

**WOMEN'S POLYTECHNIC  
EDUCATION (HIGHER) DEPARTMENT  
GOVT. OF TRIPURA  
HAPANIA, TRIPURA (W)**

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No. F. 1(28)/WP/PRINCIPAL/Vol-XII/2017/697

Dated: 10/07/2018

**NOTICE INVITING TENDER FOR CANTEEN SERVICES**

Sealed two bid (Technical Bid and Financial Bid) tenders are invited by the undersigned in sealed covers from Experienced & Professionally competent Contractors/Firms/S.H.G having valid licenses and requisite credentials for providing Canteen Services. The tender form will be available at the Principal's Office or can be downloaded from the website [www.wptripura.nic.in](http://www.wptripura.nic.in) from 11<sup>th</sup> July, 2018 at 11.00 AM. The tender should reach the undersigned in two sealed envelope containing Technical Bid & Financial Bid separately subscribing on the top of it "Tender for providing Canteen Service at Women's Polytechnic, Hapania" latest by 12.00 noon on 20<sup>th</sup> July, 2018. The tender will be opened on the 20<sup>th</sup> July, 2018 at 12.00 noon (if possible) in the Principal's Office.

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**(Prof. D.L.Roy, FIE)  
Principal**

**Copy to**

1. Director, ICA Department for publication in at least three daily newspapers.
2. Convenor, Canteen Committee for necessary action.
3. PA to Principal for information.
4. Convenor, Website maintenance committee for upload.

## **Tender Notice for Operation of College Canteen in the premises of Women's Polytechnic, Hapania, Tripura (W)**

### **Technical Bid**

Women's Polytechnic is an institute under Education (Higher) Department, Govt. of Tripura having its office at Hapania, P.O. – Amtali via Sekerkote, Tripura (w), Pin – 799130. The institute wants a canteen contractor to run the canteen to cater the needs of students, staff, faculties and visitors attending the institute.

Canteen services are also required to be extended during seminars, workshops, training and orientation courses etc. scheduled by the institute.

### **Tender shall be submitted in two separate envelopes**

1. Envelope One: Technical Bid
2. Envelope Two: Financial Bid.

### **Documents to be attached:**

1. Attach copy of similar work order/performance certificates.
2. Copy of PAN card issued by Income Tax Department.
3. GST registration certificate.
4. Valid food safety certificate issued from the competent Authority.

### **Terms and Conditions:**

The contractor will have to enter into an agreement to provide canteen service on the following terms and conditions:-

1. The selected contractor will be have to deposit a security money of Rs. 5000/- (Five thousand only) for the contract period.
2. The catering service will be provided at the rates approved by college authority.

**Signature of the Service Provider**

3. The contractor will keep the canteen neat and clean.
4. The canteen should be operational during college hours.
5. Utilize the available floor space for maximum seating arrangement, efficient service and optimum utilization of the kitchen floor space. However, college management will not allow the service provider to make any internal/ external structural changes, without its prior approval.
6. The contractor will engage only canteen staff over the age of 18 years in accordance with labour laws.
7. The contractor and staff should adhere by the security norms of the institute. The contractor would be responsible for conduct of his /her staff.
8. Water and electricity will be provided by the institute free of cost for serving food and other items.
9. Validity of the contract will be for three year from the date of award of contract subject to further continuation with the approval of the competent authority. If the contractors discontinue/withdraw their service within this period, the security money will be forfeited.
10. The contract may be terminated by giving one month's notice from either side. However, if it has been food/reported that there has been a gross misconduct, negligence, non-compliance of orders requiring immediate action, the Principle shall have the rights to revoke the contract immediately without any notice and also the security money will be forfeited.

**Name of Service provider:**

**Address :**

**Phone/Mobile No.**

**Signature of the Service Provider**

## Financial Bid

The financial comparison of the bidders will be made on the basis of core food items. Additional food items may be added to the menu with prior permission from the college. This will not be considered for the comparative statement. Any shortfall in the quality and quantity as in the core menu will lead to withdrawal of permission to operate and termination of the canteen service agreement.

### Core Menu

(Please mention the items, quantity in grams/ml/nos and associated price)

Sl. No.	Menu	Quantity	Price
1	Coffee	150 ml	
2	Tea	150 ml	
3	Roti & Sabji		
4	Puri & Sabji		
5	Maggi Noodles (Veg / Egg / Chicken)		
6	Chowmin (Veg / Egg / Chicken)		
7	Veg Lunch		
8	Non- Veg Lunch		
9	Special Veg Lunch		
10	Special Non- Veg Lunch		
11	Soft drinks		
12	Biscuit		
13	Cake/Pastries		
14	Somosa / Chop		
15	Roll (Veg / Egg / Chicken)		
16	Egg (Boil / Omlet)		
17	Package drinking water		

Signature of the Service Provider