OFFICE OF THE PRINCIPAL GOVT. COLLEGE FOR WOMEN NARNAUL

Memo No. GCW/NNL/2026/ 5219. Date:- 06/11/26.

Phone No: - 01282-250260 **Email ID: - gcw_narnaul@yahoo.in**

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BID DOCUMENT FOR PROVIDING CANTEEN SERVICES

Sealed Bids are invited by the undersigned from Experienced and Professional Competent Contractors/ Firms/ Self Help Groups (SHGs) having valid licenses and requisite credential for providing canteen services and also having a minimum experience of one year in running the Canteen Services in the Government Organization/ Academic Institutions / MNC's etc., in sealed covers.

Time Schedule of Bidding Process

Date of Publication of Tender Notification on Official Website	**06.11.2026**
Commencing date of the Bidding Process	**06.11.2026**
Last Date for receipt of filled in Bid document	**14.11.2026**
Date and time of opening of Bid	**14.11.2026**

Note: This tender Document contains 17 pages and bidders are requested to sign on all the pages.

Bidding documents is free downloadable from the Government College for Women Narnaul Website i.e. https://gcwnarnaul.ac.in. Printed copy of the same can be had from the college office.

Requirements

A reputed Contractor/SHG's having an experience of at least One year of running of Canteen in a Govt. sector/PSUs/ Educational Institutions/ repute Private institutions is eligible to apply for catering to approximately 3000 students and 110 staffs on daily basis for serving of Cold & Hot beverages, Snack, and tea, etc. The preference shall be given to SHGs having minimum experience of one year or more with any institute. The menu and rates are mentioned in the Bid Document. The contractor may also be asked to make catering arrangements for meetings, programs, seminars, and functions organized by the Institute from time to time on a payment basis. Further, persons visiting College for various activities may also avail of services from the canteen.

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Charges payable by Contractor: Maintenance charge / rent per month as per successful bid + Taxes/GST (If applicable),

Water charges @ Rs.200/- Per Month and Electricity charges on actual basis per month or fixed basis @ until sub meter is installed.

1. Each bidder compulsorily enclose a Demand Draft of **Rs.5, 000/-** (**Rupees Five Thousand Only**) favoring of Principal, Govt. College for Women Narnaul, payable at Narnaul as EMD even though they are having exemption from paying EMD, for the above canteen Services and the same will be refunded to the unsuccessful tenderers within a reasonable time after finalization of the contract and it will be refunded to the. No interest in EMD will be paid.

2. Period of Contract will be from the date of agreement till 30th June 2027.

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A. General Terms and Conditions:-

Tender shall be submitted in the official tender form only. If submitted in any other form the same shall be summarily rejected. The tender form is free if downloaded from the College website https://gcwnarnaul.ac.in.

Terms and Conditions for Canteen contract for session 2026-27

1. Duration of contract will be valid from the date of signing of contract till 30th June 2027.
2. The timings of college canteen are from 8.30 AM to 05:00 PM.
3. Tender of the bidding over and above minimum maintenance charges as per prescribed in tender rules fixed by the college authorities. The preference shall be given to SHGs, particularly SHGs having minimum experience (One year or more) with any institute.
4. Monthly maintenance Charges as per final bid are payable + Water Charges @ Rs. 200/- per month, + Electricity charges (as per sub meter of electricity) or fixed @Rs 1000 per month till sub meter is installed. Amount will be payable by the 10th of every month in advance.
5. Bid will start from Rs 10500/- (Ten Thousand Five Hundred Rupees) minimum monthly rent charge onwards and meeting all other conditions of the tender will be awarded the contract. If the two parties quote same rate, then higher experienced will be given chance.
6. The successful bidder shall deposit a sum of **Rs 31500/- (Rupees Thirty One Thousand Five Only)** as interest free performance security deposit which will be refunded after making necessary adjustment, if any, on the expiry of the contract. This is in addition to the monthly rent payable by the contractor. (For more details see terms & conditions point No. 47)
7. SHGs/Tenderer's registration/ license number should be properly displayed & experience in that field is desirable. Contract can be terminated if the work and Conduct of the contractor or his/her service staff is not found satisfactory or services are deficient and tenderer in waiting list will be given an opportunity.
8. Contract can be cancelled without giving any notice or warning. If the quality of eatables is not upto the mark along with the penalty as per provision of the prevention of food and Adulteration Act, 1954 may be imposed.
9. The Contractor must use HAFED and VITA PRODUCTS as per the instructions issued by Director General Higher Education Panchkula vide letter no. 9/14-2023 Co. (3) dated: 18-05-2023. If unavailable, input material shall be duly approved from college authorities.
10. Use of Steel and iron utensils for cooking.
11. Quality of Oil, Maida, Besan, Tea Leaves and fresh vegetables, masalas and other raw materials must be mainained. If not appropriate legal action will be taken in such case contract can be terminated without any prior notice.
12. Fine of Rs. 100 per day will be imposed on contractor if rent will not be deposited by 10th of every month.
13. The Contractor will get Police Verification of antecedents of all employees and submit necessary information in the office.
14. The college Administration reserves the right to cancel/terminate the contract in the best interest of students and administration.
15. The canteen contractor has to provide quality eatables at reasonable price.

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16. This facility shall be provided for the students from 8.30 A.M. to 05.00 P.M. and on Exam days from 8.00 A.M. to 05.30 P.M. on all working days.

17. Canteen Menu: - Approved Rates

Sr. No.	Name of the Item	Rates	Sr. No.	Name of the Item	Rates
1.	Tea	10	14.	Maggi Paneer/ Veg	30
2.	Milk Tea	15	15.	Poha	30
3.	Cold Coffee	25	16.	Idli Sambhar	30
4.	Green Tea	10	17.	Chole Kulche	30
5.	Hot Coffee	20	18.	Pastries	20
6.	Cold Milk	20	19.	Besan Barfi/Ladoo	10 per piece
7.	Samosa	10	20.	Biscuit	Not more than MRP
8.	Bread pakora	10	21.	Chips	Not more than MRP
9.	Veg Sandwich	20	22.	Lassi Packed Vita	Not more than MRP
10.	Veg Grilled Sandwich	30	23.	Lassi Packed Verka	Not more than MRP
11.	Veg Aloo Patties	15	24.	Lassi Packed Amul	Not more than MRP
12.	Paneer Patties	20	25.	Lassi Packed Mother Diary	Not more than MRP
13.	Maggi Plain	20	26.	Soft Drinks	Not more than MRP

NOTE: - i. Contractor can add any item only with the permission of college authority on the rates duly approved.

ii. Tea should be used of the following brands: Tata Premium. Coffee should be of Nescafe, Bru.

18. Employment of Children below 14 years of age as per Labour Laws in force is strictly prohibited. The contractor should have sufficient number of staff for prompt service.

19. Crockery used should be clean, however separate crockery in good condition for the staff will have to be used throughout the session and there should be provision for disposable crockery too.

20. The college contract committee will inspect periodically the cleanliness and hygiene of kitchen and canteen.

21. Contract can be terminated at any time if the work and conduct of the contractor or his service staff is found unsatisfactory.

22. In case of the college canteen is found closed for continuously for 7 working days in a month, the security amount will be forfeited and contract will be terminated.

23. No outsider will be allowed to use facility at the college canteen.

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24. Maintenance & cleanliness of canteen premises will be the sole responsibility of the contractor at his/her own expenses.

25. Use of tobacco and any kind of drugs is an offence and if contractor is found to be involved in these activities, his / her contract can be terminated at any time and security amount will be forfeited.

26. Sweeping Facility will be arranged by the Contractor himself/herself for Cleanliness of allotted area.

27. Two dustbins one is of Green Colour and one is of Blue Colour should be fixed up by the contractor for Dry and Wet Garbage Separately. The Garbage disposable arrangement should be done by the contractor himself/herself only.

28. Tenders received without prescribed Earnest Money Deposit (EMD) shall be rejected even inspite of having MSME certificates or any exemption for not paying EMD. Demand Draft in favor of "**Principal, Govt. College for Women, Narnaul**" payable at **Narnaul**. The EMD of unsuccessful bidders shall be refunded within a reasonable time after the finalization of the contract.

29. The schedule issued with the form of bidding listing the services to be rendered must not be altered by the bidder.

30. No paper shall be detached from the tender document.

31. The name and address of the bidder shall be clearly written in the space provided and no overwriting, correction, or insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The bidder should be filled in and submitted in strict compliance with the instructions laid down herein otherwise the bid is liable to be ignored.

32. The bid is liable to be considered if complete information is not given there-in, or if the particulars and date (if any) asked for in the schedule to the bidding are not filled in.

33. Individual signing the bid or other documents connected with the bid must specify whether he sign's as proprietor/ authorized signatory/ partner/ SHG members.

34. EMD of the successful bidder shall be liable to be forfeited if he/she does not fulfill any of the following conditions:

a. An Agreement is to be executed and signed by the bid winner in the prescribed form within 7 (seven) days of the receipt of the letter awarding the contract.

b. The agency is liable to obtain necessary permissions or approval for engaging the canteen staff from the competent authority at their own cost.

c. The Canteen Services shall commence within 10 (Ten) days of the receipt of the letter awarding the contract or as decided by the competent authority.

35. The bids shall be valid for at least 3 months from the date of opening of the bid and if any bidders withdraws or alters' the terms of the bid during the period, the Earnest Money Deposit shall be forfeited.

36. Performance certificate from reputed educational institutions/organizations where they have been providing similar services for the last one year. (Copies should be enclosed). The bidder should give full details of all Establishments/canteen along with contact person phone numbers where the bidder has canteen contract.

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37. Corrections, if any must be attested.

38. In case of any accident to the personnel employed by the agency at College for canteen work, the agency alone is liable to pay compensation as per relevant statutes/laws and any other statutory dues or payments and the College is not liable for any payment of such kind.

39. In case of theft or damage, the contractor shall replace the items lost, broken or damaged with items of the same quality at his own cost and expense else the same will be deducted from the security deposit.

40. The contractor is fully responsible for the maintenance/cleanliness, leakages and damage done to the canteen, canteen equipments and sanitary, electrical fittings and fixtures installed in the space provided to him by the college.

41. Tender shall be accompanied by the relevant documents including the following:-

a. Certificate in support of experience for having undertaken this kind of business along with a list of organizations where the Contractor is currently providing/has provided Canteen Services – client profile.

b. Work-plan indicating the requirement of staff and the deployment pattern of staff proposed and other details for the efficient satisfactory performance of the contract.

c. Certificates in support of all statutory registrations.

42. The Contractor will liaise with the designated officers of the college and report to him on the day-to-day activities of the Canteen Service. The Contractor shall extend full co-operation to the designated officers from time to time.

43. The contractor should be in a position to cater to the tastes of North Indian Students who will be in majority. On termination of the agreement, the contractor will hand over all the equipment/ articles as supplied by the college in good working condition back to college.

44. Care must be taken to ensure while carrying out the work that no fittings, fixtures, furnishings are damaged. Any damages done to the same or any other property will have to be repaired/replaced by the contractor, failing which the same will be got done at his risk and cost. The decision of the Designated Officer shall be final and binding on the contractor.

45. College is not bound to provide any mode of transport in respect of men or material required for the contract.

46. Contractor shall not tap any fire hydrant/water point for obtaining water for his work without obtaining prior approval/ permission of the officer/officer concerned. Lawn hydrants should also not be damaged and wastage of water to be avoided.

47. Security Deposit

A. Monthly maintenance charges for canteen will be as per successful bid. The Contractor will pay **Rs 31500/-** maintenance charges of 03 months in advance to the college as security. The security amount deposited by the Contractor shall be refunded after successful completion of the contract period, provided there are no recoveries to be made arising out of poor quality of

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work, damage, incomplete work and violation of any terms and conditions of the contract as stipulated in the bid document. Refund of security deposit is subject to full and settlement of the final payment of the work contracted / executed under the contract. No interest will be paid to the Contractor on the security deposit.

B. The Contractor will not be allowed to use Heater/ Electrical Heating Rod in the canteen until meter is installed.

C. The Contractor will have a bare permission only to run the canteen in the college premises during the contract period and nothing contained in this document shall be construed as demise in law of the said college premises or any part thereof and shall not give any legal title or interest to Contractor.

D. The Contractor shall indemnify the client against all losses, damages, compensation etc. Under the provision of Haryana shops and essential act or modification if any and other law, issue relating or made herein under from time to time.

E. Only the courts at Narnaul will have jurisdiction over all legal disputes under the agreement.

48. The contractor shall ensure that either he himself or his representative is available for proper administration and supervision at the works.

49. The canteen equipment and furniture are already available in the canteen. List of the same will be provided. The contractor shall have to maintain the equipment at his cost and has to rectify, repair & restore the equipment to the normal stage as at the time of handing over.

50. All statutory obligations under various laws from time to time will have to meet by the contractor for which no extra payment shall be made to him at any time during the contractual period.

51. The payment towards hospitality bills of College office can be released on monthly basis after satisfactory completion of the catering job on submission of bills by the contractor along with authorization for supply. The bills should be submitted in the same format as per GST from time to time. GST/Taxes/Income Tax (TDS) as applicable at prevailing rate will be deduced at source. Payments will normally be made within 30 days of the submission of any bill. However, in the event there is any query / objection or dispute with regard to any bill or a part there of, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection of dispute is resolved.

52. The Principal, GCW Narnaul reserves the right to award contract for the above services. Principal also reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders after and before opening without giving any notice or assigning any reason. The recommendations of the Committee and the decision of the Competent Authority, Govt. College for Women, Narnaul shall be final in all respects and will be acceptable to all the tenderer's.

53. The tender evaluation committee may inspect/visit the sites where the tenderer is running services for verification.

54. Any attempt at negotiation direct or indirect on the part of a bidder with the authority to whom he has submitted the bid or the authority who is competent finally to accept it after he has submitted his tender or any endeavour to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the bidder liable to exclusion from consideration.

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55. In case of default, Contractors who violate the terms of the contract and whose contracts are terminated should be considered for blacklisting by the Competent Authority for a significant time before they are considered again.

56. The decision of the Principal, Govt. College for Women, Narnaul in any matter relating to this contract shall be final.

57. College reserves the right to get periodic inspections conducted by qualified, and statutory or empowered authorities to ensure the quality and quantity of food stuff and soft drinks being offered for sale without any hindrance being created by the selected bidder.

58. College reserves the right to ask & require the contractor to remove any person deployed by the contractor without assigning any reason or notice.

59. Canteen committee may decide changes in menu timely.

60. The contractor shall not bring external influence or legal pressure to continue beyond the period of contract.

61. The contractor is encouraged to formulate his catering plan in consultation with a reputed nutrition consultant in order to ensure maximum nutrition value to the students of growing age while ensuring affordable prices & highest quality parameters.

62. The contractor has to display all menu rates immediately (mentioned in bid form) in the canteen premises after receiving the awarding letter as approved rates. The charges should not **exceed** approved rates.

63. Proper bills to be issued for the sales, as per relevant laws, in force.

64. The contractor shall ensure that either he himself or his representative is available for proper Administration and supervision at the works.

65. Similarly, as and when faculty/staff/visiting faculty to avail canteen services, such charges should be collected by the contractor directly, and the Institute will not be responsible for them.

66. During the vacation period minimum manpower should be maintained at the College, canteen to services to staff/faculty/examiners.

67. The quality and quantity of food will be inspected item wise by canteen committee very frequently and the contractor shall not deny access for such inspections.

68. If any relative of the bidder is an employee of the College the name, designation and relationship of such employee shall be intimated to the Principal in writing while submitting the bid.

69. The Contractor will provide canteen services in the premises of College Campus.

70. The Contractor shall assess for him the likely requirement of tea, lunch, snacks etc. required for each day. No assurance can be given for the minimum amount of consumption on account of Breakfast, Lunch, Tea or Snacks etc.

71. The contractor shall be responsible for timely payment of wages to his/her workers as per minimum wages act of Govt. of India and fulfill all other statutory obligations, such as, Provident Fund, ESI, GST, Workman's' compensation Act/Fatal Accident Act, personal injuries, maintenance of relevant documents etc., whichever is applicable.

72. The contractor is likely to deposit EPF, ESI, GST and other dues within the stipulated time as required by law and comply with all other provisions himself. The agency should give EPF, ESI Cards immediately and shall submit EPF, ESI & GST Challans relating to the previous month to the

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Indenting Office exclusively along with its bill for the current month and Form- 10 and Form-5 shall be filed regularly with PF authorities. Constructor shall be solely responsible for any issue/ dispute arising in this regards.

73. The contractor shall procure food articles and vegetables of good quality to the satisfaction of the Canteen committee. The designated committee shall have the right to change any brand of material used for cooking, provided the cost of the same does not exceed the cost of specified brand.

74. The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked items are served and the stale is not reused. Stale food shall be removed from Canteen premises as soon as possible on your own charges. Un-refrigerated cooked food, not consumed within six hours in summer months and ten hours in winter months, shall deemed to be stale and unfit for consumption hence not allowed in kitchen/stores/refrigerator.

75. Contractor is advised to maintain the highest quality at the minimum possible prices by providing attractive menu so as to attract the maximum no of students/ personnel to avail the canteen services.

76. The food shall be neither too spicy nor too oily. The food preparation shall be wholesome and shall generally cater to the taste of the employees/students.

77. The oil that remains from deep frying at the end of the day/shall have to be destroyed and shall not be allowed to be reuse for the purpose of cooking again.

78. The contractor shall pay special attention to maintain the Canteen in a neat and tidy condition at all times. For this purpose, the Canteen shall be cleaned thoroughly after each meal regularly.

79. The contractor shall ensure that only fresh food is served to the students/employees. Serious View will be taken on any complaint received in this regard and the same will be dealt with strictness.

80. The contractor should have sufficient equipment & crockery and other items normally required to cater to college requirements in the given time. He should have sufficient utensils, crockery and other infrastructure to provide the service.

81. The contractor should take all safety measures while running canteen. He/she will keep a First-Aid box for the persons deployed to work in canteen.

82. The contractor should maintain a complaint register in open place easily available for the students.

83. The Canteen staff/workers would be permitted to stay in campus from 7:00 am to 05:00 pm and will not be allowed to stay in the campus during night.

84. The canteen services should provide on all the days during the contract period including Government holiday if desired by the administration.

85. The contractor will also submit the medical certificate an half yearly basis and all their employees handling food are not having any contiguous diseases etc.

86. The contractor will ensure that the cooks have proper shave and clipped nails while cooking food and wear apron and head gear, the food servers shall wear hand gloves & caps and all the workers should wear uniform along with the ID cards.

87. The contractor shall be engaging energetic and skilled trained personnel. All labour laws must be complied with.

88. The contractor shall not deploy any minors for the canteen works.

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89. The contractor has to deploy his manpower and work during holidays, late hours and Sundays if required as well according to the requirement and convenience of college.

90. The Contractor shall be responsible to maintain the equipment's and other articles supplied by the College are in good condition. In case of any damage, he shall be responsible to carry out the repairs without any delay to avoid any interruption in service. Cost of repairs shall be borne by the Contractor him-self.

91. Food wastes, unwashed food plates and other rubbish are required to be cleaned /cleared immediately. The contractor is solely responsible for segregation of wet and dry wastage as per municipal norms and also wholly responsible for disposing the garbage on daily basis.

92. The successful bidder is responsible for the cleanliness of entire canteen premises including water passages, electrical equipment's etc. in canteen.

93. Use of plastic cups and plastic carry bags are banned and the contractor shall give an undertaking to use environment friendly material only for serving coffee, tea and for packing & carrying of food items.

94. The contractor shall install his emergency lighting, gas and fuel supply on his own cost.

95. No outsiders will be permitted without the explicit permission of management.

96. Drugs, alcoholic drinks and smoking of cigarettes are strictly prohibited inside the premises including canteen and any breach noticed will attract deterrent actions against the canteen agency as per statutory norms / rules.

97. The contractor will bring their own tools, cookers, hot boxes, steam boxes, trolleys equipment utensils, plates, jugs etc., in sufficient quantity as needed to maintain the canteen service.

98. The contractor is to ensure that utensils shall be sterilized every morning before serving of any item.

99. The contractor shall verify character, antecedents of canteen service personnel employees before deployment in campus. Supervisors/Workers will not be changed by contractor so frequently until and unless so warranted.

100. Sub-contracting of the contract shall not be permitted for any of the item. In case, the contractor is found having sub contracted this contract, the contract will be terminated without any notice and security deposit will be forfeited.

101. The tenderer may be required to coordinate and liase with local authorities as other relevant authorities of Government of Haryana etc. in connection with canteen services as per requirements of prevailing legislation on such matters, as called for.

102. Dispute, if any, arising out of the Canteen Services contract shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by the Principal at Narnaul as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the Rules framed there under. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charges simply on the award amounts, or amounts payable to either party.

103. The decision of Competent Authority will be the final in all aspects and will be acceptable to all bidders.

104. Contractor should required/obtain Central License under Food Safety and Standards Act to ensure the compliance of Provisions of the Food Safety and Standards Act and Regulations.

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105. The contractor give discount rates for all the food items provided in the canteen to all the officer's/faculty's/staff/man power employees/ housekeeping employees /security guards.

106. Facility needs to be provided by UPI payments like Paytm, PhonePe, Google Pay and etc.

107. Termination of the Contract

a. The Contract can be terminated by either party, i.e., College or the Contractor, after giving two months notice to the other party extendable by mutual agreement till alternate arrangements are made. However, College reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the Terms of the contract. College's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.

b. On termination of the contract, the Contractor will hand over all the equipment/furniture/articles etc., supplied by the college, in good working condition, back to the college.

c. Non – Payment of monthly dues beyond 45 Days of Due Date will amount to termination of Contract itself.

108. Penalty:

a. The Institute reserves the right to impose a penalty (to be decided by the college authorities) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration.

b. In case of deficiency in quality of service and hygiene is noted by the committee due to failure of Contractor, the Principal can impose a fine of Rs. 2000/- at first instance and subsequent lapse a fine of Rs. 5000/- if the lapse is repeated for the third time the security money shall be forfeited and the contract shall be terminated.

c. If the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24- hour notice to improve or rectify the defect(s), failing which the college will be at liberty to take appropriate necessary steps as deemed fit.

d. The raw material/vegetables/fruits and other materials used for cooking may be checked by mess Committee at any time and if substandard/unauthorized/non standard material is found and after issued three adverse notices, it will be treated as breach of contract and the College Principal can be reviewed the contract. Contractor shall have to abide by the decision of the Principal, Govt. College for Women, Narnaul.

e. Any member of the designated officer-in-charge or any authorized person can inspect the mess, kitchen or any process without any prior notice to caterer.

f. In case of any discrepancy (in terms of palatability of food or hygiene) or any case of negligence, appropriate punitive action shall be taken

g. Penalties would be levied for:

a) Partially cooked food

b) Foreign particles found in food

c) Using sub-standard raw materials

d) Unhygienic cooking and food & waste handling conditions

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e) Non removable of waste in time

f) Reuse of oil/reuse of stale food

g) Violation of terms and conditions of contract agreement/work order.

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BID – ANNEXURE- A
FOR CANTEEN SERVICES

Bid for providing Canteen Services shall be filled in by the bidder, duly signed, stamped and sealed along with an EMD of Rs.5,000/- by Demand Draft in favour of Principal, Govt. College for Women, Narnaul payable at Narnaul.

Sr. No.	Particulars	Details
1.	Name of the Tendering Company/Firm/Service Provider/ SHG	
2.	Year of Commencement/ Registration	
3.	Full Address of the Registered Office/ Branch Office (if any) with email ID	
4.	Phone No. & Mobile No. Email id	
5.	State status whether firm is Proprietary/Partnership firm / Company/ SHG	
6.	Name(s) of the Director/ Proprietor/Partners of the firms/ Member	
7.	**Details of EMD**	
	Amount in Rupees Five Hundred	₹ 5000/-
	DD No.	
	Date:	
	Issuing Bank	
8.	Bid Amount for Monthly Maintenance Charges (per month) Note:- Bid should be in Rupees & Higher than Base Monthly Maintenance Charges of Rs.10500/-Per Month in multiplication of Rs. 100/-	

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B. Registration under various statutory bodies:

Require document	Attached/ Not attached (Yes or No)	Page No.	Validity Completion Date
EMD – DD of Rs.5,000/-			
Copy of Company/Shop Establishment/Registration Certificate			
Copy of GST registration Certificate, Dt: _____			
Copy of License under Contract Labour Act, Dt:_____			
Copy of EPF Registration with Regional PF Commissioner Dt:_____ if any			
Copy of ESI Registration Dt:_____			
Copy of PAN Card			
Signed all the pages of tender documents and enclosed			
List of Clients a) present as on date (i.e.,) Period from___ to___ (Separate list)			
b) Previous client list (separate List enclosed)			
Copy of Food Business Operator's License (Please enclose self-attested Copy of License)			
If any other			

Note: Legible copies of the above documents must be attached.

C. Details of experience of similar work in Government / Public Sector undertaking / Registered Societies / Universities / Research Institutions / Educational Institutions / as per the attached format

(Please use separate sheet for additional information).

(Please submit copies of evidence i.e. Work Orders, Agreements, Performance Certificates etc., specifying period of work orders to be enclosed).

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I) PRESENT CLIENTELE (Certificates to be enclosed):

Year	Name of Employer & Address with Telephone No.	Type of Institution/ Industry	Period From - To	Contract Value/ Year	Nature of Service	Remarks

Copy of the menu finalized by the organization and served

II) PREVIOUS CLIENTELE: (Minimum 1 years' experience is essential. Copy should be enclosed)

Year	Name of Employer & Address, Contact Person Name with Tel. No. & Cell No.	Type of Institution/ Industry	Details of Experience, similar work Period of Contract with dates of Commencement and termination covering last 3 years (From – To)	Contract Value/ Year	No of persons	Nature of Service

Copy of the menu served

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D. Validity:

The tender shall be valid for a period of at least three calendar months from the date of opening of the tenders for the purpose of evaluation of the tender. However, the rates quoted in the tender should be valid for the period of the contract of one year.

E. The contactor will have to furnish to be deployed for running of the canteen services before starting the operations.

F. The contractor has to start the canteen operations within 7 to 10 days of receipt of work order.

NOTE:

1. Please quote the monthly maintenance charges as your highest offer for bid.
2. The items which are not mentioned in the given menu must be sold not more than MRP.
3. The committee reserves the right to change the menu at any time.

UNDERTAKING BY THE CANTEEN CONTRACTOR:-

- I/We have read all the terms and conditions and I/we will comply with all the terms and conditions, if contract awarded to me/us.

Signature of the contractor with seal
(I accept all the above Terms & Conditions)

Dated: - _____

Place: - _____

Principal
G. C. W. Narnaul

UNDERTAKING BY THE CANTEEN SERVICE PROVIDER

Declaration

I / We..... Son/Daughter/Wife of Sri. .....

Signatory of the service provider, mentioned above, am/are competent to sign this declaration and execute this tender document.

2. I/ We have carefully read and understood all the terms and conditions of the bid and undertake to abide by them.

3. I/We have inspected the institute/premises and have acquainted ourselves with the tasks, requirements required to be carried out, before making this offer.

4. I/We here by sign this undertaking is token of our acceptance of various conditions listed above.

5. Agreed to provide the best quality of food at College, canteen without any lapses.

6. Any corrections/alterations will not be accepted.

7. I/ We accept that all the rates and menu as correct and I am aware that my bid is in acceptance of these.

8. The information/documents furnished along with the financial bid are true and authentic to the best of my knowledge and belief.

9. I/we undertake to pay all the dues in respect of wages, EPF, ESI and other statutory obligation to my employees (deployed at College) according to the enactments of State and Central Govt. The bid amount quoted by me/us is valid and binding upon me/us for the entire period of contract.

10. I/We will accept the overall highest financial bid as final criteria of allotment of contract.

11. I/We shall not bring any external influence or legal pressure to influence the bidding process or to continue the contract beyond the stipulated period of time.

Place: _____

Date: _____

Mobile No.:_____

Address: _____

Signature of the Contractor with seal

(I accept all the above Terms & Conditions)

Principal
G. C. W. Narnaul