

TENDER FOR RUNNING CANTEEN IN THE CAMPUS

of

Sardar Patel University, Mandi, H. P.

INTRODUCTION

- To run a Student's Canteen in the premises of the Sardar Patel University, Mandi, H. P. in space/ hall which has been fabricated. This tender is intended to run Canteen for the Students, Staff Members and authorized visitors in the Sardar Patel University, Mandi, (H.P.).
- **"Contractor"** shall mean the person who is awarded this contract by SPU Mandi to run the canteen in the University on contract, as per the prescribed terms and conditions of the contract.
- **'Service'** The contractor will be required to provide canteen service in the canteen premises and also in various rooms of the SPU.

SCOPE

The Contractor is required to supply tea, coffee, lunch and snacks etc. to nearly 500 students & staff members of the SPU by using this canteen. The canteen will also cater to the needs of the authorized visitors to the SPU Mandi for official work. Tea, Coffee, Snacks, Cold Drinks and lunch etc. shall also be supplied for meetings or other purpose, whenever and wherever required in the premises. The Contractor may also open an extension counter at Mandav Complex of the University to cater the needs of the students.

BID/TENDER

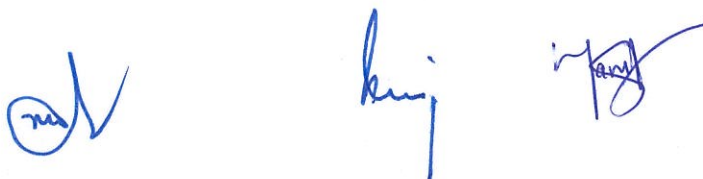
Tenders are invited in two bid system, Technical Bid & Financial Bid.

Technical Bid Envelop will contain

1. EMD
2. Tender Document Fee
3. Terms & Conditions of the tender document duly signed by the tenderer in token of an ascent to the terms & conditions.
4. Experience Certificate
5. Food License
6. Annexure-II signed by the tenderer

Financial Bid Envelop will contain

1. Annexure-I (Form of Financial Bid) only



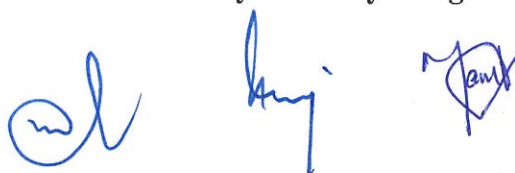
TERMS AND CONDITIONS

1. **License Fee:** Accommodation/ Earmarked Hall approximately 1000 square feet will be provided to run the canteen at a license fee/ rent basis quoted highest by the tenderer per month on the Proforma attached as **Annexure – I (priced bid)**.
2. **Electricity & water connection:** The contractor shall have to arrange for Electricity & Water connection at his own level and shall bear all charges.
3. Required furniture to be installed by the tenderer/contractor as per the requirement for use within the canteen premises.
4. The contractor will have to make arrangement for cleanliness of canteen and its surroundings to the satisfaction of the SPU. The contractor shall also be responsible for the safe and scientific disposal of the canteen waste as per prevalent rules.
5. 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 canteen.
6. **Tenderer should have at least two (02) years experience of catering services or running an establishment (café/restaurant etc.) [shall attach experience certificate (s) and Food Licensee to ascertain the validity of experience certificate].**
7. The contractor will have to provide employees in proper uniforms for service in the canteen as also for the service in rooms.
8. The timings of the canteen will be as prescribed by the SPU from time to time subject to change.
9. The contractor shall employ only such persons as are declared medically fit as certified by the Govt. Hospital.
10. **It will be the sole responsibility of the contractor to abide by the provisions of all relevant laws including the following acts as to the workers engaged by him for performance of this contract.**
 - **Employment of children Act.**
 - **Food License under FSSAI**
 - **Workmen compensation Act.**
 - **Employment of Labour/ Contract Labour Act.**
 - **Industrial Employment Act.**
 - **Contract Labour Abolition and Regulation Act.**



- **Minimum Wages Act of Central/State Govt. and other Acts prevalent from time to time issued by competent authority.**

11. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the canteen during canteen working hours.
12. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings and fixtures installed in the space provided to him by the SPU for the purpose of preparing lunch, tea and coffee. Furniture provided to the contractor will be maintained properly. Any loss/damage(including repairs) to the same will have to be made good by the Contractor, at his cost.
13. Materials used for cooking purpose tea, coffee, spices, food stuffs, vegetable etc. should be of good quality and renowned brand. The administration of the SPU reserves the right to inspect the materials at any time.
14. 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.
15. The rate list and menu as approved by the SPU should be displayed daily. The contractor may sell other food items at prevailing market rates only.
16. Details of working lunch, snacks etc. are enclosed as **Annexure-II**. At least two sweets and three salty items (samosa, vada, pakora etc.) will be prepared daily. However, this list is subject to modification by the SPU from time to time. The size and weight including quality of the various items should be approved by the SPU.
17. 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.
18. The SPU reserves the right to inspect the premises allotted to the contractor including the canteen store at any time.
19. **The contract will be initially for one year to start with from the date of signing the agreement and can be extended further on year to year basis upto 3 years subject to such terms and conditions as may mutually be agreed upon between the parties.**



The Committee reserves the right to cancel 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.

20. Contractor will deposit monthly rent in advance on or before 5th of every month; if fails to deposit the advance rent, it will be considered as a breach of contract.
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.
22. Under exceptional circumstances the SPU reserves the right to change any term and condition as and when warranted or to cancel the whole process without assigning any reason.
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 have to deposit Rs.1,00,000/- (Rupees One Lakh only) as Security in the form of F.D.R. dully pledged in favor of Finance Officer, SPU, Mandi. No interest will be paid on this amount. Also, if in any case the contractor violates the terms & conditions of the contract the Security Deposit will be forfeited.**
25. 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 deposited will be forfeited.
26. No alteration, addition and modification in the existing structure shall be allowed without the prior permission of the SPU.
27. Every tender should be accompanied by a Demand Draft for **Rs.500/- as Tender Document Fee** (non refundable) and Demand Draft/FDR for **Rs.10,000/- as Earnest Money Deposit** drawn in favor of Finance Officer, Sadar Patel University, Mandi (This amount will be refunded after the award of contract is finalized).
28. Interested bidder can visit the proposed site / earmarked hall on any working day

Signature of the Tenderer



ANNEXURE - I

FORM FOR FINANCIAL BID FOR RUNNING CANTEEN AT SPU, MANDI (H.P.)

NAME OF FIRM / INDIVIDUAL: _____

Sr. No.	Description	Rent Quoted per Month (Rs.)
(1)	(2)	(3)
	Running Canteen at SPU, Mandi	

(Signature of Tenderer)





ANNEXURE - II

(Rates should not be charged more than the rates quoted here)

Breakfast

Sr. No.	Item	Menu	Quantity	Rates
1	Bread Butter and Cutlet	Two Bread slice with 10 gm butter chiplet	70 gm	30.00
2	Bread Butter and omlet	Two Bread slice with 10 gm butter (two Eggs), tomato ketchup sachet	70 gm	40.00
3	Stuffed Prantha with curd/Pickel/Butter	Aloo/Gobhi/Mooli	150 gm	30.00

Lunch

Lunch time 12:00 PM to 3:00 PM

Sr. No.	Item	Details of Menu	Rates
1	Thali	Seasonal Mix Vegetable, Dal, Rice Basmati (75 gm), 2Chapati, Salad	50.00
2	Special Thali	Paneer Sabzi, Seasonal Mix Vegetable, Dal, Pulac Rice Basmati (75 gm), Raita of Seasonal Vegetable, 2 Poori/Chapati, Salad, Achar, One Piece Sweet	80.00
3	Rice Basmati (100 gm) with Sabzi/Daal (100 gm)	One Plate	50.00
4	Sabzi /Daal	Per Plate (100 gm)	25.00
5	Chapati	One (40 gm)	5.00
6	Sweets		
	a) GulabJamun	One (40 gm)	10.00
	b) Burfi	One piece (40 gm)	10.00

SNACKS

Sr. No.	Item	Details of Menu	Rates
1	Standard Tea 150 ml	Cups used should be of 170 ml capacity	10.00
2	Tea with tea bag 150 ml	Cups used should be of 170 ml capacity	15.00
3	Coffee with instant coffee powder 150 ml	Cups used should be of 170 ml capacity	20.00
4	Pakora		
	a) Bread Pakora	One piece 100 gm with tomato ketchup sachet/fresh chutney	15.00
	b) Palak/Mix Vegetable Pakora	One plate 50 gm with tomato ketchup sachet/fresh chutney	30.00
	c) Paneer Pakora	One plate 50 gm with tomato ketchup sachet/fresh chutney	50.00
5	Samosa (Simple - stuffing with aloo +mutter)	One plate 60 gm with tomato ketchup sachet/fresh chutney	10.00
6	Samoa (Special- Stuffing with Aloo+ mutter+paneer)	One plate 80 gm with tomato ketchup sachet/fresh chutney	15.00
7	Chow mien	Full plate 400 gm with one plate 50 gm with tomato ketchup sachet/fresh chutney	40.00
8	Fruit Juice 200 ml	Glass used should be of 200 ml capacity	30.00
9	Patties (Veg.)	One Big Size 90 gm	30.00
10	Sandwich (Veg.)	One Big Size packed in poly cover	30.00
11	Milk 200 ml	One Glass	25.00
12	Lassi 200 ml	One Glass	20.00
13	Curd 100 ml	One bowl	20.00

Note: -

Branded biscuits , Cold Drinks, Fruit Juices, Mineral Water, Potato Wafers, Ice Cream etc. may not be sold above MRP.

