNEXURE-III

CHECKLIST OF DOCUMENTS

Sr. No.	Document	Submitted (Yes/No)
1	Covering Letter	
2	Bidder Information Sheet	
3	Registration Certificate	
4	PAN Card	
5	GST Registration	
6	FSSAI Licence	
7	Brand Authorization Letter (if applicable)	
8	Experience Certificates/Work Orders	
9	List of Existing Institutional Clients	
10	Proposed Menu	
11	Technical Proposal	
12	Declaration of Non-Blacklisting	
13	Undertaking for Acceptance of Terms & Conditions	
14	Any Other Supporting Documents	

Name of Authorized Signatory : _____

(Seal of the Firm)

FINANCIAL BID FORMAT

(To be submitted in a Separate Sealed Envelope)

Particulars	Amount (₹)
Monthly Rent Offered (in Figures)	
Monthly Rent Offered (in Words)	

Declaration

I/We hereby agree to pay the above Monthly Rent to Maharashtra National Law University, Nagpur for the allotted licensed premises, subject to the terms and conditions of the EOI and the Leave & Licence Agreement.

Name of Bidder : _____

Authorized Signatory : _____

Date : _____

Seal & Signature

PROPOSED MENU AND RATE SCHEDULE

Sr. No.	Category	Item / Product	Serving Size / Quantity	Proposed Rate (₹)	GST, if applicable (₹)	Final Selling Rate (₹)
1						
2						
3						
4						
..	..	..	..	..	..	..

Declaration

1. The rates quoted above shall be the maximum selling prices applicable to students, faculty, staff and visitors of the University, unless otherwise approved by the University.
2. No additional charges shall be levied over and above the quoted/approved rates except applicable statutory taxes, wherever permissible.
3. The bidder shall ensure that the quality, quantity and serving size of the food and beverages are maintained as specified in the proposed menu.
4. Any subsequent change in the menu, serving size or rates shall be made only with the prior approval of the University.
5. The bidder shall comply with all applicable food safety, hygiene, sanitation, licensing and statutory requirements, including requirements applicable to food business operators.
6. The University reserves the right to approve, reject, modify or restrict any item proposed in the menu in the interest of students, faculty, staff and visitors.
7. The proposed menu shall be subject to final approval by the University before commencement of operations.

Name of Bidder : _____

Authorized Signatory : _____

Date : _____

Seal & Signature

DECLARATION REGARDING NON-BLACKLISTING

I/We hereby declare that our Firm/Company has not been blacklisted, debarred or prohibited from participating in any tender by any Central Government, State Government, Public Sector Undertaking, Autonomous Body, University or any other Government Organization as on the date of submission of this EOI.

I/We further declare that if the above declaration is found to be false at any stage, Maharashtra National Law University, Nagpur shall be at liberty to reject our application or terminate the Licence Agreement without any notice.

Name of Firm : _____

Authorized Signatory : _____

Date : _____

Seal & Signature

UNDERTAKING FOR ACCEPTANCE OF TERMS & CONDITIONS

I/We have carefully read and understood all the terms and conditions contained in the Expression of Interest (EOI) for Establishment and Operation of Branded Café/Food & Beverage Kiosk at Maharashtra National Law University, Nagpur.

I/We hereby undertake that we shall comply with all the provisions, conditions, instructions and obligations contained in the EOI and the Leave & Licence Agreement.

We also undertake to maintain the highest standards of quality, hygiene, safety, cleanliness and service during the entire licence period.

Name of Firm : _____

Authorized Signatory : _____

Designation : _____

Date : _____

Place : _____

Seal & Signature

ANNEXURE-VII

TURNOVER DETAILS FOR THE LAST THREE FINANCIAL YEARS

S. No.	Financial Year	Annual Turnover (₹)	Supporting Document Attached
1	2023–24		Audited Financial Statement / ITR
2	2024–25		Audited Financial Statement / ITR
3	2025–26		Audited Financial Statement / ITR

DECLARATION

I/We hereby certify that the above information regarding the turnover of the firm/company for the last three financial years is true and correct. The figures furnished above are supported by the relevant audited financial statements, Income Tax Returns and/or Certificate issued by a Chartered Accountant.

Name of Firm : _____

Authorized Signatory : _____

Designation : _____

Date : _____

Place : _____

Seal & Signature