

NOTICE INVITING APPLICATION FOR CONTRACTS

Tenders are invited by the Principal, Govt. Home Science College, Sector-10, Chandigarh for the allotment of contracts for the year 2025-26 of the following

- a) College Canteen
- b) College Tuck Shop

The bid form and detailed terms and conditions of the contract can be obtained from the office of the undersigned on any working day between 10:00 am to 2.00 pm or from the college website <https://www.homescience10.ac.in/> upto 09.12.2025 and the same should be submitted on or before 10.12.2025 till 2:00pm. The tenders will be opened on 12.12.2025 at 11.00 A.M in the office of Principal. The undersigned reserves the right to accept or reject any tender without assigning any reason. Any legal matter will be dealt within the jurisdiction of U.T. Chandigarh.

Principal,
Govt. Home Science College,
Sector-10, Chandigarh

GOVERNMENT HOME SCIENCE COLLEGE, SECTOR-10, CHANDIGARH

APPLICATION FOR THE CONTRACT OF _____ FOR 2025-26

1. Name of the applicant:
2. Father's Name:
3. Date of Birth:
4. Local Address with Mobile No.:

5. Permanent Address with Mobile No.:

6. Whether Physically Handicapped/disabled:
(If yes, attach the medical certificate from Competent Authority)
7. Previous Experience if any (Attach Certificate/Testimonials)

Name of contract	Institution/Office	Period	Reason for leaving the contract

8. Financial status (Turnover certificate of Rs.1 Lacs, each, for last 03 years issued by the Chartered Accountant.
9. latest affidavit of non-blacklisted & non-bankrupt duly attested by the Notary
10. Additional Information (Regarding the rates to be quoted by the contractor, Refer to Terms & Conditions):

Signature of the Contractor with date

ANNEXURE-A

GOVT HOME SCIENCE COLLEGE, SECTOR-10, CHANDIGARH

TERMS AND CONDITIONS

TUCK SHOP CONTRACT

DOCUMENTS TO BE ATTACHED WITH THE BID

<u>Documents to be attached with Technical Bid</u>	<u>Documents to be attached with Financial Bid</u>
1. Experience: The contractor/firm should have experience of serving students in TUCK SHOP for at-least 03 year - copy of experience certificate issue by Govt. office/ private firm or whichever is applicable. 2. Turnover: Rs. 1 Lacs (each) for last 03 years-certificate issued by the Chartered Accountant. 3. Documents to be attached by the contractor/firm: Aadhar Card, PAN Card-self attested copies. 4. The contractor/firm should enclose latest affidavit of non-blacklisted & non-bankrupt-duly attested by the Notary. 5. Attach latest passport size photo. 6. Certificate on letter Head that all Additional terms & conditions are accepted by the contractor/firm.	Quote your Highest Rate (Rent of Tuck Shop) i.e. above than Rs.2730/- + 18% GST per month

Additional Terms & Conditions-

1. **The Tender Value of Rs.66,000/- for maximum 2 years to be extended on year-to-year basis subject to satisfactory report by college committee.**
2. The contract will be awarded to the bidder, who will quote over and above the reserved price i.e. Rs.2730/- + 18% GST per month (Tuck Shop Rent).
3. The successful bidder will have to deposit the security @5% of the total tender value, in shape of EPBG (refundable) which will be payable after the successful completion of the contract. No interest shall be paid on the security amount.
4. EPBG Successful Bidder can submit the Security in the form of Fixed Deposit Receipt also. FDR should be made out or pledged in the name of Principal Govt Home Science College Sector 10 Chandigarh A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledge. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.
5. **That the contract of Tuck shop will be given to the female contractor only.**
6. That the premises will be provided by the college and rest of the equipment will be provided by the Contractor.
7. The contractor is required to obey the Labour Laws of Govt. of India and UT Administration, Chandigarh
8. The rate of eatables will be fixed as mentioned below and no extra charges of any kind will be charged:

TUCK SHOP ITEM LIST

<u>Item</u>	<u>Max. Price</u>
• Packed Eatables	MRP (With Dis.)
• Drinking Water Bottle	MRP (With Dis.)
• Cold Drinks	MRP (With Dis.)
• Soft Drinks	MRP (With Dis.)
• Books	MRP (With Dis.)
• Painting Material	MRP (With Dis.)
• Cosmetics	MRP (With Dis.)
• Sanitary Pads	MRP (With Dis.)
• Stitching material	MRP (With Dis.)
• Stationery material	MRP (With Dis.)
• Toiletries	MRP (With Dis.)
• Misc. (Daily use things)	MRP (With Dis.)

9. **The contractor will deposit the rent in the college by 10th of each month, failing which penalty @12% of dues as fine will be charged for the entire period.**
10. In case the contractor fails to deposit monthly rent even after given sufficient time, the contract will be liable to be cancelled and performance security will be forfeited. The monthly rent will be increased @10% on compounded basis, **electricity will be charged as per actual consumption on the basis of reading of sub-meter and water charges will be fixed i.e. Rs.600/- Per month.**
11. No exemption for rent is acceptable, however in case of any natural calamities or the situation beyond the control of service provider, the request for request for decrease or exemption of monthly rent shall be considered by competent authority.
12. The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. The Service provider/bidder (individual/firm/company) should not be blacklisted/prosecuted by any Central/State Governments/Union Territories/Departments/Offices/Statutory Bodies/Autonomous Organizations/Research Institutions/any court of law. The bidder has to furnish valid affidavit on Non-Judicial Stamp Paper of Rs. 50/-, duly attested by the First Class/Executive Magistrate, (not more than 01 months old from the date of this bid) regarding non-blacklisting/non prosecution of the firm as per Annexure C.
13. **The Bidder has to furnish the Rent Deed to be registered with the Sub-Registrar, UT Chandigarh.**
14. The contract can be cancelled by both parties by giving one-month notice in advance.
15. The furniture for students will be provided by the college for which the contractor will be responsible for its safe custody. In case of any damage or breakage, the repair will be got done and its payment will have to be borne by the contractor.
16. Rate for tuck shop items should specify the percentage discount on MRP. The items will include stationery, books, painting material, stitching material, cosmetics and things to meet the daily needs for the girl students.
17. The rates of eatable items are required to be displayed in the tuck shop as approved by the “Contract Committee” at his/her own cost for information of students, staff & general public.

18. That the Licensee (contractor) should agree to provide Tuck shop services to the resident students under full control and direction of the Licensor or his/her nominee. That the contractor will provide the Tuck shop services to the Students & employees of the office on all working days.
19. He/She will employ the adult servants only and the servants employed by him/her must be got medically examined by the Authorized Medical officer for infectious diseases at his cost, & will also submit registration certificate as required under Shop Act.
20. He/She will also intimate to the local Police about his/her employees' details within one week of his/her employment for verifications and will also furnish a list of staff engaged by him/her along with passport size photographs. A copy after the police verification is submitted to the Care Taker before one week. No electric gadget will be provided by the college. The contractor is not allowed to give credit to the students.
21. **The contractor will maintain full cleanliness in the Tuck Shop.**
22. The contractor will not serve anything to the outsiders in the college tuck shop without the prior permission of the Principal.
23. The Selling of Cigarettes/Narcotics/Alcoholic Drinks/Drugs in the college tuck shop is strictly prohibited. The contract can be cancelled for any lapse shown by the contractor in this regard.
24. The contractor will use only branded and hygienic material.
25. The Tuck shop timings will be from 9 AM. To 8 PM.
26. Only those eatables will be allowed to be sold by the contractor in the tuck shop which are approved by the Contract Committee. The quality of these eatables will be checked by the Committee periodically. The sale of stale and unhygienic eatables is not allowed. The eatables must be kept covered to avoid infection/adulteration.
27. **The contractor is not allowed to assign, sublet, or transfer the possession of the tuck shop thereof to any other party.**
28. The contractor shall present personally for performing the job of contract allotted to him/her.
29. The security deposited with the office will be forfeited in-case, the contractor left the contract in between or dissatisfaction of the services.
30. Insurance & accident risks of the workers will be solely of the contractor.

31. In case of deficiency in service on the part of contractor, his/her contract will be cancelled and security will be forfeited.
32. Night stay of workers is not allowed in the College Premises.
33. The contractor will be allowed to add or delete any items and rates with the prior approval of the college authorities only.
34. The contractor has to take Food license from the Health Department and submit the same in the office within 15 days from the date of contract.
35. The Director Higher Education has the right to cancel the bid without assigning any reason.
36. In case of any dispute, **arbitration will be Chandigarh Administration.**
37. In case of any court case, **jurisdiction will be Chandigarh Administration.**

ANNEXURE-A

GOVT HOME SCIENCE COLLEGE, SECTOR-10, CHANDIGARH
TERMS AND CONDITIONS
CANTEEN CONTRACT

DOCUMENTS TO BE ATTACHED WITH THE BID

<u>Documents to be attached with Technical Bid</u>	<u>Documents to be attached with Financial Bid</u>
1. Experience: The contractor/firm should have experience of serving students in mess or canteen for at-least 03 year -copy of experience certificate issue by Govt. office/ private firm or whichever is applicable. 2. Turnover: Rs. 1 Lacs (each) for last 03 years-certificate issued by the Chartered Accountant. 3. Documents to be attached by the contractor/firm: Aadhar Card, PAN Card-self attested copies. 4. The contractor/firm should enclose latest affidavit of non-blacklisted & non-bankrupt-duly attested by the Notary. 5. Attach latest passport size photo. 6. Certificate on letter Head that all Additional terms & conditions are accepted by the contractor/firm.	Quote your Highest Rate (Rent of Canteen) i.e. above than Rs.8501/- + 18% GST per month

ANNEXURE-B

Additional Terms & Conditions-

1. The Tender Value of Rs.2,04,000/- for maximum 2 years to be extended on year-to-year basis subject to satisfactory report by college committee.
2. The contract will be awarded to the bidder, who will quote over and above the reserved price i.e. Rs.8501/- + 18% GST per month (Canteen Rent).
3. The successful bidder will have to deposit the security @5% of the total tender value, in shape of EPBG (refundable) which will be payable after the successful completion of the contract. No interest shall be paid on the security amount.
4. Successful Bidder can submit the Security in the form of Fixed Deposit Receipt also. FDR should be made out or pledged in the name of Principal Govt Home Science College Sector 10 Chandigarh A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledge. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.
5. The rate of eatables will be fixed as mentioned below and no extra charges of any kind will be charged: -

CANTEEN ITEM LIST

<u>Item</u>	<u>Max. Price</u>
• Tea	Rs. 10
• Coffee	Rs. 20
• Cold Drink	MRP (With Discount)
• Drinking Water Bottle	MRP (With Discount)
• Ice Cream	MRP (With Discount)
• Burger	Rs. 30
• Noodles	Rs. 40(Half)/ Rs.80(Full)
• Pasta	Rs. 50(Half)/ Rs.100(Full)
• Samosa	Rs. 10
• Plain Maggi/Yippee	Rs. 30
• Veg Maggi/Yippee	Rs. 50
• Smiles	Rs. 30
• French Fries	Rs. 40(Half)/ Rs.80(Full)
• Omlette	Rs. 20
• Grilled Sandwich	Rs. 40
• Tikki	Rs. 30
• Golgappe	Rs. 10 (4 Piece)
• Papri Chat	Rs. 40
• Dahi Golgappe	Rs. 30
• Chole Bhature	Rs.50 (2 Piece)

- Fried Rice
- Mix Prantha

Rs. 50(Half)/ Rs.100(Full)
Rs. 30

- The contractor will deposit the rent in the college by 10th of each month, failing which penalty @12% of dues as fine will be charged for the entire period.**
- In case the contractor fails to deposit monthly rent even after given sufficient time, the contract will be liable to be cancelled and performance security will be forfeited. The monthly rent will be increased @10% on compounded basis, **electricity will be charged as per actual consumption on the basis of reading of sub-meter and water charges will be fixed i.e. Rs.600/- Per month.**
- No exemption for rent is acceptable, however in case of any natural calamities or the situation beyond the control of service provider, the request for request for decrease or exemption of monthly rent shall be considered by competent authority.
- The contract can be cancelled by both parties by giving one-month notice in advance.
- The furniture for students will be provided by the college for which the contractor will be responsible for its safe custody. In case of any damage or breakage, the repair will be got done and its payment will have to be borne by the contractor.
- The bidder should not be under liquidation, court receivership or similar proceedings and should not be bankrupt. The Service provider/bidder (individual/firm/company) should not be blacklisted/prosecuted by any Central/State Governments/Union Territories/Departments/Offices/Statutory Bodies/Autonomous Organizations/Research Institutions/any court of law. The bidder has to furnish valid affidavit on Non-Judicial Stamp Paper of Rs. 50/-, duly attested by the First Class/Executive Magistrate, (not more than 01 months old from the date of this bid) regarding non-blacklisting/non prosecution of the firm as per Annexure C.
- The Bidder has to furnish the Rent Deed to be registered with the Sub-Registrar, UT Chandigarh.**
- The rates of eatable items are required to be displayed in the canteen hall as approved by the “Contract Committee” at his/her own cost for information of students, staff & general public.

14. The contractor will be required to serve tea, etc. in the Staff Room /Departmental Rooms and Office only with paper napkin along with cup and saucer. Nothing will be served to the students in the classrooms and outside the canteen.
15. The contractor will have to engage sufficient number of adult servants for better service. The servants should wear proper uniform and ID card as decided by college authority.
16. The Canteen timings will be from 9 AM. To 8 PM.
17. He/She will employ the adult servants only and the servants employed by him/her must be got medically examined by the Authorized Medical officer for infectious diseases at his cost, & will also submit registration certificate as required under Shop Act.
18. He/She will also intimate to the local Police about his/her employees' details within one week of his/her employment for verifications and will also furnish a list of staff engaged by him/her along with passport size photographs. A copy after the police verification is submitted to the Care Taker before one week. No electric gadget will be provided by the college. The contractor is not allowed to give credit to the students.
19. **The contractor will maintain full cleanliness in the Canteen Kitchen and Canteen Hall.**
20. The contractor will not serve anything to the outsiders in the college canteen without the prior permission of the Principal.
21. The Selling of Cigarettes/Narcotics/Alcoholic Drinks/Drugs in the college canteen is strictly prohibited. The contract can be cancelled for any lapse shown by the contractor in this regard.
22. The contractor will use only branded and hygienic material.
23. Only those eatables will be allowed to be sold by the contractor in the canteen which are approved by the Contract Committee. The quality of these eatables will be checked by the Canteen Committee periodically. The sale of stale and unhygienic eatables is not allowed. The eatables must be kept covered to avoid infection/adulteration.
24. **The contractor is not allowed to assign, sublet, or transfer the possession of the canteen or part thereof to any other party.**
25. The contractor shall present personally for performing the job of contract allotted to him/her.

26. The security deposited with the office will be forfeited in-case, the contractor left the contract in between or dissatisfaction of the services.
27. Insurance & accident risks of the workers will be solely of the contractor.
28. In case of deficiency in service on the part of contractor, his/her contract will be cancelled and security will be forfeited.
29. Night stay of workers is not allowed in the College Premises.
30. The contractor will be allowed to add or delete any items and rates with the prior approval of the college authorities only.
31. The contractor has to take Food license from the Health Department and submit the same in the office within 15 days from the date of contract.
32. The Director Higher Education has the right to cancel the bid without assigning any reason.
33. In case of any dispute, **arbitration will be of Chandigarh Administration.**
34. In case of any court case, **jurisdiction will be of Chandigarh Administration.**