



SARDAR PATEL UNIVERSITY MANDI (HP)

(A State Government University)

Email: deanplanning@spumandi.ac.in

Website: www.spumandi.ac.in

No. SPU-DPD/Girls Hostel/2025- **240-42**

Dated: 19/09/2025

Notice Inviting Tenders

Sealed tenders are invited from local interested firms/service providers/individuals for running Student's Mess (in a Girls Hostel) at Sardar Patel University, Mandav Complex Mandi (H. P.) Which must reach in the office of Store & Purchase Officer SPU on or before 05/10/2025 up to 11:00 a.m. complete in all respect. Tender document can be downloaded from the University's website: www.spumandi.ac.in. Tender received late or incomplete will not be accepted. The tenders (Technical Bid) will be opened on the same day at 11:30 a.m. in the office chamber of Store & Purchase Officer SPU, in the presence of tenderers or their representatives who may wish to remain present on the day. In case the opening day is declared as holiday, tenders shall be opened on the next working day as per the above mentioned time schedule.

Tenders are to be submitted in Two Bids system i.e. Technical Bid (will contain page 1-3) & Financial Bid (Annexure-A, Page-4). The financial bid shall be opened of the technically qualified tenderers. Tender form fee Rs. 1000/- must be in the shape of Demand Draft in the name of Finance Officer, SARDAR PATEL UNIVERSITY, MANDI (H.P)


Store & Purchase Officer

Copy to:

1. University Notice Boards.
2. Website Incharge for uploading the tender on university website for wider publicity.
3. DC office Notice board/ Bus stand Notice board.


Store & Purchase Officer

19/9/2025

Tender for Running Student's Mess (in a Girls Hostel) at Sardar Patel University, Mandav Complex, Mandi, H.P.

INTRODUCTION

- The student mess is to be setup in the Girls Hostel of the University (at Mandav Complex) and intends to provide food to the students residing in the hostel.
- "Contractor" shall mean the person who is awarded this contract by SPU Mandi to run the Mess in the hostel of the University as per the prescribed terms and conditions of the contract.
- 'Service' The contractor will be required to provide food service in the mess of the hostel.

SCOPE OF WORK/SERVICE

The Contractor is required to provide food services to the students residing in the hostel as per Menu listed below:

Particulars	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
नाश्ता (Breakfast)	आलू की सब्जी/ रोटी और चाय	परांठा, पनीर और चाय	सादा परांठा और चाय	पोहा और दलिया और चाय	परांठा (आलू) चाय	ब्रेड- जैम / मक्खन और चाय या दाल परांठा / चिल्ला	पूरी+ सफेद चने+ चाय
दिन का खाना (Lunch)	चावल और हरी मूंग	चावल- मिश्रित दाल (राजमा + माह की दाल)	मौसमी सब्जी / रोटी (दही)	रंगी+ चावल	माह + चने की दाल +चावल	रोटी+मौसमी सब्जी	चावल पुलाव दही / कड़ी चावल
रात का खाना (Dinner)	मौसमी सब्जियाँ, रोटी और दाल	मौसमी सब्जियाँ, रोटी और दाल	राजमाह+ चावल	रोटी+ मौसमी सब्जी. + मटर पनीर	मौसमी सब्जियाँ, रोटी और दाल	चावल+ काले चने+ रायता	मौसमी सब्जियाँ, रोटी और दाल

Note: Only branded **Rice** (Such as Hariyali Basmati/Himachali Basmati/Indiagate Basmati or equivalent), **Atta** (Aashirvaad/Shaktibhog or equivalent), **Oil** (P Marks mustard/Fortune/Rajdhani or equivalent), **Milk** (Amul/Verka or equivalent) has to be used in the mess.

Mess Rules:

- Service in the Mess shall be between Scheduled Hours Only.
- Except Mess Manager & Hostel Prefect, No other student is allowed in the mess.
- If anyone has any grievances or suggestion regarding food they should report in writing to the hostel warden.
- There shall be compulsory charges for 45 diets to every student residing in the hostel per month.
- If a student would like to take off from mess then it will be minimum for seven days with prior intimation to the mess incharge.

TERMS AND CONDITIONS

1. The contractor shall arrange for items, i.e., crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking store etc. and items of similar nature of good quality as approved by the SPU at his own cost and maintain the said items in proper and hygienic conditions for due discharge of obligations in respect of running of mess.
2. The contractor will have to make arrangement for cleanliness of Kitchens & Dining area to the satisfaction of the SPU. The contractor shall also be responsible for the safe and hygienic disposal of the mess/kitchen waste.
3. The contractor will have to engage employees of sound character & will remain in proper uniforms for service in the mess.
4. The timings of the mess will be as prescribed by the SPU from time to time subject to change.
5. The cost of the Gas/fuel consumed in the kitchen will be borne by the contractor and on expiring of the tenure of the contract.
6. The contractor shall employ only such persons as are declared medically fit as certified by the Govt. Hospital. No such employee will be under the age of 14 years. Documentary evidence will be provided by the contractor.
7. Only cooking gas is to be used in the mess for preparing hot drinks & cooking which is to be arranged by the contractor including gas cylinders.
8. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the kitchen, electrical and any other fittings and fixtures installed in the space provided to him by the SPU. Any loss/damage (including repairs) to the same will have to be made good by the Contractor, at his cost.
9. Materials used for cooking purpose tea, coffee, spices, food stuffs, vegetable etc. should be of good quality. The administration of the SPU reserves the right to inspect the materials at any time.
10. The contractor will have to engage at least two persons (One Cook & One Waiter/Cleaner) in the Hotel mess.
11. The contractor will have to get verified the monthly mess bill from the Prefect of the Hostel as well as Warden of the Hostel.
12. The contractor will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by concerned local authorities and to the satisfaction of the SPU.
13. The rate list and menu as approved by the SPU should be displayed conspicuously daily.
14. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the canteen. The contractor will have to pay the minimum wages as per Govt. of Himachal Pradesh. Notifications issued from time to time.
15. The SPU shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the contractor and such persons as will be employed by him. While engaging his employees the contractor will make these conditions clear to them categorically and in writing, and their acceptance of these terms shall be communicated to the SPU also.
16. The contractor shall obtain license under the Contractor Labour (Abolition and Regulation) Act 1970 (hereinafter referred as the contractor Labour Act) and all other requisite licenses e.g. **license under fssai** at his own cost from the Appropriate Authorities and comply with the terms and conditions of the license(s) and all other relevant and necessary provisions of the contractor labour Act and the Rules framed there under all such other provisions of laws in any enactment or otherwise laid down

by any authority from time to time, it being clearly understood and agreed upon that the entire responsibility for compliance thereof shall always be of the contractor. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the mess.

17. The contractor shall not entertain any orders or supply eatables outside premises.
18. **The contract shall be awarded on the basis of lowest rates quoted for providing food in a day per student.**
19. The contract will be for **One year** to start with from the date of signing the agreement, however can be further extended for one year on same terms and conditions if mutually agreed by both the parties.
20. The Committee reserves the right to repudiate the contract at any time after giving one month's notice, if the Committee is not satisfied with the working of the said contractor. The decision of the Committee in this regard shall be final and binding on the contractor. The contractor, if he so desires, may seek termination of the contract by giving written notice of not less than three months duration during the agreement period.
21. The contractor will, at all times, ensure discipline decent and courteous behavior by him/his employees while they remain in premises. In case any of his employees, indulges in any act of indiscipline, misbehavior or slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved, the contractor shall remove the employee concerned from the premises immediately on receipt of written communication from the authorities which will be duly acknowledged by the contractor.
22. Under exceptional circumstances the SPU reserves the right to change any term and condition as and when warranted.
23. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Registrar, SPU, Mandi will be final and binding.
24. The contractor will be required to execute an agreement in the prescribed form in this behalf in case the contract is awarded.
25. Tender form fee Rs. 1000/- (Non-Refundable) must be in the shape of Demand Draft in the name of Finance Officer, SARDAR PATEL UNIVERSITY, MANDI (H.P)
26. Successful bidder will have to deposit Rs. 50,000/- as security in the form of F.D.R. duly pledged in favor of Finance Officer, SPU, SARDAR PATEL UNIVERSITY, MANDI (H.P). The same will be refunded when the contract is over and mess premises are handed over to the SPU and all dues from the contractor have been settled.
27. The contractor will not further sub-contract the contract to any other party. In case the contractor is found having sub-contracted this contract, the contract will be terminated without any notice and security deposit will be forfeited.
28. Every tenderer should be accompanied by a Demand Draft for Rs.10,000/- as earnest money deposit (EMD) drawn in favor of Finance Officer, SARDAR PATEL UNIVERSITY, MANDI (H.P). This amount will be refunded after the contract is finalized. No interest will be payable on this amount.
29. If in any case the contractor violates the terms & conditions of the contract the Security Deposit will be forfeited.
30. Payment to the firm will be made by the hostel students. Collection of hostel mess charges & payments thereof to the firm will be sole responsibility of hostel warden.

Signature of the Tenderer

Sarav
JL

Financial Bid

**(Tender for Running Student's Mess (in a Girls Hostel) at Sardar Patel University,
Mandi, H.P.)**

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दिन का खाना (Lunch)	चावल और हरी मूंग	चावल- मिश्रित दाल (राजमा + माह की दाल)	मौसमी सब्जी / रोटी (दही)	रोंगी+चाव ल	माह + चने की दाल +चावल	रोटी+मौसमी सब्जी	चावल पुलाव दही / कड़ी चावल
रात का खाना (Dinner)	मौसमी सब्जियाँ, रोटी और दाल	मौसमी सब्जियाँ, रोटी और दाल	राजमाह+ चावल	रोटी+ मौसमी सब्जी. + मटर पनीर	मौसमी सब्जियाँ, रोटी और दाल	चावल+ काले चने+ रायता	मौसमी सब्जियाँ , रोटी और दाल

Note: Only branded **Rice** (Such as Hariyali Basmati/Himachali Basmati/Indiagate Basmati or equivalent), **Atta** (Aashirvaad/Shaktibhog or equivalent), **Oil** (P Marks mustard/Fortune/Rajdhani or equivalent), **Milk** (Amul/Verka or equivalent) has to be used in the mess.

Description	Rate quoted per student/person per day (Rs.)
Providing Breakfast, Lunch, evening tea and snacks & Dinner as per above menu (Day wise)	<p>Average cost per day per student</p> <p>In Figures Rs. _____</p> <p>In words</p> <p>Rs. _____</p>

Signature of Tenderer

Sana