

**BABA BANDA SINGH BAHADUR ENGINEERING COLLEGE
FATEHGARH SAHIB**



**TENDER DOCUMENT
Session 2025-26**

Tender for Mess Contract for Boys and Girls Hostel Mess

Baba Banda Singh Bahadur Engineering College

Fatehgarh Sahib-140407

Tender Notice for Mess Contract for Boys and Girls Hostels

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 favor of “Principal, Baba Banda Singh Bahadur Engineering College Fatehgarh Sahib” to be enclosed with the technical bid.
3. The Principal, Baba Banda Singh Bahadur Engineering College, Fatehgarh Sahib reserves the right to award the 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 is not bound to accept the lowest tender bid. 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: **12 June 2025**
- (ii) Tender Submission: **up to 27 June 2025**
- (iii) Tender Fee: Rs. 1000/

1. Scope of Work:

The mess contract will be awarded to the successful Tenderer for running the mess for the students residing in the Boys and Girls Hostel of BBSBEC, FATEHGARH SAHIB, Campus and presently numbering around 150-200 per mess (04 Nos.).

- (i) Baba Baaz Singh Hostel
- (ii) Baba Binod Singh Hostel
- (iii) Baba Aali Singh Hostel
- (iv) Bibi Bhani Girls Hostel

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

2. Job Specification:

- 1) To provide breakfast, lunch and dinner. The number of boarders in the mess will be approximately 150-200 per mess
- 2) To make necessary arrangements for all cooking utensils, crockery, gas cylinders, stoves including utensils (Plates, Bowls, glasses, spoons, tablespoons, and stainless-steel tumblers) for serving food to the students.
- 3) The food is 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, and dish wash area has to be disposed of every morning and evening through garbage vans in closed bins by separation of bio-degradable waste from non-biodegradable waste. The surroundings shall be kept clean and hygienic.
- 5) High-quality hygiene, sanitation and safety have to be maintained in the kitchen as per FSSAI regulations. All the surrounding areas of the mess premises should be cleaned and washed daily.
- 6) After every meal (breakfast, lunch and dinner) all the plates, cups, Bowls, water glasses, spoons, 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.

- 7) After every round of meals, tables including floors should be cleaned/wiped before serving the next batch of students.
- 8) Monthly Electricity charges as per actual to be deposited by the contractor in college account branch.
- 9) The contractor will be responsible for the loss of any items (utensils, mess chairs, equipment, furniture, electrical equipment, RO, etc.) provided by the institute and make up the loss if found damaged or short.
- 10) The mess contractor has to use branded items only, as prescribed by the mess committee (Students, warden, senior warden), for the preparation of food. The dairy products such as milk and butter must be of brands **like Amul, Verka or Mother Dairy, or equivalent.**
- 11) The mess contractor shall provide the food/items as per the menu which would be given by the respective mess committee from time to time.
- 12) The Price of other items, of extra messing if any, will be fixed by the College mess committee.
- 13) The contractor shall make his own arrangements for the freezer and other equipment. Other items as available for the smooth and satisfactory running of the mess will be provided by the college.
- 14) The contractor has to employ a minimum of Eight (8) employees in the mess including a safai-karamchari. The contractor has to submit the medical certificate of each employee. The staff must be in proper dress and maintain a clean appearance.
- 15) **In the event of any complaint or sub-standard meal, the diet charges will be canceled and the amount will be deducted from the mess bill.**

3. Terms and conditions: (General)

- 1) The Tenderer should have valid PAN, GST, **FSSAI certificate, medical fitness certificate of each worker** 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 should wear uniforms and name badges, which are provided by the contractor and shall be responsible for the discipline of his workers.
- 4) 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.
- 5) The workers shall have to follow the security regulations as directed by the Security and Fire Fighting unit of the Institute. Workers shall not form union or carry out trade union activities in the campus.
- 6) The institute reserves the right to terminate the contract on 01-month notice, without assigning any reason. The contractor can also terminate the contract by giving 01 months' notice and clearing all the dues to the Institute, if he is not willing to continue the contract.
- 7) 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.
- 8) The institute reserves the right to terminate the contract on 1 month notice anytime, if the performance is not found satisfactory.
- 9) 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.
- 10) Sub-letting/sub-contracting the work is not permissible under any circumstances.
- 11) The tender document is non-transferable

Date: _____

The Principal

Baba Banda Singh Bahadur Engineering College
Fatehgarh Sahib-140407

Reference: Tender Notice published in Daily newspaper 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

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 and Seal of contracting agency/firm/company

Tender for Mess Contract for Boys Hostel Mess Annexure 1

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. Email ID:
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 For ECS Payment (Attach Aadhar Card):
14. Details of EMD:
15. Copy of FSSAI Certificate

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 & Phone No.	Value of contract and other details	Nos. of Workers employed by the Agency
From	To				

Place:

Date:

Signature of the Tenderer

Contact No.

Tender for Mess Contract for Boys/ Girls Hostel

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 (Including GST)
3. Rate per diet per Guest Rs.....
4. In case not opted for monthly basis, rate per day per student Rs.
5. Rs. 100000/- as refundable security.
6. Annual Rent Rs.

Place:

Date:

Signature of the Tenderer

MESS MENU

DAY	BREAKFAST	LUNCH	DINNER
MONDAY	ONION PRANTHA, CURD, TEA	RAJMAH, RICE, CHAPATI, BOONDI RAITA, SALAD	HARI MOONG, SEASONAL SABJI, RICE, CHAPATI, SALAD, SUJI HALWA
TUESDAY	AALU PRANTHA, BUTTER, TEA	BLACK CHANA WITH AALU, RICE, RAITA, SALAD, CHAPATI	AALU BHUJIYA, CHANA DAL, RICE, CHAPATI, SALAD
WEDNESDAY	MIX PRANTHA, CURD, TEA	MATTAR PANEER, YELLOW DAL, RICE, CHAPATI, SALAD, GULAB JAMUN	CHANA DAL, RICE, CHAPATI, SALAD
THURSDAY	PLAIN PRANTHA, AALU SABJI, BUTTER, TEA	WHITE CHANA, RICE, CHAPATI, SALAD, RAITA	YELLOW DAL, AALU NUTRI, RICE, CHAPATI, SALAD
FRIDAY	MIX PRANTHA, CURD, TEA	AALU MATTAR, RICE, CHAPATI, SALAD, RAITA	CHANA DAL, SEASONAL SABJI, RICE, CHAPATI, SALAD
SATURDAY	PLAIN PRANTHA, BLACK CHANA, BUTTER, TEA	KARI PAKORA. RICE, CHAPATI, SALAD	AALU MATTAR, ARHAR DAL, RICE, CHAPATI, SALAD
SUNDAY	AALU PRANTHA CURD, TEA	WHITE CHANA, PURI, RICE, SALAD, RAITA	DAL MAKHANI, RICE, CHAPATI, SEASONAL SABJI, SALAD