



Government of West Bengal  
*Office of the Principal*

**GOVERNMENT GENERAL DEGREE COLLEGE AT MEJIA (GOPALPUR)**

AT – GOPALPUR, P.O. – MEJIA, DIST. – BANKURA, PIN 722 143 (W. B.)

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**TERMS AND CONDITIONS**

**1. Requirements from Contractor**

- i) The contractor should have a valid registration number, PAN No, Service /Sales Tax /VAT no. of the firm.
- ii) The contractor shall procure food articles and vegetables of good quality to the satisfaction of the Canteen committee. The Canteen committee shall have the right to change any brand of material used for cooking, provided the cost of the same does not exceed the specified brand.
- iii) The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served and the stale food is not recycled. Stale food shall be removed from the Canteen premises as soon as possible. Unrefrigerated cooked food, not consumed within six hours in summer months and ten hours in winter months, shall deemed to be stale and unfit for consumption.
- iv) The food shall neither be too spicy nor too oily. The food preparation shall be wholesome and shall generally cater to the taste of the students/employees.
- v) The oil that remains from deep frying at the end of the day shall have to be destroyed and shall not be allowed to be recycled for the purpose of cooking again.
- vi) The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all time.
- vii) The contractor shall pay special attention to maintain the Canteen in a neat and tidy condition at all times. For this purpose, the Canteen shall be cleaned thoroughly and regularly.

viii) The contractor shall ensure that only hot food is served to the students/employees. Complaint, if any, in this regard shall be dealt with severely.

ix) The contractor shall ensure that sufficient man power is deployed for preparation and service of each meal including cleaning, washing and overall upkeep of Canteen assets and premises.

X) The contractor of all types of canteens shall be required to supply the items on the rates mentioned in the rate list given at the time of agreement. The rate list of such items should also be displayed prominently at College Canteen.

## **2. Facilities to provide by the college**

The Canteen premises comprises of kitchen facilities, space for cooking and dining facilities, electricity(only for light and fan) and water shall also be provided by the College.

## **3. Visit to Departments.**

The bidder is advised to visit and acquaint himself with the operational system. The cost of visiting shall be borne by the bidder. It shall be deemed that the contractor has undertaken visit to the department and is aware of the operational conditions prior to the submission of the tender documents.

## **4. Bids System**

Sealed tenders in **two bid system i.e. Technical Bid & Financial Bid** in separate sealed covers are invited to run Canteen in the College Campus, for the students and employees of the College. The contract may be valid initially for one year and the College authority reserves the right to curtail or to extend the validity of contract on the same rates and terms and conditions for such period as may be agreed to.

Sd/

Officer-in Charge  
Government General Degree College at Mejia(Gopalpur)