

OFFICE OF THE PRINCIPAL:: H P B GIRLS' COLLEGE :: GOLAGHAT

No.: HPBGC/SWS/Canteen/2022/11/4853

Date:07.11.2022

NOTICE INVITING TENDER FOR RUNNING THE CANTEENS OF H P B GIRLS' COLLEGE, GOLAGHAT, ASSAM

Sealed tenders are invited under two bid system from reputed agencies, vendor either by themselves or as a joint venture having capacity to run with the suitable and uniformed trained manpower for the H P B GIRLS' COLLEGE, Golaghat, Assam, Pin. 785702 on contract basis/outsourcing basis for a period of 01 (one) years and extendable for a further period of 01 (one) year on the satisfactory performance and quality of service by the licensee/ Licensee.

Last date for submission/receipt of tender (s) is 14th November at 14.30 hrs. and will be opened by the Tender Committee in the presence of intending tenderers or their authorized representatives who wish to be present on the same day at 15.00 Hrs. in the Office of Principal, H P B GIRLS' College. In case, any holiday on the day of opening, the tenders will be opened on the next working day at the same time but the tender box will be sealed on same day and time, as scheduled above. The tenders received after the above said scheduled date and time will not be considered. No tender by FAX, Email will be entertained.

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Principal
H P B Girls' College
Golaghat

A. Minimum Eligibility Criteria

1. The bidder shall be a Proprietor/ reputed firm(s) in Canteen / Catering services etc. having their business operations in canteen services.
2. The firm shall submit the Earnest Money Deposit (EMD) of Rs. 5000/- (Rupees Five Thousand Only) or EMD exemption certificate along with the relevant document (if any).
3. The Bidder must have a valid Food Safety and Standards Authority of India (FSSAI) license.
4. Bidder should not have been blacklisted on any score by any Government Department/Institution/Autonomous Body/Public Sector Undertaking. Any information in this regard subsequently found to be incorrect after submission of bid or award of contract will entail rejection of the bid or cancellation of Award of Contract as the case may be.
5. In proof of having fulfilled the minimum eligibility criteria mentioned, the legible scanned copies of the following self attested documents/information must be uploaded with the Technical Bid. (If any)1. Each copy of GSTIN, certificate of incorporation issued by the Registrar of Companies and firm registration certificate. 2. Copies of audited Balance Sheet and Profit & Loss Account of the firm for at least 3 years viz. 2018-2019, 2019-2020 or 2020-21.

B. TERMS & CONDITIONS FOR CANTEEN TENDER

1. The tender should be accompanied with an Earnest Money amounting to Rs. 5000/- (Rupees Five Thousand Only) in the form of DD/PO/Bank Guarantee drawn in favour of the Principal, H P B Girls' College, Golaghat, Assam.
2. The Licensee shall sign a formal Agreement on a non-judicial stamp paper worth Rs. 100/- (at his cost) within seven days from award of the work.
3. The tenderer should go through the complete tender document including all Terms & Conditions and rates of various food items already fixed by the H P B Girls' College before tendering.
- 4 The bidder is advised to mention serial number of all the pages of NIT as per Annexure - C, enclosures annexure and complete list of documents accordingly before uploading the same.
5. The Licence shall be absolutely 'a bare license' and anything contained therein shall not be deemed to give any right in law in respect of the said premises fittings, fixture and other College belongings to the Licensee in any manner. a) H P B Girls' College shall initially equip the Canteen with electricity and water connections, electric bulbs/tube lights, fans etc. as deemed. Any replacement later and repair during the course of operation shall be made by the Licensee at his own cost. The Licensee shall maintain the premises properly at his own cost and shall handover back all above equipment such as Oven, Refrigerators etc., provided by H P B Girls' College in good working condition. As soon as the term of agreement expires or the agreement is otherwise terminated, the Licensee shall, however, pay for the consumption of water and electricity to H P B Girls' College. In case of any shortage, breakage, the Licensee shall get it repaired to the satisfaction of H P B Girls' College authorities otherwise the loss thereof shall be recovered from the Licensee. b) The Licensee shall equip the Canteen with decent crockery sufficient for the use of 300 persons at a time to the satisfaction of five members Committee

headed by Convener, Canteen Committee, H P B Girls' College. Similarly, good stainless steel utensils will be used for serving lunch and dinner etc.

ANNEXURE-'A'

Sanitation Conditions-Food Sanitation, Water Sanitation and General Sanitation, Periodically checking for above or surprise check will be made by the Estate Officer/Administrative Officer, H P B Girls' College or authorized representative.

(I) Food articles & drinks:

a) Food articles should not be kept on floor subject to contamination by dust or by rodents/rats or flies etc. and always be kept in shelves or in height.

b) Prepared food articles should be kept covered and protected from flies & dust and should be stored above the ground floor level.

c) Milk & milk products should be of superior quality taken from reliable & approved sources to avoid food adulteration/contamination.

d) No packed food items should be kept for sale after expiry date.

e) Cooked food supplied outside the mess/canteen should be covered properly (Covered with a plate or paper or aluminium foil).

f) Used fresh food material free from any contamination (Vegetable, milk, fruit etc.). g) Avoid strictly reuse of any cooked food material or drinks.

h) Market superior quality materials should be used for cooking purpose. (II) Utensils:

a) Utensils should be easily washable & kept in good condition. There is no corrosion cracked or chipped utensils should not be used. b) Cooking, eating & drinking utensils are thoroughly cleaned & washed (preferably with soap/detergent & hot water) after each use. c) Use dough

trough, tray should be cleaned with soap/detergent & hot water after day work. (III) Equipments:

(a) The equipment should be properly located to facilitate cleaning. (b) Cases, counters, shelves, tables, chairs, refrigerators, slices, stoves (gas), hoods, hot case etc., should be kept clean & stain free & safely operated. (c) Juicer, Coffee, Tea, Soft drink etc. machine should be sterilized by the specialized agency periodically in a week or directed by the Estate Officer/Administrative Officer, Dibrugarh University and should be maintained proper record.

I) The rent of the canteen shall be @2000/-per month.

j) A list of items and prize should have to submit with the tender.

k) Items available in the canteen cannot be overprized, in case of such event occurs the committee would take disciplinary action.