



GOVERNMENT GENERAL DEGREE COLLEGE, TEHATTA
OFFICE OF THE PRINCIPAL
HIGHER EDUCATION DEPARTMENT
GOVERNMENT OF WEST BENGAL

AT: TEHATTA; P.O: TEHATTA; DIST: NADIA; PIN CODE: 741160; WB, INDIA. Email:tehattagovtcollege@gmail.com
(AFFILIATED TO UNIVERSITY OF KALYANI)

Memo No. - 96/TGC/2023-24

Date: 24.07.2023

SEALED TENDERS addressed to the **Principal/ Officer-in-Charge, Govt. General Degree College, Tehatta, Nadia, West Bengal** are invited from for opening and running the canteen in the college premises for the academic year 2023-24. Prescribed tender form containing terms and conditions is available on the college website. The application in a sealed cover should be marked "**TENDER FOR RUNNING THE CANTEEN**". The approved bidder will have to undertake to comply all terms and conditions mentioned in the contract.

Tenders will be accepted in the college office on all working days between **10.30 a.m. to 4 p.m. upto 04/08/2023.**

Selection of the L1 bidder/contractor will be on the basis of minimum rate chart of the food items submitted by the bidder/contractor

Minimum Information to be provided in the Tender Application (The Application Form is attached herewith)


1. Name of the contractor
2. Address with address proof
3. Registration/ License No (if available attach documents).
4. Man Power resources available
5. Name of your Banker with address (attach documents).
6. Relevant Experience (if available attach documents).
7. PAN No (if available, attach documents).
8. GST No. (if available, attach documents)

The contractor must submit (along with the Application form):

1. Signed statement of the Minimum information as provided in this notice.
2. Copy of Registration/ License (if available attach documents).
3. PAN Card (if available attach documents).
4. Experience Certificate (if available attach documents).
5. Duly signed tender form.
6. Address proof (Voter Card/Aadhar, attach documents)

The undersigned reserves the right to accept or reject any or all Quotations without assigning the reasons thereof.




Officer-in-Charge
Govt. General Degree College, Tehatta
Officer-in-charge
Govt. Gen. Degree College, Tehatta
Nadia-741160

Terms & Conditions- Canteen Tender

1. The License shall be for a period of three years effective from the date of taking over the possession.
2. The contract can be renewed for further period of duration subject to service satisfaction of the college authority and on the basis of mutual agreement between the College Principal and Contractor.
3. The licensee shall have no right to sub-let, assign or authorize any other person to run the canteen.
4. The licensee shall be responsible for the maintenance of canteen in an absolute clean and hygienic condition.
5. The licensee must not use stuffs which are hazardous for environment.
6. The Licensee shall have no right on the open space adjoining the canteen.
7. The licensee shall be deemed to be in the exclusive occupation of the licensed premises and licensor will have the right to enter upon the premises at any time during working hours to inspect the canteen premises.
8. The quality of raw material/vegetables to be used by the contractor should be good/fresh quality.
9. The quality of food/services provided will be checked from time to time and if found unsatisfactory the license may be cancelled at any time by the licensor without furnishing any notice. The college reserves the right to impose a fine if deemed necessary.
10. Licensee may please note operation of readymade/machine/dispenser tea/coffee and snack counter in the college.
11. The crockery and the cooking utensils etc. shall always be maintained in good condition and should also be of good quality.
12. All the engaged employees of licensee will wear proper uniform whether they work in kitchen or provide room service and the uniform will be provided by the licensee.
13. The canteen premises will not be used for residential purpose. No worker or person will be allowed to stay/work in the night in the canteen. No bathing and washing of cloths etc. will be allowed by the workers.
14. The conduct/characters/antecedents and proper bonafide of the workers in the canteen shall be solely responsibility of the Canteen contractor. However, the licensee should provide the necessary details of all its employees (permanent/temporary/casual) to the college.
15. The licensee shall provide photo I-Cards to its worker whether they work inside of canteen or provide room service.
16. The contractor shall not employ child labour. It shall be sole responsibility of the contractor if he is served any legal notice or financial damages for infusing the part norms.
17. The licensee should maintain punctuality in providing the service at any cost. The licensee will also have to make special arrangement for breakfast/lunch/dinner in the seminars and meetings as and when required.
18. The licensee shall maintain the licensed premises in good condition and shall not cause any damage thereto. If any damage is caused to the premises by the licensee or his workers, employees or suppliers the same shall be repaired by the licensee at your own cost of either by rectifying the damage or by paying cash compensation as may be determined by the licensor.
19. The licensed premises shall be used only for carrying on the business of canteen and form no other purpose.
20. The licensee shall not cause any nuisance, annoyance to the students and staff or store any hazardous goods in the premises.
21. The licensee shall not use electric heater or any other heavy duty electrical appliances without the permission of licensor.
22. The licensee will install fire fighting equipment in the kitchen as per Fire Regulation and keep the premises harmless and indemnified against any damage arising on account of fire, theft or negligence on the part of the licensee or his staff to any property or staff such loss or damage shall be made good at the cost of licensee.

Gopal Mandal


Officer-in-charge
Govt. Gen. Degree College, Tehatta
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23. Any employee of the licensee will not be allowed to sell cigarettes, liquor and other related items made of tobacco/alcohol etc. in the canteen premises.
24. The licensee shall not carry out any addition or alteration or structural repairs in the said premises. Only such alteration of addition or repairs which are necessary and are not of permanent nature may be allowed to be carried out by the licensee but that also with the prior approval/permission of the licensor.
25. The canteen timing shall from 8:00 am to 5:00 pm on all working days.
26. The decision of licensor/College Authorities in the matter relating to the canteen shall be final and binding on the licensee.
27. The licensor or canteen committee of the college will inspect the canteen at any time so as to verify the hygienic conditions being observed by the licensee.
28. That the contract and/or extended contract shall be terminated by the Principal by giving a notice of one month time if the work of the contractor is not satisfactory or he commits a breach of one or more of the terms of the agreement.
29. The licensee will not be allowed to add any item other than mentioned in the tender document. If Licensee desires to add any item in the list, he must have to seek the permission of the College including the items and their rates.
30. The licensee would strictly follow the rate chart provided at the time of contract. The contractor must post the food chart clearly mentioning the proper price inside the canteen and it must be visible to the students, teachers and other staffs of the college.
31. The licensee will have to give two months notice before leaving the contract.
32. On the expiry of the said term or period of license or earlier termination thereof, the licensee shall hand over peacefully the vacant possession of the licensed premises to the licensor in the same condition in which the premises now exist subject to normal wear and tear. The licensee's occupation of the premises after such termination will be deemed to be that of a trespasser and he shall further be liable to pay damages.

Gopal Mandal

Convenor, Canteen Committee
Govt. General Degree College, Tehatta

[Handwritten Signature]

Principal/Officer-in-Charge
Govt. General Degree College, Tehatta

Officer-in-charge
Govt.Gen.Degree College, Tehatta
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APPLICATION FORM FOR TENDER FOR THE PURPOSE OF OPENING CANTEEN AT GOVT. GENERAL DEGREE COLLEGE, TEHATTA

1. Name of the contractor:
2. Address with Contact No (attach address proof like VOTER CARD/AADHAR):
3. Registration/ License No (if available attach documents).
4. GST No (if available attach documents).
5. PAN No (if available attach documents).
6. Man Power resources available:
7. Name of your Banker with address (attach 1st page of bank pass book):
8. Availability of the following equipments:
a) Refrigerator – Yes/ No b) Microwave Oven – Yes/ No
8. Relevant Experience (if any) :

Signature of the Contractor (With Date)

I have read all the term and conditions laid down in tender documents and I will abide by them. In future also, if any directions will be given by the college authority, will be followed and is further added that no criminal case is pending against me and my firm had not black listed from any Government/ Semi-Government Organization. I will be fully responsible for the quality of the food supplied/ service provided by me.

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Signature with Date

Name and address of the Contractor: _____

Phone No.: _____

List of Food Items

Sl. No.	Items/ Brand	Quantity	Measure Weight	Rates
1	Tea/ Lemon Tea	1 cup	100 ml	
2	Coffee	1 cup	100 ml	
3	Soft drinks	200 ml/ 300 ml/ 500 ml		
4	Curd	1 plate	100 gm	
5	Fruit juice	1 glass	200 ml	
6	Ice cream	1 cup		
7	Mineral water (Bisleri/ Aquafina/ Kinley)	1 piece	01 litre	
8	Biscuits	1 piece		
9	Cake	1 piece		
10	Butter Toast	2 slice	50 gm	
11	Samosa	1 piece	100 gm	
12	Kachori	2 pieces	50 gm	
13	Bread pakora	1 piece	100 gm	
14	Paneer pakora	1 piece	50 gm	
15	Chicken pakora	1 piece		
16	Vegetable patty	1 piece	50 gm	
17	Paneer Patty	1 piece	50 gm	
18	Ghugni	1 plate	150 gm	
19	Chowmein	01 plate	Egg/ Chicken/ Veg	
20	Bread Omlete	01 plate	Single Egg/ Double Egg	
21	Plain Omlete	1 plate	Single Egg/ Double Egg	
22	Pastry	1 piece	100 gm	
23	Veg sandwich	1 piece	100 gm	
24	Chicken Sandwich	1 piece	100 gm	
25	Alu chop	1 piece		
26	Vegetable chop	1 piece		
27	Jalebi	1 piece		
28	Laddu	1 piece		
29	Egg roll	1piece		
30	Chicken roll	1piece		
31	Paneer roll	1 piece		
32	Mughlai	1 piece		
33	Jhalmuri		100 gm	
34	Maggie	1 plate		
35	Banana	1 piece		
36	Bhujia	1 pack		
37	Sonpapri	1 piece		
38	Chire bhaja	1 pack		
39	Doi chire	1 plate	100 gm	
40	Roti	1 piece		
41	Plain paratha	1 piece	50 gm	
42	Plain rice	1 plate	150 gm	
43	Plain Nun	1 piece	100 gm	
44	Butter Nun	1 piece	100 gm	
45	Kulcha	1 piece	100 gm	
46	Lunch Veg Thali containing: Plain rice 01 plate, Daal, Aloo Bhaji, Sabji, Chatni	1 Thali		
47	Lunch Chicken Thali containing: Plain rice 1 plate, Daal, Aloo Bhaji, Sabji, Chicken 2 pieces, Chatni	01 thali		

48	Lunch Mutton Thali containing: Plain rice 1 plate, Daal, Aloo Bhaji, Sabji, Mutton 2 pieces Chatni	01 thali		
49	Veg Biryani	01 plate		
50	Chicken Biryani	01 plate		
51	Mutton Biryani	01 plate		
52	Egg fried rice	1 full plate/ half plate		
53	Chicken fried rice	1 full plate/ half plate		
54	Mixed fried rice	1 full plate/ half plate		
55	Aloo Posto	1 plate	150 gm	
56	Sukto	1 plate	150 gm	
57	Alur Dam	1 plate	150 gm	
58	Mixed Veg	1 Plate	150 gm	
59	Puri- sabji	4 Pieces		

Signature of the Contractor (With Date)