

प्राचार्य, उत्कृष्टता संस्थान ठा. रणमत सिंह महाविद्यालय रीवा
नैक द्वारा 'ए' ग्रेड (3.35 C.G.P.A.)

निविदा आमंत्रण

शासकीय ठाकुर रणमत सिंह महाविद्यालय रीवा (म.प्र) देश के छात्रों को सर्वोत्तम संभव शिक्षा प्रदान करने के लिए मध्य प्रदेश की उच्च शिक्षा विभाग द्वारा संचालित एक उत्कृष्टता संस्थान है। प्राचार्य शासकीय ठाकुर रणमत सिंह महाविद्यालय, रीवा द्वारा प्रतिष्ठित और अनुभवी कैंटीन आतिथ्य सेवा प्रदाता/ प्रोफेशनल्स/ होटल व्यवसाय से दो बिड सिस्टम (तकनीकी बिड और फाइनेंशियल बिड) में " जैसा है और जहां है" के आधार पर सील बंद आइटम रेट टेंडर्स को आमंत्रित किया गया है, जिन्होंने कम से कम 5 वर्ष इस तरह के ऑपरेशन या इसी तरह के कामों का संचालन किया है। तकनीकी बिड को पहले खोला जाएगा और तकनीकी बिड के मूल्यांकन और अंतिम रूप देने के बाद, पात्र सेवा/ प्रदाता/ प्रोफेशनल/ होटल व्यवसायी की सूची तैयार की जाएगी और लघु-सूचीबद्ध सेवा प्रदाता की वित्तीय बिड खोली जाएगी। टेण्डर जमा करने की अंतिम दिनांक 20/11/2019 है। कैंटीन संचालन से सम्बन्धित सभी शर्तें महाविद्यालय के पोर्टल WWW.trscollege.Com से प्राप्त की जा सकती है।

सुरक्षा निधि	रु 25000. (पचीस हजार)
टेंडर की राशि	रु 1000/(अप्रतिदेय) प्राचार्य के पक्ष में देय मांग पत्र, (डिमांड ड्राफ्ट)
कैंटीन का किराया	रु 5000/ प्रति माह

प्राचार्य

ठा. रणमत सिंह महाविद्यालय
रीवा (म.प्र)

NOTICE INVITING TENDER FOR CANTEEN HOSPITALITY SERVICES

at

THE COLLEGE CANTEEN

Govt. TRS College, Rewa

Centre for Excellence accredited 'A' grade

Rewa

(Two Bid System)

Tender shall be submitted in 3 separate envelopes

Envelope One: Technical Bid

Envelope Two: Financial Bid

Envelope Three: Earnest Money Deposit Rs.25000/- (Rupees Twenty five Thousand only)

Govt. Thakur Ranmat Singh College, Rewa
Centre for excellence accredited 'A' grade

Govt. T.R.S College is an educational Institute run by Dept of Higher Education government of M.P for imparting the best possible education to the students of the country. Students from all over the country give the college a vibrant and cosmopolitan colour. This is reflected in the nature of food served in the canteen. Sealed item rate tenders are invited by the Principal Govt. Thakur Ranmat Singh College, Rewa for the canteen hospitality service on " as is and where is" basis in a two bid System (Technical Bid and Financial Bid) from reputed and experienced canteen hospitality service provides/professionals/hoteliars who have executed/ running such operations or of similar types.

Technical bid shall be opened first and after evaluation and finalization of technical bid, the list of eligible service providers/professionals/hoteliars shall be prepared and financial bid of the short-listed service providers shall be opened. You can opt the terms and conditions from the office of Govt. T.R.S College.

Name of the work	Canteen hospitality service at Govt. TRS College Rewa
Earnest Money Deposit	Rs. 25,000/ (Rupees Twenty five thousand only)
Cost of the Tender	Rs. 1000/- (non-refundable) in the form of cash/Demand draft/ Pay order drawn in favour of Principal
Rent of canteen	Rs 5000/- Per Month

Dr. Ramlala Shukla

(Principal)

Eligibility criteria

1. Experience of similar work in any college/ university- attach copy of work order/ performance certificates 5yrs minimum.
2. Firm has not blacklisted of any university/ Govt. of authority
3. Bidder should have PAN issued by Income Tax Department and should attach copy of PAN.
4. GST Number of the bidder along with copy of certificate.
5. The bidder should have 5 years in operation of restaurant/ cafeteria or banquette.
6. Principal's decision will be the last.

A) Technical Bid:

What we expect from the service provider?

Interested parties are requested to visit the canteen for inspection during working hours of the college and give their vision plan supported with floor maps/ graphic/ pictorial representation as to how they propose to

- a) Utilize the available floor space for maximum seating arrangement, efficient service and optimum utilization of the kitchen floor space. However, college management will not allow the service provider to make any internal/ external structural changes, without its prior approval.
- b) Install the electronic sign boards/ screens in the canteen, faculty- sitting place and in the office place for better service management.
- c) Migrate to cashless payment with installation of pre-paid cards etc.
- d) Undertake waste management measures to maintain hygiene in and around the food- court complex, which includes the maintenance of the washrooms within the canteen premise for the students and the staff of the service provider.
- e) Invest on the furniture in the kitchen and the seating area to face-lift the overall feel and look of the proposed food- court complex.
- f) Make the investment plan to improve and customize the operation as mentioned in the clauses above. However any commercial sponsorship that the service provider would be likely to enter for such investments must be reported and approval be obtained by the college management. Any investment pledged above is mandatory if the contract is awarded and accordingly the service provider shall spend in actual else the contract will be withdrawn and terminated.
- g) In case of any disturbance, groupism and political activity Principal will have right to terminate the contract with service provider without any prior information and security amount will be forfeited by the Principal.
- h) No valuable goods will be left by the service provider in the night and in holidays in canteen area.
- i) The canteen will be open in 7.00 am in the morning and will close at 6.00 pm in the evening.
- j) Canteen will remain close in the public holidays.
- k) No student will take admission in the canteen without uniform and identity card.

Proforma for Technical Bid

(Any investment pledged here is mandatory if the contract is awarded and accordingly the service provider shall spent in actual else the contract will be withdrawn and terminated.)

- 1. Suggestion for improvement of sitting arrangement and increase in floor utilization**
- 2. Maximizing menu offer**
- 3. Ensuring cost effectiveness of core menu as per student's budget**
- 4. Maintaining novelty in the menu for daily visiting students**
- 5. How will waste disposal be taken care off, including prevention of drain blockage due to food
etc?**
- 6. Migrate to cashless payment with installation of pre-paid cards etc**
- 7. Improve the interior to reflect the vibrant age group of the students.**

B) Financial bid:-

The Financial Comparative of bidder will be made on the basis of core food items. The operator would be expected to serve in the canteen on all working days. Additional food items may be added to the menu with the prior permission from the college. This will not be considered for the comparative statement. Any shortfall in the quality and quantity as in the core menu will lead to withdrawal of permission to operate and termination of the canteen hospitality service agreement.

CORE MENU

(Please mention the ingredients, quantity in grams/ ml/no's and associated price)

S.no	ITEM	Quantity	Price
1	Nescafe/Brue coffee*(not from vending Machine)	150 ml	
2	Tea (Sugar to taste)	150 ml	
3	Omelette's with slice	2 eggs+ 2 slice	
4	Samosa with choice	2 Samosa of 50 gms each	
5	Buttered toast	4 slices	
6	Vada sambar with coconut chutney	2 vada (50 gms each)	
7	Bread roll/ bread pakora stuffed with vegetables		
8	Dosa (Plain and Masala)		
9	Maggie Noodles Masala with and without eggs.		
10	Sweets- Rasgulla, Jalebi, Kalakand Burfi		
11	Baked Samosa (Petties)		
12	Allo Banda Rosted & fried grams		
13	<i>Poha, Bhajiya, Mugudi, Saloni</i>		

Canteen Service Provider will Provides 'Thali' Food on special occasions. Thali will contain 6 Roties , 1 Dalfry,1 bowl Kadhi, 2 vegetables, Papad, Salad, fried rice, chatni, acher etc. Thali may cost Rs 150.

Signature of the service provider

Name

Address

Ph/Mobile No

C) Scope and location of work:

- a. Hospitality service and operation of canteen/ cafeteria including indoor and outdoor hospitality services as & when required for Govt. TRS College for all students.
- b. Hospitality arrangements, to order, like Tea/ Coffee/ Soft drink/Snacks Catering to all the offices (i.e. on all the floors)of the college and also provide the service and Buffet Lunch/Dinner/Tea for various academic and Cultural Activities, Festivals, Seminars, Symposiums, Conferences, Training Programs, Press Conferences, Statutory Bodies Meetings, Annual Day Convocation, Teachers Day. In addition to this arrangements are also required for examination and admission/ counseling etc. as informed by the college from time to time.
- c. The Service providers are advised to visit the canteen before participating. The Canteen space is available college campus.

Timings

- a. The canteen will function on all six days of the week except gazette Holidays.
- b. It will function from 7:00 AM to 6:00 PM and may change per additional requirement. Timing could be flexible but with prior permission from the college authority.
- c. Continue of canteen will be restricted beyond college hours.

Hygiene and cleanliness:

- a. The service provider will have to make arrangement for cleanliness of canteen and its surroundings including sewerage to the satisfaction of the college. The service provider shall also be responsible for the safe and hygienic disposal of the canteen waste. The garbage bins should be covered always and away from the eating place.
- b. The service provider shall arrange the items i.e. crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking stove etc. and maintained the said items and proper and hygienic conditions.
- c. The service provider has to ensure the cleanliness of the dress worn by the employee during the time of the serving in the canteen as well as in rooms/staff rooms. They should wear photo I-Card and should carry clean duster with them always.
- d. Latest equipment has been provided in canteen kitchen& pantry. Service providers at their own cost shall maintain these in good running condition. In case of any damaged cause to equipment, furniture, fitting and fixture, then it shall be got replaced at service provider's cost.

Canteen Employees:

- a. The service provider shall be subject to the regulation of labour laws of M.P Government.
- b. The service provider shall be under the discipline of the college and follow the instruction issued from time to time. The service provider shall in no case disturb the working of the college. The employees would remain decent and courteous. Any of his employees including in any act of indiscipline, misbehavior or violent act(s) or abets other in doing so, and if it is prima the premises immediately on receipt of verbal or written communication from the authorities of the college.
- c. Only a few requisite staff of canteen service provider will be allowed to stay in the canteen after working hours (under special circumstances) with authorization of the Principal of Govt. TRS autonomous College and no unauthorized person shall be allowed to stay in the canteen.
- d. Proper police verification of person deputed by service provider shall be got done.
- e. All rules & Regulation is legal requirement for employment of labour and obtaining license for running of college canteen is responsibility of service provider.
- f. Any Dispute/ Litigation are subject to Rewa.

Signature of the service provider

Name, address and Ph/Mob

TERMS AND CONDITIONS

1. Tenure

- (a) The tenure of the contract will be negotiable with a minimum period for one year to start with from the date of signing the agreement, subject to service provider's compliance with the terms and conditions.

2. Service

- (b) The service provider will be required to provide service in the canteen premises and also in various rooms of the college such as the Principal's office, Staff Room, Science Block and other departmental rooms.
- (c) The canteen committee should approve the items and their size and weight including quality.
- (d) Materials used for cooking purpose tea, coffee, spices; foodstuffs, vegetable etc. should be of good quality and before expiry date. In case of violation, strict legal action will be taken
- (e) The service provider will take all necessary precaution against fire hazards.
- (f) The rate list and menu as approved by the college should be displayed clearly daily. The canteen committee should duly approve any change in the rate list or item.
- (g) A menu card should be provided to the staff during the time of order.
- (h) The canteen committee of the college has the right to have surprise visits to check the quality of food, services, cleanliness of the canteen and report to the principal. feedback from the students, staff and faculty will be studied and accordingly the canteen committee will advise the service provider
- (i) The service provider shall quote the rates and the same are to be approved by canteen committee. Rate list is to be displayed on notice board at canteen.

3. Utilization of Canteen premises

- (a) The possession of the premises will always be that of Govt. college, Rewa even when the premises would be in use of the service provider.
- (b) The service provider is responsible to maintain the infrastructure facilities provided by the college such as sitting spaces, fans, electrical fittings, water cooler etc.

4. Termination of the contract

- (a) In case of termination of contract, service provider shall handover possession of canteen premises immediately and no claim of any type of service provider shall be entertained.
- (b) The college reserves the right to terminate the contract at any time after getting recommendation of an independently appointed committee against any serious complaint(s) regarding the performance/maintenance of the canteen. The committee shall consist of at least one student and non-teaching staff representative along with other members appointed by the college. The decision of the college in this regard shall be final.
- (c) The contract can be terminated either by the college or the service provider by giving two months of notice. However, if the service provider seeks termination of the contract in between the contract period his security deposits would be forfeited and if the college does so then the security deposit would be refunded to the service provider.
- (d) In case the service provider violates the terms & conditions of the contract his contract would be cancelled without any notice.
- (e) In Case of any violation of the provisions of contract, the principal in consultation with canteen committee will impose damage compensation @ Rs. 500/- per act of violation subject to maximum of Rs.2,500/- per day of violation. If violation continues for more than 3 days, Principal may determine the contract without any further notice.

5. The college reserves the right to reject any or all the tenders without assigning any reason whatsoever and is not bound to accept the lowest rates of items.

6. Successful tender shall execute the agreement on legal stamp paper of Rs.500/- for running & operation of canteen of Govt. TRS autonomous College and accepted tender along with terms & Conditions shall form part of the agreement.

7. The principal can be extended the tender for 1 year to complete the work quality.

Signature of the service provider
Name, address and ph/mob

Undertaking

I/ We have read the terms and conditions of the tender clearly and I/We agree to abide by them fully. On the acceptance of the offer I/ We will run the canteen in compliance with the terms and conditions thereof.

Date

Signature of the service provider

Name:

Address and Phone Number

Tender for Running Canteen in Govt. TRS College, Rewa Premises

Sir,

I am submitting the tender for providing catering services for Govt. TRS College, Rewa canteen on contract basis as per details given below:-

1. Name of the service Provider: _____

(c) Address: _____

(d) Detail of contracts executed till date(in a separate sheet with proof) in the following format

<u>S. No</u>	<u>Nature of Contracts</u>	<u>Period</u>	<u>Government/ Educational/ Private Institutions</u>
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I)

II)

(e) S.No	Present Contracts in hand	Period
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I)

II)

(f) GST number, if any _____

(g) Man Power/ Resources available:

(h) Name of your banker/s with address _____

(i) Any other relevant information including information about conviction or pending cases under the Prevention of food and Adulteration Act 1954

Signature of the Service Provider

Name, address and ph/ mob