

Limited Tender Enquiry

From

The Principal,
Govt. Central Crafts Institute for Women,
Chandigarh.

Photograph

To

The Tenderer

Subject: Application for the grant of Canteen/Mess Contract

DUE ON 2.8.10 BY 5.00 P.M. & TO BE OPENED ON 3.8.10 AT 10.00A.M.

Sir,

I/We submit my/out offer for Canteen/Mess Contract for the _____
of Govt. Central Crafts Institute for Women, Sector -11, Chandigarh. The details particulars are
as under:-

1.	Name of the applicant/Contractor (in capital letters)	Sh./Smt.
2.	Father's Name	shri
3.	Date of birth	
4.	Correspondence Address & Tel/Mobile No.	
5.	Permanent Address Tel/Mobile No.	
6.	Experience	
7.	Detail of Earnest Money	Demand Draft No. _____ Dated _____ Amount Rs. _____ of _____ (Name of the issuing bank) payable at _____
8.	Whether terms and conditions read and agreed ?	
10.	Minimum Rate quoted per hosteller per month as per menu attached for the session 2010-11	Rs. _____ (infigures) (Rs. _____ (in words).
11.	Minimum Rate quoted for the items sold in canteen	As per list attached.

Principal,
Govt. Central Crafts Institute for Women,
Chandigarh.

RATES MUST BE QUOTED BY THE APPLICANT AT THE APPROPRIATE PLACE FOR THE CANTEEN CONTRACT AT GOVT. CENTRAL CRAFTS INSTITUTE FOR WOMEN, CHANDIGARH, FOR THE SESSION 2010-11

Sr.No.	Items to be sold in canteen	Rates to be quoted	
		In Figures	In Words
1	2	3	4
1.	Tea 150 ml(with 50 ml milk)		
2.	Milk 200 ml with sugar		
3	Samosa Standard size		
4.	Bread Pakora(Double & Stuffed)		
5.	Basan Burfi Standard mkt size		
6.	Matthi big size		
7.	Pastry (small size)		
8.	Pastry (big size)		
9.	Vegetable patties		
10.	Nooddles Plate(Full) (Vegetable)		
11.	Nooddle half Plate -do-		
12.	Rice with one dal/ Sabzi (P.Plate)		
13.	Chholey Bhature (2 pieces standard size)		
14.	Kulcha Chana (2 pieces)		
15.	Cold Drinks 300 ml all brand		
16.	Fruity (all taste) per packet		
17.	Gulab Jaman (Standard size) P.Pc.		
18.	Coffee Express Per cup		
19.	Fresh Fuit Juice per glass (200ml)		
20.	Fruit Chat per plate		
21.	Sada Dosa (with sambar & chutney/Tomato Ketchup)		
22.	Dosa Masala -do-		
23.	Vada (2 pcs) -do-		
24.	Idli (2 pcs) -do-		
25.	Pakora vegetable per kg. & per plate		
26.	Milk shake		
27	Mango shake		
28.	Banana shake		
29.	Cold Coffee (300ml)		
30.	Hot Coffee (Nescafe)		

Note:- Rates of biscuits, chips etc. will only be sold on printed rates of the companies.

(Signature of Applicant)

(Name in Block letters)

Address_____

(To be office use only)

Signature of the Mess & Canteen Committee members :-

Principal,
Govt. Central Crafts Institute for Women,
Chandigarh.

MESS

HOSTEL MESS OF GOVT. CENTRAL CRAFTS INSTITUTE FOR WOMEN, SECTOR 11/C,
CHANDIGARH

RATES MUST BE QUOTED BY THE APPLICANT ON THE APPROPRIATE PLACE AT THE END OF THIS MENU
LIST WITH FULL SIGNATURE & ADDRESS.

(TO BE ATTACHED WITH APPLICATION FORM DULY QUOTING THE RATES TO BE CHARGED FROM
EACH HOSTELLER PER MONTH & TO BE SENT) for the session 2010-11

DAY	BREAKFAST	LUNCH	EVENING	DINNER
Sunday	Tea	Rice/Chapattis	Tea	Chapattis/Rice
	Puri	Rajmah	Samosa	Moong Sabat
	Alu Sabzi	Seasonal Salad		Seasonal Salad
		Sweet dish kheer		
Monday	Tea	Chapattis	Tea	Chapattie/Rice
	Gobhi Prontha(Two)	Seasonal Vegetable	Bread Pakora(double)	Mah Sabat
	Dahi	Seasonal Salad		Seasonal Salad
Tues-day	Tea	Rice/Chapattis	Tea	Chapattis
	Missa Parontha(Two)	White chane	Samosa	Seasonal Vegetables
	Dahi	Salad		Seasonal Salad
Wed- nesday	Tea	Chapattis/Rice	Tea	Chapattis/Rice
	Alu Parontha(Two)	Rongi	Samosa	Dal Maha Chane
	Dahi	Salad		Salad
				Fruit
Thurs- day	Tea	Rice/Chapattis	Tea	Chapattis
	Gobhi Parontha(Two)	Karhi	Samosa	Seasonal Vegetable
	Dahi	Seasonal Salad		Seasonal Salad
Friday	Tea	Chapattis/Rice	Tea	Chapattis/Rice
	Alu Parontha(two)	Alu Mattar	Bread Pakora(double)	Dal Chana
	Dahi	Salad		Seasonal Salad
Satur- day	Tea	Chapattis/Rice	Tea	Chapattis/Rice
	Mooli Parontha(two)	Black Chana	Samosa	Kale Masar
	Dahi	Seasonal Salad		Seasonal Salad
		Sweet dish Sewian/Halwa)		

- Note:- 1. There is not limit for Chapattis, Rice & Vegetables to be consumed.
2. Service (including cleaning of utensils of hostellers) will be provided by the Mess Contractor.
3. Meals will be served in the dining room on dining tables.
4. Special Lunch & Dinner with one extra vegetable matar/Paneer/Kofti with sweet dish will be provided buy the Mess Contractor on Festivals/On 2nd Wednesday without any extra charges.

(To be filled by the applicant/contractor only)

I have accepted above menu and our rates are @Rs. _____) P.M. per hosteller w.e.f. _____ 2010 to onwards.

Signature of the applicant/Mess

contractor

Name & Address _____

Telephone/mobile No. _____ Dated _____

(To be office use only)

Signature of the Mess & Canteen Committee members :-

Principal,
Govt. Central Crafts Institute for Women,
Chandigarh.

Terms and conditions:-

1. That I have been given Mess / Canteen contract at Govt. Central Crafts Institute for Women, Sector 11/C, Chandigarh .
2. That I will abide by the following terms and conditions.
3. That the Mess / Canteen contract will be given by the Principal w.e.f. _____2010
4. That the Mess / Canteen contract shall be renewable onwards provided the Principal and Mess / Canteen Committee find the running of the Mess / Canteen by the Contractor satisfactory. The decision of the Principal in this matter shall be final & binding on the Contractor.
5. That the Mess / Canteen contractor will serve the food/eatables/items to the students/staff as per Menu and on rates list duly approved by the Principal and Mess. The Mess / Canteen Contractor shall mention in the monthly Mess Bill of the students whosoever have availed, authorized leave/holidays for ten or more than ten consecutive days at the rate approved by the Mess/Canteen Committee.
6. The sweeping and cleaning of the Kitchen, dining hall and surroundings, furniture etc. will be done by the Contractor's workers.
7. That the Mess / Canteen Contractor will ensure that his own and his employees medical examination is got done by him from an authorized Medical Officer before taking over the Mess.
8. That he will supply at least one copy of photograph each of his own and his servants employed in the Mess / Canteen.
9. That he/she will obtain a certificate from the Health Department, U.T., Chandigarh to run the Mess / Canteen at this Institute and will submit the same.
10. That no unauthorized person will be allowed any entry into the Hostel/Canteen/ Mess at any time.
11. That he will ensure that the workers employed in the Mess / Canteen observe the timing fixed by the Principal for the entry into the Hostel and for the departure during evening hours.
12. That he will report indiscipline if any, on the part of any Hosteller student and will not settle the matter himself/herself.
13. That he/she will abide by all the Rules and Regulations as will be fixed by the Principal from time to time.
14. That a sum of Rs. 1000/- P.M. and Rs.600/- P.M. towards Electricity and Water charges will be charged on account of Rent of Mess and Canteen from the Mess and Canteen Contractors, respectively,.
15. That since the Kitchen and the Mess/premises shall be used only for cooking food/eatable times for the Hostellers/students and for serving food/eatable item to them; the premises shall not be used for any commercial purposes. As such, no license fee shall be charged from the Contractor.
16. That the full amount of the total Mess Bill will be paid to the Contractor in the beginning of the first week i.e. by 8th of the following month and 6.25% will be deducted from the total Mess bill towards Hostel Development Fund.
17. That the Mess amount from the Hostellers will be collected by an office staff member deputed for the purpose, who will get the remuneration from the Contractor @ Rs.0.30 P.M. per Hostel plus free meals.

18. That the Mess / Canteen contractor will be responsible for the proper maintenance of utensils, furniture and other goods issued against his name. In case of any loss or damage to the items/articles issued to the contractor the loss will be recovered from the contractor. He will get the utensils tinned at his own cost as and when required.
19. That the Mess / Canteen Contractor shall have to deposit a sum of Rs. 10,000/- (Rupees Ten thousand only) for Mess and Rs.2,000/- (Rs. Two thousand only) for Canteen as security respectively, with the Principal, Govt. Central Crafts Institute for Women, Sector 11/C, Chandigarh. The security deposited shall be refundable at the time of termination of the agreement/contract.
20. That the Mess / Canteen premises shall all along remain in the possession of the Institution authorities who shall have every right to enter the premises and take samples of food/eatable items provided to the hostler/student/staff and to see its quality at all times.
21. That the Mess / Canteen Contractor shall be liable to pay a fine upto Rs. 500/- each occasion in case the Mess and its surrounding are not found clean and tidy and if the quality of the food/eatable items is are not found good by the Mess / Canteen Committee Members of this Institute.
22. That the Mess / Canteen Contractor shall not be allowed to sublet the Mess in whole or in part, or to enter into any sub contract for running the Mess / Canteen with some other party.
23. That In case of mis-management or violation of any of the terms and conditions of the agreement the Principal has full right and authority to forfeit the security deposited and to cancel the agreement at any time during contract period. In such an event, the decision of the Principal shall be final and binding on the Mess / Canteen contractor.
24. That at the time of commencement of the contract, the Mess / Canteen Contractor shall sign an inventory of all the electric, sanitary installation, etc. In the Mess building and at the time of fore-closing, terminating or completion of the contract, he shall hand over the building as well as all other items in good condition and incase of any shortage/damage he shall have to pay the loss of the same from his security deposited.
25. In the event of contract is foreclosed, terminated on any ground by the Principal, the Contractor shall vacate the premises within one week of the issue of such notice to him. Such notice will also be displayed at the entrance door of the Mess in case he refuses to receive it. Any delay in vacation beyond the period of one week shall result in confiscation of his security deposit.
26. Right to revoke this license at any time without any prior notice and with out assigning any reason whatsoever.
27. The Mess / Canteen Contract will not be allowed to close the Mess / Canteen on his own accord and reasons without taking any permission from the authorities of the Institute. In case of emergency, he will have to make alternative arrangements for the smooth running of the Mess / Canteen for the benefit of Hostellers/students/staff. Any default regarding non providing of meal agreed in the contract, at proper time, will be taken as deficiency in service and for such deficiency in service will invite penalty for further cancellation of the Mess / Canteen contract and forfeiting of the entire amount of security deposited by the Contractor.
28. That Arbitrary change of Menu without prior permission of the Mess / Canteen Committee will not be allowed. Any change at contractor's level will invite penalty of Rs.200/- for each time violation. For violation more than three times the contract will be terminated.
29. The Quotation Form would be submitted separately for Mess / Canteen Contract for the session 2010-11 along with List/Menu, Security and terms and conditions.

DEPONENT

Place: Chandigarh.

Dated: