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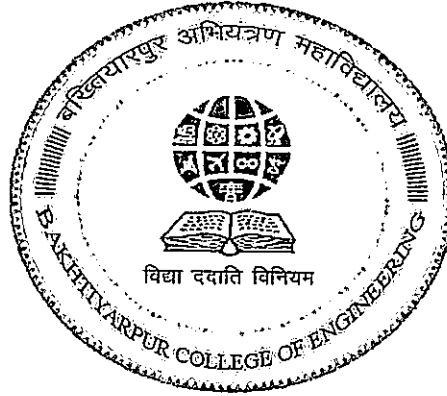
Office of the Principal

Bakhtiyarpur College of Engineering,

(Champapur, Dedaaur, Bakhtiyarpur-803212)

(Under Department of Science, Technology & Technical Education, Bihar, Patna)

Tender Document



For Canteen Services In the Financial Year 2026 - 27

Tender No.:

Tender Start date:- 07-09-2026 to 17-09-2026

Last Date of submission: - 21-09-2026

Principal
Bakhtiyarpur College of Engineering
Bakhtiyarpur

Handwritten signature

IMPORTANT INFORMATION

1. Non-Refundable Tender Cost :

Rs. 1000/- only through demand a draft from a Nationalized Bank, drawn in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur**, and payable at **Bakhtiyarpur**.

2. Sale of Tender Document :

Between 10.00 AM to 5.00 PM on all working days from 07/09/2026 to 17/09/2026 from the office of Principal, Bakhtiyarpur College of Engineering, Champapur, Dedaur, Bakhtiyarpur-803212

3. EMD :

Rs. 10,000/- (Ten thousand only) in the form of a demand draft from a Nationalized Bank in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur**, and payable at **Bakhtiyarpur**.

4. Last Date of Submission of Tender Document :

On or before 21/09/2026 up to 05:00 PM by Speed Post/Registered Post in the office of the Principal, Bakhtiyarpur College of Engineering, Champapur, Dedaur, Bakhtiyarpur-803212

5. Time & Place of Opening of Tender :

Time : 11.30 AM on 24/09/2026.

Place : Office of the Principal

Bakhtiyarpur College Of Engineering

Bakhtiyarpur

6. Address for Correspondence and Clarification:

Principal

Bakhtiyarpur College of Engineering,

Champapur, Dedaur, Bakhtiyarpur-803212, (BIHAR)

Principal

Bakhtiyarpur College of Engineering

Bakhtiyarpur



TENDER DOCUMENT

A. BID SYSTEM: A Two- Bid System shall be followed for this tender. Vendors should take due care to submit the tender in accordance with requirements in sealed envelopes. Bids received shall be evaluated as per the Criteria prescribed in the tender document. The College Authority will not entertain any modifications subsequent to opening of the bids and the bids not conforming to tender conditions are liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirements of tender document specifying their Acceptance to all the clauses of the Bid Evaluation Criteria, General terms and conditions and comply with the Scope of Work etc.

The Tender document for providing Canteen Services can be obtained from the office of the Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur from 07/09/2026 to 17/09/2026 on all working days between 10 A.M. to 5 P.M. on payment of **Rs. 1000/-** (One Thousand only) towards tender fee (non-refundable) in the form of a Demand Draft in favour of Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur and payable at Bakhtiyarpur.

The bidders who download the tender document from the official website of the college - www.bcebakhtiyarpur.ac.in, must attach the DD of tender fee of Rs. 1000/- alongwith the EMD DD inside the Technical Bid envelop. In case the Tender fee DD is submitted along with financial bid, the same will be rejected. The tender document is not transferable to any other person.

The Technical bid and the financial bid should be sealed by the bidders in separate envelopes duly superscribed as "**Technical Bid**" and "**Financial Bid**" respectively. Both these sealed envelopes should then be kept in a bigger envelope which should also be sealed & duly superscribed as "**Tender for providing Canteen Services at Bakhtiyarpur College of Engineering, Bakhtiyarpur**"

B. Requirement: A reputed Contractor/Vendor having experience of at least 01 year of running Canteen/ Cafeteria in Govt. Sector/ PSUs/ Educational Institutions including schools & colleges/ Private Institutions of repute who can cater to the needs of Students and Staff of the college as per the details given in **Annexure B-I & B-II** of this tender document, is eligible to apply.

The contractor/vendor selected through this tender process will have to start the canteen within 15 days from the date of issue of work order and provide services to around 1200 students and staff members.

The contractor/vendor shall collect the payment directly from the students/staff for canteen services. The college will pay only those bills which will be ordered by the college Administration by the way of a written order to provide the Meal/Tea/Snacks etc. for official purpose as and when required. Canteen arrangement and services will be provided by the contractor/vendor during regular office hours in the academic & administrative blocks, official meetings, which may include meal/tea & snacks/cold drinks/Juices etc.

C. Facilities to be provided by the College: Bakhtiyarpur College of Engineering, Bakhtiyarpur will provide the required space for kitchen and dining with provision of electricity to run the canteen. Charges of Electricity on actual usage basis will be borne by the contractor/vendor. However, water shall be provided by the college as part of maintenance charges paid by the vendor. However, raw materials, food articles, cooking fuel/gas cylinder, cleaning/washing materials/tools / crockery and man power shall have to be arranged by the contractor/vendor at their own cost. The college shall not provide accommodation for manpower engaged by the contractor/vendor.

D. Technical Bid document and Qualifying Criteria:

1. A valid certificate issued by competent authority under Shops & Establishment Act. (attach copy)
2. A valid **FSSAI** (Food Safety and Standard Authority of India) certificate for running Canteen/Cafeteria Services. (attach copy)
3. An experience certificate of at least 01 year as proof for providing Canteen/Cafeteria services in a Govt. Sector/PSUs/Educational Institutions including schools & colleges/Private Institutions of repute. (attach copy)
4. Contractor/Vendor should have a minimum turnover of **Rs. 10 Lakhs** in the F.Y. 2024-25. (Attach C.A audited and certified balance sheet for F.Y -2024-25).
5. Copy of ITR for F.Y.2024 – 25 duly attested by C.A. (attach copy)
6. Notarized *Undertaking* for not having ever been blacklisted by any Govt. /Non Govt. Agency (Enclose original undertaking)
7. The GST number either in the name of proprietor or the firm. (Enclose copy).
8. The Contractor should have a valid **PAN number** either in the name of proprietor or firm. (Enclose copy).

9. A demand draft of **Rs.10,000/-** (Rupees Ten thousand only) towards Earnest Money Deposit (EMD) in favour of Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur, and payable at Bakhtiyarpur (enclose original DD)
10. A separate demand draft of **Rs. 1000/-** (One Thousand only) as a non-refundable tender fee in favour of Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur, and payable at Bakhtiyarpur (Enclose original DD, if tender document has been downloaded directly from website)
11. The Technical Bid without complete information and supporting documents shall not be considered for evaluation of the Financial Bid.
12. The Contractor has to fill the **Technical Bid (Annexure A-I to A-IV) and Financial Bid (Annexure B-I to B-III)** and provide the supporting documents as required.
13. All columns must be filled compulsorily.

11. Quality & Hygiene to be provided by the Contractor

1. The contractor shall procure good quality food and other items to the satisfaction of the College Authority. The College Authority shall have the right to change any brand of material supplied/ used for cooking, provided the cost of the same does not exceed the cost of specified brand.
2. The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served and stale food is not served or recycled. Stale food shall be removed from Canteen premises as soon as possible. Un-refrigerated cooked food, not consumed within three hours in summer months and six hours in winter months, shall be deemed to be stale and unfit for consumption.
3. The food preparation shall be wholesome and shall generally cater to the taste of the faculty members/employees/students.
4. The oil that remains from deep frying at the end of the day shall have to be disposed off and shall not be recycled for the purpose of cooking again.
5. The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard.
6. The food should be cooked and served in clean utensils.
7. All utensils shall be sterilized each morning before serving any item.
8. The contractor shall pay special attention to cleanliness and proper hygiene in the canteen at all times. For this purpose, the Canteen shall be cleaned thoroughly after each meal regularly by the employees of the contractor.
9. The contractor shall ensure that only hot food is served to the teachers/students/employees. Complaint, if any, in this regard shall be viewed seriously.
10. The contractor shall ensure that sufficient manpower is deployed at all times for preparation and serving each meal including cleaning, washing and overall upkeep of Canteen assets and premises.
11. The contractor shall also ensure proper cabin/room services for the College guests or officials as and when required.
12. The contractor should supply the items at the rates fixed on finalization of tender for the items listed in **Annexure B-I & B-II**.
13. The Approved rate list should also be displayed at Bakhtiyarpur College of Engineering, Bakhtiyarpur Canteen mandatorily.
14. The contractor should also follow the brand of raw material as listed in **Annexure 'A- V'**.

F. GENERAL TERMS AND CONDITIONS

1. The contract shall remain valid for a period of **Two year** from the date of its commencement. The contract can be further extended by another one year on the basis of satisfactory performance. The contract, once awarded, can be terminated by either party after giving three months notice. Nevertheless, the college authority may terminate the contract of the Firm/Vendor without any notice in case the Firm/Vendor commits a breach of any of the terms of the contract. College Authority's decision that a breach has occurred will be final and shall be accepted by the Firm/Vendor.
2. Contractor/Vendor shall accept terms and conditions mentioned in this tender.
3. The Contractor will be required to pay to the Institute electricity charges on actual basis, for which sub-meters shall be installed. Out of the total monthly bill received by the college for electricity consumption, the amount in respect of the units consumed in the canteen shall be calculated and paid by him based on the average cost per unit in the electricity bill received per month by the college.

4. Refilling of the commercial gas connections will be borne by the contractor.
5. The rates quoted in this bid shall be for the items to be supplied at Bakhtiyarpur College of Engineering, Bakhtiyarpur canteen, Contractor/Vendor shall not be allowed to reduce the items required from the canteen without prior written permission from college authority. Failure to supply any item at the indicated cost shall be considered a breach of contract and invite action.
6. The rates of items in Annexure B-I & B-II can't exceed the market rates. The price of packaged goods should not exceed their MRP. In case any bidder is quoting higher amount, the fixed rates shall prevail.
7. Also, vendors shall use recyclable / reusable plates & cups to **avoid usage of plastic.**
8. Items should be sold in the Canteen only as per approved list.
9. The bidders will have to enclose D.D. of **Earnest Money Deposit with Technical Bid which will be refunded to the unsuccessful bidders.** The bidders shall also give an undertaking specifically agreeing to all tender conditions failing which his financial bid shall not be opened.
10. Bakhtiyarpur College of Engineering, Bakhtiyarpur shall be entitled to take over possession of the premises after expiry of 24 hrs notice with no further correspondence. However, any case of default will be pointed out in writing to him as and when it comes to the notice of college authority to enable him to correct and rectify his mistake.
11. Tender submitted in any form other than the official tender form **shall be summarily rejected.**
12. Tenders received without prescribed Earnest Money Deposit (EMD) and tender fee shall not be considered.
13. The annexures of the tender form listing the menus etc. for Canteen services to be rendered, must not be altered by the bidders
14. No paper shall be detached from the tender document.
15. The name and address of the bidders with official seal shall be clearly written in the space provided and no overwriting, corrections, insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted in strict accordance with the instructions laid down herein otherwise the tender is liable to be rejected.
16. The tender is liable to be rejected if complete information is not given therein or if the particulars and data (if any) asked for in the Annexures to the tender are not filled in.
17. Individual signing the tender or other documents connected with the tender must specify whether he signs as:
 - i. A sole proprietor of the concern or constituted attorney of such sole proprietor.
 - ii. A partner of the firm if it is a partnership firm, in such case he must have authority to execute contracts on behalf of the firm by virtue of partnership agreement or by a power of attorney duly executed by the partners of the firms.
18. A demand draft of **Rs.10,000/- (Rupees Ten thousand only)** is required to be deposited as an **Earnest Money Deposit** in favour Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur (payable at Bakhtiyarpur) along with tender. The Earnest Money deposit of the successful bidder shall be forfeited if the bidder :
 - i. Withdraws tender offer before finalization of the same.
 - ii. Fails to accept the contract, if his/their tender is accepted by Bakhtiyarpur College of Engineering, Bakhtiyarpur
 - iii. Fails to deposit the Security deposit within stipulated time limit.
 - iv. Fails to execute the agreement in the prescribed form within **07 (Seven) days** of the receipt of the letter awarding the contract.
 - v. Fails to commence the Canteen Services within **15 (Fifteen) days** of the receipt of the letter awarding the contract.
19. The successful bidder has to furnish a refundable **Security Deposit** only in the form of demand draft for **Rs. 50,000/- (Rupees Fifty Thousand only)** in favour of the Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur (payable at Bakhtiyarpur). No interest shall be payable on this deposit. The same will be returned after the successful completion of contract and after adjusting dues, if any, of the contractor.

20. The EMD of successful Bidder can be converted as a part of security deposit upon request and the EMD of unsuccessful bidders will be refunded without interest on or before the 30th day after the award of the contract.
21. Late bids will not be considered. **College Authority reserves the right to accept or reject any or all the bids either fully or partly without assigning any reason.**
22. Bids sent via Fax/Email or conditional bids will not be considered.
23. Gas Cylinder (Commercial) will be arranged by the contractor for continuing the canteen services throughout the contract period. No separate payment will be made by College Authority for the same.
24. Bakhtiyarpur College of Engineering, Bakhtiyarpur Authority's decision that a breach has occurred will be final and shall be accepted without demur by the contractor.
25. If at any time during the period of contract, it comes to the notice of the College Authority that the Agency has misled the College Authority by way of giving incorrect/false information, which had been material in the award of Contract to him/her, the contract shall be liable for termination besides other legal action which may be initiated against the Agency or the owner /partners/directors or any person responsible for the affairs of the Agency under law.
26. The contractor will have to provide a list of workers who will be working at Bakhtiyarpur College of Engineering, Bakhtiyarpur Campus and provide complete details about them. The contractor will also provide police verification and medical report of all his/her workers working within College Campus.
27. The contractor will have to submit an affidavit at the time of signing the contract agreement indicating that all employees of the contractor are paid the minimum wage as per Minimum Wages Act of the Government.
28. The financial bids of only the technically qualified bidders will be opened.
29. Contractor may have to serve foods/refreshments from time to time as per requirement of the college during various events/programmes against extra payment as per actual.
30. Contractor shall abide by all laws of the land including labour laws (ESI, PF, Bonus, Income Tax, Service Tax or any other extra taxes levied by the Govt.) companies Act, Tax deduction liabilities, welfare measures of its employees and all other obligations of the region and also those Laws which are not essentially enumerated and defined herein. Any such claims at a later stage shall be the exclusive responsibility of the Contractor and it shall not involve the centre in any way whatsoever.
31. The contractor will also submit a medical certificate on half yearly basis that all his/her employees handling food are not having any contagious diseases.
32. The contractor will ensure that neat and clean clothes and aprons are used by his/her employees handling food at all times. Every employee so appointed by the contractor shall wear the prescribed uniform. The said uniform shall be provided by the contractor at his own cost. The Canteen workers will bear the Identity Card issued by Bakhtiyarpur College of Engineering, Bakhtiyarpur Authority during the working hours.
33. The contractor shall not be allowed to keep his/her employees inside College Canteen between 09:30 P.M and 6:00 A.M. on any day. ~~No~~ accommodation will be provided to any staff member of Canteen inside the Campus.
34. The Canteen shall remain open **from 8:30 A.M. to 08:00 P.M.** on all week days from Monday to Sunday (including Local/National Holidays). However, depending on the exigencies, the contractor may be required to keep the Canteen open or close as per requirement of the College.
35. The contractor will occupy the space earmarked for canteen and kitchen and shall not occupy the adjacent verandas and open space.
36. The contractor will ensure that his/her employees do not loiter around in the campus. In case of any loss to college caused by the employees of the contractor, the contractor will be responsible.
37. The college authority reserves the right to instruct the contractor to remove any person deployed by the contractor without assigning any reason or notice.

38. The contractor will ensure high standards of cleanliness, hygiene and sanitation in the kitchen and canteen. The contractor will make the arrangements for keeping all eatables in covered showcase, free from flies and insects. Adequate number of dustbins will be provided by the contractor and ensure proper disposal of garbage. There should not be any littering of unused food or any other articles within the canteen. The contractor will also ensure that no used utensils via cups, plates are lying in the college campus and these should be removed immediately and frequently.
39. Contractor shall ensure daily removal of canteen garbage from the canteen premises. However, before the garbage is taken out for disposal, the Security Supervisor would need to check it physically in order to ensure that the material being disposed does not contain any useful items.
40. The contractor will ensure that the cooks have proper shave and clipped nails while cooking food and should wear apron and head gear.
41. The contractor will ensure that the cooked and uncooked food is stored properly and no stale food is served. In case of any food poisoning, the contractor will be held solely responsible and will be penalized apart from any legal action that the college authority may initiate.
42. The raw materials used for cooking can be checked by the College Authority at any time and if substandard/unauthorized materials are found, the contractor will be penalized at the discretion of Bakhtiyarpur College of Engineering, Bakhtiyarpur Authority and contractor will have to abide by it. The **penalty** will include at least **Rs. 5, 000/- (Five Thousand Only)** per occasion in case if it is found using sub-standard material.
43. The contractor will be required to display the Menu and rate list of all the food articles, soft drinks, tea, coffee and juice etc. sold in the canteen.
44. The contractor should have sufficient equipment & crockery and other items normally required to cater to at **least 50 (Fifty) persons at a given time**. He should have sufficient utensils, crockery and other infrastructure to provide the service and also for Buffet Lunch/High Tea, as and when required.
45. The contractor should take all safety measures (including fire) while running the canteen. He will keep a First- Aid box for the persons deployed to work in canteen.
46. The contractor shall not deploy minor / child labour for the Canteen work.
47. The rates for different items shall be as per the list enclosed. If the contractor intends to serve eatables not specified in the relevant annexures, the same must be done with the approval of rates by the College Authority.
48. The College Authority member(s) may inspect the preparation of food etc. from time to time.
49. In the event of unsatisfactory services rendered by the contractor, the contract may be cancelled by the College Authority. **Monetary fine as penalty @ Rs. 1000/- per day** will be imposed for every default during the period of contract. If the services do not improve within 03 working days, a **monetary penalty of Rs. 5,000/- per day** will be imposed for the defaults and this will have to be paid by the contractor within a week on receipt of communication from the College Authority, failing which it will be adjusted against the Security Deposit.
50. No responsibility will be taken by the College Authority for losses or pilferage or for credit sales to students, staff, employees and others.
51. No legal right shall vest in the contractor's workers to claim employment in Bakhtiyarpur College of Engineering, Bakhtiyarpur. The contractor's workers shall have no right whatsoever to claim the benefit and/or emoluments that may be permissible or paid to the employees of the college. The workers will remain the employees of the contractor and this should be the sole responsibility of the contractor to make it clear to his/her workers before deputing them to work at Bakhtiyarpur College of Engineering, Bakhtiyarpur.
52. **The contractor shall not engage the services of any sub-contractor or transfer the contract to any other person.** If, it is found at any time that the contractor is unable to provide the canteen services and has sub contracted to any other party, the College Authority has right to terminate the contract and to forfeit the security deposit.
53. Firms submitting tender would be considered to have read & accepted all terms & conditions. No enquiries, verbal or written, shall be entertained in respect of acceptance or rejection of the tender. The bidder shall in a separate sheet disclose the details of the partners/directors etc. which shall be enclosed with technical bid.

54. The bidder should indicate the names of the firm/firms along with location where they are currently having business with them and which can be seen by the College Teachers/Officials.
55. The contractor shall make good all damage/loss which may be caused by any act or default of the contractor, his agents or servants or workers to any property of the college. The College Authority reserves the option to make good the damage or loss by charging the contractor with the expenses.
56. In case of the breach of the terms of the agreement, security deposit of the contractor is liable to be forfeited.
57. Without prejudice to any right under any other clause of the contract, the college authority may in the event of any breach of the conditions on the part of the contractor cancel the contract and charge the contractor with any loss arising from such cancellation.
58. Dispute if any, arising out of the contract shall be settled by mutual discussion or arbitration by sole arbitrator to be appointed by Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules framed thereunder. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts or amounts payable to either party. No dispute arising of the execution, implementation or termination of the contract, as also any other dispute with respect to the contract be entertained by any court and shall be subject matter of Arbitration under the Indian Arbitration and Conciliation Act, 1996 and rules framed thereunder.
59. All legal disputes shall be subject to jurisdiction of Patna only.
60. The contractor shall inform to the Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur any changes of Canteen workers, if required, made by him along with their police verification and medical report.
61. The contractor shall submit duly signed undertaking with the tender document.
62. Any act on part of the bidder to influence anybody in Bakhtiyarpur College of Engineering, Bakhtiyarpur would make him liable for rejection of his bid.
63. In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the college by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the college. As a result of the acts of the Contractor, if the college is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the college or the college reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the college.
64. The canteen workers shall be issued Identity Cards bearing photographs. The contractor shall provide sufficient sets of Uniforms and pair of shoes to his employees and shall ensure that they wear them at all times and maintain them properly.
65. Refilling of gas cylinders including the maintenance of burners shall be the responsibility of the Contractor. On termination of the contract, the Contractor shall return to College Authority items along with the canteen Furniture / Fixtures / Equipment etc. provided by the College to Contractor.
66. The Contractor shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
67. The payment in respect of official meetings/ conference/ hospitality bills of the college submitted in duplicate by the Contractor shall be released on receipt basis. Any supply of food items without proper authorization by the designated authority of Bakhtiyarpur College of Engineering, Bakhtiyarpur will not be paid for.
68. In case contractor takes advance from the student it will be the responsibility of the contractor to adjust/reimburse in case the student do not avail canteen facility during holiday or during his/her leave period.
69. In case of more than one L-1 vendors, decision for allocation of contract will be done by Competent Authority based on experience, credibility and other criteria deemed fit for this purpose by the Competent Authority.. **The L-1 will be decided on the basis of total lowest charges of items mentioned in Annexure B- I & B-II**

70. The College would constitute a Canteen Monitoring Committee (CMC) which will monitor the work of the canteen. The Canteen Contractor will have to follow instructions of the Committee related to Menu, meal frequency, food quality, cleanliness, hygiene & Canteen timings etc..
71. The bidders should visit the campus and the canteen premises to see the infrastructure before bidding. The successful bidder will be provided the space and infrastructure like tables, chairs, light fittings, fans and water supply. Certain canteen furniture, some kitchen utensils, lights i.e. bulb, tubes etc. will be provided by the college on monthly maintenance charge basis.
72. The Contractor will maintain daily menu list in proper register and that may be approved by CMC.
73. In case of student's sickness, hospitalization, etc., the Contractor shall supply the food in Tiffin at student's hostel as per the recommendations of the concerned authorities without any extra charges.
74. The College shall provide a list of normal holidays and students vacations in each semester to the Contractor for assessing and providing Canteen services to the hostellers residing during holidays and vacations.
75. The Contractor shall not sell any banned items like tobacco, cigarette, bidi, gutka, alcohol/liquor etc. in the canteen and in the College premises. If anyone is found indulging in these activities, the person shall be asked to leave the campus immediately and the Contractor shall be liable to lose the contract for breach of this condition.
76. The Contractor shall ensure that either he himself or one of his responsible supervisors remains present during breakfast/lunch/dinner services to the students.
77. The Contractor shall bring their own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs, etc., in sufficient quantity as needed to maintain the canteen services, in addition to what is provided by the College.
78. The Contractor shall undertake that any act of omission or commission including theft by his staff shall be his sole responsibility and further that he would compensate the College immediately any loss or damage occurring on account of his staff individually or collectively.
The Contractor shall be required to enter into an agreement for the due performance of the contract with Bakhtiyarpur College of Engineering, Bakhtiyarpur.
79. **The contract agreement should be stamped with adhesive stamps as required and should be signed before a First Class Magistrate or a Notary Public without fail.**
80. **During summer/Winter breaks, Contractor will depute at least 03 staff (01 cook and 02 waiters) to cater to the needs of the Principal/officers and staff members of Bakhtiyarpur College of Engineering, Bakhtiyarpur.**
81. The Contractor shall not keep the canteen closed without prior permission from the college authority. Any such incident shall be treated as breach of contract and suitable action including penalty shall be taken for the same by college authority, as it may deem fit.
82. The contractor shall provide adequate numbers of worker/staff to facilitate serving of Tea/Drinks/Refreshments in Admin & Academic blocks.
83. The Vendor shall pay **Rs.1000/- (Rupees one thousand only) per month** (excluding electricity bill) as monthly rent cum maintenance charge. The monthly rent to the college every month will be deposited on or before the 5th day of the following month. If the said monthly rent cum maintenance charge or any part thereof falls as arrears and remains unpaid for a period of 60 days or more from the due date, it shall be lawful for the authority to terminate the agreement, without any notice in that behalf.

G. TERMS OF FINANCIAL BIDS

- a. The selection of Bidder for the award of the contract will be finalized on the basis of **lowest rate (Grand Total) quoted for Menu Charges. (Annexure B-I & B-II)**
- b. The contractor has to quote the rate of **Annexure B-I and B-II** mandatorily and abide by the brand specification given in **Annexure A-III**.
- c. There should not be any calculation & totaling mistake in the Financial Bid. If any mistake is found, Competent Authority will have full discretion to accept or reject the Bid.

'Annexure 'A-I'

Bakhtiyarpur College of Engineering, Bakhtiyarpur

TECHNICAL BID

1. (Technical Bid should be kept in separate sealed envelope superscribing "Technical Bid" on it).

S.No	Description	To be filled by the Bidder
1	Name of the Bidder	
2	Details of Tender document cost	Rs. 1000/- (Rupees One Thousand Only) Draft No. Issuing Bank
3	Details of EMD	Rs. 10000/- (Rupees Ten Thousand only) Draft No. Issuing Bank

2. Details of Experience in the relevant field. Attach copies of experience certificate from the organizations of preceding three financial years i.e. FY 2022-23; 2023-24 & 2024-25 (Attach separate sheet, if required):

S. No.	Period		Organization/Agency	Approx number of Clientele handled/being handled**
	From	To		

** Certificate from the concerned Agency must also be attached

[Signature]

Annexure 'A-II'
Bakhtiyarpur College of Engineering, Bakhtiyarpur

CHECK LIST

S. No.	Particulars	Mention 'Yes' or 'No'	Page No.
1.	Whether Demand Draft of Rs. 1000/- (Rupees One Thousand only), towards Tender fee is submitted or enclosed with the technical bid by the bidders who have downloaded the tender document from the college website		
2.	Whether Demand Draft of Rs. 10,000/- (Rupees Ten Thousand only) towards EMD is enclosed with the technical bid .		
3.	Whether copy of valid Shop & Establishment Certificate attached		
4.	Whether certificate/document in support of having experience of minimum 01 year for running canteen as per terms & conditions of the tender document is enclosed.		
5.	Whether copy of valid PAN Card is enclosed.		
6.	Whether copy of the valid ITR of F.Y. 2024-25 duly certified by C.A. is enclosed.		
7.	Whether copy of valid FSSAI certificate is enclosed		
8.	Whether copy of C.A. audited balance sheet for F.Y. 2024-25 is enclosed for annual turnover.		
9.	Whether notarized undertaking for Non- blacklisting by any Govt./Non Govt. agency.is enclosed		
10.	Proof of PF and ESI registration (if not applicable, to be given on companies letter head)		
11.	Whether copy of valid GST registration number. Is attached.		
12.	Whether Undertaking regarding agreement to abide by the tender terms & conditions is enclosed		
13.	Whether application for grant of contract is enclosed		

Note: (1) The bidders without relevant category of FSSAI certificate shall be summarily rejected

Signature of the Tenderer/Vendor & Date with Rubber Stamp

[Signature]

Annexure 'A-III'

Bakhtiyarpur College Engineering, Bakhtiyarpur
UNDERTAKING

I/We.....hereby

Solemnly agree to abide by the Terms & Conditions and the rates specified in the Tender document. Any break of the Clause/Clauses will render my/our contract null and void.

I/We have understood completely the tender document and the terms and conditions therein. I/We agree to sell the eatables/snacks/Tea/High Tea/Juices etc. on the rates mentioned in the tender rate list annexed herewith. I/We have also understood that I/We have to maintain the high standard, quality and hygiene of all the eatables as mentioned in the rate list of items annexed with the tender.

Date:

Place:

Signature of the Contractor

Name of the Contractor:

(Full signature of the Tenderer with seal of the Agency)

Annexure 'A-IV'

The Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur

Ref. your tender no.: BCE/CANTEEN/2026-27/-----Dated----

Sir,

1. I/We the undersigned (hereinafter known as "the contractor") hereby apply for grant of contract for running the canteen at Bakhtiyarpur College of Engineering, Bakhtiyarpur.
2. I/We have gone through all the terms and conditions and also the annexure of items as enlisted by you in your tender document for the subject under reference.
3. I/We, hereby confirm that I/We have understood all the terms and conditions and confirm my/our commitment to abide by them. In case of any discrepancy / dispute or wrong / incorrect nomenclature in the annexure of the tender document, the decision of Bakhtiyarpur College of Engineering, Bakhtiyarpur Authority shall be final.
4. I/We also confirm my / our commitment to provide the material as enlisted in the annexure of items with your tender document under reference.
5. I/We have experience of at least 01 year of providing Canteen / mess services in a Govt. Sector/PSUs/Educational Institutions including schools & colleges / Private Institutions of repute.

(a)	
(b)	
(c)	

6. I/We enclose herewith experience certificate duly signed by
Principal/Director/Manager of
.....
7. I am/we are enclosing herewith a DD bearing No
..... Dated
..... Bank Branch..... for Rs. 10,000/-
(Rupees Ten Thousand only) drawn in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur** payable at Bakhtiyarpur. I/We understand that the amount will be forfeited, if the applicant who is awarded the contract refuses to accept the contract.
8. I/We understand that I/We shall have to deposit a security deposit of **Rs. 50,000/(Rupees Fifty Thousand only)** as refundable security deposit in favour of **Principal, Bakhtiyarpur College of Engineering, Bakhtiyarpur** before signing the "Agreement" in case I am/We are awarded the contract. This deposit will not bear any interest and shall be refunded on termination of the contract after adjusting dues, if any.
9. In case the contract is awarded to me/us, I/We shall sign an agreement within 10 days (on a non-judicial stamp paper of prescribed value) of the receipt of the letter awarding the contract.

Signature of the Tenderer & Date with official Seal

Annexure 'A-V'

Bakhtiyarpur College of Engineering, Bakhtiyarpur **Permissible Brands of Consumables**

Items	Brand
Salt	Iodized salt such as Tata, Annapurna, Nature Fresh
Spices	MDH, MTR or equivalent quality brands or Agmark brand Everest
Ketchup	Maggi, Kissan, Heinz
Mustard Refined oil	such as Engine, Sundrop, Nature Fresh, Fortune or equivalent
Pickle	Mother's/ Priya / Tops/Nilons
Atta	Aashirvad, Pillsbury, Nature Fresh/Shakti Bhog
Butter	Amul, Britannia, Mother Dairy, Hutson, Super/Saras
Bread	Harvest/Britannia make / Top & Town / Modern / Avon
Jam	Kissan, Nafed /Druk
Milk	Verka, Super/Amul/Saras, Sudha, Ashirwad
Paneer	Amul/Mother Dairy / Super/ Sudha
Tea	Tata, Nameri, Mazbat or equivalent/Brook Bond
Coffee	Nescafe, Rich, Bru
Biscuits	Britannia, Parle, Good Day, etc.
Ice Cream, Lassi, Curd	Mother Dairy, Amul, Kwaliti, Cream Bell - all varieties, Top & Town, Vadilal
Mixtures/Chips	Haldiram/Bikaner or any good brand
Mineral Water	Kinley/Bisleri/Aquafina/Rohtang or ISI marked
Besan, Dal	Rajdhani, Shaktibhog or Agmark brand
Rice	Basmati, India Gate or Agmark brand or Local Rice
Cold Drinks	Pepsi, Coke, Thumps Up or any good brand etc.
Juices	Real, Tropicana
Lemon Water	Lemon, Kissan, Hello etc.

I accept the above brands.

Signature of the Bidder

Date:

Annexure 'B-I'**Bakhtiyarpur College of Engineering, Bakhtiyarpur
Financial Bid****Rate List of Items for the College Canteen**
(Rates to be quoted by the Bidder)

Sr no	Item	Quantity	Rate (in Rs)
1.	Tea	One Cup 150 ml	
2.	Tea (Dip)	One Cup 150 ml	
3.	Green Tea	One Cup 150 ml	
4.	Nescafe Coffee	One Cup 200 ml	
5.	Cold Drinks	All major brands available in the Market	MRP
6.	Juice		MRP
7.	Biscuits		MRP
8.	Chocolates		MRP
9.	Samosa	1 pc	
10.	Veg. Cutlet	1 pc	
11.	Veg. Sandwich	1 pc	
12.	Veg. Chowmin	Full Plate	
13.	Veg. Chowmin	Half Plate	
14.	Butter Toast	Two pieces	
15.	Bread Plain	Two pieces	
16.	Toast Omelet	Two pieces Toast + One Egg Omelet	
17.	Pizza	Standard size	
18.	Dahi Bhalla/Papri Chatt	Per Plate	
19.	Puri with vegetable	One Plate (4 pc Puri + vegetable)	
20.	Lassi	One glass 300 ml	
21.	Curd	200 ml	
22.	Kachori	1 pc	
23.	Bread Pakoda	1 pc	
24.	Gulab Jamun	Two pieces	
25.	Veg. Momos	One plate (6 pcs.)	
26.	Cholley Bature	One Plate (2 pc Bhature + Cholley)	
27.	Mineral Water		MRP
28.	Litti Chokha	One Plate (2 pc Litti + Chokha)	
29.	Maggi	100 gm dry	
30.	Ice Creams		MRP
31.	Lunch Thali (11am to 3pm)	Including All Items	
32.	Dal Chawal	Per plate (Std. size)	
33.	Rajmah Chawal	Per plate (Std. size)	
34.	Kari Chawal	Per plate (Std. size)	
35.	Stuffed Paratha (Aloo/Gobhi/Muli)	Per Paratha	
36.	Fried Rice	Per plate (Std. size)	
37.	Milk	One Cup 200 ml	
38.	Chips	All major brands available in the Market	MRP
39.	Khcer	150 gm	

Any other items to be included by the contractor with the prior approval and approved rates by College Authority
I accept the above rates.

Signature of the Bidder with Seal
Date

Annexure 'B-II'

Bakhtiyarpur College of Engineering, Bakhtiyarpur

Financial Bid

Rate List of Items for the College Canteen

(Rates to be quoted by the Bidder)

Sr. no	Non Veg	In Words (In Rupees)
1	Egg Curry (With two eggs)	Rupees
2	Mutton Curry Half Plate (Two pcs.)	Rupees
3	Mutton Curry Full Plate (Four pcs.)	Rupees
4	Chicken Curry Half Plate (Two pcs.)	Rupees
5	Chicken Curry Full Plate (Four pcs.)	Rupees
6	Fish Curry Half Plate (Two pcs.)	Rupees
7	Fish Curry Full Plate (Four pcs.)	Rupees
8	Fish fry Half Plate (Two pcs.)	Rupees
9	Fish fry Full Plate (Four pcs.)	Rupees
10	Chicken/Mutton/Egg Biryani	Rupees

Any other items to be included by the contractor with the prior approval and approved rates by College Authority

I accept the above rates.

(Full signature of the Bidder with seal)



Annexure 'B-III'

FINANCIAL BID

The vendors may before filling the financial bid may note that the vendor is being selected as the basis of following:

1. That the vendor is agreeable to provide the desired items/ at the rates fixed by Bakhtiyarpur College of Engineering, Bakhtiyarpur.
2. That the vendor is agreeable to provide canteen facilities and items listed in the tender.
3. That the vendor at no point of time will increase the rates (except in case of MRP items on their revision).
4. That the vendor is ready to bear electricity charges on consumption basis.

Consequent upon accepting the above I/We M/s
.....quote the charges for Canteen as per
Annexure B-I & B-II

Grand Total of items mentioned at **Annexure B-I & B-II**

Rs....

Rupees

If there is any variation between rates quoted in Numbers & Words, the lowest value among the two will be considered.

Principal
Bakhtiyarpur College of Engineering
Bakhtiyarpur-803212