GOVERNMENT COLLEGE FOR WOMEN, HISAR

Session 2026-27

Contract for Canteen, Hostel Mess and Tuck shop

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GOVERNMENT COLLEGE FOR WOMEN, HISAR

Terms and Conditions for Canteen, Hostel Mess and Tuck shop contract for Session 2026-27

1. The minimum monthly rent for Canteen, Hostel Mess and Tuck shop will be as per the table given below. Canteen, Hostel Mess and Tuck shop space will be provided for use to the Contractor/Agency/Firm having GST & FSSAI registration, for one year on rental basis. The Canteen, Hostel Mess and Tuck shop will be rented out to the contractor/agency/firm quoting the highest monthly rent on **10-07-2026 at 11:00 AM.**

Sr. No.	Contract for Canteen, Hostel Mess and Tuck shop	Minimum Monthly Rent
1)	Canteen	15000/-
2)	Hostel Mess	10000/-.
3)	Tuck shop	10000/-

2. Standard rate, quality, quantity and menu of items to be sold in college Canteen, Hostel Mess and Tuck shop is fixed by the college administration for the current session 2026-27 (Annexure 1, 2 & 3).
3. **The Tenant Contractor/Agency/Firm will pay the rent of 03 months in advance to the college after the completion of bid on the same day.**
4. A rent agreement will be made between Principal, Govt. College for Women, Hisar and tenant Contractor/Agency/Firm.
5. The Tenant Contractor/Agency/Firm will be responsible for compliance of all statutory laws.
6. The Tenant Contractor/Agency/Firm should be registered with concerned department and fulfill all conditions of department.
7. Entire amount of electricity & water bill charges (fixed) of the college canteen will be borne by the contractor as per reading in the sub-meter (Electricity) of the canteen. The sub-meter of electricity to be installed at contractor level.
8. Tenderer's experience in that field is desirable. Contract can be terminated if the work and conduct of the contractor or his/her service staff is not found satisfactory and tenderer in waiting list will

be given an opportunity.

9. The timings of college canteen are from **9:00 AM to 4:00 PM.**
10. **HAFED oil and Vita Milk** should only be used for cooking purposes.
11. Use of steel and iron utensils for cooking is mandatory.
12. Maintenance of cleanliness and hygiene in the canteen and Hostel mess by adopting pest control measures will be checked by the college authority from time to time.
13. The Tenant person/agency will display the rate list in menu card in the Canteen, Hostel Mess and tuck shop premises at his own cost.
14. **The Tenant person/agency will not park any vehicle in canteen and Hostel premises.**
15. The contractor is solely responsible for segregation of wet and dry waste as per municipal norms and also wholly responsible for disposal of the garbage (Canteen and Hostel Mess) on daily basis.
16. The college shall always have the right to inspect the canteen and hostel mess premises. The canteen committee members and other staff shall randomly inspect the premises.
17. Contract can be cancelled without giving any notice or warning. If the quality of eatables is not upto the mark along with the penalty as per provision of the prevention of food and Adulteration Act, 1954".
18. The opening of canteen, hostel mess, tuck shop is mandatory on examination days and other examination (even on Sunday)/ during vacation as per requirement of the Principal concerned.
19. The contractor shall not deploy any minors for the canteen, hostel mess and tuck shop works and shall engage skilled based personnel. All labour laws must be complied with.
20. In case of theft and damage, the contractor shall replace the items lost, broken or damaged with items of same quality at his own cost and expense of the same will be deducted from the security deposit.
21. ***Charges payable by the Contractor:***

Monthly rent of Canteen, Hostel Mess and Tuck Shop will be paid before 10th of every month. After that, fine of Rs. 100/- per day will be charged upto the last date of the month.

Note : 1. The payment of rent will not be delayed more than one month in any circumstances at all. If the payment of the rent is delayed more than one month, the contract will be cancelled without giving any prior notice.

2. Rent of Canteen and Hostel mess per month as per successful bid + GST, Water charges @ Rs.200/-pm and Electricity charges (as per sub-meter installed).

- Rent of Tuck shop per month as per successful bid + GST and Electricity charges (as per sub-meter installed).

21. No worker will do smoking or use alcohol in the college premises.
22. Contract will be cancelled immediately without prior notice if any indiscipline created by him/her comes to the notice of undersigned.
23. At least one female employee/staff should be engaged in Canteen and Hostel Mess.

Terms and condition for Tuck Shop

I. Each bidder will have to deposit compulsorily of Rs. 5000/- in form of DD to the office of Principal before taking part in the bid and it will be refunded to the unsuccessful tenders on the same day.

II. Timings of Tuck Shop will be 9:00 am to 4:00 pm in all working days.

III. Charges payable by the Contractor:

Monthly rent of Tuck Shop will be paid before 10th of every month. After that, fine of Rs. 100/- per day will be charged upto the last date of the month.

Note : 1. The payment of rent will not be delayed more than one month in any circumstances at all. If the payment of the rent is delayed more than one month, the contract will be cancelled without giving any prior notice.

- Rent of Tuck shop per month as per successful bid + GST and Electricity charges (as per sub- meter installed).

IV. Electricity charges are applicable as per Sub-Meter.

V. No interference will be allowed in college premises by the tuck shop owner.

VI. Contract will be cancelled immediately without prior notice if any indiscipline created by him/her comes to the notice of undersigned.

VII. The tuck shop owner will be responsible for cleanliness near his/her Tuck Shop in college campus.

VIII. **The Tenant Contractor/Agency/Firm will pay the rent of 03 months in advance to the college after the completion of bid on the same day.**

IX. He/she will have to install his/her own Tuck Shop in the campus. No room will be provided for tuck shop in college campus.

X. No worker will do smoking or use alcohol in the college premises.

XI. No extra charge will be taken from the students as mentioned in the approved Rate List.

BID DOCUMENT FOR PROVIDING CANTEEN / HOSTEL MESS / TUCK SHOP SERVICE

MemoNo. _____ **Date: _____**

The applications are invited for open bidding by the undersigned from Experienced & Professionally Competent Contractors / Firms/ Agencies having valid licenses and requisite credentials for providing Canteen, Hostel Mess and Tuck shop Services.

1. Period of Contract will be for One year from the date of Agreement.
2. Each Bidder compulsorily **enclose a Demand Draft of Rs. 5,000/-** (Rupees: Five thousand only) for each Bid for Canteen, Hostel Mess and Tuck shop with the bid document, in favour of Principal, Government for Women College, Hisar payable at Hisar which will be refunded to the unsuccessful tenderers within a reasonable time after finalization of the contract. No interest in EMD will be paid.

Sr. No	Bid for Canteen, Hostel Mess and Tuck shop	Earnest Money Deposit (EMD) Amount
1.	Canteen	5000/-
2.	Hostel Mess	5000/-
3.	Tuck shop	5000/-

Time Schedule of Auction Process

Date of Publication of Bid notification on official website and Newspaper	**23-06-2026**
Last date for receipt of filled in Bid document with DD (Demand Draft)	**07-07-2026 (02:00 PM)**
Date and time of opening the Sealed Bids	**10-07-2026 (11.00 AM)**

Note: All the Documents attached with tender must be signed by the tenderer.

Bidding documents is free and can be downloaded from the college website (http://gcwhisar.ac.in**).**

REQUIREMENTS

A reputed Contractor/ Firm/ Agency is eligible to apply for catering to approximately **2000** students and **100** staffs on daily basis for serving of Cold & Hot beverages, Snack, and tea, etc. The menu and rates are mentioned in the Auction Document. The contractor may also be asked to make catering arrangements

for meetings, programs, seminars, and functions organized by the Institute from time to time on a payment basis. Further, persons visiting College for various activities may also avail of services from the canteen.

GENERAL TERMS AND CONDITIONS OF THE TENDER DOCUMENT: -

Tender shall be submitted in the official tender form only. If submitted in any other form the same shall be summarily rejected. **The tender form is free if downloaded from the College website (**http://gcwhisar.ac.in **).**

1. Tenders received without prescribed Earnest Money Deposit (EMD) shall be rejected even though they have MSME certificates or any exemption having for not paying EMD. Demand Draft in favor of "Principal of the Institute payable locally". The EMD of unsuccessful bidders shall be refunded within a reasonable time after the finalization of the contract.
2. The schedule issued with the form of auction will not be altered.
3. The name and address of the bidder shall be clearly written in the space provided and no overwriting, correction, or insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The bid should be filled in and submitted in strict compliance with the instructions laid down herein otherwise the bid is liable to be ignored.
4. The bid is liable to be ignored if complete information is not given there-in, or if the particulars and date (if any) asked for in the schedule to the bidding are not filled in.
5. Individual signing the bid or other documents connected with the bid must specify whether he signs as proprietor/ authorized signatory/ partner/ Agency members.
6. **The highest bidder, who qualifies all the eligibility conditions, will have to provide services as required under the given terms and conditions. The primary job is to provide snack and beverages as per approved menu decided by the college authorities at approved rates only. The vender should be able to make catering arrangements for meetings seminars/conferences, and other functions ever after 04:00 PM as per order assigned by the authorities and providing valid bill**s.
7. EMD of the successful bidder shall be liable to be forfeited if he/she does not fulfill any of the following conditions:

i) **An Agreement is to be executed and signed by the bid winner in the prescribed form within 7 (seven) days of the receipt of the letter awarding the contract.**

ii) The Agency is liable to obtain necessary permissions or approval for engaging the canteen, hostel mess and tuck shop staff from the competent authority at their own cost.

iii) The Canteen, Hostel mess and Tuck Shop Services shall commence within 10 (Ten) days of the receipt of the letter awarding the contract or as decided by the competent authority.

8. The bids should be valid for at least 3 months from the date of opening of the bid and if any bidders withdraw or alter the terms of the bid during the period, the Earnest Money Deposit shall be forfeited. Performance certificate from reputed educational institutions/organizations/firm where he/she has worked for the last one year. (Copies should be enclosed)
9. The bidder should give full details of all Establishments/canteen along with contact numbers of persons where the bidder has worked.
10. Corrections, if any must be attested.
11. In case of any accident to the personnel employed by the Contractor/firm/agency during the working at college, kitchen, the Contractor/firm/agency is liable to pay work men's compensation as per relevant statutes/laws and any other statutory dues or payments, and the college is not liable for any payment of such kind.
12. In case of theft or damage, the contractor shall replace the items lost, broken or damaged with items of the same quality at his own cost and expense else the same will be deducted from the security deposit.
13. The Contractor/firm/agency is fully responsible for the maintenance/cleanliness, leakages and damage done to the canteen, Hostel Mess and Tuck Shop. Canteen, Hostel Mess and Tuck Shop equipment and sanitary, electrical fittings and fixtures installed in the space provided to him by the college.
14. Tender shall be accompanied by the relevant documents including Work-plan indicating the requirement of staff & the deployment pattern of staff proposed, certificate in support of experience and Certificates in support of all statutory registrations.
15. The Contractor/firm/agency will liaise with the designated officers/ committee of the college and report on the day-to-day activities of the Canteen, Hostel Mess and Tuck shop Service. The Contractor shall extend full co- operation to the designated officers from time to time.
16. The Contractor/firm/agency should be in a position to cater to the tastes of North Indian students

who will be in majority. On termination of the agreement, the contractor will hand over all the equipment/ articles as supplied by the college in good working condition back to college.

17. Care must be taken to ensure that no fittings, fixtures, furnishings are damaged. Any damages done to the same or any other property will have to be repaired/replaced by the contractor, failing which the same will be got done at his risk and cost. The decision of the Designated Officer shall be final and binding on the contractor.

18. College will not provide any mode of transport in respect of men or material required for the contract.

19. Contractor/firm/agency shall not tap any fire hydrant/water point for obtaining later for his work without obtaining prior approval/ permission of the officer/officer concerned. Lawn hydrants should also not be damaged and wastage of water to be avoided.

20. **Security Deposit**

i. **Monthly rent for Canteen, Hostel Mess and Tuck shop will be as per successful bid. The Tenant Contractor/ Firm/agency will pay monthly rent of 03 months in advance to the college as security. The security amount deposited by the Tenant Contractor/ Group shall be refunded after successful completion of the contract period provided there are no recoveries to be made arising out of poor quality of work, incomplete work and violation of any terms and conditions of the contract as stipulated in the bid document**. Refund of security deposit is subject to full and settlement of the final payment of the work contracted / executed under the contract. No interest will be paid to the Tenant Contractor/ Group on the security deposit.

ii. **The Tenant Contractor/ group will not be allowed to use Heater/ Electrical Heating Rod in the Canteen, Hostel Mess and Tuck Shop.** In case of deficiency in quality of service and hygiene is noted by the committee due to failure of Tenant Contractor/ group), the Principal can impose a fine of **Rs. 2000/-** at first instance and subsequent lapse a fine of **Rs. 5000/-** if the lapse is repeated for the third time the security money shall be forfeited and the contract shall be terminated.

iii. The Tenant Contractor/group will have a bare permission only to run the Canteen, Hostel Mess and Tuck Shop in the college premises during the contract period and nothing contained in this document shall be construed as demise in law of the said college premises or any part thereof and shall not give any legal title or interest to Tenant Contractor/firm/agency.

iv. The Tenant Contractor/firm/agency shall indemnify the client against all losses, damages,

compensation *etc.* under the provision of Haryana shops and essential act or modification if any and other law, issue relating or made herein under from time to time. **The courts at Hisar will have jurisdiction over all legal disputes under the agreement.**

21. The Contractor/firm/agency shall ensure that either he himself or his representative is available for proper administration and supervision at the work.
22. The list of Canteen, Hostel Mess and Tuck Shop equipment and furniture which are already available in the canteen will be provided at the time of contract. The contractor shall have to maintain the equipment at his cost and has to rectify, repair & restore the equipment to the normal stage as at the time of handing over.
23. All statutory obligations under various laws from time to time will have to be met by the Contractor/firm/agency for which no extra payment shall be made at any time during the contractual period.
24. Monthly rent as per bid is payable.
25. **Water Charges for canteen and Hostel Mess @ Rs.200/- per month + Electricity Charges (as per sub-meter).**
26. The payment towards hospitality bills of College office shall be released on monthly basis after satisfactory completion of the catering job on submission of bills by the contractor along with authorization for supply. The bills should be submitted in the same format as per GST from time to time. Payments will normally be made within 30 days of the submission of any bill. However, in the event there is any query / objection or dispute with regard to any bill or a part there of, the contractor shall not be entitled to any interest to be paid for late payment till such time that the query, objection of dispute is resolved.
27. The Principal reserves the right to award contract for the above services. Principal also reserves the right to amend or withdraw any of the terms and conditions contained in the tender document or to reject any or all the tenders after and before opening without giving any notice or assigning any reason. The recommendations of the Committee and the decision of the Competent Authority, shall be final in all respects and will be acceptable to all the tenderers.
28. The tender evaluation committee may inspect/visiting the sites where there is a running contract for evaluation.
29. Any attempt of negotiation direct or indirect on the part of a bidder with the authority to whom he has submitted the bid or the authority who is competent finally to accept it after he has submitted his tender or any endeavor to secure any interest for an actual or prospective bidder or to influence by any means the acceptance of a particular tender will render the bidder liable to

exclusion from consideration.

30. In case of default, Contractor/firm/agency who violate the terms of the contract and whose contracts are terminated should be considered for blacklisting by the Competent Authority for a significant time before they are considered again.
31. The decision of the Principal in any matter relating to this contract shall be final.
32. College reserves the right to get periodic inspections conducted by qualified, and statutory or empowered authorities to ensure the quality and quantity of food stuff and soft drinks being offered for sale without any hindrance being created by the selected bidder.
33. College reserves the right to ask & require the contractor to remove any person deployed by the contractor without assigning any reason or notice.
34. **Canteen committee may decide changes in menu.**
35. The Contractor/firm/agency is encouraged to formulate his catering plan in consultation with a reputed nutrition consultant in order to ensure maximum nutrition value to the students of growing age while ensuring affordable prices & highest quality parameters.
36. The Contractor/firm/agency has to display all menu rates immediately (mentioned in bid form) in the Canteen, Hostel Mess and Tuck Shop premises after receiving the awarding letter as approved rates. Should not charge more than approved rates.
37. Proper bills to be issued for the sales, as per relevant laws, in force.
38. The Contractor/firm/agency shall ensure that either he himself or his representative is available for proper Administration and supervision at the works.
39. Similarly, as and when faculty/staff/visiting faculty to avail canteen services, such charges should be collected by the contractor directly, and the Institute will not be responsible for them. The payment should also be collected in the form of digital mode like card, UPI payments etc. from the students and staffs.
40. **During the vacation period minimum manpower should be maintained at the College, Canteen, Hostel Mess and Tuck Shop to services to staff/faculty/examiners.**
41. The quality and quantity of food will be inspected item wise by Canteen, Hostel Mess and Tuck Shop committee very frequently and the contractor shall not deny access for such inspections.
42. If any relative of the bidder is an employee of the College, the name, designation and relationship of such employee shall be intimated to the Principal in writing while submitting the bid.

43. The Contractor/firm/agency will provide canteen services in the premises of College Campus.

44. The Tenant Contractor/firm/agency shall assess by himself for the likely requirement of tea, lunch, snacks etc. required for each day. No assurance can be given for the minimum amount of consumption on account of Breakfast, Lunch, Tea or Snacks etc.

45. The Contractor/firm/agency shall be responsible for timely payment of wages to his/her workers as per minimum wages act of Govt. of India and fulfil all other statutory obligations, such as, Provident Fund, ESI, GST, Workman's compensation Act/Fatal Accident Act, personal injuries, maintenance of relevant documents etc., whichever is applicable.

46. The Contractor/firm/agency undertakes to deposit EPF, ESI, GST and other dues within the stipulated time as required by law and comply with all other provisions.

47. The Contractor/firm/agency shall procure food articles and vegetables of good quality to the satisfaction of the Canteen, Hostel Mess and Tuck Shop committee. The designated committee shall have the right to change brand of any material used for cooking, provided the cost of the same does not exceed the cost of specified brand.

48. The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served and the stale is not reused. Stale food shall be removed from Canteen/Hostel Mess premises as soon as possible on your own charges. Un-refrigerated cooked food, not consumed within six hours in summer months and ten hours in winter months, shall deemed to be stale and unfit for consumption hence not allowed in kitchen/stores/refrigerator.

49. The Contractor/firm/agency shall suggest a varied menu for all the days in a week. The college authority will furnish rates of various items. Since the Canteen and Hostel Mess is basically meant for students the charges shall be kept at the minimum. The contractor should maintain the weight in grams in all his food stuff according to the standard weight in any of the reputed canteen and Hostel Mess service.

50. Contractor/firm/agency is advised to maintain the highest quality at the rate as decided by college authority and provide attractive menu so as to attract the maximum no of students/ personnel to avail the Canteen, Hostel Mess and Tuck Shop services.

51. The food shall be neither too spicy nor too oily. The food preparation shall be wholesome and shall generally cater to the taste of the employees/students.

52. The oil that remains from deep frying at the end of the day/shall have to be destroyed and shall not be allowed to be reuse for the purpose of cooking again.

53. The Contractor/firm/agency shall pay special attention to maintain the Canteen and Hostel Mess in a neat and tidy condition at all times. For this purpose, the Canteen and Hotel Mess shall be cleaned thoroughly after each meal regularly.

54. The Contractor/firm/agency shall ensure that only hot food is served to the students/employees. Complaint, if any, in this regard shall be dealt with severely.

55. The Contractor/firm/agency should have sufficient equipment & crockery and other items normally required to cater to college requirements in the given time. He should have sufficient utensils, crockery and other infrastructure to provide the service.

56. The Contractor/firm/agency should take all safety measures while running Canteen, Hostel Mess and Tuck Shop. He/she will keep a First- Aid box for the persons deployed to work in canteen, Hostel Mess and Tuck Shop.

57. The Contractor/firm/agency should maintain a complaint register in open place easily available for the students.

58. **The Canteen and Tuck Shop staff/workers would be permitted to stay in campus from 9:00 am to 04:00 pm. In Hostel Mess workers would be permitted to stay in mess from 6:00 am to 09:00 pm. The Canteen, Hostel Mess and Tuck shop staff/workers will not be allowed to stay in the campus during night**.

59. The Canteen, Hostel Mess, Tuck Shop services should provide on all the days during the contract period including Government holiday if desired by the administration.

60. The Contractor/firm/agency will also submit the medical certificate on half yearly basis and all their employees handling food are not having any contiguous diseases and Covid vaccination etc.

61. The Contractor/firm/agency will ensure that the cooks have proper shave and clipped nails while cooking food and wear apron and head gear, the food servers shall wear hand gloves &caps and all the workers should wear uniform along with the ID cards.

62. The Contractor/firm/agency shall be engaging energetic and skilled trained personnel. All labour laws must be complied with.

63. The Contractor/firm/agency shall not deploy any minors for the canteen, Hostel Mess and Tuck Shop works.

64. The Contractor/firm/agency has to deploy his manpower and work during holidays, late hours and Sundays, if required, as well according to the requirement and convenience of college.

65. The Contractor/firm/agency shall be responsible to maintain the equipment's and other articles supplied by the College are in good condition. In case of any damage, he shall be responsible to carry out the repairs without any delay to avoid any interruption in service. Cost of repairs shall be borne by the Contractor him-self.

66. Food wastes, unwashed food plates and other rubbish are required to be cleaned /cleared

immediately. The contractor is solely responsible for segregation of wet and dry wastage as per municipal norms and also wholly responsible for disposing the garbage on daily basis.

67. The successful bidder is responsible for the cleanliness of entire canteen, Hostel Mess and Tuck Shop premises including water passages, electrical equipment's etc. in canteen, Hostel Mess and Tuck Shop.

68. **Use of plastic/paper plates &cups and plastic carry bags is banned and the contractor shall give an undertaking to use environment friendly material only for serving coffee, tea, snacks and for packing & carrying of food items.**

69. The contractor shall install his emergency lighting, gas and fuel supply on his own cost.

70. No outsiders will be permitted without the explicit permission of Principal in exceptional cases.

71. Drugs, alcoholic drinks and smoking of cigarettes are strictly prohibited inside the premises including Canteen, Hostel Mess and Tuck Shop and any breach noticed will attract deterrent actions against the contractor/firm/agency as per statutory norms /rules.

72. The Contractor/firm/agency will bring their own tools, cookers, hot boxes, steam boxes, trolleys equipment utensils, plates, jugs etc., in sufficient quantity as needed to maintain the Canteen and Hostel Mess service.

73. The Contractor/firm/agency is to ensure that utensils shall be cleaned properly before serving of any item.

74. The Contractor/firm/agency shall verify character, antecedents of canteen, Hostel Mess and Tuck Shop service personnel employees before deployment in campus. Supervisors/Workers will not be changed by contractor so frequently until and unless so warranted.

75. **Sub-contracting of the contract shall not be permitted for any of the item. In case, the contractor is found having sub contracted this contract, the contract will be terminated without any notice and security deposit will be forfeited**.

76. The tenderer may be required to coordinate and assist with local authorities as other relevant authorities of Govt. of Haryana *etc*. in connection with canteen services as per requirements of prevailing legislation on such matters, as called for.

77. Dispute, if any, arising out of the Canteen, Hostel Mess and Tuck Shop Services contract shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by the Principal, Govt. College for Women Hisar as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and theRulesframedthereunder.AnyArbitratorappointedshallnothavethejurisdiction to pass any interim awards, or to grant interest higher than 8% charges simply on the award amounts, or

amounts payable to either party.

78. The decision of Competent Authority will be the final in all aspects and will be acceptable to all bidders.

79. Contractor should require/obtain Central License under Food Safety and Standards Act to ensure the compliance of Provisions of the Food Safety and Standards Act and Regulations.

80. The contractor shall provide discount rates for all the food items provided in the Canteen, Hostel Mess and Tuck Shop to all the officer's/faculty's/staff/man power employees/ housekeeping employees /security guards.

81. Facility needs to be provided by UPI payments like BHIM, Paytm, PhonePe, GooglePay etc.

82. **Termination of the Contract**

a. **The Contract can be terminated by either party, i.e., College or the Contractor, after giving two months' notice to the other party extendable by mutual agreement till alternate arrangements are made. However, College reserves the right to terminate the contract without giving any notice in case the Contractor 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 Contractor without any objection or resistance.**

b. On termination of the contract, the Contractor will hand over all the equipment/furniture/articles etc., supplied by the college, in good working condition, back to the college.

83. **Penalty**

a. The Institute reserves the right to impose a penalty (to be decided by the college authorities) on the Contractor for any serious lapse in maintaining the quality and the services will fully or otherwise by the Contractor or his staff or for any adulteration.

b. If the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24- hour notice to improve or rectify the defect(s), failing which the college will be at liberty to take appropriate necessary steps as deemed fit.

c. The raw material/vegetables/fruits and other materials used for cooking may be checked by mess Committee at any time and if substandard/ unauthorized/ nonstandard material is

found and after issued three adverse notices, it will be treated as breach of contract and the College Principal can be reviewed the contract. Contractor shall have to abide by the decision of the Principal of the respective college.

d. Any member of the designated officer-in-charge or any authorized person can inspect the mess, kitchen or any process without any prior notice to caterer.

e. In case of any discrepancy (in terms of palatability of food or hygiene) or any case of negligence, appropriate punitive action shall be taken.

f. Penalties would be believed for:

   i. Partially cooked food

   ii. Foreign articles found in food

   iii. Using sub-standard raw materials

   iv. Unhygienic cook in gandfood & waste handling conditions

   v. Non removal of waste in time

   vi. Reuse of oil/ reuse of stale food, monetary penalty as per22(B)

   vii. Violation of terms and conditions of contract agreement/work order.

ANNEXURE- A

FINANCIAL BID –FOR CANTEEN SERVICES

Bid for providing Canteen Services shall be filled in by the Bidder / Contractor, **duly signed, stamped and sealed along with an EMD of Rs.5000/-** by Demand Draft **for Canteen in favour of Principal of the Institute payable locally.**

Sr. No.	Particulars	Details
1.	Name of the Tendering Company/Firm/Service Provider/Agency	
2.	Year of Commencement/ Registration	
3.	Full Address of the Registered Office/ Branch Office (if any) with email ID	
4.	Phone No. & Mobile No. Email id	
5.	State status whether firm is Proprietary/ Partnership firm / Company/ AGENCY	
6.	Name(s) of the Director/ Proprietor/ Partners of the firms/ Member	
7.	**Details of EMD** for **CANTEEN SERVICES**	
	Amount	
	DD No.	
	Date:	
	Issuing Bank	
8.	**Amount of Bid for College Canteen (Monthly Rent)**	In Figure …… In Words …… ……..

(Seal & Signature)

ANNEXURE- B

FINANCIAL BID –FOR Hostel Mess SERVICES

Bid for providing Hostel Mess Services shall be filled in by the Bidder / Contractor, **duly signed, stamped and sealed along with an EMD of Rs.5000/-** by Demand Draft **for Hostel Mess in favour of Principal of the Institute payable locally.**

Sr. No.	Particulars	Details
1.	Name of the Tendering Company/Firm/Service Provider/Agency	
2.	Year of Commencement/ Registration	
3.	Full Address of the Registered Office/ Branch Office (if any) with email ID	
4.	Phone No. & Mobile No. Email id	
5.	State status whether firm is Proprietary/ Partnership firm / Company/ AGENCY	
6.	Name(s) of the Director/ Proprietor/ Partners of the firms/ Member	
7.	**Details of EMD** for **Hostel Mess SERVICES**	
	Amount	
	DD No.	
	Date:	
	Issuing Bank	
8.	**Amount of Bid for College Hostel Mess (Monthly Rent)**	In Figure …… In Words …….. ……..

(Seal & Signature)

ANNEXURE- C

FINANCIAL BID –FOR TUCK SHOP SERVICES

Bid for providing Tuck Shop Services shall be filled in by the Bidder / Contractor, **duly signed, stamped and sealed along with an EMD of Rs.5000/-** by Demand Draft **for Tuck Shop in favour of Principal of the Institute payable locally.**

Sr. No.	Particulars	Details
1.	Name of the Tendering Company/Firm/Service Provider/Agency	
2.	Year of Commencement/ Registration	
3.	Full Address of the Registered Office/ Branch Office (if any) with email ID	
4.	Phone No. & Mobile No. Email id	
5.	State status whether firm is Proprietary/ Partnership firm / Company/ AGENCY	
6.	Name(s) of the Director/ Proprietor/ Partners of the firms/ Member	
7.	**Details of EMD** for **Tuck Shop SERVICES**	
	Amount	
	DD No.	
	Date:	
	Issuing Bank	
8.	**Amount of Bid for College Tuck Shop (Monthly Rent)**	In Figure ……. In Words …… ……..

(Seal & Signature)

Registration under various statutory bodies:

Require Documents	Attached / Not attached (Yes or No)	Page No.	Validity completion date
EMD – DD of Rs.5,000/- for each Bid (Canteen, Hostel Mess and Tuck shop)			
Copy of FSSAI Certificate Dt:			
Copy of Company/Shop Establishment/Registration certificate			
Copy of GST registration Certificate, Dt:			
Copy of PAN Card			
Signed all the pages of tender documents and enclosed			

Note: Legible copies of the above documents must be attached.

Details of experience of similar work in Government/ Public Sector undertaking/Registered Firms/ Societies/ Universities / Research Institutions / Educational Institutions / IT Industries as per the attached format **(Please use separate sheet for additional information).**

Please submit copies of evidence i.e. Experience Certificates Work Orders, Agreements, Performance Certificates etc., specifying period of work orders to be enclosed).

Year	Name of the Employer& Address with Telephone Nos.	Type of Institution / Industry	Period	Contract Value/ year	Nature of Service	Remarks
			From – To			

Work Experience (Certificates to be Enclosed):

PRESENT CLIENTELE (Certificates to be Enclosed):

Year	**Name of the Employer & Address with Telephone Nos.**	**Type of Institution /Industry**	**Period**	**Contract Value/year**	**Nature of Service**	**Remarks**
			From-To			

Copy of the menu finalized by the organization, and served

II) PREVIOUS CLIENTELE: (Minimum 1 years' experience is essential. Copy should be enclosed)

Year	**Name of the Employer & Address, Contact Person Name with Tel. No. & Cell No.**	**Type of Institution / Industry**	**Details of Experience, similar work Period of dates Commencement and termination covering last 3 years (From - To)**	**Contract Value/year**	**No of persons**	**Nature of Service**

Copy of the menu served

(Seal & Signature)
I accept all the above Terms & Conditions

Validity:

1. **The tender shall be valid for a period of at least three calendar months from the date of opening of the tenders for the purpose of evaluation of the tender. However, the rates quoted in the tender should be valid for the period of the contract of one year.**
2. The contactor will have to furnish to be deployed for running of the canteen services before starting the operations.
3. **The contract or has to start the canteen, Hostel Mess and Tuck Shop operations within 7 to10 days of receipt to work order.**

Note:

1. The rates of which items are not mentioned and falls under MRP must be sold on MRP only (i.e. All varieties of ice creams, biscuits, lays, beverages etc.).
2. The committee may decide changes in daily menu timely.

Affidavit on Non-Judicial Stamp Paper

I_____ S/o

Sh._____R/o_____

_____has not been blacklisted/ debarred by any Govt. Institute/ semi Govt./ private Organization.

Signature of the Deponent

Verification

I, the above named deponent do hereby solemnly affirm and verify that the above contents are true and correct to the best of my Knowledge and belief and nothing has been kept concealed there from. Verified at Govt. College, Hisar on this _____day of _____2026.

Signature of the Deponent

Verification by 1st Class Magistrate

Annexure - 01

RATE LIST OF ITEMS TO BE SOLD IN CANTEEN OF GOVERNMENT COLLEGE FOR WOMEN, HISAR (Session 2026-27)

Sr. No.	Name of items	Quantity	Fixed Rate by college
1.	Tea per cup	100 ml./150 ml.	10 Rs./ 15 Rs.
2.	Dhoodhpatti Tea per cup	100 ml./150 ml.	15 Rs./20 Rs.
3.	Patties/ Finger Chips/ Chowmein/ Chilla.	One Plate of150 grams	20 Rs.
4.	Bread pakoda/ Maggi (1 pkt)	One Piece of 150 grams	20 Rs.
5.	Coffee per cup	150 ml.	25 Rs.
6.	Besan Barfi	One Piece of 50 gram	15 Rs.
7.	Rasgulla /Gulab Jamun	One Piece of 50 gram	20 Rs.
8.	Samosa/Kachori	One Piece of 150 gram	20 Rs.
9.	Mathi/Fan	One Piece of 50gram	10 Rs./ 5 Rs.
10	Mutter	50 gram	10 Rs.
11	Tikki with chhole	One plate	30 Rs.
12	Veg Sandwich	One Piece	30 Rs.
13	Fresh Juice of Mausami / Orange / Kinnu	200ml	35 Rs.
14	Banana/Mango Shake	200 ml	30 Rs.
15	Chocolate Dairy Milk Nestle And Cold Drink etc.	Rate as per quantity	As per MRP
16	Dahi/ lassi (Vita/ Amul/ Madhusudan/ Lakshya/ verka)	Rate as per quantity	As per MRP
17	Ice Creams (Kwality Walls, Amul, Vadilal, Havmor, Mother Dairy, and Dinshaw brand)	Rate as per quantity	As per MRP
18	Flavored Milk (Vita/ Amul/ Madhusudan/ Lakshya/ verka)	Rate as per quantity	As per MRP
19	Biscuit	Rate as per quantity	As per MRP
20	Packed Snacks (only Bhujia) of Haldiram, Britannia, Parle, Bingo, Lays, Kurkure, Bikano, Nestle India brands	Rate as per quantity	As per MRP

(Seal & Signature)

Annexure -02

छात्रावास मेस का साप्ताहिक मेनू और डाईट-रेट लिस्ट

Session 2026-27

दिन	नाश्ता	लन्च	डिनर
सोम	पराठा आलू दही / दूध / चाय	चावल + दाल मखनी + रायता + सलाद + रोटी	मौसमी सब्जी + रोटी + सलाद
मंगल	बेडटोस्ट (भरमा) + दूध /चाय	मौसमी सब्जी + पुलाव + दही + सलाद + रोटी	मटर पनीर + रोटी + सलाद + खीर
बुध	पराठा प्याज + दही / दूध / चाय	चावल + सफेद छोले + रायता + सलाद + रोटी	मौसमी सब्जी + रोटी + सलाद + नमकीन चावल
वीर	पाव भाजी + चाय / दुध / दही	चावल + सांभर/कढ़ी + दही + रोटी + चावल + सलाद	मिक्सवेज रोटी + सलाद + मिठाई + चटनी
शुक्र	पराठा आलू + दही / दूध / चाय	चावल + मिक्स दाल + रायता + रोटी + सलाद	मौसमी सब्जी + रोटी + सलाद
शनि	पोहा / पास्ता + चाय / दही / दूध	चावल + काले चने + रोटी + रायता + सलाद	आलू बड़ी/खिचड़ी + रोटी + सलाद + खीर
रवि	पराठा प्याज + दही / दूध / चाय	चावल + आलू छोले + पूरी/भटूरे + रोटी + दही + सलाद	चना दाल + रोटी + सलाद + नमकीन + चावल
प्रतिदिन का डाईट रेट	**रु. 40/-**	**रु. 40/-**	**रु. 40/-**

नोट:- उपरोक्त के अतिरिक्त

1 प्रतिदिन सांय 4:30 बजे सभी छात्राओं को निःशुल्क चाय देनी होगी।

2 व्रत वाले दिन छात्राओं को डाइट में फल / दूध देना होगा।

नोटः प्रत्येक छात्रा को कम से कम 20 दिन की तीनों टाईम की मिनीमम डाईट के चार्ज का भुगतान करना होगा।

(Seal & Signature)

Annexure -03
Rate of Items in College Tuck Shop
Session 2026-27

Sr. No.	Name of Item	Rate
1.	Photocopy per Page (Single Side)	2.00/-
2.	Photocopy per Page (Both Side)	2.00/-
3.	Lamination of I-card type Documents	15.00/-
4.	Lamination DMC/ A-4 Size Document	25.00/-
5.	Print out Per Page (Black & White) upto 03 Pages	5.00/-
6.	Print out Per Page (Black & White) more than 03 Pages	2.00/-
7.	Print out Per Page (Coloured)	10.00/-
8.	Online Form Filling	50/-
9.	Online Fees Payment	50/-
10.	Stationary Items (Pen, pencil, all types of Copy/Register)	On MRP

नोट:- टक शॉप का ठेका लेने वाले ठेकेदार / फर्म को टक-शॉप का निर्माण / व्यवस्था खुद करनी होगी।

(Seal & Signature)

UNDERTAKING BY THE CANTEEN / HOSTEL MESS / TUCK SHOP SERVICE PROVIDER

Declaration

1. I/We…… Son/Daughter/Wife of Shri ……... Signatory of the service provider, mentioned above, am/are competent to sign this declaration and execute this tender document.
2. I/We have carefully read and understood all the terms and conditions of the bid and undertake to abide by them.
3. I/We have inspected the institute/premises and have acquainted ourselves with the tasks, requirements required to be carried out, before making this offer.
4. I/We hereby sign this undertaking is token of our acceptance of various conditions listed above.
5. I/We am/are agreeing to provide the best quality of food at college canteen, hostel mess and the services of tuck shop without any lapses.
6. Any corrections/alterations will not be accepted.
7. I/ We affirm that all the rates quoted above are correct and I am aware that my bid may be cancelled in case of any variation in total value.
8. The information/documents furnished along with the technical and financial bids are true and authentic to the best of my knowledge and belief.
9. I/we undertake to pay all the dues, as applicable, to my employees (deployed at college canteen, Hostel Mess and Tuck shop) according to the enactments of State and Central Govt.
10. The rates quoted by me/us are valid and bid upon me/us for the entire period of contract.
11. I/We shall not bring any external influence or legal pressure to continue beyond the one-year period.

Place: Signature of the contractor with seal

Date: Address:

Mobile No: