



**SARDAR PATEL UNIVERSITY MANDI (HP)**

(A State Government University)

Email: [registrarsvpcumandi@gmail](mailto:registrarsvpcumandi@gmail.com)

[fosvpateluniv.mandi@gmail](mailto:fosvpateluniv.mandi@gmail.com)

Telephone Number: 01905-236505

Website: [www.spumandi.ac.in](http://www.spumandi.ac.in)

No. SPU- Mandi/Canteen/90/2022-

1109

Dated: 22.09.2022

**Tender Notice**

Sealed tenders are invited from interested individuals/ firms for running canteen at Sardar Patel University, Mandi, H. P. Tender documents along with Terms & Conditions, date and time of opening of tender, Form, can be obtained from the office of the University or can be downloaded from the website [www.spumandi.ac.in](http://www.spumandi.ac.in)

Bids in sealed envelopes clearly mentioning on top "Technical Bid" for running canteen at Sardar Patel University, Mandi and "Financial Bid" for running canteen at Sardar Patel University, Mandi in separate envelopes, duly filled and complete in all respect should reach in the office of Finance Officer, Sardar Patel University, Mandi, H. P. on or before 01-10-2022 at 11:00 am. The technical bid will be opened on 01-10-2022 at 11.30 A.M. in the presence of bidders/authorized representatives in the chamber of undersigned.

Registrar

Sardar Patel University

Mandi, H. P.

# TENDER FOR RUNNING CANTEEN IN THE CAMPUS

of

## Sardar Patel University, Mandi, H. P.

### INTRODUCTION

To run a Student's Canteen in the premises of the Sardar Patel University, Mandi, H. P. a space/ hall has been fabricated. This tender is intended to run Canteen for the Students, Staff Members and authorized visitors in the Sardar Patel University, Mandi, (H.P.).

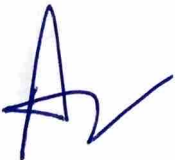
"Contractor" shall mean the person who is awarded this contract by SPU Mandi to run the canteen in the University on contract, as per the prescribed terms and conditions of the contract.

The day-to-day working of the canteen will be watched by an Advisory Committee dulyconstituted by the University for this purpose.

### SCOPE

The Contractor is required to supply tea, coffee, lunch and snacks etc. to nearly 500 students & staff members of the SPU by using this canteen. The canteen will also cater to the needs of the authorized visitors to the SPU Mandi for official work. Tea, Coffee, Snacks, Cold Drinks and lunch etc. shall also be supplied for meetings or other purpose, whenever and wherever required in the premises.

### TERMS AND CONDITIONS

- 
- 1. License Fee:** Accommodation/ Earmarked Hall will be provided for the canteen at a license fee/ rent basis to be quoted/biddd by the tenderer per month on the form as **Annexure – I.**
  - 2. Electricity:** Bill will paid by the tenderer. The agency would use power consumption only for refrigerator, hot-case, Grinding of Dal etc.
  - 3. Required furniture** to be made by the tenderer/contractor as per the requirement for use within the canteen premises.

4. The contractor will have to make arrangement for cleanliness of canteen and its surroundings to the satisfaction of the SPU. The contractor shall also be responsible for the safe and hygienic disposal of the canteen waste.
5. The contractor shall arrange for items i.e. crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking store etc. and items of similar nature of good quality as approved by the SPU at his own cost and maintain the said items in proper and hygienic conditions for due discharge of obligations in respect of running of canteen.
6. The contractor will have to provide employees in proper uniforms for service in the canteen as also for the service in rooms.
7. The timings of the canteen will be as prescribed by the SPU from time to time subject to change. Skeleton services will also be provided beyond office hours.
8. Snacks & Tea should be compulsory provided from Canteen in review Meetings for both timings-before lunch and after lunch on the prescribed rates.
9. The cost of the Gas consumed in Canteen will be born by the contractor and on expiring of the tenure of the contract NO DUES CERTIFICATE will have to be submitted in concerned section i.e.Account Section.
10. **'Service'** The contractor will be required to provide canteen service in the canteen premises and also in various rooms of the SPU.
11. The contractor shall employ only such persons as are declared medically fit as certified by the Govt. Hospital. No such employee will be under the age of 18 years. Documentary evidence will be provided by the contractor.
12. Only cooking gas is to be used in the canteen for preparing hot drinks & cooking which is to be arranged by the contractor including gas cylinders.
13. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings and fixtures installed in the space provided to him by the SPU for the purpose of preparing lunch, tea and coffee. Furniture provided to the contractor will be maintained properly. Any loss/damage(including repairs) to the same will have to be made good by the Contractor, at his cost.
14. At least two sweets and three salty items (samosa, vada, pakora etc.) will be prepared daily. However, this list is subject to modification by the SPU from time to time.
15. Materials used for cooking purpose tea, coffee, spices, food stuffs, vegetable etc. should be of good quality only will be used. The administration of the SPU reserves the right to inspect the materials at any time.

16. The contractor will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by concerned local authorities and to the satisfaction of the SPU.
17. The rate list and menu as approved by the SPU should be displayed conspicuously daily. The contractor may sell other food items at prevailing market rates only.
18. Details of working lunch etc. are enclosed as **Annexure-II**.
19. The size and weight including quality of the various items should be approved by the SPU. No new items would be introduced without approval of the SPU. No rate will be revised without the approval of the SPU.
20. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the canteen. The contractor will have to pay the minimum wages as per Govt. of Himachal Pradesh. Notifications issued from time to time, EPF and Bonus etc. as per Employees Provident Fund Act and Bonus Act amended from time to time.
21. The SPU shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the contractor and such persons as will be employed by him. While engaging his employees the contractor will make these conditions clear to them categorically and in writing, and their acceptance of these terms shall be communicated to the SPU also.
22. The contractor shall obtain license under the Contractor Labour (Abolition and Regulation) Act 1970 (hereinafter referred as the contractor Labour Act), Food License under FSSAI and all other requisite licences at his own cost from the Appropriate Authorities and comply with the terms and conditions of the licence(s) and all other relevant and necessary provisions of the contractor labour Act and the Rules framed thereunder all such other provisions of laws in any enactment or otherwise laid down by any authority from time to time, it being clearly understood and agreed upon that the entire responsibility for compliance thereof shall always be of the contractor. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the canteen during canteen working hours.
23. Under no circumstances any of the contractor's employees will stay in the SPU premises beyond canteen hours after closing the canteen. He will ensure that the canteen rooms are properly locked and secured during closed hours of the SPU. The access to the space

allotted to the contractor will be as per the conditions and in the mode as prescribed and regulated by the SPU from time to time which will be binding on him and his employees. The SPU reserves the right to inspect the premises allotted to the contractor including the canteen store at any time.

24. The contractor shall not entertain any orders or supply eatables outside the premises.
25. **The contract will be initially for one year to start with from the date of signing the agreement and can be extended further on year to year basis upto 5 years subject to such terms and conditions as may mutually be agreed upon between the parties. The Committee reserves the right to cancel contract at any time after giving one month's notice, if the Committee is not satisfied with the working of the said contractor. The decision of the Committee in this regard shall be final will be binding on the contractor. The contractor, if he so desires, may seek termination of the contract by giving written notice of not less than three months duration during the agreement period.**
26. The contractor will, at all times, ensure discipline decent and courteous behavior by him/his employees while they remain in premises. In case any of his employees, indulges in any act of indiscipline, misbehavior or slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved, the contractor shall remove the employee concerned from the premises immediately on receipt of written communication from the authorities which will be duly acknowledged by the contractor.
27. Under exceptional circumstances the SPU reserves the right to change any term and condition as and when warranted.
28. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Registrar, SPU Mandi will be final and binding.
29. The contractor will be required to execute an agreement in the prescribed form in this behalf in case the contract is awarded.
30. The contractor will have to deposit **Rs.1,00,000/-** (Rupees One Lakh only) as **Security** in the form of F.D.R. duly pledged in favor of Finance Officer, SPU, Mandi. No interest will be paid on this amount.
31. The same will be refunded when the contract is over and canteen premises are handed over to the SPU and all dues from the contractor have been settled.
32. The contractor, whom the above terms and conditions are acceptable, shall submit the completed tender forms to this office .

33. The contractor will not further sub-contract the contract to any other party. In casethe contractor is found having sub-contracted this contract, the contract will beterminated without any notice and security deposit will be forfeited.
34. Every tender should be accompanied by a Demand Draft/FDR for Rs.10,000/- as Earnest Money Deposit drawn in favor of Finance Officer, Sadar Patel University, Mandi. This amount will be refunded after the contract is finalized. No interest will be payable on this amount.
35. If any case the contract violates the terms & conditions of the contract the Security Deposit will be forfeited.



**Signature of the Tenderer**

**ANNEXURE - I**

**FORM FOR FINANCIAL BID FOR RUNNING CANTEEN AT SPU, MANDI (H.P.)**

**NAME OF FIRM / INDIVIDUAL:** \_\_\_\_\_

<b>Sr. No.</b>	<b>Description</b>	<b>Rent Quoted per Month (Rs.)</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
	<b>Running Canteen at SPU, Mandi</b>	



**(Signature of Tenderer)**

## ANNEXURE - II

**Rates should not be charged more than the rates quoted here**

### **Breakfast**

Sr. No.	Item	Menu	Quantity	Rates
1	Bread Butter and Cutlet	Two Bread slice with 10 gm butter chiplet	70 gm	30.00
2	Bread Butter and omlet	Two Bread slice with 10 gm butter (two Eggs). tomato ketchup sachet	70 gm	40.00
3	Stuffed Prantha with curd/Pickel/Butter	Aloo/Gobhi/Mooli	150 gm	30.00

### **Lunch**

**Lunch time 12:00 PM to 3:00 PM**

Sr. No.	Item	Details of Menu	Rates
1	Thali	Seasonal Mix Vegetable. Dal. Rice Basmati (75 gm). 2Chapati, Salad	50.00
2	Special Thali	Paneer Sabzi. Seasonal Mix Vegetable. Dal. Pulao Rice Basmati (75 gm), Raita of Seasonal Vegetable. 2 Poori/Chapati. Salad. Achar. One Piece Sweet	80.00
3	Rice Basmati (100 gm) with Sabzi/Daal (100 gm)	One Plate	50.00
4	Sabzi /Daal	Per Plate (100 gm)	25.00
5	Chapati	One (40 gm)	5.00
6	Sweets		
	a) GulabJamun	One (40 gm)	10.00
	b) Burfi	One piece (40 gm)	10.00

### **SNACKS**

Sr. No.	Item	Details of Menu	Rates
1	Standard Tea 150 ml	Cups used should be of 170 ml capacity	10.00
2	Tea with tea bag 150 ml	Cups used should be of 170 ml capacity	15.00
3	Coffee with instant coffee powder 150 ml	Cups used should be of 170 ml capacity	20.00
4	Pakora		
	a) Bread Pakora	One piece 100 gm with tomato ketchup sachet/fresh chutney	15.00
	b) Palak/Mix Vegetable Pakora	One plate 50 gm with tomato ketchup sachet/fresh chutney	30.00
	c) Paneer Pakora	One plate 50 gm with tomato ketchup sachet/fresh chutney	50.00
5	Samosa (Simple - stuffing with aloo +mutter)	One plate 60 gm with tomato ketchup sachet/fresh chutney	10.00
6	Samoa (Special- Stuffing with Aloo+ mutter+paneer)	One plate 80 gm with tomato ketchup sachet/fresh chutney	15.00
7	Chow mien	Full plate 400 gm with one plate 50 gm with tomato ketchup sachet/fresh chutney	40.00
8	Fruit Juice 200 ml	Glass used should be of 200 ml capacity	30.00
9	Patties (Veg.)	One Big Size 90 gm	30.00
10	Sandwich (Veg.)	One Big Size packed in poly cover	30.00
11	Milk 200 ml	One Glass	25.00
12	Lassi 200 ml	One Glass	20.00
13	Curd 100 ml	One bowl	20.00

Note: -

1. Branded biscuits & Cold Drinks, Fruit Juices, Mineral Water, Potato Wafers, Ice Cream, not exceeding the MRP

(It is obligatory on the contractor to stock the brands his inventory as advised by the SPU)