



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)

Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249

City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

Ref. No.: MAKAUT-WB/2022-23/ CANTEEN/001

Dated: 03-03-2023

Notice Inviting Tender under Two Stage Bidding System from the Caterer for Running of hostel Mess and Canteen in the University premises at MAKAUT-WB at the Haringhata Campus of the University.

Bid Sheet and Key Dates:-

Sl. No.	Information	Remarks / Date										
1.	About the Assignment	Running of hostel Mess and Canteen in the University premises at MAKAUT-WB at the Haringhata Campus of the University.										
2.	Name of the Tender Inviting Authority	Registrar, MAKAUT, WB										
3.	Earnest money Deposit (EMD*)	Rs. 10,000.00 (Rupees Ten Thousand only). The earnest money of the unsuccessful tenderer(s) will be refunded after one month of the opening of tender paper and the same of the successful tenderer will be refunded after the cessation of the contract period.										
4.	Tender Fee	Rs. 1,000.00 (Rupees One thousand only)										
5.	Security Deposit	Rs. 1,00,000.00 (Rupees One Lakhs Only). Required from L1 only.										
5.	Account Detail	<table border="1"><tr><td>Bank & Branch:</td><td>Indian Bank, Salt Lake Branch</td></tr><tr><td>Bank Account Number:</td><td>6360279330</td></tr><tr><td>Name of the Account:</td><td>MAKAUT-WB</td></tr><tr><td>Type of Account:</td><td>Current Account</td></tr><tr><td>IFS Code:</td><td>IDIB000S147</td></tr></table>	Bank & Branch:	Indian Bank, Salt Lake Branch	Bank Account Number:	6360279330	Name of the Account:	MAKAUT-WB	Type of Account:	Current Account	IFS Code:	IDIB000S147
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Type of Account:	Current Account											
IFS Code:	IDIB000S147											
6.	Contact person for queries	Registrar, MAKAUT, WB Tel. No.: (033) 2999-1536 Email-id: registrar@makautwb.ac.in										
7.	Date of pre-bid meeting (optional)	NA										
8.	Addressee and address of which bid is to be submitted	NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249										
9.	Date of publication of tender	03-03-2023										
10.	Bid Document Download Start Date	03-03-2023										
11.	Bid Submission End Date	27-03-2023										



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TENDER NOTICE

Sealed quotations are invited from the competent persons, having experience in catering business / running restaurant / maintaining canteen of educational institution to run Students' Canteen at MAKAUT, W.B. Haringhata Campus. The tender paper along with the details of the food items and other terms & conditions can be downloaded from the University portal www.makautwb.ac.in . Quotations indicating the rate for various items along with necessary documents are to be submitted at NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin – 741249, Administrative Building of Purchase Department at Haringhata Campus of the University by **27-03-2023** within **5.00 P.M.**



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ANNEXURE-I

INSTRUCTIONS TO BIDDERS

Terms and Conditions of the Tender/ Contract for running Students' Canteen at MAKAUT, W.B.Haringhata Campus.

1. The tender should be submitted for the Students' Canteen situated in the Haringhata Campus, MAKAUT, W.B..
2. The tender must be unconditional. The tender form shall accompany documents relating to (a) proof of experience in this line of trade, (b) proof towards financial ability (c) PAN no. (d) GST no. (e) Trade license to undertake the work & (f) Food License. The rate of item shall be submitted in prescribed Tender paper and such rates should be inclusive of all taxes, charges etc.
3. The sealed tenders shall be submitted on or before 31-01-2023 on all working days between 10:00 A.M. to 5:30P.M. at the Box at the Purchase Department of the University at Haringhata Campus.
4. The tender will be opened in the next Central Purchase Committee of the University in presence of the members of the Hostel Committee. The tenderers may remain present at the time of opening of tenders.
5. The University Authority reserves the right to accept or reject any/ all quotation (s) without assigning any reason and shall not be bound to accept the lowest quotation.
6. The tenure of the contract will be initially for **one year**. The tenure may be terminated at the discretion of the University authority with one month's notice.
7. The caterer shall abide by the rules framed by the University authority and approved by the Competent Authority for management and running of the canteen
8. The standard and quality of food items shall have to be maintained. Penal measures including termination of the contract may be taken against deterioration in the size and quality.
9. The caterer shall arrange utensils for cooking, serving etc.



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10. The caterer shall remain responsible for the safe custody and repair of the University property entrusted to him for running the canteen.

11. The caterer will have to pay the following rent per month at the beginning of each month, failing which the University authority may terminate the agreement.

Canteen	Rent
Boys Hostel Canteen	Electricity Bill +Rs. 5,000/- per month
Girls' Hostel Canteen	Electricity Bill +Rs. 5,000/- per month

12. The University may revise the rates from time to time.

13. The caterer will keep the canteen open from 08:00 A.M. to 10:00 P.M. daily on working days. The University reserves the right to modify the timing.

14. The caterer will keep the canteen neat and clean and will do nothing which may cause insanitation in and outside the canteen.

15. Weekly inspection will be conducted by the University Authority.

16. No increase in the rates of the food items will be permitted without the approval of the University Authority.

17. The caterer shall notify the articles of food stuff along with price thereof as per rate chart and display the same at a suitable place in the canteen.

18. The authority will arrange for the following facilities on rent:-

- Canteen Accommodation.
- Table, Chair and Bench for customers.
- Water
- Electricity.

19. The caterer shall pay for consumed electricity as per prevailing WBSEDCL rate.

20. The caterer shall provide the staff engaged in the Canteens with Uniforms as will be specified by the University.

21. The caterer whose tender will be accepted shall be required to execute a formal agreement within the period as may be stipulated in the acceptance letter.



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22. The caterer whose tender will be accepted shall deposit a sum of Rs. **1,00,000/-** (Rupees One Lakh Only) as Security Deposit before the execution of the agreement. The Security Deposit shall not carry any interest.

23. The caterer whose tender will be accepted shall be required to procure and produce necessary licences before the execution of the agreement.

24. Price mentioned in Annexure – C is indicative of maximum admissible price.

25. The price of the food articles shall be quoted as per the format of Annexure – III.

26. The tender paper shall be submitted in sealed cover bearing dated signature of the tenderer on all pages. The sealed cover should be super-scribed with the name of the canteen for which the tender has been submitted.

27. The detailed particulars under Annexure – B shall be filled up by the tenderer and be enclosed along with the tender paper.



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ANNEXURE-II

OFFICE OF THE REGISTRAR

[For Students' Canteen, MAKAUT, W.B. Haringhata Campus]

1. Name :

2. Address for communication :

3. Details of experience in trade :(to be supported with documents)

4. Details of financial status :(to be supported with documents)

5. Details of Bank Draft for cost of Tender form:-
No Dated.....Amount

6. Details of Bank Draft for earnest money:-
No Dated..... Amount

.....

Signature

ANNEXURE-III

TENDER PAPER FOR FOOD ARTICLES

[For Students' Canteen, Haringhata Campus]

Sl. No.	FOOD ARTICLES	RATE (inclusive of all taxes)
1	Meals consisting of fine Rice (150gm), Dal, Mixed vegetable curry, Potato Fry & Curd.	
2	Egg Curry (2 pieces)	
3	Fish Curry (75 gm/piece) – Ruhi/Katla/Charapona	
4	Chicken Curry (100 gm.)	
5	Mutton Curry (100 gm.)	
6	Veg. Fried Rice (150 gm.)	
7	Plain Roti (3 pieces) with Sabji	
8	Puri (4 pieces) with Sabji	
9	Mixed Vegetable Curry (100 gm.) for Roti/ Puri	
10	Veg. Tarka (100 gm.)	
11	Egg Tarka (100 gm.)	
12	Masala Dosa (standard size)- per piece	
13	Doi Bora (standard size)	
14	Egg Moghlai	
15	Egg Roll	
16	Chicken Roll	
17	Veg Momo (5 pieces) with soup	
18	Non veg Momo (5 pieces) with soup	



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19	Egg Chowmin (200 gm.)	
20	Veg Chowmin(200 gm.)	
21	Chop/Singara	
22	Rajbhog/ KesharBhog (sweet)	
23	Sweet Curd (100 gm.)	
24	Tea	
25	Coffee	
26	Butter Toast/ Jam Toast (Bread 4 slices)	
27	Egg Toast/ French Toast (Bread 4 slices)	
28	Omlete (single)	
29	Omelete (double)	

It is certified that we are quoting the above prices as per terms and conditions laidby the MAKAUT, W.B. in Annexure – A.

Name of the Caterer:

Signature:

Address:

MAXIMUM ADMISSIBLE PRICE	
<u>Items</u>	<u>Rate</u>
1. Meals consisting of fine Rice (150gm), Dal, Mixed vegetable curry, Potato Fry & Curd.	Rs. 40/-
2. Egg Curry (2 pieces)	Rs. 20/-
3. Fish Curry (75 gm/piece) – Ruhi/Katla/ Charapona	Rs. 35/-
4. Chicken Curry (100 gm.)	Rs. 35/-
5. Mutton Curry (100 gm.)	Rs. 75/-
6. Veg. Fried Rice (150 gm.)	Rs. 50/-
7. Plain Roti (3 pieces) with Sabji	Rs. 20/-
8. Puri (4 pieces) with Sabji	Rs. 20/-
9. Mixed vegetable curry (100 gm.) for Roti/Puri	Rs. 15/- (per plate)
10. Veg Tarka (100 gm.)	Rs. 20/-
11. Egg Tarka (100 gm.)	Rs. 30/-
12. Masala Dosa (standard size)	Rs. 30/- (per piece)
13. Doi Bora (Standard size)	Rs. 30/- (2 pieces)
14. Egg Moglai	Rs. 30/-
15. Egg Roll	Rs. 20/-
16. Chicken Roll	Rs. 30/-
17. Veg Momo (5 pieces) with soup	Rs. 15/-
18. Non veg Momo (5 pieces) with soup	Rs. 20/-
19. Egg Chowmin (200 gm.)	Rs. 30/- (per plate)
20. Veg Chowmin(200 gm.)	Rs. 25/- (per plate)
21. Chop/Singara	Rs. 8/- (per piece)
22. Rajbhog/ Kesharbhog (sweet)	Rs. 10/- (per piece)
23. Sweet Curd (100 gm.)	Rs. 15/-
24. Tea	Rs. 10/-
25. Coffee	Rs. 15/-
26. Butter Toast/ Jam Toast (Bread 4 Slices)	Rs. 20/-
27. Egg Toast/ French Toast (Bread 4 Slices)	Rs. 25/-
28. Omlete (Single)	Rs. 10/-
29. Omlete (Double)	Rs. 20/-



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- Meals (Breakfast, Lunch and Dinner) based on sample menu enclosed in Annexure III: Rate Per day per student is Rs (in words)

I undertake to serve the items mentioned above at the above rate duly maintaining the quantum indicated therein. Branded oil and spices only to be used for the preparation of meals and other food items. Any other menu (if any) will be priced as per the actual market price and will be approved by the canteen committee.

Date:

SIGNATURE OF APPLICANT

Name :

Address:

DECLARATION

1. I declare that I will abide by the terms and conditions stated in the tender document.
2. I will also abide by the conditions that may be stipulated from time to time by the Registrar or the Authority of the University during the period of lease.
3. I will be held responsible for any damage caused to the college property and that I will abide by the decision of college that may be taken under such situations. All disputes relating to management of canteen/shops or lease of the canteen/shops shall be settled with University Authority only.

SIGNATUR OF TENDERER

Date:

Name of Tenderer

Full Address:

.....

Pin Code No.

Mobile No.

**Sd/-
Registrar
MAKAUT, WB**