

**VIVEKANANDA SATAVARSHIKI MAHAVIDYALAYA,  
MANIKPARA, JHARGRAM**

**Ref. No. :**

**Date:** 07-12-2022

**TENDER NOTICE**

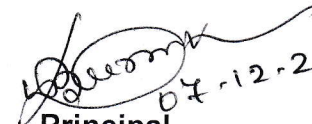
Sealed quotations are invited from the bonafide, reputed, reliable, experienced SELF HELP GROUPS (SHGs) for operation and management of the College Canteens in the College premises and New Hostel building.

The Tender Details and the Application Format is available in the College Website:

<https://www.vsm.org.in>.

Last date of submission of tender is 14<sup>th</sup> Dec. 2022 and opening of the tender is on 16<sup>th</sup> Dec.2022, 01.00 pm at Principal's room.



  
07-12-22  
**Principal**  
Principal  
V.S. Mahavidyalaya  
Manikpara, Jhargram

## **Information brochure for the service provider in operation and management of College Canteen**

***Vivekandanda Satavarshiki Mahavidyalaya wishes to operate the following Canteens in its Campus at Manikpara, Jhargram:***

Sl	Canteen Location	Targeted Consumer	Type of food / drinks	Provisions for Canteen	Time of operation
1	College premises	Students attending classes, office staff, etc.	<ul style="list-style-type: none"> <li>• Tea, Coffee,</li> <li>• Cold drinks, mineral water,</li> <li>• packed and branded tiffins (biscuits, cakes, dalmut, chips etc.)</li> <li>• hot cooked light snacks (Roti, Luchi, Ghugni, Rolls, Chowmein, omlet, boiled eggs, etc)</li> <li>• Packed pre-cooked lunch in small quantity having prior specific orders</li> </ul>	<p>A Counter showcasing the products and for food delivery and cash counter to be maintained.</p> <p>No provision for base kitchen. The operator will have to arrange their own gas stove, gas, fridge, etc. for arranging hot foods and cold drinks.</p>	Morning 10.00 AM to 6.00 PM on working days
2	Student Hostel	Students residents of the hostel (nearly 50 at present)	<ul style="list-style-type: none"> <li>• Morning Tea</li> <li>• Breakfast</li> <li>• Lunch</li> <li>• Tiffins – evening snacks</li> <li>• Dinner</li> </ul>	A big kitchen is in place. Furnished Dining Room will be provided by the College.	24 hours, round the clock – even on holidays and Sundays, depending upon occupancy.

Sealed quotations are invited from the *bona fide*, reputed, reliable, experienced SELF HELP GROUPS (SHGs) for operation and management of the College Canteens in the College premises and the Student Hostel at its campus.

### **Terms & Conditions**

1. The engagement would initially be for 1 (one) year, subject to further renewal purely on the basis of the evaluation of the performance and feedback from the students, professors, officials and the visitors of the College.
2. College will not charge the engaged operator for the space, furniture and water used by them for operation of the canteens.
3. Preference will be given to the SHGs having support of the members or their resource persons having experience to run the Canteen / Restaurant / Hotel of similar activities.
4. Basic food items like Toast, Bread, Egg, Fruits like Banana, Chapatti, Chop, Alurdam, Ghugni, Luchi, Chowmin, Tea, Coffee, Sweets along with the other items of users' / students' choice will have to be served at the rate not exceeding the approved / agreed price.
5. The engaged operator shall be responsible for engaging adequate number of trained / semi-trained manpower required for providing good level of Canteen services in College Campus.
6. The employees of the engaged operator should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases. They should be properly and cleanly dressed, well behaved and free from any harmful addiction.
7. The engaged operator will, prior to the commencement of the operation of contract, make available to the College the particulars of all the employees who will be deployed at the College premises for running the Canteen. Such particulars, inter alia, should include age / date of birth, permanent address (Aadhars), police verification report and profile of the health status of the employees include photographs of the staff so engaged.
8. The engaged operator shall ensure proper discipline among his / her worker's and further ensure that they do not indulge in any unlawful activity.
9. Employment of child labour is strictly prohibited under the law. Therefore, the engaged operator will not employ any child labour.
10. The engaged operator shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surroundings etc.



11. The engaged operator shall be personally responsible for conduct and behaviour of his staff and any loss or damage to College's moveable or immoveable property due to the conduct of the engaged operator's staff shall be made good by the engaged operator. If it is found that the conduct or efficiency of any person employed by the engaged operator is unsatisfactory, the engaged operator shall have to remove the concerned person and engage a new person within 48 hours of intimation by the College. The decision of the College's designated member in this regard shall be final and binding on the engaged operator.
12. The engaged operator shall not appoint any sub-engaged operator to carry out his obligations under the contract.
13. The College reserves the right to appoint members to inspect the quality of raw material, food and other items prepared and sold in the Canteen. Any defect(s) pointed out by such member during their visits shall be properly attended to by the engaged operator.
14. The engaged operator shall get the prices of all items agreed and approved by the College and no changes, whatsoever shall be made without prior written approval of the College.
15. The engaged operator will use only branded raw material for preparation of items.
16. Storing / supply / sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the College's campus, including Canteen. Any breach of such restrictions by the Canteen engaged operator will attract deterrent action against the engaged operator as per statutory norms.
17. The engaged operator is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of Students / hostellers / College personnel to avail Canteen services.
18. The Engaged operator will bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, cooking gas, utensils, plates, jugs etc. in sufficient quantity as needed to maintain the Canteen services in addition to what is provided for by the College.
19. The Engaged operator shall not use the Canteen premises for any other activity except for the purpose for which it has been provided for.
20. The contract can be terminated by either party, i.e. the College or the engaged operator, after giving three-month' notice to the other party extendable by mutual

agreement till alternate arrangements are made. However, the College reserves the right to terminate the contract without giving any notice in case the engaged operator commits breach of any of the terms of the contract. College's decision in such a situation shall be final and shall be accepted by the engaged operator without any objection or resistance.

21. On termination of the contract, the engaged operator will hand over all the equipments / furniture / articles etc., supplied by the College, in good working condition, back to the College.

22. Last date of submission of Tender Form is 14th December 2022.



*[Signature]*  
07.12.22  
-- Principal  
Principal  
V.S. Mahavidyalaya  
Manikpara, Jhargram

## Application Form

1.	NAME OF THE SELF HELP GROUP	:	
2.	COMPLETE ADDRESS OF THE SHG AND CONTACT DETAILS	:	
	Contact Phone No(s)	:	(1)
			(2)
			(3)
	Email Address:		
4.	NAME OF THE CONTACT PERSON (MEMBER)	:	
	DESIGNATION OF THE CONTACT PERSON IN THE SHG	:	
5.	DETAILS OF THE BANK ACCOUNT MAINTAINED BY THE SHG	:	BANK:
			Branch:
			IFSCode:
			Account number:
			Type of Account:
7.	EXPERIENCE OF THE SHG IN SIMILAR ACTIVITIES, IF ANY	:	
8.	ENROLMENT NUMBER WITH ANY AUTHORITY, IF ANY – WITH THE NAME OF THE AUTHORITY		
9.	REGISTRATION NUMBER, IF ANY WITH THE NAME OF THE REGISTERING AUTHORITY		

**Sign & Seal of theTenderer**



## Financial bid

Sl. No	Items	Rate per unit (Rs.)	Rate in terms of MRP ** (in case of branded items)
	<b>Tea/Coffee/Cold Drinks/Mineral water</b>		
1	One cup tea (Ready made)-125ml		
2	One cup coffee (Ready made)-125ml		
3	a) Mineral Water (any brand, size/weight)-1Ltr		
	b)Mineral Water (any brand, size/weight)-500 gm		
4	Cold drinks (any brand, size/weight)		
5	a) Lassi (Branded)		
	b) Lassi (hand made)		
6	Biscuits (Packet – branded)		
	<b>Snacks</b>		
7	a) Toast 4 pieces (butter)		
	b) Toast 4 pieces (jam/jelly)		
	c) Toast 4 pieces with omlet		
8	a) One plate vegetable chowmein		
	b) One plate Egg chowmein		
	c) One plate Chicken chowmein		
9	One plate parota with aloor dam		
10	One plate 4 piece Luchi with aloor dam		
	<b>Lunch &amp; Dinner</b>		
1	Rice(250gm), Dal, Salad, Bhaji, Mixed Curry/ Aloo- patal/ Aloo-Gobi/ Aloo posto /Seasonal Vegetable, Fish(75gm), Chatni, Dahi		
2	Rice(250gm), Dal, Salad, Bhaji, Mixed Curry/ Aloo- patal/ Aloo-Gobi/ Aloo posto/ Seasonal Vegetable, Chicken(100gm), Chatni, Dahi		

3	4 piece Roti(33 gm/ per roti), Dal, Salad, Bhaji, Mixed Curry/ Aloo- patal/ Aloo-Gobi/ Aloo posto/ Seasonal Vegetable, Fish(75gm), Sweets		
4	4 piece Roti(33 gm/ per roti), Dal, Salad, Bhaji, Mixed Curry/ Aloo- patal/ Aloo-Gobi/ Aloo posto/ Seasonal Vegetable, Chicken(100gm), Sweets		

\*\*the rates in case of branded items are to be quoted as follows:

- (a) if the printed MRP is Rs 10.00 and the operator wants to quote at Rs. 10.00, he should write 100%
- (b) if the printed MRP is Rs 10.00 and the operator wants to quote at Rs. 11.00, he should write 10%  
above MRP
- (c) if the printed MRP is Rs 10.00 and the operator wants to quote at Rs. 9.00, he should write 10%  
below MRP

**Sign & Seal of theTenderer**