

Ref. No. 2026_DU_924898

Dated: 04.09.2026

**BHAGINI NIVEDITACOLLEGE (UNIVERSITY OF DELHI)
KAIR DELHI**

TENDER NOTICE FOR PROVIDING CANTEEN SERVICES

1. E-Tenders are invited under Two-Bid system from reputed agencies, either by themselves or as a joint venture/consortium/partnership having proven capacity for providing Canteen Services in Bhagini Nivedita College. The contract shall be initially made for a period of **One Year** extendable up to **5 years** subject to satisfactory performance, requirement and mutual agreement. **Manual bids shall not be accepted.**

Document Download: Tender documents may be downloaded from College/University of Delhi website (for reference only) or CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule. **CRITICAL DATES** are given on next page.

**Prof. Ruby Mishra
(OSD-Principal)**

2. CRITICAL DATES

	<u>DATE</u>
Published Date	04-09-2026
Bid Document Download	04-09-2026
Bid Submission Start Date	04-09-2026
Bid Submission End Date	10-09-2026
Technical Bid Opening Date	11-09-2026
Financial Bid Opening date	14-09-2026

**3. Bid Submission: Bids shall be submitted online only at CPPP website:
<https://eprocure.gov.in/eprocure/app>**

Bidders are advised to follow the 'Special Instructions to the Contractors/Bidders for the e-submission of the bids online' available through the Link:

<https://eprocure.gov.in/eprocure/app>

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. Tenderer who has downloaded the tender from the college website <https://bhagininivedita.du.ac.in> and Central Public Procurement Portal (CPPP) website <https://eprocure.gov.in/eprocure/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be black listed from doing business with the Bhagini Nivedita College, University of Delhi.

6. Intending tenderers are advised to keep checking the college website <https://bhagininivedita.du.ac.in> and CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum / addendum/ amendment.
7. Bid Security/EMD Payment: Earnest Money Deposit of Rs. **30,000 (Rupees Thirty Thousand Only)** in the form of Demand Draft in favor of Principal, Bhagini Nivedita College, University of Delhi, Kair Village, New Delhi -110043 or may be transferred to the College Account. The College Bank details are **Bank Name: - Central Bank of India, Bank Account No. – 1159659250, Bank Beneficiary Name: - Principal Bhagini Nivedita College, Bank IFS Code: - CBIN0282120, Bank Branch Name: - Mitraw, New Delhi-110 043.** The bidder shall submit the EMD/ UTR No of RTGS/NEFT with the college in case of payment through Demand Draft or RTGS upload the receipt of the same with the online bid. EMD of unsuccessful bidders will be returned to them after expiry of the final bid validity i.e. latest by 30th day after the award of the contract.
8. Bids (Technical) will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid the results of their qualification as well as Financial-Bid opening will be published on CPP Portal.
9. Performance Security Deposit of Rs. **30,000 (Rupees Thirty Thousand Only)** shall be deposited by the successful bidder. The same shall be returned to the firm after successful and satisfactory completion of the work for the contracted tenure. The College shall not bear any interest. The college shall reserve the right to forfeit the Performance Security Deposit in case of the firm failing to meet its obligations under the contract terms and conditions.

Technical Bid

The following documents are to be furnished by the Contractor along with **Technical Bid** as per the tender document:

- i) Signed and scanned copy of proof for payment of Earnest Money Deposit. Only Scan and submit the proof.
- ii) Signed and Scanned copy Certificates like Company Registration certificate, PAN No, GST No. etc.
- iii) Signed and Scanned Copy of **Tender Acceptance Letter & Letter of authorization to submit bid.**
- iv) An undertaking (self-certificate) that the **agency hasn't been blacklisted** by a Central / State/UT Government organization.
- v) The bidder has Experience in similar work, if any please attach.
- vi) Income Tax Return of previous 3 financial years (i.e. 2022-23, 2023-24 & 2024-25) to be submitted.
- vii) Signed and scanned copy of FSSAI License.
- viii) Undertaking of Criminal Record & copy of Police Verification Record.
- ix) Fresher can also apply.
- x) Please also submit a hard copy in a sealed envelope to the college. This is mandatory.

10. Scope of work / location:

- a. Running and operation of Canteen/Cafeteria including indoor and outdoor Hospitality services as & when required for Bhagini Nivedita College, University of Delhi for about 2000 (approx.) students & Staff.
- b. Hospitality arrangements, to order, like Tea/Coffee/Soft Drinks/Snacks/Lunch (packed) Catering to all the Offices (i.e. on all the floors) of the college and also provide the service and Buffet Lunch/Dinner/Tea for various academic and Cultural Activities, Festivals, Seminars, Symposiums, Conferences, Training Programs, Press Conferences, Statutory Bodies Meetings, Annual Day Convocation, Teachers Day, official gatherings and any other function. In addition to this arrangement are also required for examination and admission/counseling etc. as informed by the university from time to time.
- c. The tenderers are advised to visit the canteen before participating. The tenderer should assess the volume of business themselves. Bhagini Nivedita College will not guarantee any minimum / maximum business.

11. TERMS AND CONDITIONS

1. Tenure & Eligibility

- a. The bidder should have minimum **three years'** experience of running the canteen in Govt. Institutions, University Department /College, Govt. hospitals and reputed institutions. The relevant paper in regard of experience should be attached along with tender. The contract will be up to 1 year from the date of signing the agreement.
- b. The Contract can be renewed for further period, duration of which would be determined by mutual agreement and terms and conditions which may be agreed upon by the College principal and Contractor but not more than 05 years.
- c. The bidder must have a valid FSSAI license to sell or deal in food products. The bidder must follow the general hygienic and sanitary practices (GHSP) as stipulated in Part V of Schedule IV of FSS (Licensing and Registration of Food Businesses) Regulations, 2011. The final decision regarding awarding of canteen tender shall be taken after the assessment of products with respect to quality and serving size and interview with the contractor before recommendation by the committee. Contractor having experience of running the canteen in Delhi University Colleges/Govt departments/PSUs will be given weightage. Preference shall be given to woman entrepreneur.
- d. The contractor's firm must not have been blacklisted ever in the past and must not have been penalized for not meeting the provision of Food Adulteration Act, 1954 which is now FSSAI. If any contractor worked previously in Bhagini Nivedita College canteen found not fulfilling the terms and conditions/or had lot of complaints of any issues like hygiene/cleanliness/ stale food/not meeting the services standard shall not be allowed to fill in tender for the next three years.

- e. The contractor shall abide by all the prevailing laws for running of canteen/cafeteria and shall do all the necessary formalities of obtaining licenses/permission etc. on his own. The college shall not take any responsibility for any legal provisions not met by the contractor and on account of this the contractor shall solely be responsible.
- f. The contractor shall ensure to adhere to applicable Labor Laws and Minimum Wages Act.
- g. Vendor is also required to open snacks, Tea Kiosk & Run and maintain staff room pantry.
- h. Appropriate agreement on non-judicial stamp of Rs.100/-shall be drawn with college, accepting all terms and conditions.
- i. **Criminal Antecedents:**

“Bidders having criminal antecedents or criminal record, including any conviction for a criminal offence or any criminal proceedings pending against them, shall be considered ineligible to participate in the tender process. Each bidder shall furnish a declaration to this effect along with the bid. If any such information is concealed, suppressed or misrepresented, or if any criminal antecedents, conviction or pending criminal proceedings come to light subsequently, the bid/contract shall be liable to rejection/cancellation/termination, as applicable. The bidder shall also be debarred from participating in future tender processes of the College.”

2. License fee and other Charges

- a. The licensee shall obtain a certificate/permission from the MCD/ Delhi Government/ Delhi Police for running the canteen within the college premises.
- b. The Licensee shall pay to the licensor a sum of Rs. 3,000.00 per month as license fee in advance for each month on or before 7th day of each month and pay three months license fee in advance at the time of taking over the possession. The Advance license fee will be returned back along with Security Money on the expiry of the contract or its earlier termination after adjusting the damages, if any, caused by carelessness or negligence.
 - i. Electricity charges-actual basis as per sub-meter reading.
 - ii. Water Charges- Rs.500/-per month, paid in advance in two six monthly instalments.
 - iii. Security amount (Refundable) - **Rs. 30,000 (Rupees Thirty Thousand only)**. No interest on security deposit is payable.
 - iv. Monthly rent of Rs. 2000/-for canteen premise shall be paid in advance in two six- monthly instalments.
- c. The Licensee shall have to pay the late payment charges @ Rs.100.00 per day, or maximum of Rs.2000/- per month for the payment of the license fee, electricity and water charges.

- d. The contractor shall be responsible for the payment of GST on eatables if applicable to the concerned tax departments, and should provide a duplicate copy of the tax receipt to the college.
- e. Appropriate agreement on non-judicial stamp of Rs.100/-shall be drawn with college, accepting all terms and conditions. In the event of delay in deposit of monthly Rent/Electricity/water charges, interest @10%per month shall be levied on contractor.
- f. The security earnest money, advance rent may be forfeited, adjusted in case the standard of cleanliness, quality of products and services are not maintained up to mark and in the case of non-payments of office dues.
- g. The successful vendor shall be responsible for maintenance of canteen and its infrastructure at his own expenditure. He will also bear the charges of all other repairs relating to equipment's, electrical, plumbing, fixtures etc., if required.
- h. College will not undertake any responsibility for credit sales to students, visitors or any staff members or any losses incurred by contractor due to such practices or pilferage or whatsoever.

2. **Service**

- a. The contractor will be required to provide service in the canteen premises and also in various rooms of the College such as the Principal's office, Staff Room, College Library, AO's Room, Administration Room, Accounts Room and other departmental Rooms. The service would be free of cost and on approved rates for item listed in Appendix 'A'.
- b. At least one sweet and three salty items (Samosa, Vada, Pakora, Chowmein etc.) will be prepared daily, but the menu would be prepared according to the College from time to time. The contractor should change menu for lunch every week.
- c. Materials used for cooking purpose tea, coffee, spices, food, vegetable etc. should be of good quality and before expiry date.
- d. Cups /glasses/plates made of thermocol or plastic shall not be used/supplied in the canteen. Only steel plates, spoons or biodegradable plates to be used. Crockery for official gatherings to cater to guests shall be maintained separately by the vendor, so as to make decent presentation each time
- e. The contractor will take all necessary precautions against fire hazards.
- f. The rate list and menu as approved by the College should be displayed clearly daily. The approved rates of food items as accepted by the college shall not be increased by the contractor. Similarly, no other/ new item shall be sold by the contractor outside the approved list without the permission of the college. The contractor will not be allowed to add any item other than mentioned in the tender document. If vendor desires to add any item in the list, he must have to seek permission of the college including the items and its rates.
- g. The Competent Authority of the college has the right to visit periodically, or have surprise visits to check the quality of food, services, cleanliness of the canteen and report to the principal. If required feedback from the users could be obtained anytime. The Convener and members of canteen committee/Administrative Officer/SO or any other staff as deputed by the principal can inspect the canteen

any time to check the quality of food preparation, hygiene conditions, his staff conduct etc.

- h. The contractor shall not sub contract the running of canteen to any other party. No other commercial activity shall be undertaken in the College canteen premises.
- i. The contractor shall be subjected to the regulation of labor laws and shall furnish the following documents in respect of the individuals who will be deployed by the contractor before the commencement of work. (a) List of manpower to be deployed by the contractor containing full particulars like: - date of birth, local address, permanent address, contact details, marital and educational status etc. with photo. Any change in the staff shall be reported immediately to college and relevant proof of identification shall have to be submitted again. The contractor shall be solely responsible for the conduct /behavior of his employed staff during the course of work. The contractor shall solely be accountable for any mishappening or undesirable incidence on account of the conduct of the staff employed by him. (b) Police verification of manpower by local police authority should be submitted before commencement of work. (c) The staff of the contractor shall abide by the instructions issued by the college authorities from time to time and their movement in the college shall be restricted. (d)The contractor shall ensure his staffs health and periodic health checkups of the staff to be conducted and medical report to be submitted in the institution. The contractor shall not permit the staff who is suffering from communicable diseases like cough /cold/ fever/ diarrhea/ boils /skin allergies etc in handling of food items.
- j. The contractor will be required to ensure that all his employees/workers are paid wages as per the Minimum Wages rate notification by the Government of Delhi. Any complaint will treat as breach of contract.
- k. The contractor shall not employ child labor as per statutory rules of Govt of India.
- l. The contractor should maintain punctuality in providing the service. The contractor will also make special arrangements for Lunch/ dinner in seminars, meeting, functions, parties, picnics, farewell etc. whenever he is asked to do so.
- m. The contractor will be required to arrange sufficient equipment, crockery, infrastructure like Tables, Chairs, chimney etc. in order to ensure proper and efficient services.
- n. The licensee shall not cause any nuisance, annoyance to the students and staff .
- o. The licensee shall not use electric heater or any other heavy duty electrical appliances without the permission of the Authority.
- p. 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 prior permission of the Authority including the items, and their rates.
- q. The contractor shall have to provide “Complaint and Suggestion Book” and the same shall be made available to anyone who desires to record any complaint or suggestions. The same shall be submitted to the principal’s office /Convener Canteen Committee for inspection every month. The contractor needs to seriously review the complaints and rectify the issues.
- r. The contractor shall have to ensure that the agreement made by the college with any other party shall be enforceable upon him also. He shall have to ensure that

no competitive product is being sold in the canteen for which the college has undertaken separate and exclusive tie -up.

- s. All cashless payment options should also be available with the canteen like Paytm, google pay, phone pay, Bhim app or card and others.
- t. **In case of violation, strict legal action will be taken.**

4. Timings

- a. The canteen will function on all seven days of the week except gazette holidays.
- b. It will function from 7:30 AM to 6:00 PM and may change as per additional requirement. Timing could be flexible but with prior permission from the College Authority.
- c. The contractor shall not close the canteen without prior permission from the college. The canteen shall be operational from 8.00 am to 6.00 pm on all working days and shall remain open on Saturdays/Sundays/Vacations /Holidays as per the requirements of the college.

5. Hygiene and cleanliness:

- a. The contractor will have to make arrangement for cleanliness of canteen and its surroundings including sewerage to the satisfaction of the College. The contractor shall also be responsible for the safe and hygienic disposal of the canteen waste. The garbage bins should be covered always and away from the eating place. The contractor shall have to make his own arrangements to remove /dispose of garbage from the premise. In no situation college premise to be used as dumping ground. The contractor has to ensure that the garbage is not scattered in the premise and shall have to make suitable arrangements with dustbins. Cleaning of dustbins shall be ensured by the contractor and his staff. The contractor shall provide color coded dustbins for recyclable waste/ wet waste in sufficient numbers. he shall be solely responsible to maintain these bins. Penalties will be levied for first offence of Rs. 5000/-, second offence Rs. 10000/- and will be multiples in the same ratio for further offence.
- b. The contractor shall arrange the items i.e. crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking stove etc. and maintained the said items and proper and hygienic conditions.
- c. The contractor has to ensure hygiene the cleanliness of the dress worn by the employee during the time of the serving in the canteen as well as in rooms/staff rooms. They should wear photo I-card and should carry clean duster with them always.
- d. The kitchen area and canteen premise shall be maintained with best of hygiene and cleanliness standard.
- e. The contractor has to ensure and take appropriate precautions to maintain good quality of food. In no case, he shall be selling stale/ old/ expired items. The contractor shall ensure proper and appropriate storage of perishable and semi perishable items. He will be responsible for proper storage of food material.

- f. The contractor must not use /store any hazardous chemicals/dangerous elements/banned or expired products in the canteen which may pose threat to health and safety of stakeholders of the institute.
- g. The contractor shall use good quality branded cooking medium and should ensure that only standard material/ingredients for cooking and serving are used. No local/sub -standard material/ ingredients shall be allowed. Contractor to ensure proper disposal of used cooking medium as per government guidelines. In no condition cooking mediums to be disposed in drains. This will lead to penalization.
- h. The contractor and his staff shall not use the canteen/ college premises for residential purposes nor for any commercial activities.

6. Canteen Employees:

- a. The contractor shall be subject to the regulation of labor laws of Delhi/Central Government and shall furnish the following documents in respect of the individuals who will be deployed by the contractor before the commencement of work:
 - (1) List of manpower to be deployed by the contractor containing full particulars like:
 - copy of Aadhar card and two passport size photographs, date of birth, local address, permanent address, contact details, marital and educational status etc. with photo. Any change in the staff shall be reported immediately to college and relevant proof of identification shall have to be submitted again. The contractor shall be solely responsible for the conduct /behavior of his employed staff during the course of work. The contractor shall solely be accountable for any mishappening or undesirable incidence on account of the conduct of the staff employed by him.
 - (2) Police verification of manpower by local police authority should be submitted before commencement of work.
 - (3) The staff of the contractor shall abide by the instructions issued by the college authorities from time to time and their movement in the college shall be restricted.
 - (4) The contractor shall not permit the staff who is suffering from communicable diseases like cough /cold/ fever/ diarrhea/ boils /skin allergies etc. in handling of food items.
- b. The contractor will be required to ensure that all his employees/workers are paid wages as per the Minimum Wages rate notification by the Government of Delhi. Any complaint will treat as breach of contract.
- c. The contractor shall not employ child labor as per statutory rules of Govt of India.
- d. The contractor shall be under the discipline of the College and follow the instructions issued from time to time. The Contractor shall in no case disturb the working of the College. The employees would remain decent and courteous. Any of his employees indulging in any act of indiscipline, misbehavior or violent act(s) or abets others in doing so, and if it is prima facie proved, then contractor shall remove the employee concerned from the premises immediately on receipt of verbal or written communication from the authorities of the College.

- e. The contractor shall be solely responsible for any loss, damage, theft etc. occurring in canteen and no compensation shall be made by the college. The college will have the right to recover any sum or to forfeit the performance security in case of any loss due to negligence or theft by the persons deployed by the contractor/his suppliers or breach of any terms and condition of this tender.
- f. The contractor shall ensure that the canteen staff employed by him wears appropriate and clean uniform with clean disposable gloves, head cover and apron etc. whether they work in kitchen or provide room service. The uniform will be provided by the contractor. The contractor shall have to take all the measures to maintain good hygiene standards during the preparation and serving of food items.
- g. Only a two requisite staff of canteen contractor will be allowed to stay in the canteen after working hours (under special circumstances) with prior permission of the Authority and no unauthorized person shall be allowed to stay in the canteen.
- h. Proper Police verification of person deputed by Contractor shall be done.
- i. All rules & Regulation is a legal requirement for employment of labour, obtaining licensee for running of college canteen is the responsibility of contractor.
- j. Any Dispute/Litigation is subject to Delhi Jurisdiction.
- k. Any Terms & Conditions not covered in the agreement will be decided by the principal & decision on the same will be final & binding.

7. Utilization of canteen premises

- a. The possession of the premises will always be that of Bhagini Nivedita College even when the premises would be in use of the contractor.
- b. The contractor shall have no right to sub-let, assign the licensee in any manner to any third party or authorize any other person to run the canteen once it has been formally awarded to them.
- c. The contractor is responsible to maintain the infrastructure facilities provided by the College such as sitting space, fans, electrical fittings, sanitary fittings, water cooler etc.
- d. No employee/student/outsideers will be allowed to smoke or consume alcohol/banned or abused drugs in the canteen. The contractor shall not keep or sell any tobacco products or any hard drinks, other health hazard articles.
- e. The Licensee shall have no right on the open space adjoining the canteen.
- f. The Licensee shall be deemed to be in the exclusive occupation of the licensed premise and licensor will have the right to enter upon the premise any time to inspect the canteen premises.
- g. 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 cloth etc. will be allowed by the workers in open area of college.
- h. The Licensed premises shall be used only for carrying on the business of canteen and for no other purpose.
- i. The license 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 license but that also with the prior approval/permission of the licensor.

- j. The contractor should ensure all safety measures while running and operating the BHAGINI NIVEDITA COLLEGE CANTEEN. This includes necessary safety measures and precautions against fire hazards. The contractor will install the fire extinguishers in the kitchen as per regulation and keep the premise safe and harmless against any damage arising on account of fire. Any loss or damage shall be made good at the cost of the contractor.

8. Termination of the contract:

- a. The quality of food/services provided will be checked from time to time and if found unsatisfactory the license may be canceled at any time by the licensor without furnishing any notice. The College reserves the right to impose a fine if deemed necessary. Maximum amount of fine is to be mentioned
- b. The decision of licensor/College Authorities in the matter relating to the canteen shall be final and binding on the licensee.
- c. In case of Termination of contract, contractor shall handover possession of canteen premises immediately and no claim of any type from the contractor shall be entertained.
- d. The College reserves the right to terminate the canteen contract at any time after getting recommendation of committee constituted by the competent Authority of the College against any serious complaint(s) regarding the performance/maintenance of the canteen. The decision of the College in this regard shall be final.
- e. The contract may be terminated by giving one month's notice by the college. However, in case of gross misconduct/negligence/noncompliance of orders requiring immediate action, Principal shall have the rights to revoke the contract immediately without any notice.
- f. The Vendor will have to give two months' notice before leaving the contract. If the contractor seeks termination of the contract in between the contract period his security deposits would be forfeited and if the College does so then the security deposit would be refunded to the contractor.
- g. If the contract is terminated by the contractor without giving stipulated period of notice or fails to observe the terms and conditions of the tender, the performance security will be forfeited without prejudice to the management's right to proceed against the contractor for any additional damages that the institute suffers as a result of the breach of the aforesaid terms and conditions.
- h. After the termination /expiry of the contract, all the belongings of the college shall be handed over peacefully to the college and vacate all his belongings. He will the canteen premise in the same condition in which the premise exist. The contractor occupation of the premise after such termination will be deemed to be that of a trespasser and he shall be liable to pay damages.
- i. In case the contractor violates the terms & conditions of the contract, his/her contract would be cancelled without any notice.
- j. The College reserves the right to reject any or all the tenders without assigning any reason whatsoever and is not bound to accept the lowest rates of items "especially in case of quotations that appear unreasonably low, unreasonable, or inconsistent with prevailing market rates".

- k. BHAGINI NIVEDITA COLLEGE reserves the right to change any terms and conditions governing the operations of canteen as and when circumstances so warrant.
- k. The contractor shall abide by the contract with college pertaining of the canteen.
- l. Any dispute shall be subjected to the jurisdiction of courts situated in Delhi.
- m. After opening the tender, the canteen committee may visit the sites and may check the preparation of cooked items as specified by the tenderer in support of working experience.
- n. Successful tender shall execute the agreement on legal stamp paper of Rs. 100/- for running & operation of canteen of Bhagini Nivedita College, University of Delhi and accepted tender along with terms & conditions shall form the part of the agreement.

Award of Contract: -

1. Bhagini Nivedita College, University of Delhi will award the contract to the successful evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the bidding document.
2. Bhagini Nivedita College, University of Delhi will communicate the successful bidder by uploading the letter of offer on this website. This letter (hereinafter and in the condition of contract called the “Letter of Offer”) shall prescribe the amount which College will pay to the contractor in consideration of the execution of work/services by the contractor as prescribed in the contract.
3. The successful bidder will be required to execute an agreement in the form specified within a period of 15 days from the date of issue of Letter of Offer.
4. The successful bidder shall be required to furnish a Performance Security within 15 days of receipt of ‘Letter of Offer’ for an amount of 10% of the total bid value for the period of two years in the form of a Nationalized Commercial bank or Demand Draft in favor of “Principal, Bhagini Nivedita College” . The Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations. In case the contract period is extended further, the validity of Performance Security shall also be extended by the contractor accordingly.
5. Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient grounds or the annulment of the award and forfeiture of Bid Security.
6. If the successful bidder who has been awarded the contract fails to execute the work within one month from the date of award of contract, BHAGINI NIVEDITA COLLEGE, University of Delhi reserves the right to withdraw the award of contract offered to the bidder and his EMD/Performance Security will be forfeited.

Prof. Ruby Mishra
(OSD-Principal)

UNDERTAKING

I/We have read the terms and conditions of the tender clearly and I/We agree to abide by them fully. On the acceptance of the offer, I /We will run the canteen at Bhagini Nivedita College, University of Delhi in compliance with the terms and conditions thereof.

Signature of the Contractor

Name:

Address and Phone Number:

Email:

**UNDERTAKING REGARDING CRIMINAL RECORDS / CRIMINAL
ANTECEDENTS**

I/We, the undersigned, hereby declare and undertake that I/We, the Bidder/Proprietor/Partner/Authorized Representative of the firm/company participating in the College Canteen Tender, have no criminal antecedents or criminal record, including any conviction for a criminal offence, and that no criminal proceedings are pending against me/us before any court of law as on the date of submission of this bid.

I/We further undertake that all information furnished by me/us in this regard is true, complete and correct to the best of my/our knowledge and belief. I/We have not concealed, suppressed or misrepresented any material fact relating to any criminal case, conviction, criminal antecedent or pending criminal proceeding.

I/We understand and agree that if any information regarding criminal antecedents, conviction or pending criminal proceedings is found to have been concealed, suppressed or misrepresented, or if any such matter comes to light subsequently, the bid submitted by me/us shall be liable to rejection and, if the contract has already been awarded, the same shall be liable to cancellation/termination, as applicable, without prejudice to any other action that may be taken by the College under the applicable rules and terms of the tender.

I/We further acknowledge and agree that, in the event of such concealment, suppression, misrepresentation or subsequent discovery of any disqualifying criminal record/proceeding, I/We may be debarred from participating in future tender processes of the College for such period as may be determined by the competent authority.

This undertaking is submitted in connection with the tender for operation/management of the College Canteen and shall form an integral part of my/our bid.

Name of Bidder/Proprietor/Authorized Representative:

Name of Firm/Agency:

Address:

Contact No.: _____

Date: _____

Place: _____

Signature: _____

Seal of Firm/Agency: _____

Tender for Running Canteen in Premises of Bhagini Nivedita College, University of Delhi

I am submitting the tender for providing catering services for Bhagini Nivedita College canteen on contract basis as per details given below: -

1. Name of the Contractor:

2. Address:

Phone No: Mobile:

Resi:

Email:

3. Registration/License No. (If a co-operative society)

(Attach attested Photostat copy of license issued by the competent authority)

4. Details of contracts executed till date (in a separate sheet with proof) in the following format

<u>S. No.</u>	<u>Nature of Contracts</u>	<u>Period</u>	<u>Government/Educational/Private Institutions</u>
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I)

II)

5. S. No. Present Contracts in hand

Period

I)

II)

6. GST number _____

7. PAN no: _____

8. Man Power/Resources available:

9. Name of banker/s with address

Account No.

IFSC No:

10. Any other relevant information including information about conviction or pending cases under the Prevention of Food and Adulteration Act 1954

Name of Bidder: -**FINANCIAL BID (TO BE GIVEN ON FIRM/COMPANY LETTER HEAD)**

S. No.	Description (WEIGHT/MEASURE/VOLUME/PORTION)	Amount in Rs. (inclusive taxes)
	Snacks	
1 (a)	Butter Toast – 2 Slice (50 gms. each)	
(b)	Sandwiches (plain veg./Grilled) 2 pieces per piece 150gms	
(c)	Bread Omelet 2 pieces bread and 2 eggs	
2	Biscuits (Britannia/Parle/Priya Gold/Bourbon)	
3	Burger (125 gms.)	
4	Samosa with Green Chutney (Per Piece) (not less than 100gms)	
5	Kachori (two piece) +Aloo Sabzi (100 gms. each) / Green Chutney	
6	Aloo Pakora with chutney (150 gms.) per plate	
7	Palak Pakora with chutney (150 gms.) per plate	
8	Paneer Pakora with chutney (80 gms.) per piece	
9	Pyaz Pakora (150 gms.) per plate with chutney	
10	Bread Pakora (big bread stuffed) with chutney 100gms.	
11	Vegetable Upma per plate (150 gms.)	
12	(a)Vegetable Cutlets (2 pieces) per plate (150 gms.) (b) Chow mine Roll/ Veg. Roll/Paneer Roll (2 pieces) per plate (150 gms.) (c)Paneer Tikka/Soyabean Chaap/Malai Chaap per plate (200 gms.)	
13	Mix. Vegetable Pakora per plate (150 gms.)	
14	(a)Vegetable Petty per piece (100 gms.) (b) Paneer Petty per piece (150 gms.) (c) Wafers, Chocolates, Toffees etc. (only branded items)	
15	Macaroni/Pasta per plate (200 gms.)	
	SOUTH INDIAN	
16	Aloo Bonda and Vada Pao (100 gms.) per plate	
17	Sambar Vada with sambhar and coconut chutney (per plate-2 pc) (200 gms.)	
18	Idli Sambar with coconut chutney (per plate-2 pcs) (150 gms.)	
19	Masala Dosa with sambar & coconut chutney per plate (250 gms.)	
20	Onion Dosa with sambar & coconut chutney per plate (250 gms.)	

21	Plain Dosa with sambar & coconut chutney per plate (250 gms.)	
22	Uthappam with sambar & coconut chutney per plate (250 gms.)	
	NORTH INDIAN	
23	Pav Bhaji (2 pav pcs.) per plate (150 gms.)	
24	4 poories with aloo vegetable/Chana per plate (200 gms.)	
25	Choley Bhature (2 pieces) with salad and pickle per plate 250gms.	
26	Stuffed Paratha (Aloo/Ghobhi/Mix Veg/Paneer) per piece 125gms.	
	CHINESE	
27	Vegetable Chow Mein (Half) per plate (150gms.)	
28	Vegetable Chow Mein (full) per plate (300 gms.)	
29	Spring Roll per plate (100 gms.)	
30	Noodles per plate (200 gms.)	
31	Maggie/Yippee/Chings per plate (200 gms.)	
32	Veg Momos (4pieces) per plate 100gms.	
33	Fried Rice with Manchurian per plate (200gms.)	
34	Chilly potatoes per plate (150gms)	
35	Egg Fried Rice per plate (250 gms.)	
	CHAAT	
36	Dahi Vada 2 pieces per plate	
37	Kachori Sabzi 2 pieces per plate	
38	Sprouts/ Chaat (100 gms.) per plate	
39	Golgappe 5 pieces per plate	
40	Papri Chaat 6 pieces per plate	
41	Choley Kulche/Mattar Kulche per plate (200 gms.)	
42	Bhel Poori/Paani Poori/Sev Poori per plate (150 gms.)	
43	Aloo Tikki 2 pieces per plate	
	HEALTHY OPTIONS TO BE MADE AVAILABLE IN CANTEEN	
44	Chaach per glass (200 ml)	
45	Sprouts Salad per plate (150 gms)	
46	Boil Egg/ Omelet per plate (2 eggs)	
47	Matar Kulcha (2 pieces) with Salad per plate	
48	Moong Dal stuffed Chilla 1 per plate	
49	Multigrain Bread Butter/ Peanut Butter 2slices per plate	
50	Vegetable Poha per plate (150 gms)	
51	Vermicelli Upma per plate (150 gms)	
52	Buttered American Corn per plate (150 gms)	
53	Bhelpuri per plate (150 gms)	

54	Ragi Dosa Sada with Sambhar and Coconut chutney per plate (200 gms)	
55	Ragi Dosa Masala with Sambhar and Coconut chutney per plate (200 gms)	
56	Millet Noodles per plate (200 gms)	
	Drinks(Hot and Cold Beverages)	
57	Tea (per cup) (150ml.)	
58	Tea (dip) (150 ml.)	
59	Coffee (per cup) (150 ml.)	
60	Expresso Coffee (150 ml.)	
61	Soft Drink 200 ml/300 ml/500 ml (standard size bottles of standard brands)	
62	Coconut Water/Nimboo Paani(salty/sweet)/Lemonade (In Summers) per glass 200 ml.	
63	Soup (In Winters) per bowl 150 ml.	
64	Mineral water (200 ml./250 ml./500 ml./ 1 litre) (standard brands like Bisleri, Aquafina, Kinley etc.)	
65	Ice Tea per cup (200 ml.)	
66	Pulpy Orange (200 ml.)	
67	Cold Coffee per cup (200 ml.)	
68	Fruit Juice (Tetra Packs) Only branded & fresh juice 200ml. /350 ml.	
69	Fruit Shake/Juice (Fresh) small, medium, Large 150ml./250 ml. /500ml.	
70	Butter Milk/Chaach/Flavored Milk (Amul/Mother Dairy) Dairy) 200 ml per tetra pack /350ml per bottle	
	Lunch	
	Vegetables (per plate)/MINI MEALS/COMBO MEALS	
71	Aloo Tamator (per plate) (150 gms.)	
72	Aloo mattar (per plate) (150 gms.)	
73	Kadi (per plate) (150 gms.)	
74	Vegetable Kofta (per Plate) (150 gms.)	
75	Rajma (per plate) (150 gms.)	
76	Dal (per plate) (150 gms.)	
77	Seasonal dry vegetable (per plate) (150 gms.)_____	
78	Chana dry (per plate) (150 gms.)	
79	Rice with Choley/rajma/dal /Kadi per plate (350 gms.) =	
80	Mix Vegetable Pulao per plate (200gms.)	
81	Rice Plain per plate (150 gms.)	
82	5 puris/4 chapattis with Choley/Kadi/Dal/Rajma per plate (400 gms)	
83	2 plain Parathas with sabzi per plate (200 gms)	

84	2 stuffed Parathas (Aloo/Ghobhi/Paneer/Mix veg/Mooli)with pickle per plate (200 gms)	
85	2 Stuffed Kulchas/Naan with Raita and Dal Makhani/Choley and Pickle per plate (300 gms)	
86	Lunch Thali available between 12:00 p.m. to 3:00 p.m.	
a.	Kadi/dal/rajma/Choley (150 gms.)	
b.	Dry vegetable (100gms.)	
c.	Rice Plain per plate (150gms.)	
d.	5 Pooris/4 chapatis (150 gms.)	
e.	Naan/ Tandoori Roti/Tawa/Rumali Roti Roti/Roti/Lachha Paratha(150gms.)	
f.	Raita (100 gms.)	
g.	Pickle/Salad	
h.	Curd (Amul/ Mother Dairy) per plate 150 ml.	
87	EXECUTIVE THALI	
	Rajma/Choley/Dal with Seasonal Vegetable and Paneer Sabzi and Assorted Bread/Poori and Rice/Pulao with Dessert and Dahi/Raita and Salad and Pickle (PER THALI)	
88	ECONOMY THALI	
	Rajma/Choley/Dal with Seasonal Vegetable and Assorted Breads and Rice/Pulao and Salad and Pickle (PER THALI)	
89	HIGH TEA	
	Sandwich and Bakery biscuits and chips and one sweet and Tea/Coffee(per plate)	
90	Special Thali for meeting Lunch/Dinner for College Function	
91	Special Arrangements during Navratri	
	Sweets	
92	Gulab Jamun per plate (50 gms.)	
93	Dhokla per plate (100 gms.)	
94	Rasgulla per plate (50 gms.)	
95	Ice Cream (Amul/Mother Dairy/Kwality Walls) per serve 100 ml	
96	Seasonal Sweets-Gajjar Halwa per plate (100gms)	
97	Jalebi/Jalebi Rabri per plate (100 gms)	
98	Pastries/Cup-cakes per plate (100 gms)	

- All prices are inclusive of all applicable taxes (including GST).
- Branded/ Packed items shall not be more than MRP.

AGREEMENT

THIS AGREEMENT has been made on this day of at Delhi BETWEEN **Bhagini Nivedita College, University of Delhi** (hereinafter referred to as the college) through its Principal AND M/s..... Proprietor, hereinafter called the Contractor of the other part.

Whereas the Contractor approached the principal, through proper channel through the process of calling for tenders through e-procurement on CPP Portal and having the maximum experience of having worked in Government of India departments, the decision to grant him a permission for running the Canteen located within the premises of Bhagini Nivedita College.

And whereas the principal, after following the due procedure, has agreed to provide the said Contractor for running the Canteen on the terms and conditions hereinafter set out:

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS: -

1. The principal hereby grants a permission unto the Contractor to run the Canteen. The contract for the Canteen of Bhagini Nivedita College shall be for a period of 01 Year w.e.f. To The contract shall come to an end on the expiry of 12 months and no separate notice will be served or required on either side. It is understood that the Contractor will provide all services agreed upon for the entire period of the contract, not discontinue the same in the middle of the semester or course.
2. The Contractor shall serve food items strictly as per this agreement (sample menus attached) and the principal or her authorized officer may at any time enter the premises for general inspection without any prior notice. Such officer shall also be entitled to take away sample of food and other items prepared by the Contractor, free of cost, for the purpose of inspection, testing, trial or analysis with a view to ensure that the food items served by the Contractor are wholesome edible food and conform to the general guidelines/standards normally prescribed by MCD in respect of such food items for human consumption. If the food supplied by the Contractor is found to be of substandard quality, then the principal may cancel this agreement forthwith without giving any notice.
3. The Contractor shall prepare and prominently display the menu for the day, which will be prepared in Canteen.
4. The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served, and that stale food is not recycled. Stale food shall be removed from the canteen premises as soon as possible. Un-refrigerated cooked food, not consumed within 6 (six) hours in summer months and 10 (ten) hours in winter months, shall be deemed to be stale and unfit for consumption.
5. 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 staff and students.
6. The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all time.

7. 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.
8. The waste material and unused/leftover food from canteen shall be removed from canteen premises every day.
13. The College will provide to the Contractor the required nos. of furniture, water cooler, which shall be duly receipted by the Contractor and the Contractor shall hand over the same to the college in good working order on termination or conclusion of this deed, as the case may be. The Contractor shall keep these items in functional order at his own expenses. Such other infrastructure as may be required for cooking, serving and catering the regular meals and other items, including refrigerator, geyser, crockery, cutlery, tables, flower vases, and liveries for canteen staff shall be arranged by the Contractor on his own cost and risk. Extra water tankers, if required, shall also be provided by the Contractor and the same shall be brought in the college premises with the prior approval of the Principal.
14. The Contractor shall use cooking gas at his own expense and risk for cooking purpose and shall not use any other kind of fuel or electric heater. The contractor shall not be allowed to use electricity as a cooking fuel. However, use of toasters, refrigerators, geysers, water coolers, mixer/grinder, oven and other equipments for cutting/grilling vegetables, etc. shall be permitted. Any other electrical cooking appliance may also be used by the service provider after obtaining prior written permission the Principal.
15. The Contractor shall keep suggestion/complaint book for consumer to lodge their complaints/ suggestions and shall abide by the decision of the Principal made in respect of any complaint/suggestion and shall be bound to follow the same.
16. The Contractor shall keep the canteen open every day from 7:30 a.m. to 6.00 p.m. or as is decided by the principal from time to time.
17. The Principal shall provide a suitable space to the Contractor for being used as a pantry and kitchen. This shall not confer any right in or upon the said premises of any kind whatsoever. The Contractor to use the said space shall be co-extensive with main contract (i.e. the Agreement), and the said Contractor shall automatically come to an end on the conclusion of the same, as the case may be, on any ground whatsoever.
18. The Contractor shall ensure that the pantry, the kitchen and hall, furniture, water cooler, refrigerator, fans, tubes, tables and benches in the hall are kept neat and clean at all the times.
19. The Contractor shall not carry out any addition/alteration in the portion allowed to him for the above purpose, except with prior written permission from the Principal.
20. The Contractor shall vacate the premises within 12 hours of the conclusion of this agreement or on the termination of this agreement, if takes place at an earlier date.
21. The Contractor shall be allowed to remove his/her utensils and equipment, from the premises only after he/she obtain a 'no dues' certificate from the Principal.
22. It shall be the responsibility of the Contractor to give a clean and vacant possession of the premises on the conclusion or termination of this agreement.

23. The Contractor shall pay fees Rs. 2000/- per month for the use of the premises allowed to be used for pantry and kitchen and other related purpose.
24. The Contractor will also be provided with electricity connection and he/she shall pay as per meter reading for electricity charges every month as per actual use; whichever is more.
25. The Contractor will also be provided with water supply and he/she shall pay Rs. 500/-per month/ as per actual use; whichever is more or as is decided by the Principal from time to time. Water tankers, if found necessary on account of shortage of water supply, shall be arranged by the Contractor at his/her own expense. However the same shall be brought in the college premises only with a prior approval of the college.
26. The Contractor shall engage his own staff as may be required for efficient running of the Canteen. The Contractor shall engage such staff with prior police verification and shall provide a list of such staff along with their permanent and local addresses. The Contractor shall take all reasonable precautions to ensure that staff engaged by him attire themselves, while on duty, in proper uniform to be prescribed in consultation with the Principal and maintain at all times the decency norms so as to behave with the Staff, students in a civil, sober, polite and honest manner.
27. The Contractor shall ensure that the dues of all the employees engaged by him are paid in time. The contractor shall not pay less than what is provided under the law to workers engaged by him for the work. The contractor shall be required to comply with all statutory norms including the provisions of Minimum Wages.
28. The contractor shall be liable to comply with all Labour Laws including Employee's State Insurance Act 1948 and Employees' Provident Fund and Miscellaneous Provisions Act 1952. The contractor shall also be responsible for violation, if any, of the provisions of the said Acts, the Principal shall have no liability on this account.
29. The Principal shall not be liable for any payment to the staff of the Contractor on account of Salary and Allowances, Leave, Uniform, Medical Aid, Insurance Policy, Provident Fund, ESI dues, and Services Tax payable to Govt. of Delhi/India etc. whatsoever, which shall be the responsibility of the Contractor. The Contractor shall also ensure that the norm prescribed by the Human Rights Commission or Government of India, Minimum wages Act, Provision of Industrial Disputes Act or any such other legislation, to the extent applicable, are fully observed by the Contractor and the Principal is kept harmless and indemnified in this behalf. The Contractor hereby undertakes to keep the Principal harmless and indemnified against any claim or demand of his workmen under any industrial law for the time being in force, or as may be amended from time to time.
30. The Contractor shall install firefighting 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 Contractor or his staff, to any property, or to any resident or staff, such loss or damage shall be made good at the cost of the Contractor.
31. The contractor shall be responsible for his employees in observing all security and safety regulations and instructions as may be issued by the college from time to time. However, the contractor shall not in any capacity employ any person(s) of bad character or any person whose antecedents are not acceptable to the college.
32. In case, the college suffers loss of any nature on account of the contractor or his employees for not following security/safety regulation/instructions, the contractor shall be liable to

make good the loss as determined by the college at its sole discretion and the college shall have the right to recover such losses, etc., from the dues payable to the contractor and/or his security deposit with the college.

33. The Contractor shall deposit a Bank Draft of **Rs. 30,000/- (Rupees Thirty Thousand only)** in favor of Principal as interest free security before the award of this agreement, which shall be refundable to the Contractor on the conclusion or termination of this agreement after adjusting such amounts as may be found due from the Contractor including fines, if any, imposed upon the Contractor on account of deficient services.
34. If in any circumstances the contractor is not able to perform his contract or leaves the same in-between then the security deposit made by the contractor shall stand forfeited and the contractor shall be liable to pay damages to the college equivalent to two months of contract charges per month.
35. This agreement may be renewed by the parties on such terms and conditions as are agreed between the parties on the conclusion of this agreement. The renewal of the contract if any should be discussed and confirmed in the 11th month of the contract only. However, unless the contract is renewed, it shall come to an end as aforementioned.
36. The Principal may appoint a sub-committee to monitor the performance and quality of food and other items supplied by the Contractor and if at any time it is found that the Contractor fails to fulfill any of the conditions of this agreement, the Principal impose a fine/ penalty up to Rs. 10,000/- (Rupees Ten thousand only) per default or terminate the contract by giving one month's notice to the Contractor. However, if the period of notice falls short of one month because of the contract coming to an end in its natural course, such a notice will be only for such no. of days as may be left for the contract to expire in its natural course in such case, the conditions for one month shall not be applicable nor insisted.
37. The Contractor shall adhere strictly to the Agreement in contravention of any terms of the Agreement, the Contractor shall be liable to pay Rs. 10,000/- (Rupees Ten thousand only) as fine/ penalty for each violation.
38. The college shall at any time be entitled to determine and terminate the contract for any reason including unsatisfactory performance or violation of Minimum Wages Act or any other statutory regulations of any of the other terms and conditions of the contract. A notice in writing from the college to the contractor shall be issued giving 30 (Thirty) days' time for such termination and vacation of the premises, without assigning any reasons thereof. Under exceptional circumstances, these 30 days period may be appropriately reduced. However, the termination of the contract shall not relieve the service provider of any of his obligations imposed by the contract with respect to the work performed by them prior to such termination.
39. The college can also terminate the contract in case of more than three complaints regarding quality of food and behavior of staff are received by the Principal from the students or the college staff or if more than three penalties are imposed on the contractor.
40. Except as otherwise provided elsewhere in the contract, if any dispute, difference, question or disagreement or matter whatsoever, shall, before/after completion or abandonment of work or during extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out of or relating to the contract or breach thereof, shall be referred to a Sole Arbitrator to be appointed by the Principal of the college at the time of the dispute. The award given by the arbitrator so appointed shall be binding on the parties. It will not be open to the parties to challenge the jurisdiction of the arbitrator after the award has been made. If the arbitrator to whom the matter is originally referred dies or

refuses to act or resigns/withdraws for any reason from the position of arbitration, it shall be lawful for the Principal of the college to appoint another to act as arbitrator in the manner aforesaid. Such person shall be entitled to proceed with reference from the stage at which it was left by his predecessor if both the parties' consent to this effect failing which the arbitrator shall be entitled to proceed de-novo. The venue of arbitration shall be at Delhi. Subject as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modifications or re-enactment thereof rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

41. The contract shall be governed by and constructed according to the laws in force in India. The Contractor shall hereby submit to the jurisdiction of the courts situated at Delhi for the purpose of actions and proceedings arising out of the contract and the courts at Delhi shall have the sole jurisdiction to hear and decide such actions and proceedings.

42. The contractor and employees should not enter the premises with alcohol/drugs.

In witness whereof the parties have set their hands hereto in presence of witnesses.

Principal

Contractor

Witnesses:

Place:

Date: