

Terms and conditions to be followed by the tenant persons/Group for running canteen in Government College, Hisar

The rent agreement will be made between Principal, Govt. College, Hisar, Rajgarh Road, Hisar and tenant persons/self help group. The tenant persons/ group will be given offer for using the Canteen space for running canteen for a period of one year on rent basis of following terms and conditions:

1. The Tenant persons/ Self help group will be responsible for compliance of all statutory laws.
2. The Tenant persons/Self help group should be registered with concerned department and fulfill all conditions of department.
3. **Minimum monthly rent for canteen will be Rs. 14919/- . Canteen space will be provided for use to the Self-help Group/agency for one year which will provide quotation of highest rent.**
4. **Standard rate, quality and quantity of items to be sold in college canteen is fixed by the college administration for the current session (Annexure I).**
5. The Self-help Group/agency will pay rent of 03 months in advance to the college.
6. The contract is likely to valid for one year which may be curtailed /terminated before the contract period owing to deficiency in service or substandard quality of food/man power deployed by the Tenant persons/group. This office however reserves the right to terminate the contract at any time after giving one week notice to the tenant persons/agency. If tenant persons/Group wishes to withdrawal its services, it should inform the office in writing two months before otherwise **full security amount shall be forfeited.**
7. The Self-help Group/agency will display the rate list in the canteen premises and college notice board at his/its own cost.
8. The Self-help Group/agency will not park any vehicle in canteen premises.
9. The Self-help Group/agency will have to make his/its own arrangements for transportation of raw material, food items, cooking accessories etc. to the canteen.
10. The Self-help Group/agency shall assess for him the likely requirement of tea, lunch, snacks etc. required for each day. No assurance can be given for the minimum amount of consumption on account of Breakfast, Lunch, Tea or Snacks etc.
11. **The Self-help Group/agency shall use only fresh vegetables and reputed brands for the various eatables/Beverage for example tea leaves of Brooke Bond, Tata Tea, Taj Mahal, Red Label, Lipton and Bagh Bakri , Refined oil (Fortune/Ginni /Gagan oil etc.), Spices (MDH, Everest Brand), Rice (Branded only), mild, curd, Lassi , Salt made by ISI marked company. Powdered sugar will not be used.**

12. No person below 14 years of age shall be employed by the Self-help Group/agency for work in the Canteen. The Self-help Group/agency will also ensure that he/ she will not employ any child labour in the canteen whose age is less than fourteen years otherwise legal action will be initiated against him according to the law of land.
13. No kerosene oil/coal shall be used by the Self-help Group/agency in the canteen premises. However, the Self-help Group/agency will use commercial LPG connections only for cooking purposes.
14. Any member/worker of Self-help Group/agency will not be allowed to stay in canteen premise at night.
15. The Self help Group, who will provide maximum rent, will be selected to use the space of college canteen if it is found eligible in all respects.
16. Successful bidder will deposit Rs. 50,000/- as security amount without any interest.
17. The Security amount deposited by the Self-help Group/agency shall be refunded after successful completion of the contract period provided there are no recoveries to be made arising out of poor quality of work, incomplete work and violation of any terms and conditions of the contract as stipulated in the bid document. Refund of security deposit is subject to full and final settlement of the final payment of the work contracted /executed under the contract. No interest will be paid to the Self-help Group/agency on the security deposit.
18. The agreement shall be made between self help group and Principal, Govt. College, Hisar. It will be valid initially for a period of one year and it may be extended further if the work of tenant is found satisfactory during last year. The decision of college canteen committee and Principal Govt. College Hisar, Haryana will be final in this case.
19. Electricity and water bills will be paid by Self-help Group/agency in lieu of electricity and water usage as per bills. But Self-help Group/agency will have to ensure to avoid the wastage of electricity and water.
20. Self-help Group/agency will pay 3000/- annually as water/sewerage charges to college administration. It will pay electricity bill according to its consumption in canteen space.
21. The Self-help Group/agency will not be allowed to use Heater/ Electrical Heating Rod in the canteen.
22. The rate of rent quoted by the Self-help Group/agency will be made part of agreement and will be valid for one year.
23. The Self-help Group/agency will supply only such items approved and fixed by the Canteen

committee. However, more items can be included in the menu with prior approval of the Principal Govt. College Hisar at the later stage.

24. The Self-help Group/agency will be responsible for providing all food items mentioned in Annexure-I. During running of Canteen, for any additional items, which the Self-help Group/agency intends to supply, the weight/quantity of such items should be specified by the group. The rates will be finalized by the committee constituted for the purpose.
25. The College will provide only dining tables, chairs, fans, tube lights etc. Self-help Group/agency will return these items to the College in the same condition at the time of handing over the charge as he/it had taken from the college at the time of taking the charge of canteen. Any addition or deletion in furniture and fixture will not be done without the prior permission of the authority.
26. In case of any food poisoning/Contamination the Self-help Group/agency will be held fully responsible and he will bear all the expenses caused due to food poisoning/ contamination to any person/ persons.
27. The Self-help Group/agency will employ adequate number of staff in order to maintain efficiency to standard desired by College administration.
28. Any dues against the customers will be at the risk of the Self-help Group/agency and the College administration will not be responsible in any case.
29. The Self-help Group/agency will not sell any item containing Tobacco, Alcohol, or any other prohibited item in the canteen.
30. The Self-help Group/agency shall install his/its electronic fly-kill/ insect repellent equipment, emergency lighting at his/its own cost.
31. The Self-help Group/agency will furnish a list of workers employed for running and maintaining the canteen to the office and shall provide them identity cards and uniform at his/its own cost.
32. All persons engaged by the Self-help Group/agency shall be the Tenant persons/Group's own employees and they will claim no privileges from College administration. The Self-help Group/agency will be directly responsible for the administration of his/its employees as regards general discipline and courteous behavior.
33. The Self-help Group/agency will get all his/its workers medically examined from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
34. **No plastic crockery/polythene items/bags and disposable cups/glasses /bowls/ plates /spoons etc. will be used in canteen.**

35. The Self-help Group/agency will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc. in the kitchen as well as the canteen hall. The College administration will not provide any cleaning materials/dusters, etc. for the same.
36. Very high standards of hygiene and cleanliness should be maintained during running canteen by Self-help Group/agency.
37. The disposal of waste shall be done by Self-help Group/agency at his/its own cost to the dumping yard of Municipal Corporation daily. Nothing extra on this account shall be paid to them/it.
38. Disposal of solid and liquid waste will be the responsibility of the Tenant persons/agency. Any leakage and blockage in the drainage system of kitchen will be the responsibility of the Self-help Group/agency to get it repaired at his/its own cost.
39. The Canteen shall be opened for catering from 8 AM to 4 PM on all working days.
40. However, the Canteen will remain closed on Sundays and other holidays unless specifically told by College administration. In case the canteen is to be opened on holidays and kept open beyond office hours, Principal Govt. College Hisar has option to direct the Self-help Group/agency to do so and permission to do so would be specific.
41. Canteen committee reserves the right to take samples of the edibles/raw material from the canteen for the purpose of inspection and testing with a view to maintain the quality.
42. The Self-help Group/agency will provide all required kitchen equipment, utensils, crockery, and cutlery of good quality in adequate quantity at his/its own cost and shall keep them neat and clean before and after its use.
43. A canteen committee will be nominated by the Principal to inspect and ensure hygiene and proper services in the canteen. Inspection of the material supplied can be done at any time by the canteen committee as may be authorized by Principal.
44. In case of deficiency in quality of service and hygiene is noted by the committee due to failure of Tenant persons/group), the Principal can impose a fine of Rs. 2000/- at first instance and subsequently a fine of Rs 5000/- at second time. If the fault/lapse is repeated for the third time, the Security money shall be forfeited and the contract shall be terminated.
45. The Self-help Group/agency will ensure that hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
46. The Self-help Group/agency shall not sublet or assign the license to run canteen to any other person/group. The college canteen committee will visit on regular basis to check

the attendance of members of group/agency who will be allotted college canteen.

47. The Self-help Group/agency shall not use the space provided for running the canteen for purposes other than running a canteen.
48. The Self-help Group/agency shall not allow anybody to reside in the licensed premises and shall not use the same or part of it for stocking or keeping articles other than those needed for use in the canteen.
49. Self-help Group/agency shall not be permitted to make any structural additions and alterations in the canteen without written sanction of the College administration.
50. The Self-help Group/agency shall be responsible for all damages or losses to College canteen property. Self-help Group/agency or its staff shall be liable to any such loss or damage excepting those due to reasonable use or war and tear or such as caused by an act of God.
51. College administration will not be in any way responsible for any loss or damages accruing to any goods, stores or articles that may be kept by the Self-help Group/agency in the canteen premises including kitchen and other rooms.
52. The Self-help Group/agency will have a bare permission only to run the canteen in the College premises during the Contract period and nothing contained in this document shall be construed as demise in law of the said College premises or any part thereof and shall not give any legal title or interest to Tenant persons/Group.
53. The Self-help Group/agency shall indemnify the client against all losses, damages, compensation etc. under the provision of Haryana shops and essential act or modification if any and other law, issue relating or made herein under from time to time by the government.
54. The Court at Hisar will have overall jurisdiction of legal disputes under the agreement.



Canteen Committee Chairman


Principal, 20.07.24
Government College, Hisar

Eligibility Criteria the Quotation provider for renting the Canteen at Govt. College Hisar for one year in session 2024-25

1. Minimum monthly rent for college canteen is Rs. 14919/- for the current session.
2. Sealed quotations are invited for the highest rent from any Self-help group for using space of college canteen for one year upto dated 27-07-2024.
3. Items to be sold in canteen and standard rates of these items (Annexure-I) are fixed by the college administration.
4. In case of closing of the college due to any emergency reason, the time period will be extended in lieu of the closing period but not more the period of maximum one year.
5. The Quotation provider shall produce a Character Certificate where he/it worked previously (if any) from the concerned authority that he/she bears a good moral character.
6. The affidavits related to the facts should be submitted during deposit of quotation that :
 - I. The Quotation provider is not be blacklisted/debarred by Govt. / Semi Govt. or Private organization / Institute.
 - II. The Quotation provider should not has defaulted in payment to any 3rd party during its work in any state Govt. /semi Govt. or private organization/ Institute.
7. The Quotation provider should submit the following documents with the quotation. All documents are mandatory for the quotation provider (Self Help Group):-
 - i. Registration. No of the Self Help Group in concerned department.
 - ii. Identity Proof of Quotation provider (Aadhar Cards of all members of group)
 - iii. Valid Food License certificate (FSSAI)
 - iv. Mobile no. with address on envelope containing quotation
 - v. "QUOTATION FOR CANTEEN" should be mentioned on envelop.
8. Principal Govt. College, Hisar reserves the right to reject any application form without giving any reasons.
9. In case of any query please contact Sh. Balwan Singh, Associate Professor (Mobile No. 9466724107)


Convener
Canteen Committee


20.07.24
Principal,
Government College, Hisar

कोटेशन/निविदा

..... (स्वयं सहायता समूह का नाम) राजकीय
महाविद्यालय, हिसार में स्थित कैंटीन को सत्र 2024-25 के लिए चलाने का इच्छुक है। यह समूह
विभाग द्वारा निर्धारित सभी नियम/शर्तों का पालन करता है। यह समूह इस दौरान एक वर्ष के लिए
कैंटीन के किराये के रूप में(अंकों में).....
(शब्दों में) रूपये प्रति माह किराया देने के लिए तैयार है।

दिनांक :

प्रधान/मुखिया के हस्ताक्षर

.....(स्वयं सहायता समूह का नाम)

पूरा पता.....

.....

मोबाइल न.....

Experience Certificate

Certified that (Name of Self Help Group).....
..... Address.....has
worked as canteen/ mess contractor etc if any in (Name of Institute)
for a period from to..... Its work & conduct during the contractual
period has been found satisfactory. Members of operating self help group bear a good moral character.
It has not been defaulted /faulted in any type of payment.

Signature of Head of Institute
(with Seal)

Full Address of the Institute

Mobile No. _____

Affidavit on Non-Judicial Stamp Paper

The deponent (Name of self help group) _____

Address _____ has not
been blacklisted/ debarred by any Govt. Institute/ semi Govt./ private Organization.

Place

Signature of the Deponent

Dated

VERIFICATION

I, the above named deponent do hereby solemnly affirm and verify that the above contents are true and correct to the best of my Knowledge and belief and nothing has been kept concealed there from.

Place

Signature of the Deponent

Dated

LIST OF ITEMS TO BE AVAILABLE IN CANTEEN IN GOVERNMENT COLLEGE, HISAR (Annexure II)

Sr.No.	Name Of Items	Quantity	Standard Rates
1.	Tea Per Cup	100 Milliliters	10 /- Rs.
2.	Doodh Patti per Cup	100 Milliliters	12 /- Rs.
3.	Samosa	150 Grams	12 /- Rs.
4.	Bread Pakoda	150 Grams	12 /- Rs.
5.	Coffee Simple	125 Milliliters	15 /- Rs.
6.	Rasgulla /Gulab Jamun	50 Gram	10 Rs. Per Piece Prepared From Desi Ghee
7.	Kachori	150 Gram	12 /- Rs.
8.	Dokla	50 Grams	12 /- Rs. Per Piece
9.	Mathi/Fan	50gram	5 /- Rs. Per Piece
10.	Mutter	1kg	100 /- Rs. Per Kg
11.	Tikki With Chhole	Full Plate	30 /- Rs. Per Plate
12.	Tikki With Chhole	Half Plate	20 /- Rs. Per Plate
13.	Veg Sandwich	Per Piece	25 /- Rs.Per Piece
14.	Fresh Juice Mausami	200ml	40 /- Rs.
15.	Carrot Juice	200ml	15 /- Rs.
16.	Banana/Mango Shake	250 ml	20 /- Rs.
17.	Chocolate Dairy Milk And Nestle	Rate As Per Quantity	As Per MRP
18.	Dahi/ Lassi (Vita/ Amul/Madhusudan/ Lakshya/ Verka)	Rate As Per Quantity	As Per MRP
19.	Flavored Milk (Vita/ Amul/Madhusudan/ Lakshya/ Verka)	Rate As Per Quantity	As Per MRP
20.	Biscuit (Only Branded)	Rate As Per Quantity	As Per MRP
21.	Packed dry snacks (only reputed brands)	Rate As Per Quantity	As Per MRP
22.	Cold drinks (cola, lemon and orange flavor) - Coca-Cola, Pepsi ,Sprite , Thums Up, Fanta, Limca, Mirinda, Maaza, Slice, Appy Fizz brands (in Glass bottle packing only)	Rate As Per Quantity	As Per MRP
23.	Ice cream (Amul, Kwality, Mother Dairy, Vadilal, Havmor, Creambell, Dinshaw's , Baskin Robbins	Rate As Per Quantity	As Per MRP
24.	Rica Rajma/Dal/Kdhi	200 Gm Rice And Rajma/Dal/Kadhi As Required	30 /- Rs.Per plate
25.	Lunch	04 Chapatti, Dal , Mix Vegetable And Dahi	50 /- Rs.
26.	Aalu Poori	04 Piece Purl With Aloo Sabji	30 /- Rs. Per plate

Note:-The selling of any other item in canteen may be allowed with the prior permission of college Principal. In case, if college canteen committee think any items to be sold in canteen is injurious to health of students, It may be banned for selling in canteen.

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