



VIDYASAGAR UNIVERSITY

MIDNAPORE ★ WEST BENGAL ★ PIN 721102

Phone: (03222) 298-240

Ref. No. : VU/ FO/Tender/39/2022

Date: 05/08/2022

Tender Notice

Sealed quotations are invited from the bonafied, reputed, reliable, and experienced Vendors for providing cafeteria service at Bhalo Mando in the campus of Vidyasagar University. Last date of submission of filled up form to the Finance Officer is **22.08.2022**.

Eligibility criterion of participation in the Tender:

- a) Bonafide, resourceful, reliable and experienced Vendors having good track record.
- b) An undertaking should be given stating thereby that the firm has not been debarred or penalized for any reasons out of work by any Government Department.
- c) Subletting of Vendors is strictly prohibited.
- d) The prospective bidders must have valid upto date clearance of Trade License, GST, Income Tax return, Professional Tax clearance certificate, P.Tax (Deposit Challan), PAN Card, GST registration certificate.
- e) The vendors who have been delisted or debarred by any government department shall not be eligible in any way.
- f) Past performance for Vendor will be judged.
- g) The University reserves the right to accept or reject any Tender without assigning any reason whatsoever.

Fax : (91) 03222 – 275329/275297/263206

Email : Vidya295@mail.vidyasagar.ac.in // Website : <http://www.vidyasagar.ac.in>



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Information brochure for providing cafeteria service at Bhalo Mando

Terms & Conditions

1. The Bhalo Mando should remain open from 10-00 hrs to at least 19-00 hrs on all working days and up to 17-30 hrs on Saturday and Sunday [except University holidays].
2. The approved rate chart of the food and drink items should clearly be displayed in the counter.
3. Power back up (if required) are to be arranged by the vendor.
4. The contract for cafeteria Services shall remain valid initially for a period of six months. In order to evaluate the performance and services of the Contractor, the contract will have probationary period of six months. The contract for the next 3 years will be confirmed only if the services and quality of items served by the Contractor found satisfactory during the probationary period. On satisfactory service this can be renewed. Renewal of service will be for a maximum period of two years only. However, any untoward incident in relation to run the Bhalo Mando may lead to termination of the contract by the University.
5. Preference will be given to the Vendor having relevant experience of 2 (two) years or more.
6. The Contractor will be required to pay to the University electric charges on actual basis, for which sub-meters shall be provided.
7. A monthly charge (to be decided in due course by the University) will have to be given for using the existing facility.
8. The food & drink, as mentioned in the approved list, will have to be served at the rate not exceeding the approved price.
9. The Contractor shall be responsible for engaging adequate number of trained / semi-trained manpower required for providing good cafeteria services in University Campus.
10. The employees of the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
11. The Contractor will, prior to the commencement of the operation of contract, make available to Vidyasagar University the particulars of all the employees who will be deployed at the University's premises for running the Bhalo Mando. Such particulars, inter alia, should include age / date of birth, permanent address, police verification report and profile of the health status of the employees.
12. The Contractor shall ensure proper discipline among his / her worker's and further ensure that they do not indulge in any unlawful activity.
13. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.

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14. The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surroundings etc.
15. The Contractor shall be personally responsible for conduct and behavior of his staff and any loss or damage to University's movable or immovable property due to the conduct of the Contractor's staff shall be made good by the Contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by the University. The decision of the University's designated officer in this regard shall be final and binding on the Contractor.
16. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
17. The Contractor shall keep Bhalo Mando and its surrounding areas clean and up to date sanitation must be maintained every day after the services are over. The University management will have 24 hours access to inspect the Bhalo Mando at any time for ensuring the cleanliness and hygienic conditions.
18. The University reserves the right to appoint officers / officials to inspect the quality of raw materials, food and other items prepared and sold in the Bhalo Mando. Any defect(s) pointed out by such officers / officials during their visits shall be properly attended to by the Contractor.
19. The Contractor shall get prices of all items approved by the University and no changes, whatsoever shall be made without prior written approval of the University.
20. The Contractor will use only branded raw materials for preparation of items.
21. The Contractor shall install his electronic fly-kill / insect repellent equipment, emergency lighting / gas and fuel supply at his own cost.
22. Storing / supply / sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the University's campus, including Bhalo Mando. Any breach of such restrictions by the Bhalo Mando Contractor will attract deterrent action against the Contractor as per statutory norms.
23. No minimum guarantee will be furnished to the Contractor towards consumption of food items. He / she is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of students / hostellers / University personnel to avail cafeteria services.
24. The Contractor will bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs etc. in sufficient quantity as needed to maintain the cafeteria services in addition to what is provided for by the University.
25. The Contractor shall not use the Bhalo Mando premises for any other activity except for the purpose for which it has been provided for.
26. The Contract can be terminated by either party, i.e. Vidyasagar University or the Contractor, after giving three-months notice to the other party extendable by mutual

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- agreement till alternate arrangement are made. However, the University 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. Vidyasagar University's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.
27. On termination of the contract, the Contractor will hand over all the equipments / furniture / articles etc., supplied by the University, in good working condition, back to the University.
28. Last date of submission of Tender Form to the Finance Officer is **22/08/2022**.
29. The Tenders are to be submitted to the Finance Officer, Vidyasagar University, Midnapore, Paschim Medinipore-721102.

Finance Officer

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Tender
(Application Form)

- 1. Name of the Vendor:**
- 2. Complete address and contact details:**
- 3. Name and designation of the contact person:**
- 4. Details of work performed during last 2 (two) years or more: (Please enclose copy)**
- 5. Details of PAN No.:**
- 6. Details of GST No.:**
- 7. Details of IT Return:**
- 7. Details of Trade License:**

Sign & Seal of the Vendor



Financial bid

SI. No	Items	Rate per unit (Rs.)
1	Tea	
2	Coffee	
3	Cold drinks	
4	Biscuit	
5	Cake	
6	Samosa	
7	Pastry	
8	Patties	
9	Sweets	
10	Potato Chips	

Sign and seal of the Vendor