



**OFFICE OF THE PRINCIPAL**  
**GOVT. DEGREE COLLEGE DODA**  
**Jammu & Kashmir-182202**



Dr. Javid Iqbal Zargar  
(Principal)

Email: [principalgdcdo@yahoo.in](mailto:principalgdcdo@yahoo.in)

No.: DCD/Coll/24/1206

Website: [www.gcdoda.com](http://www.gcdoda.com)

Contact: 94191-68898

Dated: 06/12/2024

**TENDER NOTICE**

**For Running College Canteen 2024-25**

Sealed tenders addressed to Principal Govt. Degree College Doda are invited from eligible Contractors/Firms/Persons etc. for running the college canteen initially for a period of one year as per the detailed terms and conditions laid down by the college administration and given in the tender document. The tender form, approved list of eatable items along with terms and conditions can be either downloaded from our website <https://www.gcdoda.in> or can be collected from the office of the undersigned on all working days between 10:00am to 04:00pm.

The tenders should reach the office of the undersigned by or before 14-12-2024 (up to 04:00pm) supported with a CDR of Rs 5000/- (Rupees Five Thousand Only) in favour of Principal Govt. Degree College Doda. The tenders submitted after the date and time mentioned above shall not be considered.

The tentative date for opening of the sealed tenders will be 16-12-2024 at 02:00pm in presence of tenderers who wish to remain present in the Office Chamber of the undersigned.

The contractor must submit:

1. Declaration form on firm's letter head duly signed.
2. The terms and conditions form duly signed on each page.
3. List of rates quoted for the eatable items to be served duly signed on each page.

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

Sd/-  
Principal  
Govt. Degree College  
Doda.

# Govt. Degree College Doda

## TERMS AND CONDITIONS FOR RUNNING THE COLLEGE CANTEEN.

*These conditions must be read carefully by all the intending tenderers before filling the tenders and quoting rates.*

1. The contract for canteen is for two years depending upon the satisfactory performance of the contractor. It may be noted that the lowest quoted rates of a tender do not entitle him to claim the said contract. The final decision shall be taken after the contractor is interviewed and the presentation is assessed by the committee.
2. The Contractor's firm must have at least one year of experience of running a canteen in a college/ Institution Government Body.
3. The Contractor shall abide by all the prevailing laws for running canteen/cafeteria and shall undertake all the formalities of obtaining license/permission etc. on his/her own. The contractor and his/her workers/staff should submit the **character certificate** issued by the concerned CID/Police Station. The college shall not take any responsibility for any legal provisions not met by the contractor & on that account of the contractor shall solely be responsible.
4. The contractor shall have to execute an appropriate agreement with the college on a non-judicial stamp of Rs. 10/- accepting all terms and conditions.
5. The contractor will have to pay advance rent of three months @ **Rs.4860** per month as assessed by the Government agencies. If the contractor fails to pay the rent on time his/her tender shall be terminated immediately without any notice.
6. The contractor shall be required to pay a security deposit of **Rs. 5000/-** that shall be refundable after the expiry of contract and no interest shall be payable on it. This may be adjusted in case of any dues/damage as reported during the tenure of contract period.
7. Besides the rent, the contractor shall also pay the electricity bill by installing his/her own meter outside the canteen.
8. The contractor has to ensure maintenance of discipline, hygiene and provide good quality products/eatables in the canteen. The quality and hygiene of the products sold shall be checked by the college canteen committee or any other staff member(s) as deputed by the Principal. Any negligence in this regard shall be dealt seriously.
9. Rates quoted by the intending tenderers on the prescribed tender format should be inclusive of all the taxes and levies etc.
10. Rates filled with pencils, with addition/alteration and with overwriting found ambiguous shall be straightway rejected.
11. The contractor shall not use the canteen/ college premises for residential purpose for self or his/her staff & none of the employees of the contractor shall be allowed to stay in the college premises during night/holiday.
12. The contractor shall not sublet the contract to any vendor further. Subletting on any form shall not be allowed.
13. The contractor shall provide the list of the workers/staff along with their identification & residential proof, who are working in the canteen.

Signature of the Contractor

14. The contractor shall not close the canteen without prior permission of the college. The canteen shall remain open on Sundays/Holidays/Vacations as per the requirement of the college.
15. The contractor shall be solely responsible for any loss, damage, theft etc. occurring in canteen and no compensation of any kind shall be made by the college. However any loss of the property of the college by the contractor shall be borne by the contractor.
16. Any alteration or addition from quoted rates and approved products to be sold in the canteen will not be permissible. Any such attempt will be subject to removal/termination of the contract without any notice.
17. The contractor shall display the rates of the items as approved by the college at prominent places of canteen and staff room.
18. The staff of the contractor shall abide by the instructions issued by the college authorities from time to time and their roaming around in the college is restricted.
19. The contractor has to ensure a proper disposal of garbage in and around the canteen.
20. There shall be an observation period of 03 months from the date of award of contract during which the work and conduct of the contractor shall be accessed. Further extension shall depend on the satisfactory performance of the contractor.
21. There shall be a complete ban on the sale or use of any kind of Smoking, Khaini, Gutka, alcohol, intoxicants etc. or any other banned items/drugs in the canteen. Any negligence shall lead to a disciplinary action against the contractor as recommended by the college administration.
22. In case of any dispute, the matter shall be resolved amicably. However if the matter still remains unresolved the same shall be resolved by an arbitrator appointed by the Governing Body of the college, the decision of which shall be final and binding to both parties.
23. After the expiry of the contract all the belongings of the college should be handed over to the college including those items which the college has undergone a repartee agreement.
24. The contract may be terminated in case the contractor fails to abide by the terms and conditions put forth by the college. However in case of gross misconduct, negligence, non-compliance of orders requiring immediate action, the Principal shall have the right to revoke the contract immediately without any notice.

Signature of the Contractor

## Govt. Degree College Doda

### List of eatable items for running the College Canteen

Quote your rates to be charged for items to be served in the college canteen.

S.No	Name of Item	Quantity	Rate in Rupees	Remarks
1	Tea	Per Cup (150ml)		
2	Lemon Tea	Per Cup (150ml)		
3	Namkeen Tea	Per Cup (150ml)		
4	Coffee	Per Cup (150ml)		
5	Cold Drink	Per Piece		
6	Juice	Per pack		
7	Bun	Per Piece		
8	Kachori	Per Piece		
9	Lassi	Packed		
10	Cholay Puri	Per Plate (2 Puri)		
11	Veg. Thali	Per Plate		
12	Onion Pakora	Per Kg		
13	Paneer Pakoda	Per Kg		
14	Samosa	Per Piece		
15	Biscuits	Per Pack		
16	Chips	Per Pack		
17	Chocolates	Per Piece		
18	Ice Cream	Per Piece		
19	Boiled Egg	Per Piece		
20	Omelette	2 Eggs with Slices		
21	Veg. Biryani	Per Plate		
22	Roti (Tawwa)	Per Piece		
23	Maggi	Per Plate		
24	Rice Basmati	Per Plate		
25	Butter Toast	Per Piece		
26	Dal Rajma	Per Plate		
27	Dal Mix	Per Plate		
28	Mix Vegetable	Per Plate		
29	Tandoori Roti	Per Piece		
30	Patty	Per Piece		
31	Fruits	Per KG		
32	Coconut Water	Per Pack		
33	Bread Kalari	Per Piece		
35	Mineral Water	1 Liter		
36	Mineral Water	500 ml		

Signature of the Contractor

Tender Form No:-

**Format to be submitted by the contractor**

**Particulars**

1. Name of the Contractor/Firm\_\_\_\_\_
2. Address\_\_\_\_\_
3. Phone No.(Mobile/Landline)\_\_\_\_\_
4. Experience of Catering(Certificate to be enclosed)\_\_\_\_\_
5. DD/Pay Order No. Date & Draw Bank\_\_\_\_\_

**Declaration**

I hereby declare that:-

1. The applicant/firm has not been blacklisted ever in the past and has not been penalized for not meeting the provisions of the food.
2. All the particulars subscribed by me are true to the best of my knowledge.
3. All the terms and conditions of this tender document are acceptable to me and I shall abide by the same in case the tender is awarded to me.