

**GOVT. COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION
SECTOR-50, CHANDIGARH.**

Date of Publication
27.06.2016

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04.07.2016

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05.07.2016

TERMS AND CONDITIONS FOR CANTEEN CONTRACT FOR THE SESSION 2016-17

1. The contract for the college canteen is for a period of **Ten and Half month only i.e 1st July 2016 to 30 June 2017.**
2. **The Bidder has to make their own arrangement by constructing a temporary structure in the college for the canteen, as there is no space available in the college building for the canteen. The structure will be the property of college after completion of contract in 31st May 2017. In addition to that rent @Rs.500/- will be charged from the bidder and the contractor has to pay 6 months advance rent @Rs.500/- at the time of award of contract rest rent will be paid in one installment in the month of Dec 2016 contractor will be paid of water charges @ Rs.50/-P.M.**
3. **The contractor is required to deposit a non interest bearing security of Rs 5000/- through a Demand Draft, drawn in favour of Principal, Government College of Commerce & Business Administration, Sector- 50, Chandigarh., within three days of the award of the contract, but before the start of the business. The said deposit would be refunded, within a period of 30 days of the termination of the contract, after clearing all the outstanding dues, including the cost of any damage / breakages to the infrastructure / fitments or fixtures, dues of Electricity / Water charges or any other dues outstanding at the expiry of the contract.**
4. **Electricity charges as per Sub Meter reading to be installed by the Contractor at his own cost. In case of Meter is not working sum of Rs.2000/- per month will be charged till faulty meter is replaced/repared (Rs.5/-per unit).**
5. **That the contractor has to vacated the premises on 31st May 2017 under all circumstances and all types of dues, charges, rent must be cleared otherwise the contractor will be declared as defaulter by the college authorities in future.**
6. **If the contractor/ applicant agrees to said terms and conditions, then signed copy of "Terms and conditions performa" by the applicant/contractor must be submitted along with technical performa 'A'.**
7. **The contractor will execute an agreement with the college regarding the said contract.**
8. **In case, the said contract is to be terminated by the contractor, before the completion of the period of contract, other than on the basis of violation of terms and conditions as specified below, a written notice of one month would have to be tendered by the contractor, failing which, the security deposit and the rent paid will be forfeited. In case of violation of any terms and conditions, no notice shall be served, and the contract shall be terminated and the advance of rent paid and the security deposit would be forfeited. Under no circumstances, the advance of rent paid will be refunded.**
9. **The contractor will surrender the canteen premises peacefully within 24 hours of the expiry / termination of the contract, and hand over the vacant possession of the complete premises to the college authorities and take a clearance certificate to that effect.**
10. **That the contractor shall not overcharge from the students. In case of any genuine/bonafide complaint, the contractor shall be liable to the penalty as recommended by the contract committee which may lead to cancellation of contract and forfeiture of entire amount of security.**
11. **The contractor will only be allowed to sell the products finalized by the authorities and he will not add any other item without the prior permission.**
12. **The contractor would use crockery / cutlery including sundry items, like trays, teapots, sugar pots, milk pots, plates, etc, being used for serving the eatables / beverages would be of good / standard quality. No**

broken / chipped crockery / cutlery shall be used. Services to the college staff, both inside / outside the canteen, within the college premises, must be befitting the standards.

13. The contractor shall sell only those items, which are specified below and at the rates as approved against each item. Any new item to be introduced or any alteration in rates of any particular item shall be approved by the canteen committee in writing, before the same is included in the list of items to be sold / displayed in the canteen.
14. The Rate List of all items to be sold duly approved in writing, by college authorities, shall be displayed in **BOLD LETTERS** (size of letter not to be less than 02'' in height and 01'' in thickness, in English Language) at minimum three places within the canteen Premises, including near the sale counter, at the main entrance.
15. The contractor must use raw material, such as atta, besin, refined oil, tea leaves, milk, vegetables, condiments and other ingredients etc, of good and branded quality, bearing an ISI mark. The canteen committee members or any other staff as deputed by the Principal is authorized to check the raw material being used for preparations of eatables, from time to time. Any item found to be of substandard quality, a fine as given below would be levied.
16. **THE CONTRACTOR SHALL NOT SELL ANY TOBACCO PRODUCTS, (INCLUDING BEERI, CIGARETTES, HOOKA, CIGARS OR ANY PRODUCT CONTAINING TOBACCO IN ANY FORM) ALCHOLIC PRODUCTS (INCLUDING BEER), INTOXICANTS OF ANY TYPE OR KIND AND ANY OTHER PROHIBITED PRODUCT / ITEM, AS LAID DOWN IN THE LAW. INCASE OF VIOLATION OF THE SAME BY ANYONE, THE CONTRACTOR WOULD INFORM COLLEGE AUTHORITIES IN WRITTING, FAILING WHICH THE CONTRACTOR SHALL BE LIABLE FOR DISCIPLINARY ACTION INCLUDING TERMINATION OF CONTRACT.**
17. The contractor shall ensure proper cleanliness / hygiene and sanitation conditions in and around the canteen premises, including the surrounding areas at all times. No washing of utensils / cutting / chopping / mixing of ingredients would be carried outside the cooking room. Any person, deputed by the Principal / any member of the canteen committee is authorized to enter the premises, during the canteen business hours and check all facilities including cooking / chopping / washing room for maintenance of proper hygienic conditions and cleanliness. Contractor have to keep at least two separate type of dustbin for Bio-degradable and non degradable items.
18. That the contract shall not engage or employ any person in the canteen, directly or indirectly, who is suffering from any infectious disease. The contractor shall get the quarterly medical check up done for each of his employees / staff, including salesmen / cooks / other workers, from a registered government doctor / government dispensary, and the certificate to that effect shall be displayed at a prominent place in the canteen premises.
19. The contractor shall ensure compliance to all rules / regulations / instructions, as laid down by the Chandigarh Administration / Health Department. Failure to adhere to any of such rules, may result levy of fine / punishment / cancellation of the contact, as prescribed in the said rules/ regulations.
20. The contractor shall ensure compliance to the existing employment rules / acts as prescribed in the Labour Laws / The Contract Labour Act / The Child Labour Act / Payment of Minimum Wages Act / The Payment of Wages Act, and any other Law / Local Rules / Statuary Clauses, as applicable from time to time. The contractor shall ensure good conduct of his employees / staff, as laid down in the existing Laws of the Land.
21. The contractor shall get the antecedents of all employees / staff employed in the canteen, verified by the police, as applicable, and a copy of the said Police Verification shall be deposited in the office within one week of the hiring of an employee. No worker would be employed, whether on temporary or permanent basis, without getting the police verification done.
22. The timings for the business for the canteen shall be from **8.00 a.m. to 4.30 p.m. on all working days**. A specific permission of the Principal / Head Canteen Committee, in writing, would be obtained, for carrying out business on days / timings, other than the specified above. In case of requirements of functioning of

canteen on any non working days / special occasions / functions, on other than the specified days / timings, the same would be intimated to the contractor, and he would carry out regular business on the said additional days / times.

23. The contractor should carry out his business transactions on cash payments only. Sale of eatables and other items on credit basis will be at contractor's own risk and responsibility. The college authorities shall not be responsible, in anyway whatsoever, for any non payments / outstanding payments, due against any employee / student of the college.
24. That the contractor shall place / maintain a complaint register for the use of customers, at a prominent place in the canteen premises.
25. **The Contractor shall Use LPG Cylinder meant for commercial use only, use of LPG Cylinder for domestic use is prohibited.**

List of the items:-

- a) Tea per set of six cups (separate dip tea bags)
- b) Half set of three cups (separate dip tea bags)
- c) Readymade tea (per cup)
- d) Milk coffee
- e) Stuffed bread pakora
- f) Bread pakora
- g) Cheese pakora (100 gms)
- h) Mixed veg. Pakora (100 gms)
- i) Samosa with sauce
- j) Sandwich Veg / Cheese
- k) Puri channa or chana bhatura (2 pieces)
- l) Noodles half plate/full Plate
- m) Pastry
- n) Hot dog
- o) Burger
- p) Pattie
- q) Maggie

The items mentioned below, including chilling, shall not be sold above the printed MRP :

- a) Cold drink (300 ml)
- b) Cold drink (200 ml)
- c) Juices
- d) Tetra pack juices
- e) Chips/biscuits
- f) Verka products

**Principal,
Govt. College of Commerce &
Business Administration,
Sector-50, Chandigarh.**

SEALED ENVELOPE "A" FOR TECHNICAL BID

FOR

CONTRACTOR FOR CANTEEN SERVICES

Contents of Envelop "A"

Personal Particulars of the Bidder

1. Name of the Bidder :
2. Father's / Husband's Name :
3. Date of Birth :
4. Permanent Address :
5. Present Address :

6. Telephone Number/s :
7. Mobile Number :
8. Aadhaar Card No. :
9. Years of Experience in :
Any Government Institution
(Mention the Name and Address of
the Institution. Attach the CTC
copies of the Experience Certificate)
10. Have you ever been BLACKLISTED/INVOLVED in any CRIMINAL ACTIVITIES /
COURT PROCEEDINGS? State YES / NO _____
11. If YES, give details of Activities/proceedings.

Paste Latest
Photograph
Here

(Furnish an AFFIDAVIT on NON JUDICIAL Stamp Paper of Rs 10/-, stating
NON INVOLVEMENT IN CRIMINAL ACTIVITIES / COURT
PROCEEDINGS, duly attested by Magistrate First Class / Notary Public).

Place :

Date :

(Signature of the Applicant)

Address:

Financial Bid

FOR

CONTRATOR FOR CANTEEN SERVICES

Contents of Envelop "B"

1. Name of the Bidder/Firm : _____
2. Proprietor' s Name : _____
3. Address : _____
4. Mobile No. : _____

List of the items:-	Rate Quoted
a) Tea per set of six cups (separate dip tea bags)	
b) Half set of three cups (separate dip tea bags)	
c) Readymade tea (per cup)	
d) Milk coffee	
e) Stuffed bread pakora	
f) Bread pakora	
g) Cheese pakora (100 gms)	
h) Mixed veg. Pakora (100 gms)	
i) Samosa with sauce	
j) Sandwich Veg / Cheese	
k) Purichanna or chanabhatura (2 pieces)	
l) Noodles half plate/Full Plate	
m) Pastry	
n) Hot dog	
o) Burger	
p) Pattie	
q) Maggie	

The items mentioned below, including chilling, shall not be sold above the printed MRP :

List of the items:-	Rate Quoted
a) Cold drink (300 ml)	
b) Cold drink (200 ml)	
c) Juices	
d) Tetra pack juices	
e) Chips/biscuits	
f) Verka products	

Place :
Date :

(Signature of the Applicant)
Address: