

DURGAPUR WOMEN'S COLLEGE

Mahatma Gandhi Road, City Center, Durgapur, West Bengal 713216
Office Phone: 0343 256 2852

Tender No. DWC/ 03-1/2017-18

Dated: 08/07/2017

For Operating Canteen at Durgapur Women's College

TENDER DETAILS AND GENERAL TERMS & CONDITIONS

1)	Tender Item	Sealed Quotations are invited from organizations for operating Canteen in the College premises of Durgapur Women's College, Durgapur.
2)	Period of Contract	One year, from the date of awarding the contract and signing of the agreement. The contract may be extended for one more year based on their performance which will be assessed by a committee to be constituted by the Principal.
3)	Tender Cost	Free of cost and can be downloaded from our website www.dwcollege.org
4)	Tender forms	Tender forms can be downloaded from the College website www.dwcollege.org
5)	Important dates	Last Date for submission of tenders in the office of the College is 1.00 PM on 15/07/2017 and tenders will be opened on same date at 2.00PM.
6)	Award of the Contract	The contract of operating the canteen shall be awarded to the firm quoting highest license fee subject to signing of agreement and acceptance of sale prices of the items that can be sold.
7)	E. M. D.	Each quotation should include a Demand Draft for Rs. 5,000/- (Rupees Five thousand only) in favor of Durgapur Women's College payable at Durgapur towards EMD. Quotations without EMD will not be considered. EMD will be returned to unsuccessful bidders after finalization of the Contract with the successful bidder.
8)	Agreement	The successful bidder will have to execute an Agreement of License on a non-judicial stamp paper of value Rs. 100/- (two stamp paper with valid date to be provided by the bidder)
9)	License Fee Payment (Negotiable)	The agreed license fee and other charges are to be paid in advance before 5th of every month. License fee is to be paid for all the 12 months of the year inclusive of holidays and vacation for the College.
10)	Security Deposit	Security Deposit of Rs. 5000/- (Five thousand only) is to be paid in the form Demand Draft or Bank guarantee valid for one year in favor of Durgapur Women's College payable at Durgapur at the time of signing the agreement.
11)	Right to reject Offers	The College reserves right to accept or reject any or all offers without assigning any reason.
12)	Items that can be sold (addition and alteration may be made after discussion with canteen committee.)	Morning Snacks Poori, Paratha, Chola Bhature, Bread Omlet/Butter, Tea, Coffee etc. Working Lunch: Veg-meal- Poori or Chapatti with Rice, one Curry, one seasonal Sabji, Dal, or Curd, Papad, Pickle, and Salad (also separate plate of Poori or Chapatti with Seasonal Sabji or Alu Korma/ Chowmin/ Maggi/ Chola Bhature e.t.c.). Evening Snacks: Ready to eat noodles, Chowmin Veg/Non -veg, Samosa, Momo, Bread Omlet/ Butter, Chicken Roll, Egg Role, Paneer Roll Tea, Coffee etc. NO TOBACCO OR OTHER RESTRICTED ITEMS CAN BE SOLD FOR CONSUMPTION BY WHOMSOEVER.
13) M	Maximum acceptable Prices of Items that can be sold	The following is the list of items that can be sold in the canteen along with su2eested maximum acceptable prices.

		Name of the Items	Maximum Acceptable Price per plate (in Rs.)
		1. Poori (4 Nos. in a Plate) with Sabji	15.00
		2. Rice meal with dal, one curry, 1 piece fish(75gm)	40.00
		3. Rice meal with dal, one curry, chicken(150 gm)	50.00
		4. Rice meal with dal, one curry, 1 egg.	30.00
		5. Rice meal with dal, and veg	25.00
		6. Paratha (2 Nos. in a Plate) with Alu Korma	15.00
		7. Chola Bhature (2 Nos. in a Plate)	15.00
		8. Samosa	4.00
		9. Bread Omlet (Single)	15.00
		10. Bread Omlet (Double)	20.00
		11. Maggi	12.00
		12. Momo (5 Nos. in a Plate)	19.00
		13. Tea (50 ml)with milk	04.00
		14. Tea (50 ml)without milk	03.00
		15. Roti(2pieces) with Ghugni	10.00
		16. Roti(2pieces) with sabji	12.00
		17. Muri with Ghugni	10.00
		18. Coffee (50 ml)	06.00
		19. Veg Chowmin	20.00
		20. Egg Chowmin	25.00
		21. Chicken Chowmin	30.00
		22. Egg Chicken Chowmin	35.00
		23. Egg Roll	20.00
		24. Paneer Roll	25.00
		25. Egg Toast	15.00
		26. Egg boiled(one)	8.00
		27. Paratha (two pieces)	10.00
		28. Plain Roti(1 piece)	2.00
		29. Cake	MRP
		30. Chicken Roll	30.00
		31. Paneer Roll	25.00
		32. Egg Chicken Roll	35.00
		33. Fruit Juice (Musambi/Pineapple/Orange e.t.c.) (150	20.00
		34. Lassi	12.00
		35. Packaged Drinking Water (500 ml)	MRP
		36. Packaged Drinking Water (1000 ml)	MRP
		37. Cold Drinks	MRP
		38. Ice Cream (Kwality wall's/Mother Dairy/Amul)	MRP
		39. Biscuits Pkt	MRP
		Tenderer should list all the items that would be sold along with the weights and prices in the above format. The final list of permissible items along with the agreed sale prices will be decided by the College in consultation with the successful bidder.	
14)	Working Hours	9.00 AM - 6.00 PM. May be changed as per the requirement of the College.	
15)	Items that cannot be sold	a) Cigarettes, Pan masala, Gutka, Alcoholic drinks. (Any deviation from this leads to termination of contract without notice and all deposits will be forfeited).	
16)	Preparation of Items	a) All items are to be cooked using commercial gas. b) Oil to be used should be certified ISI standard double refined Mustard oil/ Refined oil.	
17)	Cooking Utensils	All cooking and serving utensils are to be obtained by the contractor.	
18)	Mode of Service and availability of space	Self service. Enough space for cooking and washing is available. Hall can accommodate tables and chairs for about 40 people to sit. At present the College has a student strength of 700 .	
19)	Food Control	Once the contract is awarded, the contractor will automatically be within the	

		<p>purview of the Food Safety and Standard Act, and the items supplied in the canteen should strictly adhere to the stipulated regulation of Food Safety and Standard Act, 2006.</p> <p>Any deviation from this will be viewed seriously and is liable to attract legal penalties and punishments.</p>
20)	Hygiene	The contractor has to maintain the premises of the canteen including kitchen and surroundings clean and hygienic.
21)	Sub-lease	Any sub-lease or other assignment to and in favor of a third party or person of the above contract shall render the contract void and the contract can be terminated without any notice and the tenderer shall lose all the deposits submitted.
22)	Quotation	Tenderer has to submit the maximum payable license fee and other details in the prescribed form supplied along with the tender document.
23)	Previous Experience	Previous experience in maintaining restaurant or canteen in any government or quasi government organization for at least six months is essential. All quotations without experience certificates are liable to be rejected.
24)	Compliance of General Conditions	Each Tenderer should submit along with the tender, a declaration to the effect that they will strictly adhere to the terms and conditions of the contract and any deviation on their part will lead to the cancellation of the contract and are liable to forfeit all the deposits.
25)	Electrical Appliances	Electrical appliances other than coffee maker, water filter, refrigerator and microwave oven cannot be used in the canteen.
26)	Termination of contract	<p>This contract may be terminated by giving one month's notice by either sides.</p> <p>Contract may be terminated at any time if proper hygiene and good quality of food is not maintained.</p>
27)	Waste Disposal	Proper waste disposal responsibility lie with the vendor

For further inquiry you can contact the office of the College.

PRINCIPAL

DURGAPUR WOMEN'S COLLEGE

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QUOTATION FOR OPERATING CANTEEN

FORM OF THE QUOTATION

1. Name and Address of the Firm:

2. Name of the Contact Person Along with Telephone Numbers, attested photo and PAN card.

3. Details of the E.M.D:

 Name of Bank with Branch :

 Cheque /DD No.& Date

 Amount of EMD (figure & in words):

4. Previous Experience in operating of restaurants / canteens (Enclose all relevant certificates along with the last year's Income Tax Return.):

5. Maximum license fee (Negotiable) payable for operating the Canteen (Electricity charges are payable extra as per meter reading on actual basis):

Rs. In words:

Seal/ Stamp of the Firm Signature with Date

Signature with Date

N.B: Price list of maximum acceptable prices of items that can be sold in the canteen should be attached (See clause 13)

FORM OF DECLARATION TO BE SUBMITTED ALONG WITH QUOTATION

1. Name of the Tenderer / Firm:
2. Name of the Contact Person along with phone numbers and attested photo(Please paste an attested photo of the contact person — Only this person is authorized to operate the canteen and should be available in the canteen):
3. Address for Correspondence
4. Permanent Address:

DECLARATION

1. We agree to abide by the terms and conditions stipulated by the College from time to time. Further we agree to pay the license **fee and other charges every month** before the specified time and date.
2. We shall not cause any structural damage to the premises of the canteen. Further, we undertake all necessary precautions and measures to maintain dignity, decency and decorum in operating the canteen in the premises.
3. We shall abide by all the requirements obligations under the laws in force from time to time and applicable to operating canteen and specifically the Food safety and Standard Act,2006, Labor Laws, Sales Tax, VAT, Income Tax Act.
4. After expiry of contract period of operation of canteen, if awarded to us, we agree to vacate and hand over the premises to the College. We also agree that we will not take any legal or other steps to continue to operate the canteen after expiry of the contract period.
5. We understand that the contract of operating the Canteen, if awarded to us, is liable to be cancelled if any of the conditions mentioned here or in the agreement form to be signed are violated. In such an event, we agree to forego all the deposits paid by us.

Date:

Signature

Seal / Stamp of the
Firm Name and Address