



D.A.V. (P.G.) College
Dehradun-248001, Uttarakhand (India)
(An Affiliated College of H.N.B. Garhwal (Central) University, Srinagar,
Uttarakhand)

Tel: 01352743555; Website: www.davpgcollege.in

Tender Notice No.: DAV/2023/4/4441

Date: 5.4.2023

**Tender Notice for “College Cafeteria” of DAV (PG) College,
Dehradun for academic years 2022-23 & 2023-24**

Tender Notice:

Tenders are invited from qualified/eligible Tenderers/Bidders for **College Cafeteria of DAV(PG) College, Dehradun for academic years 2022-23 & 2023-24 sessions**. Tender advertisement as well as proforma documents for applying are available at College website www.davpgcollege.in.

The last date of submitting duly filled and signed sealed bid by hand/ speed post is 15 April, 2023 up to 5.00 pm in the office of Principal, DAV(PG) College, Karanpur, Dehradun-248001 (Uttarakhand). Bid must be sent/ submitted in sealed envelop only. The tenders received after the deadline will be summarily rejected. The sealed tenders will be opened on 17.5.2023 at 12.30 pm in the office of Principal, DAV (PG) College, Dehradun by Tender Evaluation Committee of the College in presence of representatives of the contractors/ firms/ bidders.

Tender Fee: Rs. 590.00 (Rupees five hundred ninety only) (Including GST @ 18%) as non-Refundable Tender Fee should be submitted in the form of Bank Draft/ Bank Guarantee in favour of “Principal, DAV(PG) College, Dehradun” along with the sealed bid.

Earnest Money: Rs. 25,000.00 (Rupees twenty five thousand only) as Earnest Money in the form of Demand Draft/ Bank Guarantee in favor of “Principal, DAV (PG) College, Dehradun” will be required to be deposited by each bidder. After the opening and evaluation of sealed Bids, earnest money worth Rs. 25,000.00 (Rupees twenty five thousand only) of the successful bidder (with the lowest rates quoted for maximum items) only will be kept by the college as Performance Security, which is refundable after the completion/ termination of tenure of the contract. For rest of the bidders, the earnest money will be refunded within 3 days of opening of bids upon written request of the authorized representative of the bidder/ bidder himself/ herself. No interest will be paid for this duration .The duration of the contract will be for a period of academic sessions **2022-23 (from the date of start to 30th June 2023) & 2023-24 (1st July 2023 to 30th June 2024)**. Based on the satisfactory performance, the contract, however, may be renewed for a further period of one and/or two years at the sole discretion of the College upon recommendation of the prescribed “College Cafeteria Committee”.

निविदा प्रस्तुत करने संबंधी सामान्य निर्देश—

प्रत्येक निविदादाता को निविदा के रूप में सीलड लिफाफा प्रस्तुत करना होगा जिसमें **Technical Bid व Financial Bid** दोनों संयुक्त रूप में **TENDER ACCEPTANCE LETTER** सहित उपलब्ध हों।

निविदाकार लिफाफे में सभी दस्तावेजों को रखकर अपना पूरा पता बाहर अंकित कर सील बंद करेंगे। सबसे ऊपर **Tender for “College Cafeteria” of DAV (PG) College, Dehradun for Tender Notice No.: DAV/2023/4/4441 Date: 5.4.2023** अंकित करेंगे।

Prof. K.R. Jain

Principal,

DAV(PG) College, Karanpur, Dehradun-248001 (Uttarakhand)

TERMS AND CONDITIONS

1. The successful bidder (hereinafter called as the Contractor) with lowest rates for maximum items and also fulfilling other conditions/ requirements shall be required to execute a contract on a non-judicial stamp paper of Rs 100/- with the College.
2. The Earnest Money (in the form of Performance Security), to be deposited by successful Contractor/ bidder only worth Rs. 25,000.00 (Rupees twenty five thousand only), shall be kept with the College and it shall be refundable without interest upon termination/ completion of contract. However, if during the contract, the contractor withdraws his services and/ or fails to discharge his services as per the terms & conditions of the contract, the said performance security money shall be forfeited.
3. The successful Contractor shall pay the following sums to the College up to 10th of every month/quarter in the accounts office of the college.

S.N.	Head/ Item	Charges/ Rent/ Amount (in Rs.)
i.	Cafeteria Rent	Rs. 48,000.00 (Rupees forty eight thousand only) per annum (Rs. 12,000.00 per quarter as advance)
ii.	Water Charges	₹ 500.00 (Rupees five hundred only) per month
iii.	Electricity Charges	As per actual based on sub-meter reading installed at the college cafeteria.

4. The cafeteria shall be kept open on all working days throughout the duration of the contract. The timings shall be minimum from 8.00 AM. to 5.00 PM. The contractor may be asked to provide required cafeteria services beyond working hours.
5. The Contractor shall maintain punctuality in providing the services.
6. The Contractor shall provide maximum items on regular basis out of approved ones. The Contractor shall not be allowed to add any item other than finalized at the time of signing this agreement. However, if he desires to add any item in the list, he must have to seek the permission of the "College Cafeteria Committee" for the item in advance and its rate as well.
7. The rate of each item, as approved by the College, shall be applicable during the whole period of contract. The Contractor shall display approved Rate List and menu conspicuously in and outside the cafeteria premises. No rate will be revised without the pre - approval of the College. The menu of the day (breakfast and lunch) shall also be displayed in the cafeteria hall.
8. The Contractor shall not charge prices more than the approved prices for each item. He/she shall not sell items on credit. If he/she sells, then it will be at his own risk. College will not be liable for any such loss.
9. The contractor shall provide facility for all modes of payments i.e. cash as well as online payment and for each payment received, the contractor shall also give the cash memo/ receipt (manual or computerized printed) including GST/ taxes applicable to each user/ customer/ students/ staff/ faculty/ guests.
10. The contractor shall be required to make special arrangements for breakfast/ lunch/dinner for the academic/exams/extracurricular activities and/or other activities organized in the college.
11. The Contractor shall comply with all rules, regulations and by-laws laid down by Central/State/local Health Authorities related to preparation and supply of food items, beverages etc. in cafeteria.
12. All materials used by the Contractor for preparation of food items, eatables, beverages, etc. shall adhere strictly to the standards as prescribed by the FSSAI and of wholesome quality.
13. The College shall have the right to reject any or all of the food items and beverages etc. which in the opinion of the College Cafeteria Committee are not of standard quality. Sub-standard items if found any, will be destroyed immediately on the cost to contractor.
14. The Contractor shall be responsible for all costs and/or damages claimed by the consumers due to ill effects of food items, beverages etc. served in the cafeteria. College will not be liable

- for any loss/damage caused because of it.
15. It shall be duty of the Contractor to obtain/ renew/ show/ produce necessary certificate(s)/license(s) from concerned authorities for running and operating the cafeteria in College premises.
 16. The Contractor shall meet all the obligations arising out of the contract himself and shall not enter into any sub-contract for running the College Cafeteria in any manner whatsoever. Violation of this clause shall constitute sufficient grounds for the annulment of the award and forfeiture of Performance Security with the college.
 17. The cafeteria premises security will be monitored by college through CCTV's installed. A board indicating about it must be displayed ,by the contractor, at prime location of the college cafeteria.
 18. The College shall provide space for kitchen, water connection, and electricity fixtures. The Cafeteria hall and its furniture shall be provided by the College. The contractor shall not make any changes in the existing structure/space without prior written permission of the college. The access to the space allotted to him will be as per the conditions and in the mode as prescribed and regulated by the College from time to time. The "College Cafeteria Committee" reserves the right to inspect the premises allotted to him/ her at any time.
 19. The Contractor has to ensure that Cafeteria premises is being used only for the purpose of running the Cafeteria services by himself/ herself and/or by his/her staff and not for any other purpose(s) whatsoever.
 20. The Contractor shall arrange for all equipments like cooking stove, cooking commercial (non-domestic) gas cylinders (as per his requirement), refrigerator, juice machine, boilers, utensils, crockery and items of similar nature of good quality at his/ her own cost. He/she shall maintain the said items in a proper and hygienic conditions for due discharge of all legal and social obligations in respect of running of cafeteria.
 21. The Contractor shall also arrange almirahs/racks required for storage of food stock/ materials. He/ she shall store these in a neat, tidy and hygienic manner and in safe and clean containers. The College will not be responsible for any loss or damage done or caused to its stock/materials, etc. on account of theft or any other reasons, whatsoever.
 22. Quite a good number of dustbins must be placed in the cafeteria. The waste of cafeteria will be duly disposed off by the contractor outside college as per designated norms of Nagar Nigam, Dehradun.
 23. The Contractor shall be responsible for maintenance and up keep / cleanliness of cafeteria premises (including furniture, fixtures, and other equipments) and its surroundings to the satisfaction of the College at his/her own cost and expenses. He/she shall also be responsible for the safe and hygienic disposal of the cafeteria waste as per norms. Failing which may attract financial penalty.
 24. The Contractor shall be fully responsible for replacements or repairs of the college property installed/available in cafeteria like furniture, fixtures or equipments etc. In case of any breakage or loss and/or damage to them arising out of negligent handling by him/any of his employee(s).
 25. The Contractor shall observe and abide by all fire, safety and security regulations of the concerned local/ state/ central authorities and of the College. Fire extinguishers will also be installed by the contractor in the college cafeteria as per requirement.
 26. The Contractor shall allow and facilitate the College Authorities/ College Cafeteria Committee/ other government authorities to inspect cafeteria related to hygiene or otherwise-premises, arrangements for preparation and services of food items etc. He/ she shall follow directions given by them for smooth running of the cafeteria.
 27. The Contractor shall employ sufficient and competent staff under his/ her supervision for the fulfillment of the obligations under this contract at his/ her own cost. The contractor shall be responsible to pay to his employees .

28. The contractor will provide clean and suitable dress to the cafeteria staff along with gloves, apron and hair net/ cap etc.
29. Insects repellent on as and when required basis and flies control system must be used/ placed.
30. Food grade disposables, certified food commodities (Agmark/ FSSAI) and only branded items will be used, sold and served in the cafeteria.
31. The Contractor shall provide a complete list of worker(s)/ employee(s)/staff, he engages along with their documentary evidences of residential address, photograph and Aadhar card copy and other details to the “College Cafeteria Committee” immediately within 3 days of start of cafeteria.
32. The Contractor shall provide duly signed appropriate ID cards to the staff.
33. The Contractor shall ensure that only authorized employees remain in the premises beyond normal working hours / night with specific approval of College Authorities.
34. The College shall never be treated as the employer of these employees and shall not be concerned with the terms and conditions of their employment with the cafeteria contractor.
35. College will not be responsible for any damage/loss caused to personel working in the cafeteria arrived because of any injury/mishap/accident/casualty or any other unseen reason. The Contractor shall be solely and fully responsible for the consequences arrived due to above mentioned reasons
36. In case any of the employees of the Contractor indulges in any act of indiscipline, misbehavior or slogan shouting or indulges in violent act(s) or abets others in doing so, at the College premises then such employee shall be subject to the discipline of the College. The Contractor shall also be required to fully indemnify the College from any loss, damage or consequence of acts, deeds, misdeeds or conduct arising out of his/ her or employees hired for running of cafeteria.
37. Smoking and consumption of alcohol or any sort of restricted drug(s) by any of the employee of the cafeteria in the College premises is strictly prohibited and is subject to discipline of the college.
38. The Contractor shall ensure that none of his/her staff is involved in any illegal activity such as sale/supply of drugs, alchohal, weeds and other prohibited items including tobacco products.
39. The Contractor shall not keep / sell items like tobacco,alchohal,drugs, weeds and any other health hazard products in cafeteria/ college premises.
40. The Contractor must comply with the government rules and shall be wholly responsible for payment of all taxes levied by the Central or State Governments or any local authority or body. The College shall not be liable to pay such taxes, charges, duties etc., whether existing or which may accrue in future for the period of contract.
41. Notwithstanding anything contained herein, the College shall have the right to terminate the contract by giving one month's notice in writing to the Contractor without assigning any reason thereof.
42. In the event of the Contractor committing a breach of any of the terms and conditions of this Agreement, the College shall be entitled to either impose a penalty of ₹ 2,000/- per violation or terminate the contract immediately without notice and without assigning any reasons thereof and shall have the right to forfeit the Performance Security.
43. On the expiry / termination of this Agreement, the Contractor shall stop functioning and hand over the vacant possession of the cafeteria premises peacefully together with furniture, fixtures and equipments etc. as provided by the college in good and working condition to the college. His/her occupation of the premises after such termination will be deemed to be that of a trespasser and he/she shall be liable to pay damages.
44. On expiry / termination of the tenure of the agreement “ NO DUES CERTIFICATE” from Cafeteria Committee is required to be submitted in the **Accounts Section** of the college for return of Performance security.
45. On the termination/expiry of this Agreement, the college Authorities shall forfeit/ refund the

Performance Security worth Rs. 25,000.00 in full or part (after adjusting any dues, if pending) to the Contractor without interest.

46. In case of any dispute arising out of the interpretation of the terms and conditions of the agreement, the decision of the **Principal, DAV (PG) College, Dehradun** shall be final and binding.
47. Any amendment to this contract shall not be valid and binding on the parties unless it is made in writing and signed by both the parties.
48. The contractor shall have to maintain sufficient and separate dustbins (i.e. in red and green colour) for non-biodegradable and biodegradable wastes.
49. Dusting and mopping in cafeteria will be done thrice a day minimum (morning, noon and evening), which may be increased based on requirement and number of customers.
50. A locked suggestion/ complaint box will be installed in the cafeteria which will be checked on regular basis by "College Cafeteria Committee".
51. For any dispute, the District Dehradun will be the area of jurisdiction.
52. The contents of University Grant Commission DO letter No 14-24/2016(CCP-II) dated 10 November 2016 will be strictly followed.

EVALUATION CRITERIA

- (I) Fulfillment of maximum documents required/ Maximum Claims made through required documents under "Proforma for Technical Bid" (attached on page 6).
- (II) Submission of duly filled and signed (with stamp) "Tender Acceptance Letter" (attached on page 7).
- (III) The bidder quoting maximum number of items at lowest prices shall be considered as the lowest rate vendor (L1) for finalization of this contract through "Proforma of Financial Bid" (attached on pages 8-9).

Prof. K.R. Jain
Principal,
DAV(PG) College, Karanpur, Dehradun-24801 (Uttarakhand)

Tender for “College Cafeteria” of DAV (PG) College, Dehradun for Academic session 2022-23 (from the date of award to 30 June 2023) and 2023-24 (1 July 2023 to 30 June 2024)

Tender Notice No.: DAV/2023/4/4441 Date: 5.4.2023

PROFORMA FOR THE TECHNICAL BID

(On printed letter pad of the contractor/ firm/ bidder taking part in bidding process)

1	Name of the firm/organization/ bidder(s)					
2	Complete Corresponding Address					
3	Mobile no. & E-mail					
4	Name of the contact person and Mobile No.					
Sr. No.	DESCRIPTION	DOCUMENTS REQUIRED TO BE ATTACHED/ SUBMITTED WITH THE PROFORMA				
		To be ticked by Bidder		To be Ticked by Evaluation Committee		Enclosure Number
		Yes	No	Yes	No	
1.	Tender Fee (₹ 590/-) demand draft/ bank guarantee in original(Demand draft number)					
2.	Copy of PAN (Self attested copy) PAN number					
3.	Copy of Aadhar Card (Self attested copy) Aadhar No.					
4.	Copy of GSTN/ Other tax (Self attested copy)					
5.	Income Tax Returns filed/ audited balance sheets for last three Assessment years 2019-20, 2020-21 and 2021-22 (Self attested copies)					
6.	The certificate/ license for serving food(s) and beverages issued by the FSSAI (Self attested copy)					
7.	Experience certificates of Catering Services provided in past by previous/ other organizations (Self attested copy)					
8.	Work orders issued by previous/ other organizations for Catering service given/ provided (Self attested copy)					
9.	Duly filled and signed (with stamp) “ Tender Acceptance Letter ” as per format provided with Tender Document					
10.	Duly filled and signed “ Proforma of Financial Bid ” i.e. list of food items with brand and rate of items as per format provided with Tender Document					

Note: Please attach all self attested relevant/ available documents in support of your above claims.

Yours Faithfully,

Signature of the Bidder/ Contractor: _____

Name: _____

Designation: _____

Address: _____

Mobile No.: _____

Seal/ Stamp:

TENDER ACCEPTANCE LETTER

(On printed letter pad of the contractor/ firm/ bidder taking part in bidding process)

To,
The Principal
DAV (PG) College, Karanpur,
Dehradun-248001

Date:.....

Subject: Acceptance of Terms & Conditions of “Tender for College Cafeteria” of DAV(PG) College, Dehradun for 2022-23 and 2023-24 Tender Notice No.: DAV/2023/4/4441 Date: 5.4.2023

Sir,

1. I/we have downloaded the tender document for the above mentioned tender from the website www.davpgcollege.in of DAV(PG) College, Dehradun.
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender document of College Cafeteria from page No. 1 to 8, which form part of the contract agreement and I/We shall abide by the terms and conditions/ clauses contained therein.
3. I/We hereby unconditionally accept the tender conditions of the above-mentioned tender document(s) in its totality/entirety.
4. In case successful, I/ we shall execute a contract/ agreement on a non judicial stamp paper of Rs 100/- with the College.
5. In case any provisions of this tender found violated, then the College shall without prejudice to any other right or remedy be at liberty to reject this tender including the forfeiture of the full Performance Security absolutely.

Yours Faithfully,

Signature of the Bidder/ Contractor: _____

Name: _____

Designation: _____

Address: _____

Mobile No.: _____

Seal/ Stamp:

**Tender for “College Cafeteria” of DAV (PG) College,
Dehradun (for academic year 2022-23 and 2023-24)**

Tender Notice No.: DAV/2023/4/4441 Date: 5.4.2023

PROFORMA FOR THE FINANCIAL BID

**List of Items for which Rates are to be quoted by Bidder/ Contractor for “College Cafeteria” of
DAV(PG) College, Dehradun**

S.No.	Items	Serving Size	Brand	Quoted Price MRP (Rs.) Including GST/ Service Tax	
				In digits	In words
1.	Veg. Sandwich	4 slices	Self made		
2.	Cheese Sandwich	4 slices	Self made		
3.	Bread & Butter	4 Bread Slices	Self made		
4.	Samosa	Standard size	Self made		
5.	Aloo Patties	Standard size	Self made		
6.	Paneer Patties	Standard size	Self made		
7.	Bread Pakoda (stuffed potato)	Standard size	Self made		
8.	Bread Pakoda (stuffed paneer)		Self made		
9.	Vegetable Roll	150 gm	Self made		
10.	French Fries	100 gm	Self made		
	Tea, Coffee and Milk				
11.	Tea	100 ml	Self made		
12.	Lemon Tea	100 ml	Self made		
13.	Green Tea	100 ml	Self made		
14.	Ice Tea	100 ml	Self made		
15.	Hot Coffee	100 ml	Self made		
16.	Cold Coffee	100 ml	Self made		
17.	Milk	250 ml	Branded		
	Fresh JUICE				
18.	Mausambi	200 ml	Branded		
19.	Orange	200 ml	Branded		
20.	Pineapple	200 ml	Branded		
21.	Apple	200 ml	Branded		
22.	Buransh	200 ml	Branded		
23.	Malta	200 ml	Branded		
	Fresh Shakes				
24.	Pineapple	200 ml	Branded		
25.	Banana	200 ml	Branded		
26.	Badam	200 ml	Branded		
27.	Mango	200 ml	Branded		
28.	Lychee	200 ml	Branded		
29.	Chocolate	200 ml	Branded		
30.	Lemon Water	200 ml	Branded		
31.	Cold Drinks (all brands and size available in the market)	MRP	Branded		
32.	Fruit Juice (Branded and Packed)	MRP	Branded		
33.	Mineral Water (standard)/packaged 1 lit./ 500 ml/ 250 ml/ 100 ml	MRP	Branded		
34.	Lassi (Sweet or Salted)	200 ml	Self Made		

35.	Ice Cream		Branded		
36.	Biscuits		Branded		
37.	Stuffed Parantha	Medium Size	Self made		
38.	Parantha Aaloo	Medium Size	Self made		
39.	Parantha Paneer	Medium Size	Self made		
40.	Rice with Rajma/Kadhi/Dal	Quarter plate	Self made		
41.	Fresh Fruit Chat	200 gm	Self made		
42.	Any other Item offered (mention with rate)				

Note: Please add row(s) for any other/ additional item as per requirements in any of the above category.

BREAK FAST	High Tea:	LUNCH (NORMAL THALI)	LUNCH (SPECIAL THALI)
Parantha 2 Nos. / Puri 4 Nos. Aaloo Sabji/Dahi and Achar	Pakoda (Mix and Paneer): 100 gm, Sandwich 01 Pc, Tea/Coffee 01 Cup, Biscuits (good quality/ branded): 2 Pcs	Kadhi/Sag/Dal/Rajma, Dry Veg., Rice (Quarter Plate) 06 Puris/04 Chapatis, Pickle & Salad	Dal Rajma/Dal Makhani/Dal Fry/Kadi Rice (Quarter Plate) 06 puris/04 chapatis/ Mix Veg/Seasonal Veg./ Paneer (Palak/Mushroom/Shahi/ Kadhai)/ Curd/Raita Gulab Jamun/ Rasgulla/ Halwa/ Ice Cream Pickle, Papad & Salad
Quoted Price (Rs):	Quoted Price (Rs):	Quoted Price (Rs):	Quoted Price (Rs):
In Digit:	In Digit:	In Digit:	In Digit:
In Words:	In Words:	In Words:	In Words:

Note: Please add Column(s) for any other/ additional item as per requirements in any of the above category.

Special Note: Pickle, sauce, green chatni, disposable plates/glass etc. and all crockery/ cups/ glasses/ serving bowls/ plates required to be provided along with the above items and purified and potable water will be provided by the bidding firm/contractor at his/ her cost i.e. free of cost to users/ consumers of "College Cafeteria".

Signature of the Bidder/ Contractor: _____

Name: _____

Designation: _____

Address: _____

Mobile No. _____

Seal/ Stamp: