

BABA BANDA SINGH BAHADUR ENGG. COLLEGE,  
FATEHGARH SAHIB



TENDER DOCUMENT

Tender for Mess Contract for Boys and Girls Hostel Mess:  
2021

BABA BANDA SINGH BAHADUR ENGG.  
COLLEGE FATEHGARH SAHIB-140407

PUNJAB

**Baba Banda Singh Bahadur Engineering**

**College Fatehgarh sahib-140407**

**Tender Notice for Mess Contract for Boys  
and Girls Hostel Mess**

1. Baba Banda Singh bahadur Engg. College Fatehgarh sahib established by SGPC, Approved by AICTE and Govt. of Punjab invites sealed tenders for Mess Contract for Boys and Girls Hostel Mess.
2. Tender document fee of Rs. 1000/- (non-refundable) in the form of DD in favour of “Principal, Baba Banda Singh Bahadur Engineering College Fatehgarh sahib” to be enclosed with the technical bid.
3. The Principal, Baba Banda Singh bahadur Engg. College Fatehgarh sahib reserves the right to award contract for all required services either to one party or more than one party. He also reserves the right to amend or withdraw any of the terms and conditions mentioned in the tender document or to reject any or all the tenders without giving any notice or assigning any reason and not bound to accept the lowest tender. The decision of the Principal Baba Banda Singh Bahadur Engineering College Fatehgarh sahib in this regard shall be final and binding on all.

**Important Dates:**

- (i) Availability of tender Document: 14-07-2021
- (ii) Tender Submission: 23-07-2021
- (iii) Tender Fee Rs. 1000/-

## 1. Scope of Work:

The mess contract will be awarded to successful Tenderer for running the mess for the students residing in Boys and Girls Hostel of BBSBEC, FATEHGARH SAHIB, Campus and presently numbering around 200.

To prepare and serve morning tea, breakfast, lunch, evening tea with snacks, and dinner for students, staff guests and visitors of the Institute as per decided menu. It is required to maintain the mess and its surroundings neat and clean. The workers have to work under the guidance of mess Supervisor.

## 2. Job Specification:

- 1) To provide morning tea, breakfast, lunch, evening tea with snacks and dinner. The number of boarders in the mess will be approximately 200, which may vary.
- 2) To make necessary arrangements for all cooking utensils, crockery, gas cylinder, stoves including utensils for serving food to the students. Plates, Bowls, stainless steel tumbler glasses, tea spoon, table spoons and forks.
- 3) The food to be prepared in clean, hygienic and safe conditions as per the menu decided by students and the authorities of BBSBEC, FATEHGARH SAHIB with mutual consent.
- 4) The garbage collected from the kitchen, dining hall, dish wash area will be disposed of every morning and evening through garbage van in closed bins by separation of bio-degradable waste from non-biodegradable waste. The surroundings shall be kept clean and hygienic.
- 5) The kitchen, dining hall, hand wash area, dish wash area etc. will be washed with water and soap solution and mopped, after every meal (breakfast, lunch and dinner) and disinfected once in a month or as and when required.
- 6) High quality of hygiene, sanitation and safety will be maintained in kitchen and dining halls. All the surrounding area of the mess premises should be cleaned and washed daily.
- 7) After every meal (breakfast, lunch and dinner) all the plates, cups, Bowls, water glass, spoons, forks, knives etc., are to be cleaned in soap solution and hot water and dried and kept ready for the next meal. All the vessels used for cooking also should be washed in soap solution and hot water and properly cleaned vessels should be made available for cooking the next meal. The cleaning material used should be of approved quality.
- 8) After every round of meal, table including floors should be cleaned / wiped before serving next batch of students.
- 9) Water coolers and purifiers should be cleaned every 15 days and should be maintained as per the instructions from the authority.
- 10) Proper cleaning of all vessels, utensils, dining area, kitchen, water coolers etc. should be of high quality. Any shortcoming in this regard attracts penalty.
  - i. The contractor will be responsible for the loss of any items provided by BBSBEC, FGS equipment's, furniture, electrical equipment, RO utensils etc and make up the loss if found damaged or short.
- 11) Monthly Electricity charges as per actual to be deposited by the contractor.

Amount receipt must submitted to care taker office.

3. Terms and conditions:(General)

- 1) The Tenderer should have valid PAN, GST and CST/VAT Registration as applicable.
- 2) The contractor shall be solely responsible either for any injury, damage, accident to any worker by the agency or for any loss or damage to the equipment/property in the areas of work.
- 3) The workers employed by the contractor shall wear uniform and name badge, which is provided by the contractor and the agency, shall be responsible for the discipline of his workers. The workers are not employees of the Institute and shall not have any claim whatsoever on the Institute and shall not act detrimental to the interest of the Institute. The workers shall have to follow the security regulations as directed by Security and Fire Fighting unit of the Institute. Workers shall not form union or carry out trade union activities in the campus.
- 4) The institute reserves the right to terminate the contract on 01 months' notice, without assigning any reason. The contractor can also terminate the contract by giving 01 month's notice and clearing all the dues to the Institute, if he is not willing to continue the contract.
- 5) The performance of the successful bidder will be watched for initial three months. In case, the performance is found un-satisfactory the contract will be terminated forthwith without assigning any reason thereof.
- 6) The institute reserves the right to terminate the contract on 1 month notice anytime, if the performance is not found satisfactory.
- 7) If, at any time it is found that the tender was awarded based on any false/misleading information furnished by the Tenderer, the institute reserves the right to terminate the contract immediately.
- 8) The contractor will have no right to ask for any accommodation or space, in the campus, for mess-workers, etc.
- 9) Sub-letting/sub-contracting the work is not permissible under any circumstances.
- 10) The tender document is non-transferable

ThePrincipal

Date:\_\_\_\_\_

Baba Banda Singh Bahadur Engineering College

Fatehgarh sahib-140407

Reference: Tender Notice published in Dailynewspaper on\_\_\_\_\_,

Sir,

With respect to the tender notice published in above mentioned daily newspaper, I / We hereby submit my / our tender in a required format (Part-I Agency/Firm/Company Profile] + List of passenger vehicles and make) in sealed envelope and Part-II [Financial Bid ] in separate sealed envelope).

I / We have carefully gone through the terms and conditions and prescribed given and I / We accept the same without any alterations / modifications.

Yours faithfully,

Signature

Name: & seal of contracting agency/firm/company

**Tender for Mess Contract for Boys and Girls Hostel Mess:  
July, 2021**

**Annexure I**

**Technical Bid**

Note: Put in Part A

Profile of the Tenderer (Technical Bid)

**PART - A**

Tender for job contract for boys and girls students mess at BBSBEC, Fatehgarh Sahib Campus

1. Name of the firm/ Organization:
2. Address:
  
3. Telephone No./ Mobile No. & Name of the Contract person:
4. EmailID:
5. Month and year of establishment
6. Name of Proprietor/ Partners/ Directors
7. No. of years of experience in this field, with references and Certificate
  
8. Annual Turnover during the last three financial year  
(Enclose copies of Audited Financial Statement)
  
9. PAN No. and Copy of the latest assessment in order
10. Registration No. (Attach Proof)
11. PPF Number
12. ESI Number
13. Bank Details (Bank Name, No. (attached Aadhar Card),  
& Address) (For ECS Payment)
14. Details of EMD

**Technical Bid**

Note: Put in Part A

Details of Previous Contracts

Period of Contract		Name and address of the organization	Name of the contact person & Phone No.	Value of contract and other details	*Nos of Workers employed By the Agency
From	To				

Give details of current contracts, if any, of similar services being rendered by you and which will be available for inspection by our officials

Period of Contract		Name and address of the organization	Name of the contact person & PhoneNo.	Value of contract and other details	*Nos. of Workers employed By the Agency
From	To				

\*EPF details with proof (to be

attached also) Place

Date

Signature of the Tenderer

**Tender for Mess Contract for Boys and Girls Hostel  
Mess: July, 2021**

**Annexure II**

**Commercial Bid**

**PART –B**

Rates to be quoted per student per month (breakfast/ Lunch/ Dinner)

1. Name of the Hostel .....
2. Rs.....per student per month.
3. Rs. ....Annual rent to be deposited.
4. Attach copy of the mess menu.

Place:

Date:

Signature of the Tenderer