



Phone: (03564) 255046

# ALIPURDUAR UNIVERSITY

P.O. Alipurduar Court :: Dist. Alipurduar :: ( W. B.) :: Pin – 736122

Ref. No.: APDU/Reg./Notice/168/2021

03<sup>rd</sup> December 2021

## TENDER NOTICE

Sealed quotation with Rate Chart for the following food items is invited from interested vendor/caterer with previous experience to run separate canteens for Students and Staff of the Alipurduar University.

### Food Items

1. Tea (Red)
2. Tea with Milk
3. Ordinary Tea
4. Darjeeling Tea
5. Black Coffee
6. Coffee with milk
7. Egg Toast
8. Boiled Egg
9. Biscuit / piece
10. Biscuit/piece
11. Ghoghni/Plate
12. Butter Toast
13. Omlet
14. Plain Roti (atta)/Piece
15. Egg Curry/Plate
16. Chicken Curry/Plate
17. Mutton Curry/Plate
18. Veg Rice Thali
19. Momo/Plate
20. Noodles/Plate
21. Maggie/Plate
22. Cold Drinks/Can
23. Cond Drinks/Lit.
24. Puri/Plate
25. Water Bottle/Lit
26. Pokora/Plate
27. Veg Chop/ Piece
28. Egg Chop/Piece
29. Others, if any

### Terms and Conditions

1. Tender should accompanied with
  - a. Food license/ Trade License
  - b. Proof of Experience
  - c. Proof of financial ability with PAN card
2. Security money for each canteen is Rs. 3000/- only
3. Sealed quotation addressed to the Accounts Officer, Alipurduar University should be submitted to the Office of the Accounts Officer on or before 14<sup>th</sup> December 2021 on all working days between 12 noon to 3 p.m.



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4. Tender will be opened on 15<sup>th</sup> December 2021 at 3 p.m. in the Office of the Registrar, Alipurduar University in presence of the members of the Canteen Committee and those vendors/caterers who will be present at the opening time.
5. The University authority reserved all the rights to accept or reject any/all quotation(s) without citing any reasons.
6. The tenure of contract will be for one year.
7. The tenure may be terminated at the discretion of the University authority with prior notice of one month, however, in case of complaint filed by any staff/student regarding the quality of food and/or selling of any unwanted items, the University authority will have the right to terminate the contract immediately.
8. Rental charge of staff canteen is Rs. 1500/- per month and that for student canteen is Rs. 1000/- per month
9. The authority may revise the rate of rent every year.
10. The canteen will remain open from 9 a.m. to 6 p.m. in all working days however timings may be modified by the authority if required.
11. The canteen(s) should be hygienic, neat and clean and will do nothing which may cause insanitation in and outside the periphery.
12. The rates should not be increased without the prior approval of the authority.
13. Rate chart of all food items should be displayed in a suitable place with readable font size.
14. Besides the rented room the University authority will provide water connection and electric connection with Sub - Meter to measure consumption of electricity. Month wise electric bill should strictly be paid by the caterer/vendor as per the rate fixed by WBSEDCL.
15. Staff engaged in the canteen should have neat and clean uniform provided by the caterer.
16. Canteen room never be used by the vendor(s) for the purpose of residence in any case.
17. Security money should be refunded without bearing any rate of interest.
18. Outsiders are not allowed in the canteen.

The caterer / vendor whose quotation wins the bidding process shall be required to execute a formal agreement for specific period which will be informed to the vendor(s) by the authority.

Sd/-

Registrar (Additional Charge)

Alipurduar University