



KAMALA NEHRU COLLEGE
(UNIVERSITY OF DELHI)
August Kranti Mart, New Delhi-110049.
Website : www.knc.edu.in, e-mail : office@knc.du.ac.in

Tel. No. 011-26494881

REF. NO.: KNC/EP/2024/673

Date : 10.04.2024

E-PUBLISHING TENDER NOTICE FOR CANTEEN SERVICE

The College invites **Bids for Canteen Services** as per Two Bids System (Technical and Financial) from eligible bidders through e-procurement <https://eprocure.gov.in/epublish/app>

Our Enquiry Ref No.	KNC/EP/2024/
Publish Date	15.04.2024
Bid Document Download Start Date	15.04.2024
Bid Submission Start Date	15.04.2024
Bid Submission End Date	08.05.2024
Bid Document Download End Date	08.05.2024
Bid Opening Date (Technical + Financial)	11.05.2024

Subject: Invitation of OFFLINE, 2 fold bids for running college canteen
Dear Bidder,

The bids are invited from reputed canteen caterers, registered./license holders (as applicable) with **Food Safety & Standards Authority of India (FSSAI)** for running college canteen at **Kamala Nehru College (University of Delhi), August Kranti Marg, New Delhi-110049**, as per college terms and conditions attached herewith.

Sr. No.	Name of the item	Requirement
1	College Canteen Tender	As per Appendix C

IMPORTANT

All details regarding the subject tender are available on websites www.knc.edu.in and <https://eprocure.gov.in/eprocure/app>. Any change/modification in the Tender Enquiry/Tender Document will be intimated through above websites only. Bidders are therefore, requested to visit the website regularly to keep themselves updated.

Bids shall be downloaded online at CPPP (E-Publishing) website <https://eprocure.gov.in/epublish/app> and send to this office before the last date through the speed post/registered post /courier addressed to "Principal Kamala Nehru(University of Delhi) August Kranti Marg, New Delhi – 110049, Bids should be clearly mentioned with " Bids for Canteen Services at Kamala Nehru College in the bold letters. By hand bids will not be acceptable.

It is required that the following instructions should be carefully followed including detailed terms and conditions attached overleaf as Annexure 'A' and Annexure 'B', while submitting your offer; otherwise your offer may not be considered.

1. All details regarding the subject tender are available on our website www.knc.edu.in & www.du.ac.in and <https://eprocure.gov.in/epublish/app>, Bidders are therefore, requested to visit these websites regularly to keep themselves updated.
2. Please submit all the information in sepreately sealed envelopes (GST paper & required paper must be attached) Through Registered/Speed post/Courier only (by hand submission will not be acceppted) , and send to this office address i.e. The Principal Kamala Nehru College (University of Delhi), August Kranti Marg, New Delhi – 110049. written on the top of the envelope, "**Bids for College Canteen**", respectvily
3. Clarifications/ queries, if any, can be addressed to the Principal, Kamala Nehru College, August Kranti Marg, New Delhi-110049, through email office@knc.du.ac.in or telephone no. 011-26494881.

ANNEXURE - A

The bids should be valid upto 120 days

Refundable EMD amount **Rs. 50,000/-** should be remitted through DD or online through RTGS/NEFT to the following account separately. DD(s) must reach the college, sealed in original, before the bid submission date and time having tender and bidder details at its back. The College will not be responsible for any missing information and any postal or delay because of whatsoever reason:-

Name of account holder	PRINCIPAL, KAMALA NEHRU COLLEGE
Bank Name	STATE BANK OF INDIA
Branch name with complete address, telephone number and email	South Extension, Part-II, M-2, South Extension, Part-II, New Delhi-110049.
IFSC Code	SBIN0003219
Is the branch also NEFT enabled?	YES
Type of bank account	SAVING
Complete bank account number	10732078652
MICR code of bank	110002117
Email ID	Office@knc.du.ac.in

A copy of RTGS/NEFT transfer report should be submitted along with the bid submitted separately for tender fee and EMD. EMD exemption will be applicable as per Govt. rules.

The successful bidder will be defined as the one who offers highest license (Basic Rate) fee excluding GST. Normal GST rate will be applicable as per Govt. norms.

If the successful bidder fails to execute contract 80% of the duration ordered, the bidder will be black listed from the college for at least for 2 years and the performance security deposit shall stand forfeited. The college reserved the rights to award the contract to successive bidders as per GFR. The blacklisted vendor will not be entertained for the duration of this award.

Bid submitted by a bidder who has been blacklisted in the college will be summarily rejected and its EMD for this tender shall stand forfeited.

Tenderer who has downloaded the tender from aforesaid sources **shall not tamper/modify the tender form including downloaded financial bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited. Also tenderer is liable to be banned from doing business with the college.

The final offered rate (only in the financial bid) shall be quoted by the bidder, for every item, in words and also in figures and shall match with the amount figure. If rates in words do not tally with rates in figure then the rates which correspond to the amount shall be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figure or in words then the rate quoted by the bidder in words shall be taken as correct.

The firm must be reputed and must be registered with Sales Tax/ Income Tax Authority. The following scanned and signed documents are to be furnished by the bidder along with **Technical Bid** as per the Appendix D of this tender document. Incomplete bid is likely to be rejected with no claim whatsoever to the bidder.

- Proof for payment of Tender document Cost (Tender Fee) and/or Earnest Money Deposit**
- Certificates like Registration certificate from FSSAI, GST No., PAN No, and Aadhar No of the Director/ Propwriter, Service Tax registration, Sales Tax, Trade Tax Regn. etc.**
- Proof of Annual Turnover, Net Profit for last three years
- Copy of **Tender Acceptance Letter and/ or Letter of authorization to submit bid, if applicable.**
- An undertaking (self-certificate) that the **agency hasn't been blacklisted** by a Central / State/UT Government/DU institution and there has been no litigation with any government department on account of IT services.
- No near relative certificate
- FSSAI registration certificate
- Copy of the cancelled cheque and/or any other document in support of the quoted item only with the technical bid of their respective offer
- Technical bid undertaking in the format provided in the tender

The schedule of Financial Bid in the form of BOQ.xls provided in the tender is to be furnished by the bidder along with **Financial Bid** as per the tender document.

The bidder shall bear all the costs associated with the preparation and submission of its quotation including samples, literatures etc. regardless of the conduct or outcome of the bidding process.

Sealed bids submitted by speed post/registered /courier only. By hand bids will be not acceptable. Bids should be address to "Principal Kamala Nehru College (University of Delhi), August Kranti Marg, New Delhi – 110049. Envelop should be mentioned for "Bids for Canteen Services in Kamala Nehru College".

All the pages of bid being submitted must be **Signed with Sealed and Sequentially** numbered by the bidder irrespective of nature of content of the documents before uploading.

The Principal reserves the right to reject or accept wholly or partly the offer without assigning any reason(s). The Principal also reserves the right to cancel all Quotations without assigning any reason thereof.

The Principal also reserves the right to terminate the maintenance contract at any time without

assigning any reason. The contractor will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for maintenance services already performed in terms of the contract, the same would be paid to it as per the contract terms.

The decision for the placement of Order is at the sole discretion of the Principal. Once an order is placed, it will be non-transferable/ sublet/ or outsource by the successful bidder to any other firm or bidder.

Any dispute or disagreement will be interpreted and addressed under Indian Laws in the Hon"ble Courts of Delhi Jurisdiction only.

Each bidder shall submit only one bid either by himself or as a partner in a joint venture. A bidder who submits or participates in more than one bid will be disqualified.

Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.

The college may ask the bidders for sample reviewing and demonstration free of charge and no obligation basis and reserves the right to reject before opening of the financial bids.

The bidders will have to provide their complete bank details in the prescribed proforma used above for EMD submission, in case the college desires to make the payment through ECS/RTGS.

In case of any deviation from the tender specification or any misconduct, the firm will be held responsible and may lose the Earnest Money Deposit with additional penalty imposed.

No advance payment will be made. TDS applicable for professional services will be deducted.

Tender conditions, other than those stated above, sent along with your offer shall not be binding on the college.

Any mismatch or contradictory information in your tender document may lead to cancellation of your bids.

While submitting bids, the firm/company/s shall ensure that the terms/conditions mentioned in this document against which the bids are being given are acceptable to them. The bidder submitting an offer in the response of this enquiry is assumed to have accepted our terms and conditions stated above. The bidder submitting an offer in the response of this enquiry is assumed to have accepted our terms and conditions stated above.

Vendor quoting "NIL" will be treated as non-responsive so will not be considered as a valid bid.


PRINCIPAL
KAMALA NEHRU COLLEGE
AUGUST KRANTI MARG
NEW DELHI-49

Bidder's Letter Head

UNDERTAKING to be submitted with the Technical bid of the tender

From: (Full name and address of the Bidder)
To,

The Principal
Kamala Nehru College
(University of Delhi)
August Kranti Marg,
Delhi- 110 049.

Dear Madam,

1. I/ we, the undersigned bidder, hereby submit the Technical and Financial Bids for your tender reference no _____ for the _____ and related activities as envisaged in the Bid document.
2. I/we have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I/we undertake to supply the items as per specifications desired in your tender. Any deviations may lead to cancellation of award as per tender terms and conditions.
4. I/we offer to execute the work at the rates as indicated in our Financial Bid as per the award of contract, if applicable.

Yours Faithfully,

Signature and Seal for Bidder

BID CHECKLIST to be submitted with the Technical Bid

Sl. No.	Item Description	Yes/No	Bid Reference
1.	Tender Fee Enclosed and/or EMD Enclosed		
2.	Tender Acceptance Letter		
3.	Signed copy of Appendix C		
4.	Technical Bid as per Appendix D		
5.	Tender acceptance, authorization, not blacklisted & no near relative certificate, Annual turn over Proofs		
6.	Undertaking as per tender document		
7.	Financial Bid as per BOQ.xls format		

APPENDIX - D**(Response should be supported by proper proof/ documents as an attachment)**

Technical Bid for the Canteen Contract at Kamala Nehru College, Delhi	
Name of the firm	
Address	
Mobile No., Email ID	
Authorize Dealing person details	
Election Voter ID No.	
PAN No., GST No., Aadhar No., EPFO No.	
Registration/ Licence No issued by FSSAI	
Compliance with the terms and Conditions mentioned in the tender document as per Annexure „A“ and Annexure „B“	YES/NO
Bid Security of Rs.50,000/- submitted	YES/NO/Exempted Details of the EMD Submitted
Blacklisted by a Central / State/UT Government/DU institution and there has been litigation with any government department on accounts of service	YES/NO
Norms specified in Food Safety and Standards Act, 2006 accepted	YES/NO
Any near relative working at the institute	YES/NO
Agreed to run the canteen as per the specifications mentioned at Appendix C	YES/NO

Signed and Stamped by the Vendor

Annexure - B

Additional Tender terms and condition/ requirement for running of college canteen

Only caterers/vendors or Food Business Operators registered/ license holder with **Food Safety and Standards Authority of India (FSSAI)** are eligible to submit the tender (One trained food handler from FSSAI) and would be preferred.

A sum of Rs. 50,000/- only (Rs. Fifty Thousand only) is to be deposited as Earnest Money Deposit.

Regular Canteen timings are from 8:15 am to 5:45 pm on all working days including Saturdays. However the contractor may be advised by College Administration to run the canteen on Sundays or after regular working hours if need arises..

A monthly (i) license fee of Rs. 12000/- p.m. (ii) waste management & maintenance fee of Rs.5000/- (annual) (iii) water charges Rs. 2000/- per month (iv) Electricity- as per consumption, are to be paid to college by 7th of every month, failing which penal interest @18% per annum shall be charged. Electricity charges and IGL gas charges on the basis of actual consumption, as per reading of the meter installed in the kitchen area of the canteen, shall be payable as per the IGL and TPDDL (NDPL) rates as advised by College Administration. The college has commercial electricity meter installed and the commercial charges shall be applicable.

The successful bidder will further be required to submit a demand draft of Rs. 22,500/- as an advance of three months of the electricity bill, water bill, etc. before the start of the contract. This will be subsequently adjusted as per actual consumption bills. Three months advance cheque as average consumption for electricity bill will be required to be submitted subsequently for every quarter. Maintenance/Sanitation charges Rs.2000/- pm. The Waste disposal through the waste management system of the college will be the responsibility of the vendor.

The payment shall be made in form of demand draft drawn in favor of the **Kamala Nehru College, Student Fund Society Account**. The successful bidder shall submit an additional sum of Rs 1,00,000/- through Demand draft towards the performance security. It would be refunded after the successful execution of the contract as per GFR norms. If the successful bidder is found to be exempted for bid security, s/he has to submit the performance security of an equal amount (i.e. Rs 100000/- only) before signing the agreement.

Norms specified in Food Safety and Standards Act, 2006 should be strictly followed. The details can be checked from the <http://www.fssai.gov.in>. Also, the contractor shall abide by all the prevailing laws for running of canteen/cafeteria and shall do all the necessary formalities of obtaining licenses / permission etc. on his own. The college shall not take any responsibility for any legal provisions not met by the contractor & on account of this the contractor shall solely be responsible. Smoking, Consuming alcohol, Tobacco or any product based on them is strictly prohibited in canteen. Also their sale is strictly prohibited. College follows 'Zero Tolerance' policy towards substance use, smoking and alcohol.

The vendor quoting highest license fee shall be considered as the lowest vendor for finalization of this contract.

1. The Contractor shall have the responsibility to keep the canteen clean and hygiene at all times specially the washbasin, cooking area serving tables. The Contractor should also maintain the waste management of the entire canteen as per norms of the College environment as per Govt. norms from time to time. Good hygiene conditions is to be maintained in canteen at all time. Also good personal hygiene to be maintained by canteen staff.
2. Only the certified food commodities from FSSAI/ BIS/ AGMARK should be used in cooking. No loose items like oil, spices etc. should be used. Unpermitted additives (colors, flavors, preservatives, etc.) in the food items are not to be used in the canteen. All the food items should be kept covered before and after processing and during sale. Use of food grade disposable crockery and cutlery is only permitted.
3. The contractor shall have to make his own arrangements to remove / dispose-off garbage on daily basis and shall not use college premises for dumping of the garbage. The contractor has to ensure that the garbage is not scattered here and there and shall have to use proper dustbins. The dustbins placed in canteens must be covered and cleaned on routine basis. The garbage of these dustbins shall be properly sorted and segregated to be disposed-off by the contractor outside the college premises.
4. The contractor must not use / store any hazardous chemical / dangerous element / banned or expired products in the canteen which may pose threat to the health and safety of the people. The contractor is not permitted to store filled cylinder of gas in the kitchen/store. The contractor shall have to ensure that the agreement made by the college with any other party shall be enforceable upon him also. He shall have to ensure that no competitive product is being sold in the canteen for which the college has undertaken separate & exclusive tie up.
5. Regular inspections will be done to assess the food quality and the hygiene conditions. If found unsatisfactory college reserves the right to cancel the contract without any notice.
6. The contractor should provide table service/ room service to all staff members in the office and staff.
7. The maintenance of the college property inside the canteen will be the sole responsibility of the contractor. In case of any damage to the college property, the contractor would bear the damage charges as assessed and advised by the College Administration.
8. The contractor must provide details of the staff engaged/ changed during the duration of contract. Their valid photo ID"s must be submitted in college for records. The contractor should ensure police verification of the canteen staff before starting the food operations and recruiting any staff in the canteen at any stage. At a given time not more than two members can stay on premises for canteen works. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the canteen. The Institute shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services. The contractor is bound for timely payment of wages to his/her staff/ workers as per Minimum Wages Act of NCT of Delhi Government. All the engaged employees of contractor shall wear proper uniform with gloves, headgear, apron etc. while they work in kitchen and uniform when they provide table/ room service and the uniform will be provided by the contractor. The contractor shall not employ child labor and will make statutory payments (as per govt. Est. etc.). It shall be sole responsibility of the contractor if he is served any legal notice or financial damages.
9. The contractor is bound for timely payment of wages to his/her staff/workers as per minimum wages Act of NCT of Delhi Government.
10. Any indiscipline in the canteen will not be tolerated. The staff in canteen must ensure proper discipline. The contractor shall also be responsible for the overall conduct of his/her staff in the college. Any indecent/vulgar gesture, word or action will be dealt. The contractor will, at all times, ensure discipline decent and courteous behavior by his employees while they remain in premises of the college. In case any of his employee indulges in any act of indiscipline, misbehavior or slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved the contractor shall remove the employee concerned from the premises immediately. College can also debar such defaulters.
11. Any violation of terms and conditions would automatically lead to imposition of penalty as may be deemed fit or cancellation of the contract at any time without any notice by

12. The contractor should quote the rates for food items specified in "Appendix C". If the quality and performance is found to be satisfactory, the rates/ prices may be increased on annual basis as per the effective increase in the price index. In case, the contractor wishes to add a new food item in the list, prior permission may be taken and the rate should be approved.
13. The contractor would display the list of items offered and their approved rates in the canteen area, other prominent places and wherever directed at all times. The contractor would rotate the menu for lunch/meals and snacks from the approved list in the week. The menu of the day will be displayed in the morning in the canteen premise. Minimum One items from each category should be available each day.
14. In case, the contractor wishes to terminate the contract, one month notice in advance has to be given. The college reserves the right to forfeit the security deposit either in case of non- satisfactory services offered or violation of terms and conditions by the contractor or the premature termination of contract by the vendor.

The College reserves all the rights to cancel the contract without prior notice.

15. All supporting documents should be provided along with the tender forms. The incomplete tender forms are liable to be rejected. Each document attached with the bid must be signed and stamped.
16. The contract is non-transferable. The contractor is not permitted to sublet/sell or transfer the contract to any other vendor/contractor.
17. An agreement is to be signed between the College and the Contractor, once the contract is awarded to the successful bidder.
18. The licensed premises shall be used only for carrying on the business of canteen and for no other purposes.
19. The decision of the college shall be final in matters related to the execution as well as running of the canteen.

If the vendor wishes to improve the infrastructure in the canteen, he/ she can do the same at his/her own expenses. The same may be taken back by the vendor on expiry of this contract.

Note all the items served in canteen should be strictly vegetarian using green, fresh and seasonal vegetables & at least one product out of the fermented and steamed snacks (like dosa, idli, upma, etc.) must be available on rotation basis at all times during the working hours of the canteen. Healthy food options like dairy products, sprouts and cereal may also be served.

Initially, the contract would be run purely on trial basis for a period of three months, from the start. During this trial period, the college shall monitor your food services and canteen operations. If your services are found satisfactory during this period, the college may extend your contract for another period of 9 months. The contract may be extended to a maximum of 4 years (1+1+1+1) after review and satisfactory report from College Administration/ Canteen Committee beyond the first year making maximum total of Five years contract w.e.f. signing of agreement.

If two or more vendors are at L1 and one of them is an NGO. Preference would be given to the NGO.

The contract may be used to award the short term activities like College Fest, acadmic events and seminars etc held in the college at the rates prescribed in contract.

The maintenance and care of the equipment"s/utility services provided by the college authorities shall be the responsibility of the successful vendor. Caution should be exercised in keep them clean and in working condition.

Due care has to be taken in maintaining medical records/Covid Test of the canteen personnel, conducting pest control, keeping the premises hygienic and getting the food samples tested bi annually as per the guidelines of the FSSAI. Contractor should undertake and mosquito pest control within the canteen premises at his/her own cost on regular basis.

(Rates Performa) – APPENDIX - C

S.N.	ITEMS	RATE (must be quoted) by the contractor
1.	Tea/ Tea Bag Tea	
2.	Coffee	
3.	Cold Coffee	/
4.	Samosa	.
5.	Paneer Bread/ Bread Pakora	/
6.	Paneer Cutlet	/
7.	Bread Roll	/
8.	Veg. Burger	/
9.	Veg. Petty	/
10.	Veg. Sandwich/ Butter Sandwich	/
11.	Macroni	/
12.	Chhole Bhaturo	/
13.	Chhole Rice	/
14.	Vada,Idli, Sambher	/
15.	Veg. Chowmein	/
16.	Veg. Fried Rice	/
17.	Noodles	/
18.	Veg. Thali (Daal, Sabzi, Rice, Raita/ Curd, 2 Roti, Salad and Pickle).	/
19.	Shahi Paneer Naan	/
20.	Rajma Rice	/
21.	Masala Dosa	/
22.	Aloo Chaat	/
23.	Juice/ Sahkes/ Lassi- 200ml	
24.	Fresh Lime Water 250 ml	
25.	Fresh Lime Soda 250 ml	
26.	Tropicana Juice on Mrp	

27.	Cold Drinks on Mrp	
28.	Ice Cream	
29.	Cheese Sandwich (Home Made) Big	
30.	Veg Cutlet	
31.	Paneer Pakora	
32.	Veg. Pakora	
33.	Bread Omlette (01 egg + 02 slice)	
34.	Stuff Parantha with curd pickle (02 Nos.)	
35.	Puri Sabzi/ Chhole (04 puri)	
36.	Chana Kulcha 02 pcs.	
37.	Spring Roll	
38.	Uttapam (Onion/ Tomato)	
39.	Veg. Momos one plate (06 pcs.)	
40.	Rice with Karhi Pakora	
41.	Lemon Rice & Curd	
42.	Veg. Biryani	
43.	Daal or Sabzi (Ragular)	
44.	Curd/ raita	
45.	Mix Raita	
46.	Dahi Bhalle with Chutni	
47.	Rice Daal/ Sambar	
48.	Daal Makhni with Naan/ Parantha	
49.	Special Thali (Vegetable- Paneer, Sabzi, Daal. Raita/ Curd, Rice, 2 Chapati/ Parantha, Salad, Papad & Pickle).	
50.	Vegeterian Lunch/ Dinner (Buffet)	
51.	Honey Chilly Potato	
52.	French Fries	
53.	Biscuits (on Mrp)	
54.	Chips (Lays) (on Mrp)	

Signature _____

Date _____

Name & Address of Firm's _____

Seal of the Firm _____

Sealed bids on behalf of Principal, Kamala Nehru College (University of Delhi) are invited for
"CANTEEN SERVICES AT KAMALA NEHRU COLLEGE"

The bid document and further amendments can download from the Kamala Nehru College website
www.knc.edu.in or DU website from Central Public Procurement Portal (E- Publishing), Govt. of India
website <https://eprocure.gov.in/epublish/app> and submit the same to Kamala Nehru College Centre on
or before due date of the tender.

Bidder is expected to examine all instructions, forms, terms & conditions, and specifications in the bidding
document. Failure to furnish all information prescribed in the bidding documents or submission of bids
not substantially responsive to the bidding documents in every respect may result in the rejection of the
bid. Bidder must submit the technical and financial bid in prescribed format without ANY deviation.

IMPORTANT DATES

Publish Date	15.04.2024	10:00 Hrs.
Document Download /	15.04.2024	14:00 Hrs.
Document Download / end Date	08.05.2024	11:00 Hrs.
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