Notice for Tender Document

Contract

for

Providing Catering Services for the students of the Centre’s Dining Hall/Canteen

at

Aligarh Muslim University Centre, Murshidabad
Tender Notice

Tender Notice Ref. No.: AMUMC-WB/DIR/5983 dated 06/02/2018

Sealed bids are invited for providing catering services for the students of the Centre. Tender documents can be downloaded from the website http://www.amu.ac.in/murshidabad/. Last date for submission of sealed bids are 28/02/2018 upto 1:00 P.M.

Sd/-
Director Incharge
AMU Centre, Murshidabad

Copy in communication to:
1. SDM, Jangipur with request to display your office notice board
2. BDO, Raghunathganj with request to display your office notice board
3. BDO, Suti-I with request to display your office notice board
4. BDO, Suti-II with request to display your office notice board
5. BDO, Samserganj with request to display your office notice board
6. BDO, Farakka with request to display your office notice board
7. BDO, Sagardighi with request to display your office notice board
8. Published in newspaper “Kalom”

Dr. Nigamananda Biswas
Director Incharge
AMU Centre, Murshidabad
Tender Document

The Aligarh Muslim University, Centre Murshidabad invites sealed tender/bid from reputed and experienced firms for “Providing Catering Services to the students (approximately 325) of the Centre (Canteen/Dining Hall)” at Jangipur Barrage (Ahiran), Suti, Murshidabad, West Bengal-742223.

The tender documents will be available for sale from 07.02.2018 to 26.02.2018 in the office of the Director on payment of Rs. 1000/- as application fee. The tender document can also be downloaded from Centre’s website www.amu.ac.in/murshidabad/. In case the tender document is downloaded from the website the bidder shall have to submit the application/document fee as D.D. in favour of Director, AMU Centre, Murshidabad payable at Omarpur Branch (Branch Code:12355) at the time of submitting of the tender, failing which the tender will not be accepted.

The tenderer/bidder should fulfil the following terms conditions:

1. The companies/contractors should have at least 5 years' experience in providing above mentioned services to the Hostels/Educational Institutions etc.
2. The contract will be subjected to minimum period of 10 months on experiment basis.
3. Centre will provide cylinders (without refilling of gas), Dining Hall/Canteen's Kitchen Area & wash area as available in the Centre.
4. Electricity charges will be borne by the company/contractor (For Kitchen, Store Room, Rest Room and the Wash Area as per Sub Meter reading).
5. All the utensil materials etc. will be of standard quality and will be provided by the company/contractor for serving the food to the students.
6. The time schedule for Break Fast, Lunch and Dinner is as follows:
   Breakfast: 7:30 to 8:30 A.M
   Lunch: 1:30 to 3:30 P.M
   Diner: 8:00 to 10:00 P.M
7. One supervisor would be deputed to have over all cleaning of the premises done satisfactorily and proper usage of materials will be monitored by the person to be authorised by the Director.
8. The Caterer shall not make or permit any construction of structural alteration or additional fittings inside the premises or the work place without prior written approval of the authority.

9. The Centre will not be liable to pay any dues of the students.

10. The Caterer shall vacate the leased premises and hand over all fixture and furniture etc. which are University property in good condition at the termination of the contract.

11. The kitchen area is to be well maintained, hygienic and presentable. Presentation of not only the premises but also the staff should be given top most priority.

12. Reliability, quality and hygiene are factors based on which the caterer will be selected.

13. The employees of the Caterer should wear proper uniform.

14. Employment of Child Labour (below the age of 18 years) is totally prohibited.

15. Smoking and consumption/distribution of Alcohol is strictly prohibited.

16. The University reserves the right to review and modify the terms & conditions periodically.

17. Since the service includes eatable, PFA rules 1955 are binding on the Caterer.

18. The Caterer shall deposit Rs. 50,000/- (Fifty thousand) only as interest free caution deposit which shall be refundable after the expiry of the agreement after adjusting applicable deductions (if any).

19. Any other relevant matter for better functioning of the catering services may be included at the later date.

20. The tenders, which should always be placed in sealed cover with “Providing Catering Services to the students of the Centre (Canteen/Dining Hall)” written on the envelope, may be submitted up to 1.00 p.m. on 28.02.2018 in the tender box lying at Administrative Building, AMU Centre Murshidabad and the tender/bid will be opened on the same day at 3.30 p.m. in the same building.

\[\text{Signature} \quad 06-02-18\]

Edward In-charge
Aligarh Muslim University Centre Murshidabad

\[\text{Signature} \quad \text{Director In-charge}\]
AMU Centre Murshidabad
## Menu Chart for the Dining Hall/Canteen

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Day</th>
<th>Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Monday</td>
<td>Puri, Sabzi &amp; Tea</td>
<td>Chicken Biryani (01 Piece Chicken &amp; 01 Piece Potato) &amp; Raita</td>
<td>Dal, Rice, Roti</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Seasonal Veg</td>
</tr>
<tr>
<td>02</td>
<td>Tuesday</td>
<td>Bread, Butter &amp; Tea</td>
<td>Dal, Rice, Roti</td>
<td>Dal, Rice, Roti</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Egg Curry (No. of Egg=1 &amp; Aloo=1)</td>
<td>Rajma-Aloo</td>
</tr>
<tr>
<td>03</td>
<td>Wednesday</td>
<td>Pratha, Sabzi &amp; Tea</td>
<td>Dal, Rice, Roti</td>
<td>Dal, Rice, Roti</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Seasonal Veg</td>
<td>Chana Aloo</td>
</tr>
<tr>
<td>04</td>
<td>Thursday</td>
<td>Bread, Butter &amp; Tea</td>
<td>Dal, Rice, Roti</td>
<td>Dal, Rice, Roti</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Mixed Seasonal Veg.</td>
<td>Egg Curry (No. of Egg=1 &amp; Aloo=1)</td>
</tr>
<tr>
<td>05</td>
<td>Friday</td>
<td>Puri, Sabzi &amp; Tea</td>
<td>Tahri, Salad &amp; Anchar</td>
<td>Dal, Rice, Roti</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Chicken Curry &amp; Sweets</td>
</tr>
<tr>
<td>06</td>
<td>Saturday</td>
<td>Bread, Butter &amp; Tea</td>
<td>Dal, Rice, Roti</td>
<td>Dal, Rice, Roti</td>
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<td></td>
<td></td>
<td></td>
<td>Egg Curry (No. of Egg=1 &amp; Aloo=1)</td>
<td>Seasonal Veg</td>
</tr>
<tr>
<td>07</td>
<td>Sunday</td>
<td>Pratha, Sabzi &amp; Tea</td>
<td>Dal, Rice, Roti</td>
<td>Dal, Rice, Roti</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Seasonal Veg</td>
<td>Chana-Aloo</td>
</tr>
</tbody>
</table>

**Note:**
1. Quantity of Roti/Chapati= 3 Pieces for each member (approx 150 gms.)
2. Quantity of cooked rice = 250 gms. (approx.)
3. Quantity of chicken= 100 gms. (approx.)
4. Quantity of potato/aloo=1/2 size of normal aloo/potato

Director In-charge
Aligarh Muslim University Centre Murshidabad
Director In-charge
AMU Centre Murshidabad
PRICE BID

FOR CATERING SERVICES IN THE CENTRE’S DINING HALL/CAANTEEN FOR THE STUDENTS AT AMU CENTRE MURSHIDABAD

1. Name and Address of the caterer with Phone No. and E-Mail ID (if any):

2. Licence No./Registration no.:
   (Issued by the Dept. of Labour Central/State Govt.)

3. Past Experiences of running Dining Hall/Hostel/Canteen etc. (Proof of experience to be submitted):

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Organization to whom service was provided</th>
<th>Nature of service</th>
<th>Period of Service</th>
<th>Remarks (if any)</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

4. Bidders Solvency (Capital employed):

5. Turnover per annum (last three financial years):

6. No. of Employees (as on December 31, 2017):

7. Caterer should provide rate in the following pattern:
   Monthly rate for one member: Rs.
   (as per prescribed menu chart of the Centre)

Declaration:

This is to certify that I/We before signing of this tender have read carefully and fully understand the terms & conditions herein and undertake myself/ourself to abide by this.

Date:
Place:

Full Signature of the Tenderer with date & seal