

GOVT. POLYTECHNIC SUNDERNAGAR, DISTT. MANDI, H.P. 175018

Telephone No: 01907-266778

Email:- gpsnr-hp@nic.in

Website: <https://gpsundernagar.edu.in>

TENDER DOCUMENT FOR PROVIDING CANTEEN SERVICES IN CAMPUS

OF



GOVT. POLYTECHNIC SUNDERNAGAR, MANDI (H.P.)

राजकीय बहुतकनीकी सुन्दरनगर, मण्डी (हि.प्र.)

Ref. No.	: GPS/Tender-Canteen /2026/
Date of Start of Tender Document	: 29th July 2026
Last Date of Purchase of Tender	: 21st August 2026 upto 5.00 PM
Last Date of Bid Submission	: 22nd August 2026 up to 01:00 PM
Bid Opening Date	: 22nd August 2026 at 03:00 PM

Tender documents may be downloaded from institute's web site

<http://gpsundernagar.edu.in>

Tender Document Fee = ₹500/- (Five Hundred only)

Annexure-1

**DOCUMENTS SUPPORTING THE MINIMUM ELIGIBILITY CRITERIA
I N D E X**

(To be placed/uploaded by the firms on the top of the technical bid)

Sr No	Particulars of documents attached	Page No.
1.	Tender Form(with Annexure) duly filled in, where applicable and with Signatures of the bidder or his/her authorized signatory on each page of the Tender Document in acceptance of the terms and conditions contained in the Tender Document.	
2.	Scanned copy of passport size photograph, showing name of the tenderer/ authorized signatory on the Form Annexure-A .	
3.	Registration Certificate: The Bidder Firm / Company should be in existence for more than 02 years as on the date of floating of this tender.	
4.	Copy of Goods and Service Tax (GST) registration certificate.	
5.	Copy of valid License under FSSAI Act, 2006 in the name of the tenderer/firm.	
6.	IT returns of last two years showing zero liability of income tax.	
7.	Scanned copy of PAN (Permanent Account Number) of the tenderer/firm issued by the Income Tax Department.	
8.	Proof of operating Canteen services in Government or Semi-Government organizations or Private Organizations or Educational Institutions for two (02) years, along with evidence of currently running Canteen services in the aforementioned organizations.	
9.	Scanned copy of the valid authorization letter given by the directors / owner of the firm/agency in favor of the authorized signatory.	
10.	Copy of Earnest Money Deposit (EMD) in the form of FDR/DD from any of the Nationalized or Commercial Bank duly pledged in favour of the Tender Inviting Authority, i.e., Principal, Government Polytechnic Sundernagar.	
11.	An undertaking as per Annexure-B to be submitted duly signed by the tenderer (Bidder) on a judicial stamp paper of ₹10/- duly notarized which should be duly attested by the Notary Public of the area.	
12.	An undertaking duly Notarized on Rs 10/- stamp paper shall be given by the tenders stating that: 1. No case is pending with the police against the Proprietor /firm/ employer. 2. The proprietor/firm has not been black listed/debarred by any organization for last 2 years. 3. The agency is financially capable to carry out the work in case work awarded to the agency.	
13.	An amount of ₹ 10,000/- (Rupees Ten Thousand only) shall be submitted as Bid Security (EMD) in the form of a Fixed Deposit (FD) or Demand Draft (DD) issued by any Nationalized Bank in favor of Principal, Govt. Polytechnic Sundernagar, Distt. Mandi (H.P) , payable at Sundernagar . FD/DD No.: _____ Date: _____ Issuing Bank: _____ The Bidders seeking exemption from EMD, turnover, and experience criteria must upload valid supporting documents to establish their eligibility for such exemption.	
14.	Bid shall remain valid for 180 days from the last date of submission of the tender.	
15.	The minimum annual turnover of the bidder should be ₹ 5 Lakh (Rupees Five Lakh only) per annum for last two financial years.	

Signature & Stamp

GENERAL TERMS AND CONDITIONS:

1. The license for running the canteen shall be granted ordinarily for a period of one year.
2. The canteen shall be kept open every day by the licensee from 7.00 A.M. to 8.00 P.M. except on Sunday and gazette holidays .
3. The licensee shall employ as many workmen for running the canteen as may be prescribed by the Committee from time to time.
4. (a). The service conditions of the workmen employed by the licensee shall be governed by the law for the time being in force governing such workmen failing which as per the terms and conditions which the committee may prescribe from time to time with the prior approval of the Principal.
(b).The Licensee will ensure that such workman is fit to be retained as a workman for the canteen.
(c). The committee may require the licensee to dispense with the services of any workman in case the Committee is satisfied, after holding such inquiry as he/she may think proper;
(d).The Licensee shall be squarely responsible for any infringement of labour/child labour laws, and he shall not employ the labour below 18 years of age.
5. The antecedents of every workman employed by the licensee shall be got verified by the licensee through the Police and such verification report(s) along with the photograph(s) of each one of them shall be submitted by the licensee to the Principal within ten days from the date of their employment.
6. The licensee shall produce a medical fitness certificates in respect of himself as well as the workmen employed by him from the Medical Authority within 5 days from the date of grant of license and/or the date of employment as the case may be.
7. The Canteen premises shall be furnished by the licensee before starting the canteen and crockery and cutlery shall be provided by him for the students/customers as may be prescribed by the Committee from time to time.
8. It shall be obligatory on the part of the licensee to prepare/serve hot and cold beverage and foodstuffs of good quality. The beverages and foodstuffs may be checked from time to time by the member of the Committee and shall be checked by the Committee Incharge either himself or with the help of a Food Inspector and report of such inspection shall be submitted to the Committee.
9. The licensee shall maintain absolute cleanliness in and around the canteen premises all the time and shall keep the utensils, crockery, cutlery, furniture etc. in hygienic and presentable condition.
10. The Canteen Incharge should take conservation measures and avoid unnecessary **wastage of water.**
11. Cleaning of plates, washing utensils, and maintaining the Canteen premises in a neat, clean, and hygienic condition is essential. Any violation on the part of the Caterer shall attract penalties as per the penalty clause attached to this tender document. The following guidelines shall be followed:
 - a. The kitchen, hand wash area, and dish wash area shall be washed with water and soap solution and mopped after every breakfast, lunch, and dinner. These areas shall be disinfected once a week or as and when required.
 - b. Utensils, crockery, dining plates, etc., shall be thoroughly washed with water and dish-wash solutions after every use. Dining plates must be cleaned properly to remove any stickiness.
 - c. Kitchen appliances and cabinets shall be cleaned on a weekly basis.
 - d. The interior of the refrigerator and other appliances shall be cleaned monthly.

- e. The Service Provider shall ensure sanitization of the kitchen and dining areas, including insecticide treatment, on a monthly basis.
 - f. Cleaning and housekeeping of the kitchen, dining area, additional utensils, crockery, kitchen equipment, furniture, etc., shall be the sole responsibility of the Service Provider and at their own cost.
 - g. The Service Provider shall arrange for daily disposal of garbage collected from the kitchen, dining hall, dish wash area, etc., in closed bins, ensuring separation of biodegradable and non-biodegradable waste.
 - h. The Service Provider shall pay service charges to the garbage collection agency.
12. The Contractor should take proper care of the furniture / electrical equipments provided by the college. The repairs of furniture / electrical equipments because of mishandling/negligence of the workmen shall be carried out by the contractor at his own cost to the satisfaction of the Competent Authority. If the contractor fails to do so, the Competent Authority reserves the right to recover the cost, as may be ascertained, from the Security Deposit.
 13. Authenticated certificates, testimonials, and relevant proof of experience must be submitted along with the tender.

Experience Requirements:

- a. The bidder must provide documentary evidence of having operated Canteen services in Government, Semi-Government, Private Organizations or Educational Institutions for two (02) years. Proof of currently operating such services in any of the aforementioned institutions must also be submitted.
14. Upon termination of the contract, the Caterer shall vacate the premises and hand over all fixtures, furniture, and other items belonging to the pPolytechnic in good condition.
 15. The average annual turnover of the bidder should be at least **₹5,00,000/- (Rupees Five Lakh only)** for last 02 years.
 16. The successful bidder shall deposit a sum of **₹30,000/-** (Rupees Thirty Thousand only) as a **Security Deposit** in the form of a **Fixed Deposit Receipt (FDR)** pledged in the name of the **Principal, Government Polytechnic Sundernagar**. This amount shall be refunded upon the expiry of the agreement, after making any applicable deductions, if required.
 17. The Caterer shall ensure that all Canteen employees are free from any communicable diseases. Valid **medical fitness certificates for all employees** must be obtained from a registered medical practitioner (Government) and made available for inspection by the authorities as and when required. Additionally, **periodic medical examinations of Canteen staff may be conducted** (every six months) at Government Hospitals, and the Caterer shall take responsibility of this and shall bear all the expenses related to this.
 18. The Contractor must possess the requisite valid trade license issued by the Competent Authority for carrying out the business and shall be responsible for complying with all laws pertaining to the services in question as well as those pertaining to employment of persons under him. Suitable documentary evidence in this regard should be submitted along with the tender documents. Bids not complying with this condition will be summarily rejected.
 19. The Contractor will obtain and submit the license under Food Safety and Standards Act, 2006 for running the Canteen on award of work.
The Successful Bidder shall execute an agreement on Rs.100/-(Rs. One Hundred Only) Stamp Paper with the Govt. Polytechnic SundernagarDistt. Mandi Himachal Pradesh-175018 within one week from the date of award of tender.
 20. The initial period of the contract for running the Canteen shall be **one year (01) year** from the date of award. Based on satisfactory performance, the contract may be

extended on a **yearly basis**, subject to approval. However, the total duration of the contract shall **not exceed five (05) years**.

In case the Service Provider wishes to discontinue the services, a minimum of three (03) months' advance notice in writing must be given. Abrupt discontinuation of services shall not be permitted under any circumstances.

21. Tenders not confirming to the essential requirements, as per check list will be rejected and no correspondence thereof shall be entertained whatsoever.
22. Price bid of only those Service Providers/Contractors shall be opened who are found eligible at the pre-qualification stage.
23. The **Principal reserves the right to review and modify** the terms and conditions after the award of contract.
24. If the services of contractor are found un-satisfactory at any stage/ time, the Canteen will have to be vacated by the contractor after one month of notice.
25. The Principal, Govt. Polytechnic Sundernagar, District Mandi, HP reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
26. If after opening of financial bid, the committee is of the opinion that the rates quoted are not reasonable, sustainable and justified, the bidder will have to justify the quoted cost. The committee reserves the right to accept or reject the L1 bidder and the rates of L2 bidder will be treated as L1.
27. The Cafeteria near canteen may be allotted to the same vendor who is running canteen, Subject to the recommendation of the canteen committee.

PENALTY

Failure to supply food in terms of quality, quantity, and as per the approved menu outlined in Part-A shall result in the imposition of a penalty. In case of non-compliance with the contractual conditions, the Principal, Government Polytechnic Sundernagar, District Mandi, Himachal Pradesh-175018, reserves the right to impose a monetary fine on the caterer as deemed appropriate. Any such fine shall be recovered from the payment due to the caterer or adjusted against the caterer's security deposit. For **damages** caused by the Caterer **to the kitchen Premises**, Tables, Chairs, Electricity, Water & sanitary fittings other items supplied by the Principal Govt. Polytechnic Sundernagar Distt. Mandi Himachal Pradesh-175018, **value of the damage** as determined by the competent authority will be **recovered from the caterer**.

The authority nominated by the Principal Govt. Polytechnic Distt. Mandi Himachal Pradesh-175018 shall be the competent Authority with regard to imposition of penalty.

Rent of Building (i.e Canteen)

- i. The Canteen shall be rented out at a **fixed rate of ₹10,000(Rupees Ten Thousand Only) per month**.
- ii. The licensee shall in addition pay the electricity and water charges as per consumption reflected in sub-meter.
- iii. On the termination of license by efflux of time or otherwise, the licensee shall vacate the canteen premises forthwith and not later than within 24 hours without any let or hindrance.

SITE VISIT

Any site information / schedule of works given in this tender document are for guidance only. The Bidder/Contractor is advised to visit and examine the site of Works and its surroundings on **3rd to 7th August 2026** at his own cost and obtain all information that may be necessary for submitting the tender and entering into a Contract. The Bidder/Contractor shall be deemed to have inspected the site and its surroundings beforehand and taken into

account all relevant factors pertaining to the site in the preparation and submission of the Tender.

AMENDMENTS TO "TE" DOCUMENTS

- a) At any time prior to the deadline for submission of tenders, the tenderer may, for any reason as deemed fit by it, modify the TE documents by issuing suitable amendment(s) to it. All such amendment will be notified only on the website <https://www.gpsundernagar.edu.in> No amendments or corrigendum in respect of this tender will be issued in the press. Prospective bidders are advised to visit aforesaid website regularly.
- b) To ensure that prospective Service Providers/Contractors have adequate time to take into account any amendments while preparing their tenders, the purchaser may, at its discretion, extend the deadline for submission of tenders along with any related timelines that are dependent on the original submission deadline.

INSTRUCTIONS FOR SUBMISSION OF COST OF TENDER DOCUMENT AND EARNEST MONEY DEPOSIT

The Earnest Money Deposit (EMD) shall be submitted in the form of a **Fixed Deposit Receipt (FDR)** (minimum for a period of six months) duly pledged in favour of the **Principal, Government Polytechnic Sundernagar, District Mandi, Himachal Pradesh**, or through a **Demand Draft**, along with the tender fee. These documents must be submitted in a sealed envelope and should reach the office of the **Principal, Government Polytechnic Sundernagar, District Mandi, HP – 175018** by **22nd August 2026 before 1:00 pm.** The envelope should be superscripted "Tender of Canteen Services to be opened on 22nd August 2026 at 3:00 PM. The Name of the Bidder, complete Postal Address and Mobile No. must be mentioned on the left-hand side corner of the envelope.

Instructions for bidding

The bids shall be opened on the date and time mentioned in the Tender Notice in the presence of Service Provider/Contractor (bidders) who opt to be present. If the date fixed for the opening of the tender is declared a holiday, the tender shall be opened on the next working day at the same time affixed for the original date for this purpose. The undersigned reserves the right to accept or reject any or all tender in part or whole without assigning any reason, what so ever.

PROPOSAL EVALUATION

The Proposals will be evaluated in the following steps:

Step-1: The Tender Committee will evaluate the Proposal based on the Compliance of prescribed 'Eligibility Criteria' and supporting details/documents for required licenses/certificates. Failure to furnish requisite documents as per eligibility criteria and EMD along with proposal will result in proposal getting rejected.

Step-2: Technical Evaluation (Marking System): Proposals shall be evaluated on the basis of their responsiveness to the Request for Proposal terms, applying the specified evaluation criteria. During the Final evaluation stage, if there is a tie between two bidders in the financial quote, each applicant shall be assigned scores as per the scoring system given below:

Sr. No	Criteria	Division of Marks	Max. Marks
1.	Experience in running and managing Canteen/ Dietary services in Government or Semi-Government organizations or Private Organizations or Educational Institutions.		15
a)	Experience of 02 Years.	10	
b)	Experience for each consecutive completed year after 02 Years.	01 Per Year	
2.	Average annual Turnover per annum for last two financial years.		05
	5 lakh to < 7.5 Lakh	02	
	7.5 Lakh to < 10 Lakhs	03	
	10 Lakh or above	05	
Total Marks			20

Bidders who score a **minimum of 12 marks** out of 20 in the technical evaluation, as specified above, shall be considered **qualified** and will be **shortlisted for the opening and evaluation of their financial proposal (Price Bid)**

GENERAL CONDITIONS AFTER AWARD OF CONTRACT

1. The tenderer should assess the volume of business by himself. No minimum business guarantee will be furnished to the Contractor during the contract period.
2. The decision of the Principal, in this regard, shall be final and no requests etc. will be entertained from the bidders.
3. In case date fixed above is declared as Government holiday, the tender will be opened on the next working day at the same time and venue.
4. Tenders not conforming to the essential requirements, as per all the terms & conditions of the tender form will be rejected and no correspondence there of shall be entertained whatsoever.
5. Price bid of only those tenderers shall be opened who are found qualified.
6. The tenderers are advised to visit the Institution premises / space to assess the scope of business before submitting their tender application.
7. Bids submitted must be unconditional and no communication will be made till the finalization.
8. **Late and delayed tenders** will not be accepted and the office of the undersigned shall not be responsible for any delay caused for the receipt or submission of tenders.
9. The tender of the person/ firm(s) who have been **black listed by the State Govt. or Govt. of India shall not be entertained or accepted** in any manner and may be rejected at any stage before or after opening of the bids and the contract, if any awarded may also be cancelled at anytime without any notice to the contractor.
10. Bidder submitting a tender would be presumed to have considered and accepted all the terms and conditions of the tender form and Annexure annexed thereto. No inquiry, verbal or written, shall be entertained in respect of acceptance or rejection of the tender conditions.
11. Tender Inviting Authority may ask for additional information / Document(s), if any. The tenderer has to submit the required information/document as asked for by the Tender Inviting Authority.
12. The Tender Inviting Authority on the recommendation of the tender opening-cum-Evaluation Committee reserves the right to accept the price bid of the accepted Lowest (L-1) bidder as such or to call such bidder/tenderer for further negotiation in the price bid / offer. Tender inviting authority reserves the right not to accept any tender/bid.

AWARD OF CONTRACT

Award of contract will be issued to the Lowest(L-1) Bidder. If due to any reason L-1 bidder is unable to deposit due performance security or execute the agreement within stipulated time after depositing the performance security then that bidder will be rejected & its EMD will be forfeited and L-2 bidder may be called for the negotiation and if L-2 bidder agrees to work on the rates quoted by rejected L-1 bidder then contract may be awarded to L-2 Bidder.

PERIOD OF CONTRACT

The period of contract for running Canteen shall be initially for one year from the date of award of the contract. The agreement may be extended on satisfactory performance basis only on year-to-year basis on mutual consent basis maximum up to five years. If the service provider wants to discontinue the service, he/she will have to give at least three months prior notice and shall in no case discontinue the services abruptly.

TERMS & CONDITIONS FOR FILLING UP OF TENDER FORM

1. All pages of the Tender Document must be signed by the tenderer or his/her authorized signatory as token of having accepted all the Terms and Conditions of this Tender.
2. The name and address of the tenderer shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the tender. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
3. The Tenderer (Bidder) must write the name & complete postal address of the bidding firm on the reverse side of the FDRs/DDs submitted with the tender as Earnest Money Deposit/Cost of Tender.
4. Before submitting the tender, details of documents to be attached may be verified from the **Check List given in Annexure-1** of the Tender Document. Tenders received without proper documents, including demand draft towards cost of tender document and FDR towards Earnest Money Deposit shall be summarily rejected.
5. The tender should be filled in and submitted strictly in accordance with the instructions contained herein; otherwise, the Tender is liable to be rejected.

REFUND OR FORFEITURE OF EARNEST MONEY DEPOSIT

Earnest Money Deposit of the unsuccessful bidders will be refunded within one month from the date of finalization of tenders. Earnest Money Deposit of the successful bidder shall be forfeited if the contractor does not fulfill any of the following conditions:-

- a) If an agreement is not signed in the prescribed form within seven days of the receipt of the Letter of Award of Contract;
- b) If the Contractor does not commence services within seven days from the date of signing the agreement for commencement of services.
- c) If any loss is caused to the institutional property. Any such recovery can also be made from the contractor as decided by the Tender Inviting Authority & no correspondence in this regard will be entertained.
- d) If the contractor fails to obtain necessary certifications / registrations to carry out activity in the said premises within one month from the receipt of letter of award of contract.

PERFORMANCE SECURITY

The successful bidder shall execute an agreement on Indian Non-Judicial Stamp Paper of ₹100/- (Rupees One Hundred only) within Ten (10) days from the date of award of the tender in his favour. The bidder is also required to furnish **a Security Deposit of ₹30,000/- (Rupees Thirty thousand only)** in the form of Fixed Deposit (FD), valid for three months beyond the contract period, from any Nationalized/Scheduled Bank, duly pledged in favour of the Principal, Govt. Polytechnic Sundernagar and payable at Sundernagar.

If the bidder fails to deposit the Security Amount within 7 (Seven) days, the contract shall stand automatically terminated. Upon the issue of the Letter of Award of Work, if the agreement is not executed and the Security Deposit not submitted within the stipulated time, the Earnest Money Deposit (EMD) shall be forfeited and the award of the tender in favour of the bidder shall stand terminated at his own cost and risk, unless an extension of time has been granted by Govt. Polytechnic Sundernagar.

PAYMENT OF RENT

Rent will be paid by the contractor on monthly basis, in advance, by 10th of every month. Payment may be received through RTGS/NEFT or through Demand Draft (DD) issued in favour of Principal, Govt. Polytechnic Sundernagar. Any breach may attract the provision of forfeiture of part or full amount of Performance Security.

EXPIRY OR TERMINATION OF THE CONTRACT

1. The Principal on the report/ recommendation of a Committee duly constituted for the purpose or the Administration of the Institute, reserves the right to terminate the contract at any time without assigning any reason thereof and without giving any further notice to the contractor.
2. The contractor will vacate the Canteen and hand over the possession of the premises on the termination or expiry of this contract. If the contract is terminated due to any reason under the orders of the Department, as per HP Govt. conditions then contractor will have to vacate the Canteen within 24 hours after receiving the notice thereof. If contractor fails to vacate the Canteen premises on stipulated date & time as per the given direction then damage charges for the overstay at the rate of Rs.1000/- per day will be recovered from the performance security deposit money.
3. If the Contract is terminated by the Contractor at its own discretion or fails to observe the terms & conditions of the Tender, Letter of Award for the Contract and the agreement signed by the Contractor with the tender accepting authority/ concerned institution Administration, the Security Deposit will be forfeited.
4. On expiry or termination of the contract, the Contractor will hand over premises in good condition, back to the Institute. If the service provider wants to discontinue the service he/ she will have to give at least three month notice in advance and he/ she will not discontinue the services abruptly. If required, even after the expiry of contract period the service provider will have to continue services till finalization of new tender at the same terms and conditions.
5. The Tender inviting authority reserves the right to accept or reject the tender or cancel the tender without assigning any reason.

JURISDICTION

In the event of any dispute or difference arising out of or in connection with this contract, the matter shall first be referred to the Principal of the Institution, whose decision shall be final and binding on both parties. If the dispute remains unresolved despite such reference, the jurisdiction for any legal proceedings shall lie exclusively within the courts of Sundernagar, Himachal Pradesh. No legal action shall be initiated outside this jurisdiction.

Principal
Govt. Polytechnic Sundernagar

I hereby certify that I have read carefully all the terms & conditions of the Tender document and agree to comply with all of them in case of acceptance & approval of my/our tender for Providing Canteen services at Govt. Polytechnic Sundernagar.

(Signature of tenderer)
With Address or stamp

Part-A

LIST OF THE ITEMS

Sr. No.	Items*	Staff/Official/Students
1.	Aloo Paratha with Butter & Curd	1
2.	Aloo Paratha with Butter or Curd	1
3.	Gobi Paratha with Butter & Curd	1
4.	Gobi Paratha with Butter or Curd	1
5.	Paneer Paratha with Butter & Curd	1
6.	Paneer Paratha with Butter or Curd	1
7.	Mix Paratha with Butter & Curd	1
8.	Mix Paratha with Butter or Curd	1
9.	Veg Sandwich Grilled	1
10.	Rajma/Chana/Dal + Rice + Kadhi+Salad	Full Plate
11.	Rajma/Chana/Dal + Rice + Kadhi+Salad	Half Plate
12.	Mini Thali(2 Chapati,90-100gm Rice,1Dal,1Veg., Raita, Salad, Pickle)	1
13.	Plain Maggi(Full Plate)	1
14.	Plain Maggi(Half Plate)	1
15.	Masala Maggi(FullPlate)	1
16.	Masala Maggi(Half Plate)	1
17.	Veg Noodles(FullPlate)	1
18.	Veg Noodles(Half Plate)	1
19.	Veg Momos Steam(Full Plate)	10 Pcs
20.	Veg Momos Steam(Half Plate)	5 Pcs
21.	Samosa	1
22.	Pakode(100 gram)	1
23.	Chowmin(Full Plate)	1
24.	Chowmin (Half Plate)	1
25.	Chana Smosa(Full Plate)	1
26.	Chana Smosa(Half Plate)	1
27.	Tea(Cup size:150 ml)	1
28.	Masala Tea(Cupsize:150ml)	1
29.	Green Tea(Cupsize:150 ml)	1
30.	Cold Coffee	1
31.	Hot Coffee	1
32.	Milk(200ml)	1 Cup
33.	Besan(100 grm)	1
34.	Burfee (100 grm)	1
35.	Butter Toast Slice	1
36.	Omelette (1 egg)	1
37.	Omelette(2 egg)	1
38.	Boiled Egg(1 egg)	1
39.	Plain Slice	1
40.	Namkeen mutter and Sevian(100 grm)	1
Average Rate of items mentioned above: Sum of price of above items/ Number of items		
Note: Juice, Cold Drinks, Mineral Water etc. as per M.R.P.		

PART – B
FINANCIAL BID

The caterer has to provide rates in the following format:

Sr. No.	Items*	Staff/ Official/ Students	Amount
1.	Aloo Paratha with Butter & Curd	1	
2.	Aloo Paratha with Butter or Curd	1	
3.	Gobi Paratha with Butter & Curd	1	
4.	Gobi Paratha with Butter or Curd	1	
5.	Paneer Paratha with Butter & Curd	1	
6.	Paneer Paratha with Butter or Curd	1	
7.	Mix Paratha with Butter & Curd	1	
8.	Mix Paratha with Butter or Curd	1	
9.	Veg Sandwich Grilled	1	
10.	Rajma/Chana/Dal + Rice + Kadhi+Salad	Full Plate	
11.	Rajma/Chana/Dal + Rice + Kadhi+Salad	Half Plate	
12.	Mini Thali(2 Chapati,90-100gm Rice,1Dal,1Veg., Raita, Salad, Pickle)	1	
13.	Plain Maggi(Full Plate)	1	
14.	Plain Maggi(Half Plate)	1	
15.	Masala Maggi(FullPlate)	1	
16.	Masala Maggi(Half Plate)	1	
17.	Veg Noodles(FullPlate)	1	
18.	Veg Noodles(Half Plate)	1	
19.	Veg Momos Steam(Full Plate)	10 Pcs	
20.	Veg Momos Steam(Half Plate)	5 Pcs	
21.	Samosa	1	
22.	Pakode(100 gram)	1	
23.	Chowmin(Full Plate)	1	
24.	Chowmin (Half Plate)	1	
25.	Chana Smosa(Full Plate)	1	
26.	Chana Smosa(Half Plate)	1	
27.	Tea(Cup size:150 ml)	1	
28.	Masala Tea(Cupsize:150ml)	1	
29.	Green Tea(Cupsize:150 ml)	1	

30.	Cold Coffee	1	
31.	Hot Coffee	1	
32.	Milk(200ml)	1 Cup	
33.	Besan(100 gm)	1	
34.	Burfee (100 gm)	1	
35.	Butter Toast Slice	1	
36.	Omelette (1 egg)	1	
37.	Omelette(2 egg)	1	
38.	Boiled Egg(1 egg)	1	
39.	Plain Slice	1	
40.	Namkeen mutter and Sevian(100 gm)	1	
Net Amount of above Items			
Average Rate of items mentioned above: Net Amount of Items/ Number of items			
Note: Juice, Cold Drinks, Mineral Water etc. as per M.R.P.			

Note:-

1. The above rates shall be all-inclusive and represent the total amount to be charged from each student. There shall be no hidden charges under any circumstances.
2. Payment made through UPI/ Net banking/any other online mode should be accepted without any additional charges/taxes to the student

**Signature of the
Caterer/Contractor**
(With Full Name and Address)

(Annexure-A)**TENDER FOR SUPPLY FOR PROVIDING CANTEEN SERVICES IN GOVT. POLYTECHNIC SUNDERNAGAR**

(Please give full information in writing wherever necessary or applicable in the columns and also mention page number of the enclosures where applicable)

1. Closing Date & Time of tender_____
2. Opening date & Time of tender_____
3. Name of Institute for which_____
4. Name & Address of tendered/Firm/Agency and Telephone No._____
5. Name_____ Designation _____ Address _____ and
Telephone No. of **Authorized person**_____ of Firm/Agency to deal with
tender Whether attested copy of the valid authorization letter attached or not YES/NO/
Not Applicable.
6. License No. Issued under_____ the Food Adulteration Act. & Validity
Period and FSSAI2006.
7. Permanent account Number_____
8. Cost of Tender Document ₹ 500/-
a. Amount: ₹ _____
b. Draft No: _____
c. Date of issue: _____
d. Name of the issuing Bank: _____
9. **Details of earnest money deposited**
a. Amount: Rs. _____ Rs. _____ (in words)
b. FDR No: _____
c. Date of issue: _____
d. Name of the issuing authority: _____
e. Validity period, if any. _____
10. Other information, if any
11. **Declaration by the contractor: -**

This is to certify that I / We_____before signing this tender have read carefully and fully understood all the terms and conditions and instructions contained herein and undertake myself/ourselves abide by the said terms and conditions.

Dated:

**(Signature of Tenderer)
Name & Address with Contact**

Affix duly self-
Attested Passport size
Recent
photograph

(Annexure-B)

FORMAT FOR PROVIDING UNDER TAKING

(To be submitted on judicial stamp paper of ₹10/-should be attested By Notary Public of the area)

To

**The Principal,
Govt. Polytechnic Sundernagar,
Distt. Mandi Himachal Pradesh-175018**

I, the undersigned, hereby certify that I have gone through all the terms and conditions mentioned in the tender document for running of Canteen and I undertake to comply with them. I, the under signed, here by solemnly declare and undertake as under:

1. That the Price Bid amount quoted by me in the Tender is valid and binding upon me for the entire period of the contract.
2. That I bind myself to the Principal and the Institution Administration for providing the Canteen at Govt. Polytechnic Sundernagar, Distt. Mandi, HP for the entire period of the contract.
3. That the Performance security money deposited by me shall remain in the custody of the administration till the expiry of the contract.
4. That the conditions here in contained and contained in the tender form shall form part of and shall be taken as included in the contract agreement itself.
5. That I will be wholly responsible for providing satisfactory Canteen services of Govt. Polytechnic Sundernagar, Distt. Mandi as per the terms & conditions mentioned in the tender form.
6. That **I shall abide by the provisions of Minimum Wages act 1948** and Contract Labor Act 1970 and other Labor laws applicable from time to time, in case any workers are appointed by me for running the Canteen.
7. That damage to the property if any, due to lapse on my part or on the part of my staff may be recovered from my performance security deposit or me.
8. That if **any lapse, negligence, or misconduct occurs** on my part or on the part of my staff while discharging duties related to providing Canteen services, the Principal, Govt. Polytechnic Sundernagar, shall have the full authority to **cancel my contract without prior notice**.

The Principal may also award the work to another agency, and any financial loss or cost difference incurred due to this shall be recoverable from me. Furthermore, the Principal reserves the right to forfeit my Performance Security Deposit, either partially or fully, as deemed appropriate. Full details and verification of the performance security shall be provided by me at the time of agreement execution.

9. That the decision of the Administration will be binding upon me in any matter.
10. I will never try to terminate the contract without **Three-month** prior notice.

**(Signature of the
Tenderer with Stamp)**

TENDER FOR SUPPLY FOR PROVIDING CANTEEN IN THE GOVT. POLYTECHNIC SUNDERNAGAR HP(FORM OF CONTRACT)

(AGREEMENT to be signed on a non-judicial stamp paper of Rs.100/-)

This contract agreement is made on the day _____ 2026 between the Principal, Govt. Polytechnic Sundernagar hereinafter called 'the Employer on the one part and ____ **(Name & Address of contractor)** herein after called "the Contractor" on the other part, under which the contractor shall provide Canteen services at Govt. Polytechnic Sundernagar, HP as per the terms and conditions of the tender and this contract agreement during the entire period of contract from **w.e.f.** _____ **to** _____

NOW THIS AGREEMENT WITNESSET Has follows: -

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the Terms & conditions of contract here in after referred to.
2. The following documents shall be deemed to be read thoroughly and form apart of this Agreement, viz:
 - (a) Letter of acceptance for award of contract
 - (b) Terms and Conditions of the Tender Form
 - (c) Notice inviting Tender
 - (d) Price Bid of Tender.
 - (e) Addendums, if any
 - (f) Any other documents forming part of the contract.
- I. The contractor hereby agrees to provide Canteen services at Govt. Polytechnic Sundernagar, Distt Mandi HP during the period of contract as per terms & conditions of tender document
- II. The contract or hereby also agrees to pay the employer/Government in consideration of the damage or loss or penalty of any kind, the amount as per the terms & conditions of the tender form or as per the decision of the Principal Govt. Polytechnic Sundernagar.
- III. The Employer hereby agrees to hand over the premises of Canteen to the contractor (only if exists as per tender form) for the period of contract for providing the Canteen services as per the terms & conditions of the tender form.

**Principal,
Govt. Polytechnic Sundernagar**

SIGNED, SEAL AND DELIVERED	
By the said _____ Name on behalf of the Contractor in the presence of the Witnesses	By the said _____ Name on behalf of the Employer in the presence of the Witnesses

1. **SIGNATURE:**

1.SIGNATURE

NAME:

DATE

DESIGNATION:

TELEPHONE NO:

NAME:

DATE:

DESIGNATION:

TELEPHONE NO:

2. 1.SIGNATURE

NAME:

DATE

DESIGNATION:

TELEPHONE NO:

NAME:

DATE:

DESIGNATION:

TELEPHONE NO:

Note: -To be made out by the employer at the time of finalization of the form of agreement. ++ Name of the institute to be filled for which the tender has been accepted.