



MAHARAJA AGRASEN COLLEGE
University of Delhi
VASUNDHARA ENCLAVE, DEIHI-II0096

TENDER NOTICE

Sealed quotations are invited from experienced parties for running of the following of Maharaja Agrasen College for a period of one year.

COLLEGE CANTEEN/MESS

- The **college canteen/mess** shall cater to the requirements of 2000 students and 200 members of the college staff.

GIRLS HOSTEL MESS

- **Girls' Hostel** is an Undergraduate Hostel of Maharaja Agrasen College with a capacity for 58 students and two staff residents. It puts high emphasis on Hygiene and Nutrition. The Hostel remains full to the capacity from August to May. The mess will serve Breakfast, Lunch (or packed lunch), Evening tea & snacks and Dinner to the residents on all the days. Besides these an elaborate special dinner should be provided once in a month. An indicative menu is enclosed. The menu will be changed from time to time as decided by the Hostel Authorities and Student Mess Committee Members. The hostel will provide space for kitchen, water, electricity connection, dining hall and furniture while the contractor will provide all the staff, crockery and cutlery. The contractor will have to pay for the electricity, water, rent and one-time Security deposit.

The offer should clearly indicate

1. Experience of running institutional canteen/mess and mess
2. Minimum charges per resident which will be applicable within the contract period.
3. Contact number and permanent address.
4. Other terms and conditions considered important by the contractor.

Two Bid System Tender

"Technical bid (Part 'A') and financial bid (Part 'B')" are to be submitted **in separate sealed envelopes.** Both the envelopes must be enclosed in a single big sealed envelope super scribed ***"Quotations for Maharaja Agrasen College Canteen/mess"*** addressed to the Principal, must reach the College Office latest by 24th July, 2015.

Quotations are to be submitted as per the heads specified in the contract

The technical bids will be opened individually, and examined for short listing the canteen contractor. The committee shall visit the site of the canteen/mess of the already running by the contractor for quality checking of the food items and procurement feedback from the previous/ current institution/ organization and award points accordingly for final selection. The financial bids of only those contractor shall be opened and compared who qualify technically and for whom the committee provides a satisfactory report after onsite quality checking of the food items and feedback. Short- listed contractors will be intimated for a formal meeting with the College authorities for further action/discussion if required.

(Dr. Sunil Sondhi)
Principal



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Quotation Form for College Canteen/mess

1. Quotation Form is available on the college website at mac.du.ac.in.
2. Last date to submit the quotation complete in all aspects is 24th July, 2015
3. quotations or single quotations are bound to be rejected.

The terms and conditions of contract shall be as follows:

1. The contract shall be for one year from the date of signing of an agreement and shall automatically expire on completion of one year. The contractor will have to vacate the premises immediately on the expiry of the contract.
2. The bidder should have minimum of three(03) year of experience of running the canteen/mess in govt. institution, university Dept./college, Govt. hospital and reputed institutions. The relevant papers be attached along with tender for consideration of its eligibility.
3. The contractor shall give the price of each item separately on enclosed Performa.
4. The contractor may be asked to give sample of each item of the list enclosed.
5. Tender quotation received after the due date and time, will not be considered.
6. Any non-compliance of the tender requirements may lead to rejection of tender quotations.
7. The college reserves the right to change or add any items and condition of the tender without assigning any reason thereof.
8. The college reserves the rights to accept or reject any tender quotation in whole or in part without assigning any reason thereof.
9. The Contractor shall sign an agreement with the college authorities.
10. The canteen/mess Contractor shall pay the following charges to the college:

Canteen

- i) Rent for Canteen/mess : Rs. 2000/- per month
- ii) Electricity Charges for canteen/mess :Rs 1000/- /As per actual ; whichever is more
- iii) Water Charges : Rs. 500/- per month/As per actual ; whichever is more
- iv)

MESS

- i) Rent for Hostel Mess : Rs 1000/- per month
- ii) Electricity Charges for hostel mess :Rs 1000/- /As per actual ; whichever is more
- iii) Water Charges : Rs. 300/- per month/As per actual ; whichever is more

11. Contractor shall deposit Rs 15000/- with the college at the time of signing of the agreement as Security Deposit which will be refunded on expiry of the contract as per GFR provisions.
12. In case of breach of any term and condition herein contained, the college authorities shall be at liberty to terminate the contract without assigning any reason and the caterer shall have to vacate the premises allotted to him with in the time specified by the college authorities.
13. The college reserves the right to change the items specification at any stage.
14. Staff of canteen/mess will be allowed to stay in the canteen/mess only with the authorization and no unauthorized person will be allowed to stay.
15. The contractor shall not keep/ sell items like cigarette and other tobacco items etc.
16. The canteen/mess contract cannot be terminated by the contractor in the midst of the period of award. If it is done the security deposit shall be forfeited.
17. It will be sole responsibility of the contractor to guard and maintain the property like fans, furniture, electrical fitting, sanitary fitting and windows and doors etc.
18. The contractor shall be responsible for any damage or loss to the canteen/mess building and fittings and shall be liable to such loss or damage. The college will get only the white-washing



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- done. The contractor shall pay for the glass panes and taps which are broken not as a matter of usual wear and tear.
19. The upkeep maintenance and cleanliness of the canteen/mess and the premises around it will be the responsibility of the contractor.
 20. The college premises should not be used for any other commercial activity by the contractor.
 21. The contractor shall not sub-contract the running of canteen/mess to any other party.
 22. The contractor shall not have any right on the open space adjoining canteen/mess
 23. The contractor shall maintain adequate hygienic condition in the canteen/mess and also maintain the quality of the eatable items which can be checked by the college authorities without any prior notice.
 24. Excellent cleanliness and hygienic conditions shall be maintained at the canteen/mess.
 - The dining hall should be cleaned/mopped at least thrice a day.
 - The crockery should always be cleaned and unchipped.
 - The furniture should always be kept covered when not in use.
 - The canteen/mess area should be free from flies and mosquitoes.
 - The contractor should take adequate measure for proper ventilation of smoke.
 - The canteen/mess staff should be properly and neatly dressed in uniform with apron.
 - Adequate number of bins should be placed to collect segregated waste.
 25. The contractor should use only environment friendly materials.
 26. Any dispute or litigation is subject to Delhi Jurisdiction.
 27. The contractor shall be subject to the regulations of Labour Law and must refrain from employing children below 14 years in the canteen/mess.
 - 28. The contractor must have a valid FSSAI license to sell or deal in Food products or must have applied for the said license/registration.**
 29. The contractor shall be responsible for payment of Sales Tax/VAT/Service Tax (as the case may be) on eatables to the concerned department.
 30. The contractor shall be required to provide service in the canteen premises and also in departmental rooms as per requirement.
 31. The work shall be awarded on the basis of the points secured by a contractor on the following parameters



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Award of Work			
Sr. No	Condition	Scale	Maximum Points
1.	Experience in running Canteen in Govt. aided Institution/ University	03 years-05 years: 10points 05 & above : 15 points	15 Points
2.	Balance Sheets for past 3 years	Annual Turnover 05Lakhs-10Lakhs-05 points 10Lakhs-15Lakhs-10 points 15Lakhs & above-15 Points	15 Points
3.	Performance Evaluation	-----	30 Points
4.	Price quoted	L1: 40 L2: 38 L3: 36 L4: 34 & so on minimum 20 Points will be awarded	40 Points
Total			100 Points



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Quotations for running the college Canteen/mess and Mess

Technical Bid (Part 'A')

- Name of the Tenderer : _____
1. Address : _____
 2. Phone No. : _____
 3. Experience (in years) of catering
Indicating the types of institution
and people (certificates to be enclosed) : _____
 4. Copies of audited financial statement for the
preceding three years. : _____
 5. Certificate issued by the Labour Dept. (Central/State) etc.
 6. Present location of canteen/mess , if any : _____
 7. Specialized fields of Catering , if any : _____
 8. VAT (TIN)/Service Tax number, if any : _____
If a Co-operative Society , Please
 9. Indicate Regn .No .and date of regn. : _____
 10. Name of Your Bankers & Address : _____
 11. Any other relevant information including information as to whether he was at any time convicted under the provisions of the prevention of food Adulteration Act 1954 and if so the details of the same including the natures of offense for which he was convicted and punishment if any in a case under the said Act is pending that fact may also be started . _____

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1. Pan No ,if any : _____
 2. Bid money to be offered by the Contractor , if any : _____

Signature of Contractor
(With Stamp)



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Commercial Bid Part 'B'

RATES PROPOSED TO BE CHARGE FOR THE ITEMS SERVED AT THE CANTEEN/MESS

S. No.	Items	Weight / Measure	Rate Offered
1.	BEVERGES		
2.	Hot Coffee	Per Cup(150ML)	
3.	Cold Coffee	Per Cup(200ML)	
4.	Tea	Per Cup(150ML)	
5.	Lemon Tea	Per Cup (150ML)	
6.	Green Tea	Per Cup(150ML)	
7.	Fresh Lime (Sweet / Salted)	Per Glass (200ML)	
8.	Coconut Water	Per Glass (200ML)	
9.	Packed Juice & Mineral Water		As per MRP
	MACHINE BASED		
10.	Hot Coffee	Per Cup (150ML)	
11.	Cold Coffee	Per Cup (200ML)	
12.	Tea	Per Cup (150ML)	
	SNACKS & LUNCH		
13.	Masala Dosa with sambhar	Per Plate	
14.	Plain Dosa with Sambhar	Per Plate	
15.	Vada with Sambhar	2 pcs.	
16.	Idli with Sambhar	2 pcs.	
17.	Mix Veg Uttapam with Sambhar	Per Plate	
18.	Upama	200 gm	
19.	Lemon Rice	250 gm	



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20.	Sweet Corns	150 gm	
21.	Pop Corns	50 gm	
22.	Aaloo Chat	200 gm	
23.	AalooTikki	2 pcs.	
24.	Fruit Chat	200 gm	
25.	Veg. Cutlet	2 pcs.	
26.	Veg. Sandwiches	4 pcs.	
27.	Grilled Sandwich	2 pcs.	
28.	Samosa	2 pcs	
29.	Mix pakoda	200gm	
30.	Veg Kathi Roll	Per pc	
31.	Paneer Kathi Roll	Per pc	
32.	Bread & Butter	2 slices	
33.	Veg Burger	Per Piece	
34.	Veg Momos	Full plate (8 pcs)	
35.	Veg. Chowmein	Full Plate	
36.	Veg. Chowmein	Half Plate	
37.	Fried rice	200 gm	
38.	Vegetable Manchurian	150 gm	
39.	Veg. Noodles and Manchurian	Per plate	
40.	Fried rice and Manchurian	Per plate	
41.	Spring Roll	Per pc	
42.	Veg patty	Per pc	
43.	Paneer Patty	Per pc	



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44.	Pav Bhaji	Per Plate		
45.	Chholey Bhature	Per plate		
46.	Chholey Kulche	Per plate		
47.	Rajma Chawal	Per Plate		
48.	Kadhi Chawal	Per Plate		
49.	Stuffed Parantha (Paneer) with curd	2 Nos.		
50.	Stuffed Parantha (Aloo) with curd	2 Nos.		
51.	Stuffed Parantha (Onion) with curd	2 Nos.		
52.	Puri Aloo	Per Plate		
53.	North Indian Thali -Seasonal Vegetable -Dal/Chholey/Rajma -Raita -Roti / Parantha	-1 serving -1 serving -1 serving -2 Nos.		
54.	Ice Cream		As per MRP	
55.	Yoghurt / Curd		As per MRP	
56.	Flavored Milk		As per MRP	
57.	Confectionery Items (Biscuit, Chocolates, Wafers etc.)		As per MRP	
58.	Any other items (s) vendor wishes to offer			
		Items	No of People	Rate Offered



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RATES PROPOSED TO BE CHARGE FOR THE ITEMS SERVED AT THE MESS

Days	Breakfast	Lunch	Evening Tea	Dinner
Monday	Bread Normal/Brown, Butter, Jam, Poha/porridge with milk Tea	Chapati, Rice, Dal, Seasonal Vegetable, curd, Salad	Coffee/ Samosa	Chapati, Rice, Dal, Seasonal Vegetable, Salad
Tuesday	Parantha (Aaloo/ Gobhi/Mooli Mixed), Bread Normal butter Curd, Pickle, Coffee	Chapati, Rice, Dal, Seasonal Vegetable, curd, Salad	Tea/Onion Pakoda	Chapati, Rice, Dal, Seasonal Vegetable, Salad
Wednesday	Bread Normal/Brown, Butter, Jam, Tea, Veg/Paneer Cutlets	Chapati, Rice, Dal, Seasonal Vegetable, curd, Salad	Coffee, aloo bonda	Chapati, Rice, Dal, Non Veg item, Paneer item, Sweet
Thursday	Parantha (Aaloo/ Gobhi/Mooli Mixed), Bread Normal butter Curd, Pickle, Coffee	Chapati, Rice, Dal/ Curry, Seasonal Vegetable, curd, Salad	Tea, French Fries	Chapati, Rice, Dal, Seasonal Vegetable, Salad
Friday	Bread Normal/Brown, Butter, Jam, Egg, Tea, Fruits, Upma/Pooridge	Chapati, Rice, Dal, Seasonal Vegetable, curd, Salad	Coffee, Bhelpuri	Chapati, Rice, Dal, Non Veg item, Paneer item, Salad Ice cream
Saturday	Parantha (Aaloo/ Gobhi/Mooli Mixed), Bread Normal butter Curd, Pickle, Coffee	Chapati, Rice, Dal, Seasonal Vegetable, curd, Salad	Tea, spring rolls	Chapati, Rice, Dal, Seasonal Vegetable, Salad
Sunday	Milk/Coffee, Fruits, Dosa/Vada/Uttapam, Coconut Chutney, Sambhar	Chhole Bhature, Rice, Salad, Curd	Coffee, Sandwiches Plain Simple Veg.	Chapati, Rice, Dal, Seasonal Vegetable, Salad

Egg-Omlette/Fried/Boiled

In Summer Time-Tea & Squash/ NimbuPani/ Rasna