

**KESHAV MAHAVIDYALAYA
(UNIVERSITY OF DELHI)
PITAM PURA, DELHI – 110034**

Dated: 14.12.2016

NOTICE

Sealed quotations/tender are invited for running of college canteen on yearly contract basis by 5th January, 2017 upto 11.00 a.m. The quotation form along with terms and conditions is available on college website <http://www.keshav.du.ac.in> The vendor is requested to deposit Rs. 100/- (Rupees One Hundred only) towards cost of form payable through RTGS/ NEFT in college account as per details listed below:

Name of the Beneficiary	:	Principal, Keshav Mahavidyalaya
Account Number	:	2370101014415
IFSC Code	:	CNRB0002370
Bank/ Branch	:	Canara Bank, Rani Bagh


Principal

**KESHAV MAHAVIDYALAYA
(UNIVERSITY OF DELHI)
H-4-5 ZONE, PITAM PURA, DELHI – 110034**

Tender Document Cost : - Rs. 100/-

Tender for running the Canteen situated in the College

Last Date and time for submission of Tender	05.01.2017 at 11:00 A.M.
Opening of Tender (In the committee Room of College)	05.01.2017 at 01:00 P.M.

1. Name of the Contractor _____
2. Address _____

3. Experience (in years) of Catering indicating the types of institutions and people certificate/s _____
- 4 (a) Place of Business _____
- (b) Present location of Canteen, if any _____
5. Specialized fields of Catering (if any) _____
6. VAT (TIN) Number _____
7. Service Tax Number _____
8. FSSAI License Number _____
9. PAN Number _____
10. If a co-operative Society, Please indicate Registration No and date of Registration. _____

11. Name of your Bankers with _____
Address, Account No. & IFSC
Code

12. Any other relevant
information including
Information as to whether the
Contractor was at any time
convicted under the provisions
of the prevention of Food
Adulteration Act. 1954 and if
so the Details of the same
including the nature of
offence for which he was
convicted and the punishment
awarded. If any case under
the said Act is pending. That
fact may also be stated. _____

13. Rates proposed to be charged for the items served

S. No.	Items/Brand	Weight/ Measure	Rate
1.	Hot Coffee Per Cup	150 ml	
2.	Cold Coffee per glass	200 ml	
3.	Tea per cup	150 ml	
4.	Tea per cup (Dip)	150 ml	
5.	Lemon per glass (salt/sweet)	200/300 ml	
	SNACKS		
6.	Samosa (1 piece)	80 gm	
7.	Maggi	100 gm dry	
8.	GulabJamun (1 piece)	50 gm	
9.	Chhole Bhature (2 Bhature + Chhole)		

10.	Bread Pakora (1 piece)		
11.	Masala Dosa with Samber (Std. Size)		
12.	Kulche Choley (2 Kulche + Choley)		
13.	Plain(Sada)Dosa with Samber(standard size)		
14.	Egg Dosa with samber		
15.	Vada (2 pieces) with Samber		
16.	Idli (2 pieces) with Samber		
17.	Veg. Cutlet (2 pieces)	150 gm/ or 75 gm each	
18.	Veg. Sandwiches per plate		
19.	Cheese Sandwiches per plate		
20.	Bread with Butter (Two pieces)		
21.	Bread piece plain (two)		
22.	Egg Omlet/ Fried (One/two eggs)		
23.	Egg Cheese Omlet (Two Eggs)		
24.	Egg bhurji (one/two eggs)		
25.	Veg. Burger		
26.	Veg. Chaumin Full/half		
27.	Pizza (small)		
28.	Pauv Bhaji		
29.	Aloo Petty		
30.	Panner Petty		
31.	Standard Cold Drinks (200/300/600 ml pet) (All major brands available in the market) (FSSAI Marked)		
32.	Rajma Chawal (Per Plate Std. Size)		
33.	Aloo Bonda	50 gm	
34.	Kari Chawal (Per Plate Std. Size)		
35.	Dal Chawal (Per Plate Std. Size)		
36.	Ice Creams (All Brands available in the market) FSSAI Marked		
37.	Juices (Tetra Pack) Branded (FSSAI Marked)		
38.	Confectionery Items		

	(Biscuits, Chocolates, Wafers etc.)		
39.	Lunch Thali (should be made available between 12:30 PM and 3:00 PM) (1Dal/Rajma/Chole/kadi) (150gm)) 1 subzi without gravy(100gm) + 4 Chapati/4 poori + Rice + salad + Achchar)		
40.	Stuffed Paratha (Aloo, Gobhi/mooli, Paneer, onion etc.)		
41.	Fried Rice (Per Plate Std. Size)		

Note: - Refined Oil (Branded) to be used

Signature of the tenderer
With Name and address

TERMS & CONDITIONS OF THE CONTRACT

1. Canteen Contract shall be for one year from date of award and may be extended to 2nd year (subject to satisfactory performance report by the College Canteen committee, at the end of 1st year).
2. The Canteen Contractor will pay the following charges to the college through cashless mode only.
 - i) License fee Rs. 24000/- per annum (To be paid in two advance installment first in first week of January and second in first week of July).
 - ii) Electricity Charges - Actual basis as per sub meter.
 - iii) Water Charges - Rs. 300/- per month.
 - iv) Security amount (Refundable)–Rs.10,000/- (Rupees Ten Thousand only)
3. The Caterer should give a brief account of his experience in running a canteen in educational institutions. (Certificate from the place served earlier should be attached)
4. The Contractor will get rate list approved by the cafeteria committee.
5. The licensee shall have to pay late payment charges @ Rs. 10/- per day, subject to Minimum Rs 250/- per month for late payment of the electricity and water charges.
6. The contractor shall introduce on demand the following items like chowmin, dosa, pizza, kadi-chawal/ chole-bhature, samber-vada on different week's days.
7. The contractor shall be responsible for payment of Sales Tax/VAT on eatables to the Sales Tax department.
8. The contractor shall display rate list/menu on the Canteen Notice Board and the special items to be served on the different weeks days will also be notified thereon.
9. The licensee shall have no right to sub-let, assign or authorize any other person to run the canteen.
10. The licensee shall obtain a certificate from the MCD/Govt. of NCT of Delhi /Delhi Police for running the canteen.
11. The licensee shall provide photo I-cards to all its workers whether they work inside of canteen or provide room service.
12. Timings for the Canteen will be from 8.45 A.M. to 5.30 P.M. and may change as per additional requirements.
13. It will be the responsibility of the contractor to take proper care of the infrastructure facilities provided by the college in the canteen premises
14. The Contractor shall keep the premises of the canteen, the utensils, crockery and cutlery spotlessly clean. The waiters should be dressed in clean white/grey uniforms and provided with clean dusters. Hygienic conditions should be maintained at all times as regards both food served and surrounding.

Signature of the tenderer
With Name and address

15. All food items should be covered during processing and sale.
16. The college is in the process of providing the Piped Natural Gas (PNG) through IGL. The ground work by IGL have been completed and the internal piping work is under progress. The vendor has to pay charges to the college as reading of the meter bill of the IGL once it becomes operational. Till the piping is being laid down, the vendor may use the commercial LPG cylinder as per his/her requirement.
17. Any change in the rates of the items should be done with the prior permission of the canteen committee.
18. Requisite staff of canteen contractor will be allowed to stay in the canteen after working hours (under special circumstances) only with authorization of Principal and no unauthorized person will be allowed to stay.
19. The Contractor shall be responsible for the maintenance of law & order in the Canteen. He shall not allow any undesirable or antisocial element to use canteen.
20. It will be the sole responsibility of the contractor to guard canteen property like fans, electrical fittings, sanitary fitting and windows & doors etc.
21. The Contractor shall be subject to the regulation of Labor of Law.
22. No employee/student/outsider will be allowed to smoke or consume alcohol or alcoholic/ banned /abused/drugs in the canteen.
23. The Contractor shall not keep/sell items like cigarette, alcohol and other health hazardous articles.
24. The Canteen Contractor is responsible for the maintenance and cleanliness of canteen & its sewerage if any, outside or surrounding the canteen premises at his own expense.
25. Covered Dustbins should be provided by contractor and they should be placed both in the canteen and outside (nearby) the canteen.
26. The Contractor should provide table service to the staff members and as and when required, the room service should be provided during any meetings or gathering etc. Room Service to the Principal office and Department room may be provided. These services shall be free of any additional charge.
27. The Contractor shall be under the discipline of the college and shall in no case disturb the working of the college and follow the instructions issued from time to time in this connection.
28. The possession of the premises will always be that of the Keshav Mahavidyalaya even when the premises is in the use of the Caterer and the possession if any of the caterer will be on behalf of Keshav Mahavidyalaya.
29. Canteen Contractor is required to dump garbage/waste of the canteen outside the premises of the college at his own expense. The college only provides trolley for this purpose.

Signature of the tenderer
With Name and address

30. The canteen Contractor will not transfer or assign the license in any manner to any third party nor will the caterer take any other person as partner or part with this interest in the license in any manner otherwise.
31. The cafeteria committee of the college has right to visit the canteen periodically, or make surprise visits to check on the quality of the food and the services that are being offered in the canteen, and report directly to the Principal. If required feedback on the canteen facility shall be obtained from the student community.
32. The college has the right to terminate the contract at any given time (with two months notice) based on the independent recommendations of an appointed committee or canteen committee against any serious complaint/s, or short coming in the performance/maintenance of the canteen.
33. The Contract can be terminated by either the college or the canteen contractor by giving two months notice in advance from either side. However, if the canteen contractor, in the midst of the period of award decides to withdraw, his security shall be forfeited
34. The Contractor shall continuously rotate the menu for lunch/meals in a week.
35. The licensee has to arrange water tank at his own cost if water crises occurs.
36. Canteen will be open on all six days (Monday to Saturday) except Gazetted Holidays.
37. In case of emergent requirement, canteen can be open on Sundays with prior information to college administration.
38. Violation of any of the terms & conditions will render the Contractor liable to the cancellation of his contract without any notice.
39. Three vendors who have quoted minimum prices shall be called for quality inspection of food.
- 40. As per the instruction received from UGC and Delhi Government, all the transactions including selling of items to students/ staff members should be through cashless mode only.**

The college reserves the right to reject any or all the tenders without assigning any reason whatsoever and is not bound to accept the lowest rates of items.

Signature of the tenderer
With Name and address

UNDERTAKING

I/we have read the Terms & Conditions of the Tender in this regard and I/we agree to abide by them fully and on acceptance offer I/we will run the Canteen in accordance with the Terms & Conditions thereof.

Date _____

Signature of the tenderer _____

Address _____

