

EOI NO.-SVC/Hostel/Mess/2023-24/  
This tender document contains 08 pages.

Dated 28.06.2023



**EXPRESSION OF INTEREST  
TO RUN  
COLLEGE HOSTEL MESS  
at  
SRI VENKATESWARA COLLEGE,  
UNIVERSITY OF DELHI  
Dhaura Kuan, Benito Jureza Road  
NEW DELHI – 110021**

Mess

**SRI VENKATESWARA COLLEGE: NEW DELHI**  
**UNIVERSITY OF DELHI**  
**NOTICE**

**EXPRESSION OF INTEREST TO RUN COLLEGE HOSTEL MESS**

Sealed Bids are invited from reputed contractors/cafeteria service providers for the provision of cafeteria services in the College Hostel Mess in Sri Venkateswara College, University of Delhi, Delhi 110021 for the Hostel students and the staff.

**1. Eligibility Criteria:**

- Bidder should have at least 3 years satisfactory experience of providing catering/cafeteria service in hotels/guest houses/Hostels of reputed training or educational institutes/PSUs/Central/state government. (Please enclose proof).
- Bidder must have at least enough supervisory staff, in addition to the requisite number of subordinate staff, efficient in managing the provision of Hostel Mess service of the College.
- Bidder should not have defaulted/blacklisted/barred for Cafeteria/Hostel mess services from hotels/guest houses of reputed training or educational institutes/PSUs/Central/state government.
- The tender is liable to be rejected without assigning any reason if complete information is not given there in or if the particulars and data (if any) asked for in the schedule to the tender are not filled in.

**2. Award of Contract:**

The Bidder agreement for Sri Venkateswara College Hostel Mess shall be for a period for one year. The Licensee may be terminated by either party on one month notice. The mess Licensee shall procure the license issued by the Health Authority Delhi, under the Food Adulteration Act, at his own cost.

The licensee shall pay Rs.10, 000/-per month, GST extra as administrative charges for using the mess premises.

The water consumption charges shall be payable @ 100/- per month lump sum and electricity consumption charge Rs.7, 000/- per month lump sum.

**The last date for submitting the bid is 20<sup>th</sup> July 2023.**

**3. Earnest Money Deposit:**

Bidder shall submit Earnest Money Deposit (EMD) for Rs.10,000/- (Ten Thousand only/-) in form of an Account payee Demand Draft in favour of Principal, Sri Venkateswara College, New Delhi.

**4. Technical inspection and Performance Evaluation:**

Sri Venkateswara College reserves its right to carry out a technical inspection and performance evaluation (benchmarking) of the offers made by short listed bidders. This may also include site visit of the current engagement of the bidders.

*Nihal M. Singh*

#### 5. Cancellation of Contract:

Sri Venkateswara College reserves the right to cancel the contract/tender process without assigning any reason. However, some of the grounds on which contract can be cancelled are detailed

below. (This list is only illustrative and not exhaustive.)

- Serious discrepancy in the provision of the required services by the bidder.
- Breach by the bidder of any of the terms and conditions of the expression of interest.
- Any action by the bidder which is in breach of law or accepted practices in the commercial transactions.
- If the bidder goes into liquidation voluntarily or otherwise.
- Any attempt to influence the decision of the college officials through direct/indirect methods/means.
- Sri Venkateswara College reserves the right to accept or reject any or all the offers either fully or party without assigning any reasons and is not bound so accept the highest maintenance charges offered, since due weightage shall be given to several factor besides the Commercial bid.

#### 6. Resolution of Disputes:

Sri Venkateswara College and the vendor shall make every effort to resolve amicably, by direct informal negotiations, any disagreement or dispute arising between them under or in connection with the contract. If after thirty days from the commencement of such informal negotiations, Sri Venkateswara College and the Vendor have been unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration. The Principal, Sri Venkateswara College shall appoint a sole Arbitrator for the dispute who will not be related to the contract and whose decision shall be final and binding.

#### 7. Licence:

The contractor should provide valid Licence for running College Hostel mess. It shall be the responsibility of the Contractor to secure valid health & sanitation licenses and other such appropriate licenses from the Statutory and other Government organizations as and when needed from time to time. There shall not be any liability of the College in this regard and the contractor shall indemnify the College from any such hassles/ implications etc. The College reserves the right to inspect their licences from time to time, as and when required.

#### 8. Security Deposit / Performance Guarantee :

The selected vender shall submit security deposit amounting to Rs 1,00,000/- (Rupees One Lac only) in the form of Demand Draft/ NEFT in favour of "Principal, Sri Venkateswara College" which will remain valid till the completion of the contractual obligation. No interest will be paid to the bidder. It will be remain valid for a period of sixty days beyond the date of completion of all contractual obligations of bidder including warranty obligations. On or before the 30<sup>th</sup> day after the award of the contract will have to submit the performance security by the bidder. (The bank details as mentioned on the application form)

#### 9. Jurisdiction:

The jurisdiction of the courts shall be Delhi.

#### 10. Income Tax:

As per rules:

*Handwritten signature in blue ink*

## 11. Catering Arrangements:

The contractor shall provide, inter-alia, the following services in the College Hostel Mess on an on-going basis:-

- a. The contractor shall provide cooking raw materials as per the standard quality certification such as AGMARK and comply with regulations of Food Safety and Standards Authority of India wherever applicable.
- b. The contractor would also be required to make arrangements for organizing special breakfast/lunch/dinner/snacks, tea etc.
- c. The contract will be operative for a period of one year from the date of award but it can be extended for another period of two (02) years further by the Sri Venkateswara College on the same terms and conditions, if the performance is found satisfactory. That the Second Party will not transfer or assign any part of the license to any other person or agency.
- d. The cleanliness and hygiene of the working and mess area including its surroundings will be the responsibility of the contractor. The contractor will also ensure that the manpower engaged will maintain requisite standards of personal hygiene. All the mess staff including the stewards/bearers will wear distinct uniform and masks. All the staff employed by the contractor will be required to provide medical fitness certificate from time to time.
- e. Contractor shall ensure to arrange the cooking fuel, utensils (both cooking & serving), and other materials required for serving. The contractor shall also arrange for standard/better quality cutlery in sufficient amount so that services are not hampered because of this. The College reserves the right to inspect this from time to time.
- f. Contractor shall equip the kitchen with cooking stoves, refrigerators, insect repellents and other gadgets required for smooth provision of services in the Hostel Mess.
- g. It will be the responsibility of the contractor for removal and proper disposal of waste material, garbage etc. from the canteen to outside MCD bin.
- h. The contractor shall keep adequate stock of cooking materials/food ingredients of acceptable standard at least for one fortnight and he shall procure seasonal vegetables & fruit on daily basis.
- i. That the license shall be absolutely a bare license and anything contained herein shall not be deemed, even by inference, to give any right in law in respect of the said premises to the Second Party in any manner whatsoever. That the First Party authorities shall have the right to terminate the license at any time without assigning any reason thereof.
- j. If the Second Party does not pay the arrears of license fee, water, electricity and security charges or any other dues payable to the First Party, even after the termination of the License, the First Party shall have the lien on all the belongings or the property of the Second Party for the time being in or upon the premises of the First Party. The First Party will have the right to realize the amount due to the College by putting the said belongings to public auction and shall notify the said auction to the Second Party.
- k. The mess bill shall be paid to the Licensee after deducting TDS as per the income tax rules as applicable.
- l. The licensee shall provide breakfast, lunch, evening tea/coffee with snacks and dinner. The number of residents will approximately be 160. The rates may be revised in mutual consultation

*Handwritten signature*

m. No food items or material will be taken out of the Hostel premises without the warden's approval.

n. Furniture (stool, dining tables, two service counters) and the kitchen equipment, shall be provided to the Licensee. Water Cooler with water purifier shall be provided in each dining hall. The maintenance and custody of the furniture in the dining hall and the kitchen equipment shall be the responsibility of the Licensee and any loss / damage of the furniture / kitchen items shall be the liabilities of the Licensee. The mess is already equipped with the refrigerator, gas chullahas, and kitchen items.

o. The Licensee shall make arrangements for hygienic storage and cooking of food. He/ She shall ensure that the kitchen and the dining halls are kept clean and tidy.

p. The Licensee shall be responsible for the good conduct and behaviour of the persons employed by him for his/her assistance. He / She shall submit police verification details with photo Id address proof of all the persons to the Warden, before employment.

q. The licensee shall provide neat and clean uniform to waiters hired by him/ her to work in the College Hostel Mess and take care of their personal hygiene.

r. **The College will not allow more than 6 employees to stay in the College Hostel premises without written permission from the Hostel administration.**

s. The Licensee shall be personally responsible for any loss, damage and theft etc. occurring to the college property on account of his employee being allowed to stay in the college as mentioned in the above. The Licensee shall be responsible for the loss, theft of the fittings and fixtures inside the mess premises.

t. Any employee of the Licensee will not be allowed to use cigarette, liquor and other or any intoxicants in the mess premise.

u. Licensee must abide by the *Child Labour Law and such other applicable labour & welfare laws.*

v. The Licensee shall be bound to follow all other terms and conditions framed by the "Competent Authority" from time to time for smooth functioning of Mess.



WARDEN

अधीक्षक / Warden

श्री वेंकटेश्वर महाविद्यालय छात्रावास  
Sri Venkateswara College Hostel  
घौला कुंआ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy to:

1. College website
2. DU website
3. Hostel notice board
4. College notice board

  
PRINCIPAL

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
घौला कुंआ, नई दिल्ली / Dhaula Kuan, New Delhi-21



# SRI VENKATESWARA COLLEGE HOSTEL

## University of Delhi

BENITO JUAREZ ROAD  
DHAULA KUAN: NEW DELHI 110021

Cost of the Form: **Rs 500/- Non- Refundable)**  
Deposit in the Bank account with Name: Principal  
A/c no. 136210100000177, Union Bank of India  
South Campus Branch S.V.College, ND 110021

Last date for submission  
of form 20.07.2023 at 5 PM

### Expression of Interest for running the College Hostel Mess for the year 2023-24:

1. Name of the Contractor for running Hostel Mess: \_\_\_\_\_
2. Address for communication of the contractor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Mobile \_\_\_\_\_
3. Experience (give the particulars of college/  
Institutions where the contractor had  
Operated During last ten years) please  
enclosed certificates. \_\_\_\_\_  
\_\_\_\_\_
4. If Contract is awarded, how many days you  
Require to start the canteen work \_\_\_\_\_
5. Name of the manager employed for running  
the canteen and their particulars with ID \_\_\_\_\_
6. License details for catering (enclosed copy) \_\_\_\_\_
7. GST No. \_\_\_\_\_
8. Adhaar No. \_\_\_\_\_

(Signature of the contractor with stamp)

Note: Bank receipt of Rs 500/- must be attached with the form if not the form is cancelled.

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
धौला कुआं, नई दिल्ली

M. G. S. ...

**List of indicative brands of items to be used in Hostel Mess**

S. No.	Item	Brand
1	Milk	Mother Dairy/ Amul (Packed)
2	Bread	Britannia/Harvest
3	Butter	Mother Dairy/Amul
4	Jam	Kissan/ Tops
5	Tomato Sauce	Kissan/ Tops
6	Chilli Sauce	Kissan /Tops
7	Tea	Taj Mahal/ Tata Brooke Bond/Tata Birla
8	Coffee	Nescafe / Bru
9	Refined Vegetable Oil	Safola/ Fortune/ Sun flower/Ruchi
10	Vanaspati Ghee	Dalda/Rath
11	Mustard Oil	Fortune/Dhara
12	Rice	Basmati (India Gate)/ Parimal/Ponni
13	Sugar	Good quality
14	Atta/maida/besan	Shaktibhog/ Ashirwad/ Rajdhani/Hathi
15	Pulses	Good quality Agmark ISI brand
16	Spices	M.D.H./CatchAgmark ISI brand/Krishna
17	Fruits/vegetables	Seasonal fresh quality
18	Salad	Seasonal items consisting of green fresh vegetables

*meat*

**Sri Venkateswara College Hostel**

**Tentative Weekly Menu**

Day	Breakfast	Lunch	Evening Tea	Dinner
Monday	Aloo Parantha, Curd, Pickle, Tea	Rice, Chapati, Rajma, Beans, Jeera Raita	Palak Pakoda, onion pakora, Pudina Chatni, Tea	Rice, Chapati, Egg Curry, Paneer Bhurji, Moong Dal(jeera tadka).
Tuesday	Pav bhaji, Milk, Tea,	Rice, Chapati, Lobia Dal, Mix Veg, Boondi Raita	Bread Pakora, Tea	Rice, Chapati, Geeya, Urad dal, Chawal ki kheer
Wednesday	Idli, Vada, Sambar, Coconut Chatni, Milk, Tea	Veg. Pulao, Chapati, Kala Chana, Baingan Bharta, Kheera Raita	Samosa, Chutny, Tea	Chinese Platter, Dal, Chapati, Ice-cream
Thursday	Puri, Aloo Matar/Bread Jam, Pickle, Tea, Milk/	Rice, Chapati, Palak Paneer, Masor Dal Jeera Tadka, Boondi Raita	Sandwich (grilled), Tea	Rice, Chapati, Sev-tamatar ki sabzi, kut, Jalebi
Friday	Utthapam, Red Chatni, Milk, Tea	Rice, Chapati, Curry, Mix Veg, Veg Raita	Aloo Tikki, Dahi Payaj, Tea	Veg Biryani, Chapati, Dal Tadka, Dahi,
Saturday	Bread Omlate, Bread Jam, Poha, Banana, Milk, Tea	Chole Bhature, Rice, Lassi, Onion Salad	Fruit chat, Jaljeera, Tea	Rice, Roti, Dal Tadka, Bhindi, Gulab Jamun
Sunday	Dosa, Sambhar, Chatni, Milk, Tea	Rice, Poori, Sahi Paneer, Moong Dhuli Dal, Kheera Raita	Sandwich, Tea	Veg Fried Rice, Egg Fried Rice, Dahi, Chapati, Arhar Dal

- Note: 1: There would be special Lunch or Dinner on every major festival.  
 2: Sweets, Vada, egg, lassi fruits, Dahi are limited.  
 3: Foods won't be served after the mentioned time.  
 4: Strict action and/or fine of Rs.50/- would be taken against those who waste food.  
 5 Utensils not allowed to be taken to the rooms

<b>Timings:</b>	<b>Breakfast</b>	: 8:00 to 9:15am (Sunday: 8:00 am to 9:30 am)
	<b>Lunch</b>	: 12:30 to 1:45 pm (Sunday 1:00 pm to 2:15 pm)
	<b>Tea</b>	: 5:00 to 6:15 pm
	<b>Dinner</b>	: 8:00 to 9:15 pm

*H. Sanyal*