

**CHANDIGARH COLLEGE OF ENGINEERING & TECHNOLOGY,**  
**DEGREE WING, SECTOR-26, CHANDIGARH**

To

The Director Public Relations,  
UT, Chandigarh

**Memo No. CCET/DG/SW/2022-23/  
Dated, Chandigarh the**

**Subject: Advertisement notice of e-tender for providing mess services in CCET  
(Degree Wing), Chandigarh.**

Reference on the subject cited above.

Please find enclosed herewith e-tender notice (in triplicate) alongwith soft copy of the same regarding providing of mess services in this Institute to be published in two leading newspapers i.e. one English and one Hindi (Delhi Edition) on 05.10.2022.

**DA: As above**

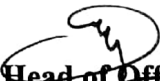


**Head of Office,  
for Principal,  
Chd. College of Engg. & Tech.  
Degree Wing, Chandigarh**

**Endst. No. CCET/DG/Estt./2021-22/3708**

**Dated: 04/10/22**

A copy is forwarded to I/c Website, CCET (Degree Wing), Chandigarh along with a copy of relevant document(s) for uploading the same college website by today positively.



**Head of Office,  
for Principal,  
Chd. College of Engg. & Tech.  
Degree Wing, Chandigarh**



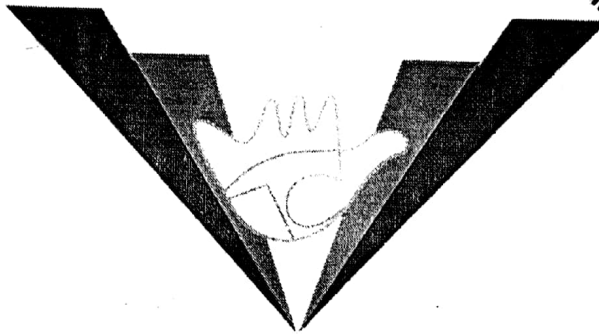
**CHANDIGARH COLLEGE OF ENGINEERING &  
TECHNOLOGY (DEGREE WING),  
SECTOR 26, CHANDIGARH  
(FAX No. 0172-2750872, Phone No. 0172-2750943)  
NOTICE FOR PROVIDING MESS SERVICES  
College website: - www.ccet.ac.in**

Chandigarh College of Engineering & Technology (Degree Wing), Sector-26, Chandigarh invites online Bid (Technical & Financial) for providing mess services against Tender ID 2022\_CHD\_68777\_1 at <https://etenders.chd.nic.in>. The last date for receipt for the same is 19.10.2022 at 3.00 P.M. All related details are available on Notice Section of [www.ccet.ac.in](http://www.ccet.ac.in). However for any query, general information, guidance and reference, interested bidders can also approach to office of Principal, Chandigarh College of Engineering. & Technology (Degree Wing), Sector-26, Chandigarh on any working day between 9.30 am to 5.30 pm.

**Principal**

**E-TENDER FOR PROVIDING MESS SERVICES AT  
CCET(Degree wing), SECTOR 26, CHANDIGARH**

Chandigarh College of Engg. & Tech.



**CCET**

**CHANDIGARH COLLEGE OF ENGINEERING & TECHNOLOGY,  
DEGREE WING, SECTOR-26, CHANDIGARH- 160019.**

[www.ccet.ac.in](http://www.ccet.ac.in)

Phone Nos. 0172-2750872, 2750943

e-mail : [principal@ccet.ac.in](mailto:principal@ccet.ac.in)

**CHANDIGARH COLLEGE OF ENGG. & TECHNOLOGY  
(DEGREE WING),**

**Sector 26, CHANDIGARH**

**E-TENDER DOCUMENT**

(PAGES 1 -21)

1	Date of downloading and submission of e-tender documents online.	Start Date: 05-10-2022 (9:00 Am) End Date : 19-10-2022 (3:00 Pm)
2	Physical submission of EMD & eligibility documents	Start Date: 05-10-2022 (9:00 Am) End Date : 19-10-2022 (3:00 Pm)
3	Opening of Technical Bid (online)	19-10-2022 (3:30 Pm)

## INDEX

<b>Sr. No.</b>	<b>Contents</b>	<b>Page Nos.</b>
1.	INSTRUCTIONS TO BIDDERS REGARDING E TENDER PROCESS	2
2.	INSTRUCTIONS WITH REGARD TO BID	3
3.	CHECK LIST	4
4.	TECHNICAL BID	5
5.	FINANCIAL BID	6-7
6.	GENERAL TERMS & CONDITIONS	8-11
7.	SCOPE OF WORK	12
6.	FOOD HANDLING PRACTICES	13
7.	PAYMENT TERMS	14
8.	COVERING LETTER FORMAT TO BE SUBMITTED ALONG WITH TECHNICAL BID	15
9.	FORM OF NON BLACKLISTING AFFIDAVIT	16
10.	FORM OF AGREEMENT	17-18
11.	LIST OF KITCHEN UTENSILS/ITEMS AVAILABLE IN THE GIRLS HOSTEL	19
12.	MENU(ANNEXURE V)	20-21

**IMPORTANT INSTRUCTIONS TO BIDDERS REGARDING**  
**e-TENDERING PROCESS**

1. The Bidders shall have to submit their Bids online in Electronic Format Digital Signatures. For participation in the e-tendering process, the Bidders need to register themselves at <http://etenders.chd.nic.in>. On registration, they will be provided with a user ID and a system generated password enabling them to submit their Bids online using Digital System Certificates (DSC).
2. Tenders without Digital Signatures will not be accepted by the electronic tendering system. No tender will be accepted in physical form and in case it has been submitted in physical, it shall be rejected.
3. Bids will be opened online as per time schedule mentioned in the e-tender.
4. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been uploaded with the bid.
5. **Bidders shall upload scanned copies of all requisite papers as required in the Bidding document, without which the Price/ financial bid of the bidder would not be opened and the bid would be rejected.**
6. Principal, CCET will not be responsible for any delay in online submission of bids due to any reason whatsoever.
7. Bidders should get ready with the scanned copies of EMD as specified in the tender documents. **Earnest Money of Rs. 1,00,000/-** submitted in the form of a **Demand Draft** in favour of the **"Principal, CCET"** payable at Chandigarh, should be submitted to Principal, Chandigarh College of Engg. & Technology, Sector 26, Chandigarh, so as to reach him on or before the last date for receiving the e-tenders alongwith with necessary documents.
8. The details of EMD specified in the e-tender document should be same as submitted online (scanned copies). Otherwise tender will be rejected summarily.
9. The conditional bids shall not be considered and may be out rightly rejected in the first instance.
10. The Financial Bid through e-tendering of only those bidders shall be opened who will qualify in the technical bid and are approved by the Competent Authority.
11. **They are required to upload all self-attested copies of the relevant documents as required in the tender, failing which their bids may be summarily/out rightly rejected and will not be considered.**



## OTHER INSTRUCTIONS

1. The last date and time for submission online (through e-tendering only) and receipt of physical submission of EMD with necessary documents is 19-10-2022 upto 03:00 PM.
2. Each tender must be accompanied with Earnest Money Deposit (EMD) in the shape of Demand Draft in favour of "Principal, CCET" payable at Chandigarh, valid for three months of any Scheduled Bank.
3. The sealed envelope of EMD should be clearly superscribed as "EMD for Providing Mess Services" should be submitted in the office of "Principal, CCET" Sector 26, Chandigarh on or before 19-10-2022 upto 3:00 PM.
4. The menu items & other particulars are provided in Annexure V. Principal, CCET reserves the right to increase or decrease the menu items or delete some or all of the menu items depending on the needs of the institute.
5. The bidder should quote the rates (inclusive of all type of taxes, GST, all type of expenses viz. manpower's salary & EPF / ESI / Uniforms and allied material, raw material, transportation charges, service charges, surcharge, etc.) The Bidder / Contractor / Firm is expected to quote rates after careful analysis of the costs involved for the performance of the complete work after inspection and equipment's available. Nothing extra shall be payable on any pretext at any stage later on.
6. Any attempt direct or indirect, to cast influence, negotiation on the part of the tenderer with the officials / authority to whom he / she will submit the tender or the tender accepting official/authority before the finalization of tenders will render the tenderer liable for exclusion from consideration.

**CHECK LIST FOR SUBMISSION OF E-TENDER  
FOR PROVIDING MESS SERVICES IN BOYS AND GIRLS HOSTEL**

1.	Covering Letter (as per Annexure I)
2.	Earnest Money Deposit (EMD) of Rs. 1,00,000/- in the form of demand draft in favour of "Principal, CCET, Chandigarh", payable at Chandigarh.
3.	Affidavit of not being Black listed (Annexure - II).
4.	Copy of Annual Turnover / Income Tax Returns for the last 3 financial years. (Turnover in one Financial year should be more than 35.00 lakhs).
5.	Documents showing experience of running mess Minimum two years at College/University.
6.	Copy of EPF and ESI Number.
7.	Copy of GST Number, PAN Number
8.	An undertaking to the effect that all the staff to be deployed in mess is fully vaccinated against COVID.
9.	Undertaking to the effect to submit FSSAI license on allotment of work.
10.	Name and Address of the Firm / Bidder along with Telephone / Mobile Number on the Letter Head of the Firm / Bidder.
11.	Total Number of persons to be deployed by Tenderer for providing catering /canteen services at CCET, Chandigarh.
12.	Financial bid(to be quoted as per BOQ online).



# TECHNICAL BID

## FOLLOWING SELF ATTESTED DOUCMENTS NEEDS TO BE SUBMITTED WITH THE TECHNICAL BID:-

- a) Proof that the bidder has Minimum two years of experience of running mess at College or University.
- b) Certified copy of annual Turnover / Income Tax Returns for the last three financial years (2019-20, 2020-21 & 2021-22), Turnover in one Financial year should be more than Rupees Thirty Five lakhs.
- c) Details of total number of persons to be deployed by the tenderer for catering services at CCET Chandigarh for satisfactory performance of work.
- d) A Demand Draft for Rs. 100000/- (Rupees One Lakh only) in favour of "Principal, CCET" Chandigarh payable at Chandigarh towards Earnest Money (refundable to the unsuccessful bidder not later than three months from the last date of receipt of Bids).
- e) Proof of adherence to labour laws i.e. EPF and ESI Numbers.
- f) Proof of GST Number.
- g) Copy of PAN Card of the Firm.
- h) A valid undertaking to submit certificate from the FSSAI on allotment of work.
- i) Affidavit that the tenderer has not been blacklisted from any organization.
- j) Undertaking to the effect that all of its staff members to be employed in the mess for preparation and serving of food is fully vaccinated for COVID-19.

**NOTE:-** Tender without required documents and not fulfilling other conditions will berejected.

## FINANCIAL BID

- (i) The bidder is required to quote the rates in BOQ on the e-tendering portal of Government. Rates quoted in physical form shall not be accepted and bids will be rejected summarily.
- (ii) The tender will contain the rates (inclusive of all taxes, surcharge, GST etc.) for the contract only in the prescribed form detailed below. The tenderer is expected to quote rates after careful analysis of the costs involved for the performance of the complete work after inspection of the Campus and equipment available. Nothing extra will be payable on any pretext at any stage later on.
- (iii) The successful bidder shall be finalized on the bases of rates quoted for mess services to the students in Table (I). Further the L-1 chosen accordingly shall bound to lower the quoted rates in Table II to the extent as quoted by other bidder.
- (iv) The contractor shall give 25% discount to the staff members on availing the mess services on the rates finalized.
- (v) Diploma wing can also avail the service of mess for their students as per rates finalized for this institute. Nothing extra shall be paid.

**RATES TO BE QUOTED ONLINE ONLY (TABLE I)**

Sr. No.	Day	Breakfast	Lunch	Dinner	Monthly combined Price for Breakfast, Lunch & Dinner as per Proposed Menu.
1	Monday	Aloo Prantha, Butter, Tea/Coffee	Chapati, Rice, Rajma, Onion + Tomato Raita, Salad.	Chapati, Dal Tarka, Seasonal Veg, Salad	NOT TO BE FILLED SPECIMEN COPY
2	Tuesday	Upma, Tea/Coffee	Chapati, Rice, Black Channa, Boondi Raita, Salad with sweet dish like Gulab Jamun/Ice cream/Halwa	Chapati, Rice Pulao, Matar Paneer/Shahi Paneer/Palak Paneer, Dal Mah Chhilka + Chana Salad	
3	Wednesday	Poha, Tea/Coffee	Chapati, Rice, Karhi Pakora/Nutri Aloo-, Seasonal Veg, Salad.	Chapati, Dal Channa, Gobi Matar/Seasonal Veg, Salad.	
4	Thursday	Azwain Prantha, Butter, Tea/Coffee	Puri, Rice Pulao, Kabuli/White Chana, Boondi Raita, Zira Aloo, Salad, Imli/Pudina Chutney.	Chapati, Sabut Dal Masar, Mushroom Matar, Salad, Fruit Custard	
5	Friday	Gobi/Yellow Dal Prantha, Curd, Tea/Coffee	Chapati, Rice Dal Makhni, Ghiya/Seasonal Vet, Raita, Salad.	Chapati, Fried rice Dal Arhar/Toor, Manchurian/Mix Veg, Salad	
6	Saturday	Aloo Prantha, Butter(50 gm) Tea/Coffee	Chapati, Rice, Soyabean Dal, Seasonal Veg. Onion+ Tomato Raita, Salad with sweet dish like Gulab Jamun/Ice cream/Halwa	Chapati, Dal Mah Dhuli, Ghiya Kofta/Seasonal Veg, Salad.	

7	Sunday	Veg. Bread Sandwich/ Bread Pakora (Four pieces), sauce Tea/Coffee	Channa Bhatura, Rice, Sambhar, Salad.	Chapati, Dal Makhni, Mixed Vegetable, Sevian Kheer, Salad	
	Daily	Evening Tea after 5:00 pm			
<b>*TOTAL</b>					

(TABLE-I I)

RATES TO BE QUOTED FOR SEVING HIGH TEA AND LUNCH/DINNER DURING VARIOUS WORKSHOP, MEETINGS/INPSECTION VISITS/SEMINARS ETC AS PER REQUIRMENT.

Sr. No.	Description of items/menu	Qty	Rate(in rupees to be quoted online)	Remarks
1.	Tea	1		
2.	Samosa/Kachori/Dhokla	1		
3.	Fruit cake of reputed brand	1		Rates should be discounted on MRP
4.	Canned juice	1		Rates should be discounted on MRP
5.	Lassi(Amul/Verka/Vita)	1		Rates should be discounted on MRP
6.	Express Coffee	1		
7.	Biscuits	1		Rates should be discounted on MRP
8.	Mineral Water	1		Rates should be discounted on MRP
9.	Veg Sandwich	1		
10.	Lunch or dinner(seasonal vegetable, paneer dish, dal, raita, basmati pulao, green salad, papad, pickle, roti, gulab jamun/ice cream)	Per head		
11.	Fresh Lime Soda	1		

## **GENERAL TERMS AND CONDITIONS**

The following terms and conditions will be deemed to be an integral part of the contract between the successful bidder and the CCET, Chandigarh:

### **(A) GENERAL:**

1. The tenders not accompanied by Earnest Money or incomplete in any respect will be rejected.
2. The "Principal, CCET" reserves the right to reject any or all tenders without assigning any reason whatsoever.
3. Each page of the submitted tender should be stamped and signed.
4. **The contract will be initially for a period of one year, depending upon the satisfaction performance of services provided by the contractor / firm. The contract can be extended upto a period of three years, based on satisfactory performance of the contractor.**
5. The institute will provide kitchen equipment as provided in Annexure IV. However other kitchen aids, utensils, crockery etc. that may be required to meet functional requirements will be arranged by the contractor.
6. All the equipment will be handed over to the contractor in good and working condition at the start of the contract. The contractor will be fully responsible for the safeguard of the equipment during the contract period. The contractor will hand over the equipment etc. to the Institute in good and working condition (except normal wear and tear) at the end of the contract period, or if the contract is terminated prior thereto, on such termination, failing which the institute will be at liberty to recover the cost for all the damages caused to the equipment etc. from the contractor's bills or the security deposit or in any other manner.
7. The operation of the equipment etc. will be carried out as per the relevant trade practices. In general, the contractor will operate and maintain the equipment etc. so that there is no breakdown of any services at any time.
8. The contractor will get the repair / rectification of any deficiency in the equipment, arising during the warranty / guarantee period, done to his satisfaction from the supplier, through the designated official of CCET, Chandigarh.
9. After the expiry of the guarantee / warranty period, the contractor will rectify any defect in the equipment etc. within 24 hours of the report thereof. Repair work will be carried out as per ISI specifications, wherever applicable. The costs of any spares which are purchased by the contractor to maintain and operate the equipment, etc. would be borne by the CCET, Chandigarh only if such purchase has the prior sanction of the CCET, Chandigarh. The unserviceable parts removed from the equipment will be deposited with the designated CCET, Chandigarh representative on the same day.
10. The institute reserves the rights to discontinue any item at any time and no damages/extra rates will be payable on account of the same.
11. When not in use, the equipment etc. will be kept clean and dust-free.
12. The successful bidder will have to execute an agreement with the Principal, CCET, Chandigarh on a non-Judicial stamp paper of Rs. 100/- and provide the mess services as per the requirements of Principal, CCET, from time to time and in case they fail to do so, the Principal, CCET, will be at liberty to forfeit the EMD, cancel the contract and get the service provider black listed.



13. The Courts at Chandigarh shall have the exclusive jurisdiction to try all disputes arising out of disagreement between the bidder or supplier and CCET Chandigarh if any.

**(B) STAFF OF CONTRACTOR:**

1. The contractor will deploy adequate manpower suitable for the performance of the job assigned by this contract and he will provide a list of these employees along with their qualifications / experience / Aadhaar Card/police verification and two photographs each to the CCET, Chandigarh. In case any worker is not acceptable to the authorities of the CCET, the contractor will be liable to replace him / her forthwith. The CCET, Chandigarh will not be obliged to assign any reason for seeking his / her replacement. The recruitment, service conditions and day-to-day control over the employees will be exclusively within the purview of the contractor.
2. The staff employed by the contractor will be experienced/qualified as per the laid-down norms in respect of the trade recognized by government authorities or otherwise.
3. The contractor will employ staff of good sober nature having no police record, and not suffering from any communicable disease.
4. In case of any of the contractor's employees suffers any type of injury while performing any duty under the contract, or otherwise, in the premises of the institute, the contractor will be wholly and solely responsible to meet the claim made by such employee for medical expenditure incurred for rehabilitation; and the CCET, Chandigarh would have no liability towards damages claimed by such an employee. All statutory benefits of any sort to the employee of the contracting agency under any act or law for the time being in force will be the sole liability of the contractor and not of the CCET, Chandigarh. The contractor will ensure compliance of all legal requirements in respect of the workers including the adherence to labour laws. The CCET Chandigarh will not be liable for any dues, which may be admissible to the workers under any circumstances.
5. In case any employee of the contractor during the contract period, damages / destroys / defaces / spoils any of the property of the CCET, Chandigarh, the contractor will be held responsible for the same to the extent of financial liability, and such amount will be recoverable from the contractor's bills and /or security deposit, or in any other manner.
6. The contractor will provide his employees with clean uniform as prescribed / approved by the CCET, Chandigarh and ensure that the employees wear the same in a neat and tidy form whenever they are on duty. Each employee will also wear a plate/tag indicating his/her name and job rank.
7. No employee will be allowed to smoke or take hard drinks in the kitchen/dining hall of the CCET, Chandigarh and any employee found to be defaulting in this respect would be liable to be dismissed from service by the Contractor on complaint from authorized person of the Institute.
8. **The interested bidders can inspect the hostel premises and available kitchen facilities on any working day between 9.30 AM to 5.30 PM.**
9. The institute is not responsible for providing accommodation to all the workers. However, limited accommodation for staff such as cook, Manager, other essential staff, as available will be provided at no additional cost. The contractor will not take it as a right, but only with facility from the institute and the decision of the institute authorities will be final.



10. The successful bidder shall have to deposit security deposit of Rs.2.00 lac valid 03 months post expiry of the contract in the form of FDR in favour of Principal, CCET, Degree wing, Chandigarh.
11. The contractor should submit Covid vaccination certificates in respect of staff to be deployed in connection with preparation of food and its serving.

**(C) PERFORMANCE:**

The service provider allotted the work of Mess services of the CCET, Chandigarh shall provide the services in professional and efficient manner and strictly in accordance with the terms and conditions laid down in the NIT, so as to ensure smooth functioning of the CCET Mess.

**(D) TERMINATION OF CONTRACT (FAILURE TO PERFORM):**

It at any time during the period of the contract, either of the parties herein under fails to perform its respective obligations under this Agreement, the other party shall have the right to give written notice to such party setting forth the breach of obligation complained of. Unless within 7 days after giving of such notice the breach has been cured or steps have been taken in good faith and are being carried out with diligence to cure the same, the party giving such notice may give further written notice to the other party of termination of contract upon a date specified in such further notice, which date shall not be less than 7 days and not more than 10 days from the date of such further notice. In the event such further notice is given this contract shall terminate and the rights of the parties herein under shall cease upon the date so specified.

**(E) PENALTY CLAUSE:**

1. In case of any lapse on the part of the contractor in operating or maintaining the services as per contract the CCET, Chandigarh will be entitled to recover from the security deposit of the Contractor or in any other manner, such amount of expenditure as it has incurred to rectify the lapse.
2. In case any item of food or beverage is not of proper quality and /or deficient in quantity the value thereof would be recovered.
3. In case of any deficiency of services provided by contractor, CCET, Chandigarh has the right to make appropriate deductions from the contractor's bill or may get the work executed by engaging outside agencies, the payment for the same will be deducted from contractor's bill. Faculty In-charge (Mess) is the designated authority to make such penalty or deduction unless otherwise notified.
4. Without prejudice to the aforesaid in the case of any other default in the satisfactory provision of any of the service contemplated by this contract, the CCET, Chandigarh will be entitled to terminate the contract and/or impose such penalty, as it may deem appropriate in the facts and circumstances for each of the defaults committed by the contractor, provided that before the termination of the contract the Contractor will be afforded a reasonable opportunity of being heard.
6. In case of any dispute between the CCET, Chandigarh and the Contractor, the matter will be referred to the Principal, CCET, Chandigarh for resolution of the dispute. The decision of the Principal will be final and binding on both the parties.
7. On completion/termination of the contract, it shall be duty of the contractor to remove all the persons deployed by him and ensure that no person creates any disruption/hindrance/problem of any nature.
8. Students will pay the hostel mess bill by 10<sup>th</sup> of every month.
9. Student will give prior information to the contractor for closing of hostel mess.

10. If the student does not pay the bill by 10<sup>th</sup> of succeeding month (for the month of proceeding) then they will be charged a fine of Rs. 10/- per day.
11. If the student does not pay the hostel mess bill within the prescribed time limit, the contractor will display the list with Cc to the concerned Hostel Warden (Boys & Girls). The college authorities will not be responsible for the outstanding Mess Bill of students pending for more than one month.
12. Furniture will be provided by the college authorities; however contractor will maintain it properly.
13. Mess Committee consisting of Staff as well as Hostel resident (Boys & Girls) will keep a check on the terms-conditions of tender as well as quality and quantity of food.
14. Lunch and Dinner should consist of seasonal vegetables and as per the day wise menu finalized..
15. Dining hall for girls and boys are separate, hence the contractor need to prepare and serve food separately.
16. Hostel residents (i.e. students) will vary from 100-125 (Boys & Girls) excluding the day scholars..
17. Student must pay the hostel mess bill for minimum of 22 days as a service charge. (Medical for not less than fifteen days and rates will be charges proportionately).
18. Moreover in case of vacations, where a student does not take more than 10 days meals, he should be charged as labour charges Rs. 500 + 10 days diet charges + taxes, if any. Further, if the college is closed for full calendar month on account of vacation, no mess charges will be charged from student.

## SCOPE OF WORK

- a) The contract is for supply of tea (morning/evening), breakfast, lunch & dinner as per detail provided in the tender document.
- b) Kitchen and service equipment as available in the girls hostel will be provided to the Contractor free of charge. Further the contractor may visit the girls hostel on any working day to assess the actual availability of kitchen equipments. Kitchen space will also be provided free of charge. However, the Contractor shall be responsible for any breakage of crockery / equipment and any such amount thus accrued shall be deducted from contractor bills. The contractor shall pay electricity and water charges at his own.
- c) The Contractor shall be responsible for arranging any extra crockery, if required, for increased number of participants due to multiple course / seminars / workshops etc. and nothing extra shall be payable on this account to the contractor. The crockery arrangement by the contractor shall be of good quality.
- d) The Contractor will arrange for cooking gas and all the raw material for preparation of food at his expense. The raw material to be used such as grocery items, spices, milk products and other consumables should be of reputed brand and of good quality.
- e) The contractor will lodge the complaint for respective maintenance work such as plumbing, carpentry, masonry, painting, electrical etc. to the Estate Department immediately. After attending the complaint, he will sign the complaint copy.
- f) The Contractor will provide Aachar, Salt, saunf, tooth pick, washbasin soap, towel in the dining hall.
- g) The contractor will arrange dusters, detergents, disinfectants, brooms and brushes at his expense.
- h) The quoted rate should include the above items for each meal in adequate quantities.
- i) The contractor shall not conduct any outside business from the CCET, Chandigarh premises allotted to him for the purpose of catering services. Any violation of this clause can lead to cancellation of contract and imposition of penalty.
- j) The contractor will maintain adequate staff at site to cater for 100-125 students at any time, and with 24 hours' notice in this regard, increase the staff to cater to up to 150 persons.
- k) The contractor will clean equipment, utensils, tables and chairs, dining hall and kitchen flooring etc. after service of every meal.
- l) The contractor will ensure disposal of all wastes (food, fruits / vegs and packing materials) from the kitchen outside campus premises in conformity with municipal and other laws every night before mess and canteen are closed.
- m) The services shall pertain to catering from the Institute's Kitchen. However, the CCET, Chandigarh reserve the right to allot any other place on the campus, convenient to the Institute
- n) The Contract is for supply of tea (morning/evening), breakfast, lunch & dinner, as per requirement.
- o) The service timing will be as notified by the CCET, Chandigarh from time to time.
- p) The contractor shall install separate set up for preparation and serving of both boys & girls hostel. No kitchen equipment is available in Boys hostel.

## **FOOD HANDLING PRACTICES TO BE ADOPTED**

- (i) Perishable foods must be stored at appropriate and recommended temperature.
- (ii) Storage food will be stored hygienically at the appropriate temperature. Food should be preserved hygienically to prevent contamination.
- (iii) All warm held food remaining un-served must be discarded.
- (iv) Only fresh curd/salad/milk products will be served.
- (v) Food Adulteration Act, Pure food Act, and other applicable laws to be followed strictly.
- (vi) No food product after the expiry date will be used for preparation of meals or otherwise.
- (vii) First in first out principle should be generally applied.
- (viii) Clean protective clothing and separate clean wiping clothes for tables, utensils and other equipment to be used.
- (ix) Contractors employees to wash hands frequently, especially before and after every job.
- (x) Arrangements to be made for separate washing for hands and equipments.
- (xi) Contractor to maintain proper pest control schedules. In no circumstances, pest should be seen in the kitchen / dining hall / any other place where food is stored and served.
- (xii) No over/under ripe raw material to be used.
- (xiii) Un-controllable emission of foul smell is not permitted.
- (xiv) The contractor will ensure that good quality of material and fresh vegetables are purchased & used in the preparation of eatables/meals.
- (xv) Samples of cooked food must be kept separately for tasting/testing purposes, if required at any time.
- (xvi) The Contractor shall ensure that the table clothes and linen etc. used for dining table / otherwise is clean and hygienic.
- (xvii) The equipment and premises will be kept clean and dust-free throughout the period of the contract.
- (xviii) In view of present covid pandemic, the contractor need to sanitize the dinning area thrice a day before the start of breakfast, lunch and dinner and also abide the guidelines issued by Govt. from time to time.
- (xix) The staff to be deployed in the mess must follow the covid protocol like wearing of masks, maintaining social distancing or use of sanitizers.

## **PAYMENT TERMS**

1. The contractor will be responsible for all collections regarding the sales from the Low Cost mess from the students/staff as per rates finalized and the institute will bear no responsibility as regards to guests / participants taking eatables from the mess. The contractor also needs to send monthly collection detail of charges from the students to the office.
2. All taxes, GST, levies or surcharge etc. shall be the responsibility of the contractor and CCET Chandigarh shall not pay anything on any account whatsoever for the mess.
3. The contractor shall issue proper receipt/bill to the students with a copy to the Academics section for the payment against mess services availed by the students at the time of receiving payments.



From

**Annexure I**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To

**Principal,  
CCET, Sector 26, Chandigarh – 160019.**

**Subject: Submission of E-Tender for providing Mess Services at CCET, Sector 26, Chandigarh.**

Dear Sir,

With reference to your above-mentioned notice inviting tenders, I/We hereby offer to **submit e-tender for Providing Mess Services** for CCET, Sector 26, Chandigarh.

I/We shall provide the catering and canteen services truly and faithfully as set forth in the terms and conditions of the tender document. I/We shall be responsible for all complaints as regards to the quality of product and in case of any dispute; the decision of the Principal, CCET, Sector 26, Chandigarh, shall be final and binding on me/us.

A Demand Draft No. \_\_\_\_\_, Dated \_\_\_\_\_, of \_\_\_\_\_  
\_\_\_\_\_ (Bank) intended for the prescribed amount of Rs.  
/- (Rupees \_\_\_\_\_ Only) in favour of Principal, CCET, Chandigarh, payable at  
Chandigarh is enclosed as earnest money (EMD) as desired.

I/WE shall have no claim to the refund of earnest money prescribed against this tender in the event of my / our non-compliance of the contract, provided such contract is implemented within the period of validity of my/our tender.

I/We further understand that my / our earnest money shall stand forfeited in case of unsatisfactory catering service/violation of any term, or if I/We withdraw my / our tender at any stage during the period of validity. My / Our tender shall remain valid for a period of 90 days from the last date prescribed for submission of the tender against the above-mentioned notice. My / Our tender duly filled in under my / our attestation and with each page of the tender paper including the enclosed terms and conditions signed by me / us is submitted for your favorable consideration.

I / We have read the complete tender, terms and conditions carefully and have signed the same in token of our absolute and unqualified acceptance. My / Our tender constitutes a firm offer under the Indian Contract Act, 1872 and is open to an acceptance in whole / my / our offer, if accepted on the attached terms and conditions will constitute a legal binding of Contract Act 1872.

Thanking you,

Yours faithfully,

Place:  
Date:

Signatures  
with Stamp & Full Address

(to be furnished on non-judicial stamp paper duly attested by the Notary public)

**AFFIDAVIT**

**Annexure II**

\_\_\_\_\_, do hereby declare and solemnly affirm that I/We have not been Black-listed, no mine/ our Tenders of Mess Catering Contract have ever been cancelled by any State/ U.T./ Central Government or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firm nor any legal proceedings have even been initiated/ pending or any penalty has ever been levied due to delay of non-completion of work/ catering service/ supply order by any State/ U.T./ Central Government or by any authority.

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

**DEPONENT**

Verification: -

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

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

**DEPONENT**

## Annexure III

### FORM OF AGREEMENT

The agreement is entered into between Chandigarh College of Engineering & Technology (Degree Wing), Sector 26, Chandigarh, 160019 (hereinafter referred as CCET) through its Principal and M/s \_\_\_\_\_ (hereinafter referred as Service Provider) through its Proprietor/ Authorized Representative on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

Whereas CCET, Chandigarh requires the services for "Running of Mess Services of the Institute and therefore invited e-tenders, the Service Provider above referred having responded there to the said e-tender notice and his e-tender having been accepted by CCET, Chandigarh, this agreement has been entered into for the work stipulated in the e-tender. The instant agreement will operate for a period of three years commencing from \_\_\_\_, 2022 and will automatically expire\_\_\_\_\_,2025 on mutually agreed terms or is terminated earlier in accordance with the provisions of this agreement.

The service Provider will be paid, as per allotment letter No. \_\_\_\_\_ dated \_\_\_\_\_. The detail of the scope of work and the services required to be performed by the service provider has already been set out in DNIT, hereto which will be read as part of this Agreement unless any clause of the DNIT contradicts this agreement in any way, in which case this agreement will prevail.

1. The amount quoted in price bid is fixed and will not be changeable during the period of the contract at any time under any circumstances, whatsoever. The amount payable under this contract is for the services mentioned in DNIT irrespective of the quantity or cost of the inputs, which may have to be incurred for the satisfactory provisions of these services to CCET, Chandigarh. Since, instant agreement arises out of the DNIT the same shall be read as part of this Agreement.
2. The Service Provider will deploy adequate manpower suitable for performance of the job assigned through this contract. While determining suitability of the workers the service provider should keep in mind the DNIT. In case any worker is not acceptable to the authorities of CCET, Chandigarh will not be obliged to assign any reason for seeking his/ her replacement. The recruitment, service conditions and day-to-day control over the employees will be exclusively within the purview of the Service Provider.
3. The Service Provider will ensure compliance of all legal requirements in respect of the workers including the adherence to labour laws e.g. those pertaining to the payment of minimum wages, their timely payments, ESI, EPF,GST etc. The CCET, Chandigarh shall not be liable for any dues, which may be admissible to the workers under any

circumstances. The Service Provider shall indemnify any liability arising out of this agreement in respect of any workers, employed by the service provider.

4. The service provider will carry out such jobs relating to the contract as may be assigned to him by the CCET, Chandigarh (competent authority) without any delay.
5. The Service Provider will be solely responsible for any damage, loss or liability arising due to or in the performance of this contract. In case any such liability or loss relating to the performance of the contract is suffered by the CCET, Chandigarh, the same shall be indemnified by the Service Provider.
6. For the proper performance of this agreement the contract has already deposited the security deposit in the form as specified in the DNIT to the CCET. The said amount of the security will not carry any interest and shall be refundable/ payable after sixty days post expiry of the contract, subject to 'No Dues Certificate' issued by CCET, Chandigarh.
7. In case the service provider defaults in the satisfactory provision of any of the service contemplated by this contract, the Principal of the Institute or any person authorized by him will be entitled to terminate this contract with forfeiture of security deposit. Without prejudice to the aforesaid power of the termination of the contract, the aforesaid authority may also impose such penalty, as it may deem appropriate in the facts and circumstances for each of the default committed by the Service Provider. Provided that before the termination of the contract, the service provider shall be afforded reasonable opportunity of hearing to defend his case against termination of the contract.
8. In case of any difficulty in the implementation of this contract, the Principal of CCET, Chandigarh, or any officer authorized by him will be entitled to remove such difficulty or issue such clarification as may be necessary for the proper performance of this contract.
9. In case of any dispute arising out of this agreement between the service provider and the CCET, Chandigarh, the matter will be referred to the Principal of the Institute for the resolution of the same and Principal shall be the sole Arbitrator and his decision in this behalf shall be final and binding on both the parties. It is hereby agreed that the Service Provide will not raise any objection to the effect that the Principal being an Officer of the Institute cannot act as the Sole Arbitrator.

**Contractor/ Contractor Representative**

**Principal**

On behalf of Chandigarh College of  
Engineering & Technology (Degree  
Wing), Sector-26, Chandigarh.

**ANNEXURE IV****LIST OF KITCHEN UTENSILS/ITEMS AVAILABLE IN THE  
GIRLS HOSTEL**

Sr. No.	Description	Qty.
1	Hot Bain Marle of Size	1 No.
2	Water Cooler Size	1 No.
3	VISI Cooler	1 No.
4	Cutlery table three side covered two draws	1 No.
5	Work table with sink LHS	1 No.
6	Dosa Plate with puffer	1 No.
7	Work table with under shelf	1 No.
8	Single burner India range	1 No.
9	Two Burner India range	1 No.
10	Stock Pot	1 No.
11	Work table with under shelves	1 No.
12	Work table with under shelves	1 No.
13	Under Counter Refrigerator with 2 over head shelves	1 No.
14	Work table with 2U/S & OH/S+ Top	1 No.
15	Four door refrigerators	1 No.
16	Soil Dish bin with stand	2 No.
17	Dish landing table with chute LHS & 1 No OH/S Sunken Top	1 No.
18	Triple sink unit	1 No.
19	S.S. Rack with Perforation	1 No.
20	S.S. Rack	2 No.
21	Onion & Potato Pan	1 No.
22	S.S. Exhaust Wood	20 ft
23	Air Cooler	1 No.



## ANNEXURE V

### MENU

Sr. No.	Day	Breakfast	Lunch	Dinner
1	Monday	Aloo Prantha, Butter, Tea/Coffee	Chapati, Rice, Rajma, Onion + Tomato Raita, Salad.	Chapati, Dal Tarka, Seasonal Veg, Salad
2	Tuesday	Upma, Tea/Coffee	Chapati, Rice, Black Channa, Boondi Raita, Salad with sweet dish like Gulab Jamun/Ice cream/Halwa	Chapati, Rice Pulao, Matar Paneer/Shahi Paneer/Palak Paneer, Dal Mah Chhilka + Chana Salad
3	Wednesday	Poh Tea/Coffee	Chapati, Rice, Karhi Pakora/Nutri Aloo-, Seasonal Veg, Salad.	Chapati, Dal Channa, Gobi Matar/Seasonal Veg, Salad.
4	Thursday	Azwain Prantha, Butter, Tea/Coffee	Puri, Rice Pulao, Kabuli/White Chana, Boondi Raita, Zira Aloo, Salad, Imli/Pudina Chutney.	Chapati, Sabut Dal Masar, Mushroom Matar, Salad, Fruit Custard
5	Friday	Gobi/Yellow Dal Prantha, Curd, Tea/Coffee	Chapati, Rice Dal Makhni, Ghiya/Seasonal Vet, Raita, Salad.	Chapati, Fried rice Dal Arhar/Toor, Manchurian/Mix Veg, Salad
6	Saturday	Aloo Prantha, Butter(50 gm) Tea/Coffee	Chapati, Rice, Soyabean Dal, Seasonal Veg. Onion+ Tomato Raita, Salad with sweet dish like Gulab Jamun/Ice cream/Halwa	Chapati, Dal Mah Dhuli, Ghiya Kofta/Seasonal Veg, Salad.
7	Sunday	Veg. Bread Sandwich/ Bread Pakora (Four pieces), sauce Tea/Coffee	Channa Bhatura, Rice, Sambhar, Salad.	Chapati, Dal Makhni, Mixed Vegetable, Sevian Kheer, Salad
Daily		Evening Tea after 5:00 pm		

Sr. No.	Description of items/menu to be served during HIGH TEA AND LUNCH/DINNER DURING VARIOUS WORKSHOP, MEETINGS/INPSECTION VISITS/SEMINARS/FDP, CONFERENCES/TRAINING AND PLACEMENT ACTIVITIES ETC AS PER REQUIRMENT
1.	Tea
2.	Samosa/Kachori/dokhla
3.	Fruit cake of reputed brand
4.	Canned juice
5.	Lassi(Amul/Verka/Vita)
6.	Express Coffee
7.	Biscuits
8.	Mineral Water
9.	Veg Sandwich
10.	Lunch or dinner(seasonal vegetable, paneer dish, dal, raita, basmati pulao, green salad, papad, pickle, roti, gulab jamun/ice cream)
11.	Fresh Lime Soda