

S S Dempo College of Commerce and Economics
Cujira, Bambolim-Goa

TENDER FOR CANTEEN SERVICES

The Principal, S S Dempo College of Commerce and Economics, Cujira Bambolim Goa invites sealed tenders from registered caterers for regular canteen services at the College campus at Cujira, Bambolim-Goa.

Terms and Conditions:

1. The tender document may be downloaded from the website of the College www.dempocollege.edu and submitted along with the requisite documents and tender form on or before 1.00 p.m. on 20-05-2020.
2. The tenderers shall quote rates for supply of eatable items. The rates quoted should be written in both figures and words.
3. The tenderer shall specify the rent offered per month. It may be noted that the rent shall not be payable during the period of vacation.
4. The decision to award the canteen services contract shall be taken on the basis of prices quoted, rent offered, experience and creditability of the tenderer.
5. The contract will be awarded initially for a period of 1 (one) year. The contract may be extended further by one year or more, subject to satisfactory performance certified by the Canteen Committee and upon regular feedback of students, faculty and staff of the college.
6. The successful bidder/contractor will be required to enter into an Agreement.
7. The timings and working days of the canteen will be regulated by the canteen committee from time to time.
8. The contractor shall display the list of items & rates inside and outside the canteen premises.
9. The Contractor shall operate the canteen on all week days except on Sundays and public holidays. However, the Principal reserves the right to call for canteen services on Sundays or public holidays and on special occasions as per the requirements of the college.
10. The Contractor shall be fully responsible for procurement of licence/approval of the regulatory authorities such as the Food & Drug Administration, Directorate of Health Services, municipality/village panchayat etc. as the case may be, and for compliance with any conditions that such authorities may impose from time to time.
11. The responsibility of maintaining the cleanliness and hygienic condition in the canteens will be that of the contractor, at his own cost with proper disposal of waste. In case of violation of this condition, the Canteen Committee of the College reserves the right to impose a fine up to Rs 10,000/- (Ten Thousand Only) and the contract may be cancelled by giving one month's notice.

12. The contractor will make his own arrangement for cooking gas, crockery, cutlery, glasses and other kitchen equipment. Disposable good quality paper made items for tea etc shall be allowed but not of plastic material. He/she shall arrange for disposal of kitchen waste and other dry waste generated in the canteen area at his own cost.
13. The contractor shall be responsible for ensuring safety and maintenance of all the equipment/fixtures installed/provided by the institute, during the period of the contract. Any damage/loss of equipment/fixtures shall be recovered from the contractor. The contractor shall take adequate fire pre-cautions.
14. The contractor shall maintain the canteen in good condition and shall not cause any damage thereto. If any damage is caused to the premises by the contractor or his employees the same shall be rectified by the contractor at his own cost.
15. The Contractor shall undertake full responsibility for the care, safety and maintenance of the equipment and such other articles in his custody. He shall be responsible for loss of property or damage to the equipment provided to him, and such loss shall be liable to be recovered from him.
16. The Contractor shall serve food and other items prepared out of good quality raw material and there shall be no adulteration of any kind in any eatables served by the Contractor. The Contractor is liable to be penalized Rs. 3000/- for any breach of this conditions.
17. The Contractor shall be fully responsible for cleanliness, hygiene, maintenance and upkeep of the canteen area including the kitchen, storage area, service counter, service area, and wash basins. The Contractor shall make suitable arrangements for segregation of dry and wet waste, and shall make arrangements for scientific collection and disposal of waste.
18. It shall be the responsibility of the Contractor to undertake pest control and deep cleaning in the kitchen, storage and service area atleast three times during a year.
19. The Contractor shall provide clean uniform, and identity cards to the canteen staff. He shall also ensure personal hygiene and cleanliness of all staff deployed by him in canteen. Canteen staff should wear proper hand gloves and head cap on duty.
20. The Management shall appoint a Canteen Committee and the Committee shall undertake periodic checks on the quality of food items served, quality of ingredients, cleanliness, general hygiene and personal hygiene of the canteen staff, disposal of waste, etc. If the Committee any violation of the terms of this Agreement with regard to quality, cleanliness, hygiene and disposal of waste, the Contractor shall be liable to pay a fine as may be prescribed by the Management.
21. The contractor shall not sub-let the premises either in whole or in part. The premises shall not be used for residential purposes even for the canteen staff. No additions or alterations of the premises will be made without permission of the College. No bathing and washing of clothes etc will be allowed in the canteen.
22. The Electricity and Water charges shall be borne by the Management.
23. The Contractor shall pay the monthly rent to the Management i.e. Dempo Charities Trust during the first week of every month by way of Demand Draft.

24. Quality of food/services provided shall be inspected from time to time and if found unsatisfactory the contract may be cancelled at any time by the College without furnishing any notice. College Canteen Committee will impose a fine of Rs. 2000/- in first inspection if the quality of the food is found unsatisfactorily. If any insects are found in food items at any time, a penalty of Rs. 4000/- will be imposed on the contractor. After three subsequent inspections failures, the contract is liable for cancellation forthwith without any notice.
25. The conduct/characters/antecedents and proper bonafide of the workers in the canteen shall be the sole responsibility of the contractor. However, the contractor should provide the necessary details of all its employees (permanent, temporary, casual) to the institute. All the employees should be police verified.
26. The contractor shall not employ any person below the age of 18 years.
27. Police verification and worker's identity cards will be compulsory before taking the charge of complementary catering services (canteen). Employees will be in proper uniform provided by the contractor, medically found fit, hygienically suitable, nails trimmed, haircut and shave taken.
28. The catering services will be provided to the institute at the fixed rate for one year. Any change in the rates during the period of contract shall be subject to approval by the Principal on the recommendation of the canteen committee.
29. Genuineness of rates quoted will be decided by the evaluation committee. The committee shall have power to discard any offer where rates quoted are not found to be genuine. The decision of the committee in this regard shall be final and binding on all bidders.
30. The successful bidder will have to install refrigerator, water purifier, oven etc at his own cost.
31. The contractor will use only the commercial gas cylinder and ISI marked gas stove for the purpose of cooking.
32. Upon signing of this Agreement, the Contractor shall pay to the Management a Security Deposit of Rs. 50000 (Rs. Fifty Thousand Only), which shall be refundable upon completion of the term of this Agreement or upon termination of this Agreement. Any loss or damage to the property of the Management shall be recoverable from the Security Deposit.
33. This Agreement is liable for termination by either party, with notice of 3 months. Upon termination of the Agreement, the Contractor shall hand over possession of all materials in his charge within 3 days from the date of expiry/termination of the Agreement.
34. This Management may, upon recommendation by the Canteen Committees, renew this Agreement for a further period of one year at such terms as may be mutually agreed upon by the two parties.
35. Cooking of Non-Veg. Items in the kitchen shall not be permitted. However the contractor may serve pre-cooked non-veg items in the canteen.

TENDER FORM

1.	Name of the Caterer	
2.	Registration No. (Copy of registration certificate to be attached)	
3.	Experience in years (Furnish details of catering services provided by the caterer in other institutions, including number of persons catered).	
4.	Rent offered per month	

(Signature)