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ESTB. 2008

**OFFICE OF THE PRINCIPAL****GOVERNMENT DEGREE COLLEGE, BANIHAL (J&K)**M No (O): 9419993725 Website: [www.gdcbanihal.co.in](http://www.gdcbanihal.co.in) E-mail: [gdc.banihal@yahoo.com](mailto:gdc.banihal@yahoo.com)**NOTICE INVITING TENDER****FOR OPERATION OF****THE COLLEGE CANTEEN AT GOVT. DEGREE COLLEGE BANIHAL**

On behalf of the Principal Government Degree College Banihal, sealed tenders are invited from reputed and experienced hoteliers, caterers for running the college canteen services at Government Degree College Banihal for the year 2025-2026. The prescribed tender form containing detailed terms and conditions can be obtained from the office of the u/s or can be downloaded from the college website <http://gdcbanihal.edu.in>. The tenders should reach to the office of the undersigned latest by 3<sup>rd</sup> of March 2025 by or before 4:00 PM in a sealed envelope marked as "TENDER APPLICATION FOR RUNNING GDC BANIHAL CANTEEN" along with CDR of Rs. 5000. The list of the food items that are required to be made available in the canteen are enclosed herewith as Annexure- E along with reserved price of items. The interested vendors are required to bid for:

1. The yearly rent of the canteen with a minimum reserved rent of Rs.6000/ Annum
2. Further discount on the reserved rates of the items to be sold in the canteen

**DETAILS OF BID:**

Date of issue of NIT	17/02/2025
Date of Publication of NIT	18/02/2025
Downloading of Documents/ Offer submission start date	20/02/2025
Last Date for Submission of documents	03/03/2025
Date of Tender Opening	06/03/2025

Note: The U/s reserves the right to reject all or any tender without assigning any reason thereof.

Principal  
GDC Banihal



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### Annexure - A ELIGIBILITY, TERMS & CONDITIONS, EVALUATION OF BID

**1. Eligibility Criteria for Bid Submission:** The bidder must be a resident of Union Territory of Jammu and Kashmir and possess all necessary documents, including valid FSSAI registration.

**2. General Terms and Conditions:**

- i. The individual signing the bid or any documents related to the tender must clearly print their name and specify their capacity in which they are signing. The tender document must be completed neatly and legibly. Incomplete or conditional tenders will not be accepted.
- ii. The rates must be stated both numerically and in words. Any alterations, erasures, or overwriting of the quoted rates will result in the tender being deemed invalid.
- iii. The Government Degree College Banihal reserves the right to reject any or all tenders without providing any reasons for the decision.
- iv. The successful bidder must enter into an agreement with Government Degree College Banihal before taking possession of the unit and commencing work.
- v. The successful bidder is responsible for ensuring that the raw materials used in food preparation are of high quality, safe for human consumption, and comply with the standards set by the Government of India. In case of any food-related health issues or contamination, the bidder will be held fully responsible and liable to penalties as per applicable laws. The bidder must also ensure proper sanitation and hygiene at the premises and deploy personnel free from infectious diseases.
- vi. The successful bidder will bear the cost of all utilities, including kitchenware and other related equipments.
- vii. The bidder is responsible for adhering to all labour laws concerning personnel employed. The firm will be the employer of the workers, and the College will not be held liable for any disputes between the firm and its workers.
- viii. Electricity for the unit will be provided by the College, and charges will be based on the meter reading, which will be borne by the bidder.
- ix. The agreement or license deed must be signed within 7 days of receiving the letter of intent from the Government Degree College Banihal. The Bid Security (EMD) of the successful bidder will be retained by the licensor and refunded only upon successful completion of the contract.
- x. The successful bidder is responsible for verifying the background of all employees deployed and maintaining records for all workers. A list of employees along with their details must be submitted to the College in the prescribed format. The bidder will be responsible for paying the wages, salaries, and social security benefits (such as PF and ESI) for all employees. A quarterly certificate must be submitted confirming that all such dues have been paid.
- xi. The bidder must ensure the proper conduct of their personnel while on the College premises and enforce a strict ban on the consumption/sale of alcohol, pan, smoking, and loitering.
- xii. Workers must vacate the premises at the end of each workday and are prohibited from staying in the premises or using it for any purpose outside working hours, unless their services are needed to address an emergency situation.
- xiii. All food will be served in clean and sanitized utensils, and staff must always wear proper uniforms.
- xiv. The successful bidder is permitted to sell only those student-friendly items at the prices listed in Annexure-E of this document. The use of single-use plastics is strictly prohibited, and the use of other disposable items should be minimized.
- xv. The approved prices for the food items should be clearly displayed at the counter or on a notice board, preferably on a 2ft x 3ft banner. Additionally, menu



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- pamphlets should be made available at the unit, and a copy must be provided to the establishment section for further action.
- xvi. The firm will be responsible for the security, watch and ward, and cleaning of the unit. It will also ensure the daily disposal of garbage and maintain cleanliness at the unit.
  - xvii. The firm shall bear full responsibility for any damages or losses to College property and shall be liable for compensation, except in cases of damage resulting from normal wear and tear or due to natural disasters.
  - xviii. It is the sole responsibility of the successful bidder to obtain and maintain all necessary licenses and permissions from relevant governmental authorities to operate catering services.
  - xix. The firm shall be liable for any accidents causing injury or death to its workers or staff members. The College shall not be held accountable in such instances.
  - xx. Operating Hours: The unit shall be open from 9:00 AM to 5:00 PM on working days.
  - xxi. The successful bidder shall exclusively use ISI, Agmark, or food-grade products that comply with FSSAI standards.
  - xxii. The premises provided to the successful bidder shall be used solely for the intended purpose and not for any other activities.
  - xxiii. The successful bidder is prohibited from storing any flammable, hazardous materials, narcotics, or illegal substances in the allocated space.
  - xxiv. The successful bidder shall take full responsibility for the conduct and behaviour of its staff. If any staff member's performance or behaviour be deemed unsatisfactory, the firm must remove the individual and replace them within 48 hours of notification by the College. The decision of the College's designated officer shall be final and binding on the firm.
  - xxv. The College reserves the right to appoint officers or officials to inspect the quality of raw materials, food, and other items prepared or sold at the unit. The firm must address any defects identified during such inspections. A College committee will conduct regular quality checks.
  - xxvi. The successful bidder shall issue electronic receipts or vouchers and accept digital payments. The firm is required to install its own desktop, monitor, and printer for this purpose.
  - xxvii.
  - xxviii. The successful bidder shall submit monthly bills for items supplied to officers or for meetings by the third week of the following month.
  - xxix. Payment of Dues: All payments, including license fees, water charges, sanitation cess, and other dues, must be made to the College by the 5th of the current month.
  - xxx. Selection Method: The unit will be awarded to the lowest bidder. In the event of a tie, bidders may engage in negotiations to determine the final selection. If negotiations fail, the final decision will be made by the Chair, in consultation with the Canteen and Advisory Committees, and shall be binding on all parties involved.

### 3. Evaluation of Financial Bid:

Financial bid would be evaluated on the basis of lowest price quoted by a bidder for the canteen

### 5. Performance Security

- i. The successful firm will be required to submit Performance Security amounting to Rs. 5, 000 in the form of CDR drawn on any nationalized Bank in Banihal. Performance Security should remain valid favour of Principal, Government Degree College for a period of 60 days beyond the date of completion of the contract.
- ii. Performance security shall be for the due and faithful performance of the contract and shall remain binding, notwithstanding such variations, alterations for extensions of time as may be made, given, conceded or agreed to the successful bidder and College under the terms & acceptance conditions of the tender.

### 6. AMENITIES TO BE PROVIDED BY COLLEGE



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- i. College will provide space to the successful bidder for running the unit against the monthly rent of Rs. 1000 per month . However contractor will bear the damage, if any, to the facility/site by him/her or his. Interested parties may visit the College to see the site.
- ii. All the charges *viz*; Electricity charges, water charges, gas, sanitation cess etc. will be borne by the licensee.

### 7. VALIDITY OF CONTRACT:

1. The contract for the operation of Canteen Services will be initially valid for a period of eleven months. It may be extended for an additional eleven months, subject to the satisfactory performance of the successful bidder, as reviewed and certified by the committee.
2. In the case of premature termination of the agreement, the College will require a one-month notice, while the vendor must provide a three-month notice in writing. The firm will be required to vacate the premises in accordance with the College's directions.
3. The College reserves the right to terminate the contract at any time, by providing a one-month notice, should the services be deemed unsatisfactory. Additionally, the College has the right to award the contract to another agency at the bidder's cost, risk, and responsibility. Any excess expenditure incurred will be recovered from the Performance Security or outstanding bills, or by raising a separate claim. The agreement may also be terminated by the licensee with a three-month advance notice. If the licensee fails to provide the required notice, the College will charge the vendor for three months of payment, and any amount owed to the vendor will be forfeited.
4. If the College is dissatisfied with the quality of food served or the behaviour of the vendor or its employees, the firm will be issued a 24-hour notice to rectify the issue. Failure to do so will allow the College to take appropriate action.

### 08. JURISDICTION:

In the event of any disputes arising between the College and the bidder, such disputes will be referred to the Principal of Government Degree College Banihal, whose decision will be final and binding on all parties involved.

### GUIDELINES FOR SUBMISSION OF TENDER

1. The Terms & Conditions should be carefully reviewed before completing the tender document. Incomplete submissions will be rejected.
2. Before submitting the tender, ensure that all required documents are attached, as outlined in the Check List/Compliance Sheet of the Tender Document.
3. The successful bidder must enter into an agreement with the College before taking charge of the unit and commencing the work.
4. Any form of canvassing will result in the rejection of the tender.
5. The contractor must use only branded raw materials for the preparation of items.



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### **ANNEXURE A (II)**

#### **DOCUMENTS TO BE ATTECHED**

1. CDR in favour of Principal GDC Banihal
2. Copy of PAN card
3. Copy of FSSAI registration certificate
4. Copy of Labour Deptt. Registration Certificate
5. Affidavit
6. Experience certificate
7. Copy of Aadhar Card



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### ANNEXURE – B

APPLICATION FORM FOR RUNNING THE CANTEEN AT GOVERNMENT DEGREE COLLEGE BANIHAL CAMPUS

1. Name of the Applicant: \_\_\_\_\_

2. Name of the Father / Husband: \_\_\_\_\_

3. Age: \_\_\_\_\_

4. Residential Address: \_\_\_\_\_

\_\_\_\_\_

5. Telephone No. / Mobile: \_\_\_\_\_

6. PAN No. : \_\_\_\_\_

7. GST No. : \_\_\_\_\_

08. Security money deposit of Rs. \_\_\_\_\_ (in words): \_\_\_\_\_

Vide Demand Draft No. / Date: \_\_\_\_\_

09. Previous experience\*: \_\_\_\_\_

Affix latest  
passport Size  
photograph  
here

**\*(A separate sheet indicating the details may be enclosed)**

**\*(Certificates issued by Principal / Competent authority to be enclosed)**

Date:

Place:

Signature of the Applicant



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### Annexure-C (1) Undertaking Pro-forma for affidavit

To be written on non-judicial stamp paper worth Rs. 10/- and attested by 1 class magistrate.

proprietor of firm) undertake on oath as under:

I/we \_\_\_\_\_ S/O: \_\_\_\_\_, R/O: \_\_\_\_\_  
\_\_\_\_\_ police station, District: \_\_\_\_\_ (contractor  
or sole proprietor of the firm undertake an oath as under:

- I. I/ my firm/ company is not blacklisted by any Union/ UT Govt. organization.
- II. No individual/ firm/ companies blacklisted by the Union/ UT Govt. or any partner or share holder thereof, have any connection directly or have any subsisting interest in the business of my firm.
- III. Neither I nor my partners are involved/ convicted in any criminal case/ economic offense and no criminal case/ economic offense is pending against me or my partner in any court of Law/ registered with the police.
- IV. I/ we hereby certify that the information provided by me/us is correct and all the documents attached with the bid are genuine and valid as on date. I/ we further state that / we have read and understood the terms and conditions mentioned in the tender document.
- V. If any unit is licensed out in my favour, I will run the respective service/s at the rates notified by the college from time to time
- VI. I have read the terms and conditions of the tender documents and I agree to abide by the same.
- VII. If I fail to abide by the terms and conditions mentioned in the tender document, I give rights to the College to forfeit the earnest money/ performance security, and whatever action the College authorities deem appropriate, they are at liberty to take action.

**Deponent**

Dated: \_\_\_\_\_

#### Verification:

I/ we do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and it conceals nothing.

**Deponent**



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### **ANNEXURE – C (II)**

#### **DECLARATION – CUM – UNDERTAKING**

I declare that I shall abide by the terms and conditions of contract and the decision of College Canteen Committee, GDC Banihal.

#### **I undertake that:**

1. I will serve the items mentioned in the enclosed statement in good quality at the rates fixed and duly maintaining the quantity indicated therein, and a “MENU” will be displayed showing the details.
2. I will not serve the items other than those approved.
3. I will not use the canteen premises for any other purpose except for running of the Canteen. I will keep the premises of the canteen (inside and outside) clean and tidy.
4. I will not give scope for any sort of complaints either from Students, Staff or Customers.
5. I will be fully responsible for proper upkeep and maintenance of the Canteen Building, Furniture, Fittings, Gas connections, Electrical appliances, etc.

Signature of the Applicant





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### **Annexure-D**

<b>S.No.</b>	<b>Shop/ Business unit No.</b>	<b>Location</b>	<b>Allotment for</b>	<b>Minimum fixed Bid (Rs. For 11 months.</b>
1.	Canteen New Campus	GDC Banihal	Canteen	



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After having agreed to the terms and conditions mentioned in this contract, I  
 \_\_\_\_\_ quote my rates as follows:

s.no.	Item	Quantity	Reserved Rates (in Rs)	Rates offered
01	Lipton Tea per cup	250ml	12.00	
02	Dip Tea/Green Tea per cup	250ml	12.00	
03	Kashmiri Girda	50gm/100gm	07.00/10.00	
04	Kashmiri Tailwud	50gm	07.00	
05	Kashmiri Bakirhani	50gm,100gm	07.00/10.00	
06	Omlet	1 egg with 2 slices	20.00	
07	Omlet	2 eggs with 2 slices	35.00	
08	Boiled egg	1 egg	08.00	
09	Chicken Biryani	2 Piece (Full)	100.00	
10	Chicken Biryani	1 piece (Half)	60.00	
11	Mutton Kanti with Naan	Half Plate	120.00	
12	Chicken Kanti with Naan	Half Plate	100.00	
13	Mutton Kanti with Naan	Full Plate	250.00	
14	Chicken Kanti with Naan	Full Plate	200.00	
16	Biscuits of Reputed brands	.....	MRP	
17	Butter Toast	1 slice	10.00	
18	Butter Toast	2 slices	15.00	
19	Chola Puri	2 puris, curd and chatni	50.00	
20	Pakoda	100gm	20.00	
21	Samosa	80gm	10.00	
22	Fried Chicken	Full	300.00	
23	Fried chicken	Half	160.00	
24	Mineral water	.....	MRP	
25	Juice and cold drinks of reputed brand	Real, Tropicana, Maza, Rani, Treat, Mountain Dew, Pepsi, Sprite ,Minute Maid (O/L)	MRP	
26	Branded Ice Creams	Mother Dairy, Vadilal, Amul,	MRP	
27	Branded Chocolates	Cadbury,Nestle, Amul, Parle, Britannia,	MRP	

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of the Applicant