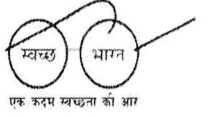




**DR. BHIM RAO AMBEDKAR COLLEGE**  
**(University of Delhi)**

Main Wazirabad Road, Yamuna Vihar, Delhi-110094, Phones: 22814126, Telefax: 22814747  
Email: info@drbrambedkarcollege.ac.in; \_brambedkarcollege.du@gmail.com;  
principal@drbrambedkarcollege.ac.in; www.drbrambedkarcollege.ac.in



Ref. No. DBRAC /2019-20/ 180

Dated: 29/05.2019

**NOTICE**

**TENDER FOR COLLEGE CANTEEN**

Sealed tenders are invited from reputed and experienced companies/firms to provide canteen services in the College.

The sealed Tender superscribed as "Tender for Canteen" alongwith Technical and Financial Bid envelope (Both separately) must reach in the office of Principal, Dr. Bhim Rao Ambedkar College latest by 25.06.2019 upto 3:00 p.m. Tender will be opened on 26.06.2019 at 11:00 A.M. (Technical Bids) and 2:00 P.M. Financial Bids.

The college reserves the right to accept or reject tender submitted without assigning any reason thereof.

(Dr. Sarla Bhardwaj)  
Convenor, Canteen Committee

PRINCIPAL

2 4/25/19

**DR. BHIM RAO AMBEDKAR COLLEGE**  
**(University of Delhi)**  
Main Wazirabad Road, Yamuna Vihar, Delhi-110094

**TERMS AND CONDITIONS OF THE CANTEEN CONTRACT**

1. Only caterers/vendors or Food Business Operators registered/license holder with Food Safety and Standards Authority of India (FSSAI), having TIN Number, PAN Number and GST Number are eligible to submit the tender.
2. The contractor should provide valid License for running Canteen.
3. The caterer whose offer is accepted shall sell and supply refreshment to the staff and students of the College as authorized by the Committee Convenors/Programme Organizer/Concerned TIC.
4. The caterer shall initially enter into one year contract with the College to be executed on a Non-Judicial stamp paper of Rs.50/-. The College reserves the right to renew the contract on the same or revised terms and conditions.
5. The caterer who is awarded the contract shall be required to:
  - I. Pay license fee, as mutually agreed, but not less than of Rs.44000/- (Rupees Forty Four thousand only) per month, in advance before 5<sup>th</sup> day of every month. No portion of the license fee shall be refundable.
  - II. The bidder who is awarded the contract must submit a Performance Security deposit of Rs.52000/- (Rupees Fifty Two Thousands only) in the form of Demand Draft in favour of the Principal, Dr. Bhim Rao Ambedkar College (which will be refundable after expiry/cancelled of the contract without interest) has to be deposited with the College.
  - III. Bidder must submit Earnest Money Deposit (EMD) of Rs.26000/- (Rupees Twenty Six thousands only) in the form of Demand Draft in favour of the Principal, Dr. Bhim Rao Ambedkar College payable at Delhi.
5. The caterer will be liable to make payment of all bills pertaining to water for Rs.1000 P.M. and electricity charges as per sub-meter reading of BSES per unit charge (for Canteen only) and other municipal taxes in respect of the premises of the canteen.
6. The caterer shall keep the licensed premises & the surrounding area neat and tidy according to the by-laws of health as laid down by the Municipal Corporation of Delhi and shall be personally responsible for complying with the relevant acts and regulations in force in Union Territory of Delhi.
7. The College shall provide the furniture such as tables and chairs. The caterer shall be responsible for its maintenance, loss or damage, if any. However, if caterer gets the order for big parties and functions or otherwise, he/she shall arrange necessary additional furniture as and when required.
8. The right of entrance to the canteen premises will only be open to the bonafide students/the persons allowed authorities by the College and staff of the College. Outsider parties are strictly not allowed.
9. The articles of refreshment etc. to be served in the canteen shall be of good quality mentioning the brand of the oil etc. in the bid itself and the preparations done by him under hygienic


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conditions within the kitchen provided in the canteen. A list of the rates of the articles as agreed and approved by the Canteen Committee will be displayed by the caterer at a prominent place in the canteen. Under no circumstances, the caterer will increase the rates of any articles without prior written permission of the Canteen Committee/ Principal.

10. The Principal and the members of the Canteen Committee will visit the canteen at any time without information and will check the preparations and arrangements etc. In case if any adverse is found the proper report will be prepared by the Committee. In case three adverse reports are found by the Committee the contract will be cancelled.
11. It may be noted that the lowest quoted rates of a tenderer do not entitle him to claim the said contract. The final decision shall be taken after the contractor is interviewed and the presentation is assessed by the Canteen Committee and only if he/she is finally recommended.
12. The contractor shall take all precautions to maintain quality of food. In any case he will not sell stale/old stuff preparations.
13. The contractor must not use/store any hazardous chemical/dangerous/banned element. The products of any kind cannot be used after expiry date, if found and verified by the Committee the penalty of Rs.25000/- may be imposed by the College.
14. The contractor will use the food quality branded cooking medium and should ensure that only standard material/ Ingredients for cooking and serving are use (as mentioned in the contract). No local sub-standard material/ingredients will be allowed.
15. The contractor will not use the canteen/college premises for residential purpose for self or his staff & none of the employees of the contractor shall be allowed to stay in the college premises during night/holidays etc.
16. The contractor will not sublet the contract to any other vendor. Subletting in any form will not be allowed.
17. The contractor will keep and maintain the list of the workers alongwith their identification & residential proof, who are working in the canteen and will be responsible for police verification etc. The list of such workers will be shown to the Canteen Committee/Principal as and when required.
  - (a) The contractor will solely be responsible for the conduct/behavior of the staff employed by him in the college canteen and will solely be responsible for any mis-happening of undesirable incidence on account of the conduct/behavior of the staff engaged by the contractor.
  - (b) The contractor will ensure that the staff engaged by him shall abide by the instructions issued by the college authorities from time to time and their unwanted movement in the college shall be restricted.
18. The contractor shall ensure to keep all his belongings under lock and key. The contractor will solely be responsible for any loss, damage, theft etc. occurring in canteen and no compensation of any kind shall be made by the college.
19. The contractor shall have to ensure that the canteen staff employed by him/her neat & clean uniform wears with proper gloves, head cover, apron etc. The contractor shall have to take all the measures to maintain good hygiene during the preparations, cooking and serving etc.

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20. The contractor shall have to make his own arrangements to remove/dispose-off garbage and it should not be scattered. The vendor shall arrange proper dustbins.
21. The contractor will maintain "Complaint and Suggestion Book" and the same will be made available for everyone who desires to record any complaint or suggestion. The same will be shown to the Canteen Committee/Principal's office for inspection every month/as and when required.
22. The contract may be terminated by giving one month's notice from either side. However, if it has been found/reported that there has been a gross misconduct, negligence, non-compliance of orders requiring immediate action, the Principal have the rights to revoke/cancel the contract immediately without any notice. (Also see Sl. No. 10).
23. After the termination/expiry of the contract, all the belongings of the college should be handed over to the college.
24. In case of any dispute, the matter shall be resolved by Canteen Committee and Contractor amicably. However, if the matter still remains unresolved, the same shall be resolved by the Governing Body of the College, the decision of which shall be final.
25. The Principal reserves the right to cancel all Quotations without assigning any reason thereof.
26. Contractor shall equip the kitchen with cooking stoves, refrigerators, insect repellants and other gadgets required for smooth provision of services in the Canteen.
27. No tobacco, smoking product and alcoholic etc. will be sold in the canteen premises.
28. The bidders are mandated to disclose all the civil and criminal cases pending against the company and/or their Directors/owners/partners including any FIRs, Police/Vigilance Complaints etc. pending against them. Non-disclosure for the same would make the bidder liable to be disqualified. A certificate to this effect may be attached.
29. **Two Bid System:** If, the tender not uploaded/submitted in the prescribed format(s) or incomplete details liable for rejection. The College is not responsible for non-uploading not submission/delay in receiving the tender document etc. the same within the specified date and time due to any reason.  
The technical offer must be completed in all respects and contain all information asked for, **except prices**. The technical offer should include all component asked for. The suggested format for uploading of technical offer is attached (Annexure-II).
30. **Costs:** The offer should include the following:  
Cost of the menu items or other quoted items, if any, should be inclusive of all taxes and statutory levies.
31. **Shortlisting of Bidders:** The College will shortlist technically qualified bidders, and the financial bids of only those bidders will be opened. After opening financial bid of the technically qualified tenders, if there is a discrepancy between word and figures, the amount indicated in words will prevail.

  
(Dr. Sarla Bhardwaj)  
Convenor, Canteen Committee

PRINCIPAL

(LETTER TO THE COLLEGE ON THE VENDOR'S LETTER HEAD)

The Principal,  
Dr. Bhim Rao Ambedkar College,  
Main Wazirabad Road,  
New Delhi – 110094.

Dear Sir,

Sub: Your tender for provision of Canteen services at Dr. Bhim Rao Ambedkar College, Main Wazirabad Road, New Delhi -94.

With reference to the above tender, having examined and understood the instructions, terms and conditions forming part of the tender, we hereby enclose our offer for the provision of Canteen services at the College premises as detailed in your above referred tender.

We undertake that we have never been black listed by any agency (Govt./PSU/Private)

We further confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred letter and enclosures. We also understand that the College is not bound to accept the offer either in part or in full and that the College has a right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose the requisite Earnest Money Deposit of \_\_\_\_\_ in the form of A/c Demand Draft in favour of "Principal, Dr. Bhim Rao Ambedkar College", drawn on Bank \_\_\_\_\_, DD. \_\_\_\_\_, Dated: \_\_\_\_\_.

Yours faithfully,

Authorized Signatories  
(Name and Designation,  
seal of the firm)

Date:

ANNEXURE-I

(LETTER TO THE COLLEGE ON THE VENDOR'S LETTER HEAD)

UNDERTAKING REGARDING BLACKLISTING

I/we \_\_\_\_\_ undertake that I/we are not blacklisted/ banned /suspended by any agency (Govt. of India/PSU/Private as on date. The Firm will immediately inform the Institution/College in case if any change in the situation at any time here in after arises.

Signature of Authorized Signatory

Name: \_\_\_\_\_

Designation \_\_\_\_\_

Mobile No. \_\_\_\_\_

Seal: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Technical Bid**

**ANNEXURE-II**

<b>Please Note:</b> Organization has to Furnish Information/Attach all self-attested documents (with in complete information and documents, Tender will be rejected)/Clarification, may be sought through Email: <a href="mailto:brambedkarcollege.edu@gmail.com">brambedkarcollege.edu@gmail.com</a>	
1.	(1) Name of the Proprietor:..... (2) Mobile No. (i) .....; (ii).....; Email..... (3) Address (Residential)..... (4) Address (Permanent).....
2.	Name of the responsible Person/Manager of the office:..... Telephone No.: (Office).....; (Residential):.....
3.	Office Address of the Firm:..... Telephone No:.....; Email:..... Empanelment with GNCTD No:..... Empanelment with Central Govt. No:.....
4.	Number of Clients served during the last 2 years:..... Telephone No of Clients 1:.....; Client 2.....; Client 3..... Client Address for which presently working:.....
5.	PAN No..... Registration Certificate:..... (Attach all copies)
6.	GST/VAT/ Excise Duty/TIN/Sales Tax/ Service Tax Registration No:.....(Attach a copy) FSSAI Registration No.: .....(Attach a copy)
7.	Audited accounts statements for last three years are attached: Yes.....; No.....
8.	Details of FDR (EMD) Please enclose FDR:- FDR. No.:.....; Date:.....; Amount:..... Name of the Bank:.....; Branch:.....
9.	Details of the bankers: Name of the A/c Holder:.....; Bank Name:.....; Account No..... IFSC Code:.....; MICR No.....; Branch Name..... Address..... Attach a copy of cancelled cheque
10.	Copies of last three IT returns:.....
11.	No. of days to be taken in completing work:.....
12.	Contract Period: :.....
13.	We have examined Terms and Conditions as of above and have understood the contents. We accept all terms & conditions and further undertake to abide by those. I/We further promise to provide services as required and will supply items as per the samples examined (in terms of quality, colour, shade, size./dimension and weight etc. by us. Our firm is not blacklisted/ banned /suspended from business for dealing with any institution/agency. No FIR/Police Complaint/Vigilance Complaint The information provided above is true authentic, correct and is self-attested and further confirm it.

(Signature)..... Full Name ..... Full Name of the firm .....

Firm's Address..... Organization's & Stamp.....

**DR. BHIM RAO AMBEDKAR COLLEGE**  
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**Financial Bids**

Sl.No.	Items	Unit of measure	Quoted Price (including all taxes)
<b>Sweets:</b>			
01.	Gulab Jamun	30 Gms.	
02.	Burfee	30 Gms.	
03.	Ras Gullah	30 Gms.	
<b>Snacks:</b>			
04.	Mathi	20 Gms.	
05.	Samosa	45 Gms.	
06.	Bread Pakora	02 Pieces ( 2 large with Tomato/Onion/Cucumber Stuffing)	
07.	Potato Bonda	Standard Size	
08.	Vegetable Sandwiches	2 pieces	
09.	Vegetable Sandwiches	2 large bread slices with Tomato/onion cucumber stuffing	
10.	Vegetable Pakora	50 Gms.	
11.	Rice Choley	Std. Plate quantity	
12.	Puri & Subzi	2 Std. Size	
13.	Bhatura & Cholley	2 Std. Size	
14.	Omlete & Slices	1 egg 2 slice	
15.	Boiled Egg	2 big slices	
16.	Butter		
17.	Dosa (Masala)	Std. Size	
18.	Dosa(Plain)	Std. Size	
19.	Bara with Sambhar	2 Bara	
20.	Fruit Chat	1 quarter plate	
21.	Dahi Bara	125 Gms.	
<b>Lunch:</b>			
22.	Rice+Kadi/Dal/Rajma	Per plate (200 gms.)	
23.	Rice Plain	Per plate (150 gms.)	
24.	Rice Pulav	Per plate (100 gms.)	
25.	4 Puris/4 Chapaties+Chhole/Kadi/Dal/Rajma	Per plate (200 gms.)	
26.	Tandoori Naan/Lachha Prantha/Salad	Per plate (100 gms.)	



27.	2 Prantha Plain with subzi/Tandoori	Per plate (100 gms.)	
28.	Fried Rice +Manchurian	Per Plate (150 gms.)	
29.	Thali (2 Parantha + Rice +_Seasonal Veg.+Dal+Salad+Pickles	Per plate (300 gms.)	
30	Thali (Rice, Dal, Sabzi, 4 Roti (Tandoori), Salad	Per plate (250 gms.)	
31.	Thali (Rice, Dal, Sabzi, 4 Roti (Tawa), Salad	Per plate (250 gms.)	
32.	2 stuffed Parantha with Pickle/Tandoori, Salad	Per plate (150 gms.)	
<b>Drinks:</b>			
33.	Tea	Std. Cup	
34.	Plain Coffee	150 C.C.	
35.	Expresso Coffee	150 C.C.	
36.	Coca Cola/Pepsi/ Limca/Thumbs up		Not beyond MRP
37.	Ice-Cream(Quality/Mother Diary)		Not beyond MRP
38.	Biscuit (Britannia etc.)		Not beyond MRP
39.	Any other item/Special dish Real Juice/Flavor Milk		
<p>a. All the food items served in Canteen should be strictly fresh, seasonal vegetables should be used &amp; at least one product out of the fermented and steamed snack category must be available on routine basis at all time during the working hours of the Canteen</p> <p>b. Any other additional items the bidder wish to add.</p> <p>c. To use brands approved by FSSAI.</p> <p>d. No Junk food is allowed to sell in the Canteen premises.</p>			

(Signature)..... Full Name ..... Full Name of the firm .....

Firm's Address..... Organization's & Stamp.....