



**KRISHAN CNAHDER MEMORIAL
GOVT. DEGREE COLLEGE POONCH
DEPARTMENT HIGHER EDUCATION
GOVT. OF J & K**

TENDER DOCUMENT

for

RUNNING COLLEGE CANTEEN

AT

**KRISHAN CNAHDER MEMORIAL
GOVT. DEGREE COLLEGE POONCH
NEAR BUS STAND, HAVELI POONCH-185101**

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OFFICE OF THE PRINCIPAL KCM GOVERNMENT DEGREE COLLEGE POONCH
(NAAC ACCREDITED B⁺ GRADE)

SHORT NOTICE INVITING TENDER

Principal Krishan Chander Memorial Govt. Degree College Poonch on behalf of Hon'ble Lt. Governor of U.T. of Jammu & Kashmir invites tenders from registered/specialized/trained/reputed contractors for running college canteen at KCM Govt. Degree College Poonch as per the details given in the tender document. The Tender Document consisting of prescribed tender form and terms and conditions is available in the college. The tender document may be collected from the college on payment of Rs. 500/- (non-refundable) as tender fee on all working days and deposit the same within a week time from the date of publishing of this tender notice. The contractor must submit:

1. Tender Document duly signed by the contractor on each page.
2. Filled in Tender Form duly signed by the contractor.
3. List of quoted rates for the items to be served duly signed by the contractor.

The undersigned reserves the right to accept or reject any or all submitted tenders without assigning the reason thereof.

No: GDCP/22/1474
Dated: 10-01-2022

Sd/-
Principal
KCM Govt. Degree College
Poonch

Copy to:

1. *Director Colleges, Higher Education Department, Higher Education Department, J&K Govt. for information.*
2. *Joint Director, Information Department Jammu for information and with the request to publish the tender at least in three leading newspapers of National level and UT level for wider publicity and send the cutting for confirmation.*
3. *Coordinator, IQAC KCM GDC Poonch for information.*
4. *Convener, College Canteen Committee KCM GDC, Poonch for information.*
5. *Office File.*

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RE-TENDER NOTICE

Due to poor response in the earlier Tender Notice No. GDCP/22/1474 dated 10-01-2022 published on 12-01-2022 the Principal Krishan Chander Memorial Govt. Degree College Poonch on behalf of Hon'ble Lt. Governor of U.T. of Jammu and Kashmir once again invites **sealed tenders from registered contractors for running college canteen at KCM Govt. Degree College Poonch as per the details given in the tender document.** The tender document consisting of prescribed tender form and terms and conditions is available in the college office and on the college website <https://www.gdcpoonch.co.in/>. The tender document may be collected from the college on payment of Rs. 500/- (non-refundable) as tender fee on all working days between 10:00 to 3:00 PM and submit the same along with required documents within a week time from the date of publishing of this tender notice. The tenderer can also download tender document from the website and submit along with tender fee of Rs. 500/- (non-refundable) and required documents within the prescribed time. The undersigned has reserved the right to accept or reject any or all submitted tenders without assigning the reason.

No: GDCP/22/1582
Dated: 10-02-2022

Sd/-
Principal
KCM Govt. Degree College
Poonch

Copy to:

- 1. Director Colleges, Higher Education Department, Higher Education Department, J&K Govt. for information.*
- 2. Joint Director, Information Department Jammu for information and with the request to publish the tender at least in three leading newspapers of National level and UT level for wider publicity and send the cutting for confirmation.*
- 3. Coordinator, IQAC KCM GDC Poonch for information.*
- 4. Convener, College Canteen Committee KCM GDC, Poonch for information.*
- 5. Office File.*

Critical Dates

Tender Published in News Papers	:	15-0202022
Last Date for submitting Tenders/Bids	:	22-02-2022
Technical Bid Opening Date	:	23-02-2022
Financial Bid Opening Date	:	23-02-2022

ELIGIBILITY CRITERIA OF THE BIDDER

1. Bidder/Firm/Agency/contractor should be registered in India under the company act or should be public sector organization. *Certificate of registration should be furnished regarding this.*
2. The Bidder/Firm/Agency/contractor should not been blacklisted in the past by any Govt. body/ Private institution of the country and there is no vigilance/any other investigating agency case pending against the firm/supplier. *The bidder should submit a notarized affidavit on a stamp paper that the bidder/ firm has not been blacklisted / debarred / prohibited by any State / Central Government Department / Organization/Institution.*
3. The Bidder/Firm/Agency/contractor must have a GST No, *enclose copies of certificate of Registration under GST.* In addition to this Income Tax Registration (PAN) detail should also be enclosed.
4. Bidder/Firm/Agency/contractor should have Trade Licence for running of private mess from competent authority recognized by FSSAI Act, 2006.
5. Bidder/Firm/Agency/contractor must be registered with labour department.
6. Bidder/Firm/Agency/contractor must be registered with Employees State life Insurance Corporation or other Insurance Company.
7. The conditional and vague quotation shall not be entertained.

General Information and Instructions

1. The Bidder/Firm/Agency/contractor shall carefully examine the terms and conditions before submitting their tenders.
2. Within 15 days of the award of Contract by the College the successful Bidder/Firm/Agency/contractor shall be required to enter into a **formal agreement**.
3. The Principal KCM GDC Poonch reserves the right to reject any or all the tenders, either whole or in part without assigning any reasons.
4. The tender document should be signed by the Bidder/Firm/Agency/contractor on each page failing which the tender shall be rejected.
5. Incomplete and Conditional tender will be out rightly rejected.
6. The tenders submitted by the Bidder/Firm/Agency/contractor will be opened on next working day of last date of tender submission by the college-canteen committee in the office chamber of the Principal, KCM GDC POONCH in the presence of the Tenderers/representatives who wish to remain present in the tender opening process.
7. Any dispute arising out of this shall be referred to the Administrative Department (Higher Education of J&K Govt.), whose decision shall be final and binding upon both the parties.
8. The legal Jurisdiction shall be the Hon'ble Courts of the J&K UT at Poonch.
9. The successful Tenderer shall be responsible for running the canteen strictly in accordance with the contract and terms and condition mentioned in tender document. Deviation, if any, can lead to blacklisting of the Contractor
10. The successful contractor shall have to abide by the **standard terms and conditions** of the NIT and also as laid down in the J&K Book of Financial rules/codes and the conditions as per the contract.
11. Any other condition that is not indicated here can be incorporated in the contract.

INSTRUCTIONS FOR SUBMITTING TENDER/BID

The Tender/Bid shall be submitted in two sealed envelopes. In one envelop enclose all the required documents and write on the TOP of envelop “**Technical bid**” and in second envelop enclose the Price List of Annexure-I and write on the TOP of envelop “**Financial bid**” as below:

SEALED COVER-1 (Technical Bid) should contain the following documents

- a) Valid Certificate of Registration with labour department of Govt.
- b) Trade License for running mess from the competent authority.
- c) GST Registration document.
- d) PAN Card/TAN No.
- e) Income Tax Return of last year.
- f) Experience Certificates(if any)
- g) Tender Document duly signed and stamped by the bidder on each page.
- h) TENDER FORM (Annexure-I).
- i) Insurance Certificate.
- j) Affidavit (*that the bidder/ firm has not been blacklisted / debarred / prohibited by any State / Central Government Department / Organization/Institution*).
- k) Any other supporting document (if any)

SEALED COVER-2: (Financial Bid): The Financial Bid shall be opened for those bidders who shall qualify the technical bid. This must contain the following:

- i. **Annexure-II**

STANDARD TERMS AND CONDITIONS

1. These terms and conditions shall become the part of formal agreement between College and the bidder/contractor.
2. The agreement shall remain in force for a period of one Year from the date of award of contract unless the agreement is sooner terminated or renewed. The agreement can be renewed on the basis of contractor's performance and work and conduct.
3. The contractor agrees to supply to the students and members of the staff of the Krishan Chander Memorial Govt. Degree College Poonch in the canteen Hall at specified times, various items as per particular mentioned in the **Annexure-I** attached hereto on rates of the items which have been indicated in **Annexure-I** Which is part and parcel of this agreement.
4. Supply of items on credit shall be at the contractors' own risk and college shall not take any liability for such credit and its recovery thereof.
5. The said items shall be of standard quality and they will be strictly in accordance with the prevention of food Adulteration Act. In case, there will be any violation of the Act, the contractor will be solely and wholly responsible. They will also furnish declaration/undertaking to the appropriate authorities as and when required. The said items if necessary may be offered to any of the senior officer of the Krishan Chander Memorial Govt. Degree College Poonch for inspection.
6. The KCMGDC Poonch shall exercise strict control on the operations of the canteen concerning timely supply of the items in the manner laid down herein above or under any rules made in this behalf in the interest of discipline and efficiency. The Krishan Chander Memorial Govt. Degree College Poonch shall also exercise control on quality and quantity of items.
7. The Contractor agrees to keep with the Krishan Chander Memorial Govt. Degree College Poonch a security deposit of Rs 20000/- (Rupees Twenty Thousands only). The deposit amount shall be refundable without any interest on the termination or earlier determination of this agreement.
8. In case of any damage to any part of the building or furniture, fixtures, fittings, equipments and/or other properties of the college, appropriate cost of such material shall be deducted at the discretion of the college from the security deposit and the balance (if any) only shall be repaid. If the deposit falls short of the amount to be recovered, the balance shall be recovered from the bills of the contractor.
9. The contractor shall be responsible for maintaining the canteen hall, kitchen, storeroom and surrounding area neat and clean and utensils in perfect hygienic condition.
10. The contractor agrees not be transfer or assign their rights under this agreement to any other party without prior written permission of the college which means Krishan Chander Memorial Govt. Degree College Poonch.
11. The contractor agrees that they will not use or permit to use the canteen premises for any purpose other than for which it is permitted. Krishan Chander Memorial Govt. Degree College Poonch reserves its rights to have overall control over the canteen building, furniture and other facilities provided.

12. The contractor shall not provide services to any other person or persons who are not workers or staff of the college except with the written permission of the college
13. The contractor shall not allow any employee of the college to enter the canteen and to avail of the canteen services at any time except the permitted hours which shall be specified by the college from time to time
14. The contractor agrees to employ sufficient number of workers in consultation with the college administration /committee meant for the purpose and all such workers shall have attained 18 year of age and declare medically fit by the Medical officer recommended by the college and shall be under supervision and control of contractor alone.
15. The contractor shall be personally responsible for the conduct and behaviour of his employees. The employees engaged by the contractors will not be deemed to be employees of the college since there will be no privity of contract between the college and the employees engaged by the contractor.
16. The contractor agrees to give proper uniform to their employees as approved by the college administration/committee meant for the purpose and assure that it will be clean and proper uniform only.
17. The contractor agrees to allow the members of the college canteen committee meant for the purpose at reasonable time to inspect the work in the canteen.
18. The contractor agrees not to affix without previous written consent of the college administration/committee meant for the purpose any bill, hoardings, notice placards, advertisements either inside or outside the canteen building.
19. Rental charge would be payable by the contractor for the use of Canteen premises at the rate of Rs 1000/- Per Month. The rental charges could be increased by the college authority after six months.
20. The contractor shall not use the electricity for cooking purpose and shall not take out additional connections from the standard fittings in the canteen building for using appliances without prior permission of the college Management.
21. The contractor agrees to make own arrangement for cooking fuel i.e. coal, kerosene, gas etc. College does not guarantee for the gas supply but in case arrangement and efforts are made, the canteen contractor shall meet out the expenses for the same. The contractor will ensure that all canteen workers are trained in use of LPG cylinders and they observe all safety precautions.
22. The college Management shall not liable facilitating the transport for bringing the items for canteen use i.e. raw material, fuel etc.
23. The contractor shall alone be liable for payment of any compensation to his employees suffered due to accident, fire, litigation, or any such other causes. The contractors shall take appropriate Insurance policy .The college shall on no count be liable for payment of compensation in the event the college is made liable, the contractor shall indemnify the college against all such payments
24. The contractor hereby agrees that the college shall not be liable for any suit and /or litigation filed by any of the employees of the contractor against the college administration the contractor shall indemnify the college and shall bear all expenses incurred by the college in defending such suit and /or litigation.
25. The contractor shall have to carry out the instruction given by the college administration through its committee and non compliance of the instruction shall be treated as breach of this contract, for which penalty can be imposed upon the contractors or this agreement be rescinded.

26. In cases of non-observation and non-performance of any of the provisions of this agreement by the contractor, the college administration shall be at liberty or with any time thereafter, to terminate this agreement.
27. It is agreed that either party can terminate the agreement during the term by giving 30 days notice in writing to other party. In any case the contractor shall continue to run canteen till alternate arrangement is made by the college.
28. The contractor agrees to strictly adhere to the canteen timings as laid down by the college and ensure that the canteen will remain closed during the closure timings.
29. This agreement shall be subject to the jurisdiction of the courts in distt. Punch and no other court shall have jurisdiction in any litigation arising out of this agreement.
30. The amount of Rs. 20000/= (Twenty Thousand only) towards security deposit shall be paid by the contractor in the form of demand draft drawn in favour of principal , Krishan Chander Memorial Govt. Degree College Poonch.
31. The contractor shall pay the rent on monthly basis and the same shall be deposited in the college chest against proper receipt. The contractor agrees to pay the rent at the Rs.1000/= Per month
32. The contractor agrees that if any short of food poisoning, either minor or major is reported, the complete responsibility shall be with the contractor and he shall take immediate steps for the medical aid for the stakeholder (s) at his own cost.
33. The contractor agrees to provide/ sell the food items at the rate (s) fixed by the college administration. The rate list of all type of food items and fruits is given in **annexure-1**.
34. The contractor agrees that the milk for preparing tea shall be OF STANDARD BRAND (Desi). He shall not in any circumstances use other brand of milk except desi (Buffalo milk).
35. The contractor shall provide purified water to the customers. Water available in the canteen shall be tested for quality. Contractor shall also install a good quality Water purifier in the canteen at his own cost.
36. The contractor agrees that the child labour is banned in the canteen.
37. Smoking consumption, distribution of alcohol, use of pan and gutka or any other banned or restricted substance is strictly prohibited.
38. No junk food shall be served in the canteen at any point of time. The following items will be strictly banned from the current session.
 - Soft drinks (all types)
 - Chips / Kurkuras etc.
 - Instant noodles / magi
 - Pizzas / burgers
39. The university grants commission (UGC) in a circular published on august 16, 2016 on its website ban the junk food in the institutions of higher learning.
40. The contractor agrees with the circular issued by the secretary, Rajinish Jain of university grants commission which reads as.

“Banned junk food in colleges would set new standards for healthy food and makes the students live better, learn better and also reduce obesity levels in young learners, thus preventing life style diseases which have a direct link with excessive weight.
41. It shall be the responsibility of the contractor to make necessary arrangements regarding the waste disposal in a scientific way.

42. The College Canteen Committee Comprising of following members will inspect the overall functioning of the canteen from time to time and will give the report regarding the quality and standard of the food items providing to the students, staff and visitors under the supervision of Coordinator IQAC of the college.

- | | |
|---------------------------|---|
| 1. Prof Fateh Mohd | Assistant Professor, Zoology (Convener) |
| 2. Prof. Shehzad Banday | Assistant Professor, History (Member) |
| 3. Prof. Shahid Zafar | Assistant Professor, Economics (Member) |
| 4. Prof. Nusrat Koser | Assistant Professor, Political Science (Member) |
| 5. Dr. Syed Zaigham Abbas | Assistant Professor, Persian (Member) |
| 6. Sh. Sanjay Tandon | SO (Member) |

(Signature & Seal of the Tenderer/Contractor)

TENDER FORM

**FOR RUNNING COLLEGE CANTEEN AT KRISHAN CHANDER
MEMORIAL GOVT. DEGREE COLLEGE POONCH**

1. Name, address of the Tenderer/Contractor.....
2. Telephone No..... Mobile No :
3. Registration No.....
4. Name, Designation, Address of the signing person:
:.....
.....
:.....
.....
:.....
.....
5. PAN No. issued by Income Tax Deptt.....
6. GST No.(if any)
7. Experience if any
8. Any other information:.....

DECLARATION BY THE CONTRACTOR

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself / ourselves to abide by terms and conditions.

(Signature & Seal of the Tenderer/Contractor)

(Annexure – II)

Description of items	Rate in Rs
i. Thali (Rice + Dal + chapattis + salad +vegetable)	
ii. Tea with Desi Milk Per cup	
iii. Coffee per cup	
iv. Prantha (one)	
v. Omelet of 02 eggs +4 slice	
vi. Omelet of one egg+ 2 slice	
vii. Boiled egg (one)	
viii. Lemon tea per cup	
ix. Butter toast of two slice	
x. Band/Kachuri /samosa /cake etc	
xi. Packed drinking water(small bottle)	
xii. Packed drinking water(big bottle)	
xiii. Pakora (vegetable) Per kg	
xiv. Paneer Pakora per kg	
xv. Aaloo Pakora per kg	
xvi. Veg. Soup per bowl	
xvii. Plain Roti (one)	
xviii. Gulab Jamun/Rasgulla per piece	

(Signature & Seal of the Tenderer/Contractor)