

TENDER DOCUMENT

TENDER NO.: AGH-11/ 2025/ HOSTEL MESS/

Dated: As Per Bid-Documnt

TENDER FOR AWARD OF CONTRACT OF "HOSTEL MESS"

AT

ARCHITECTURE GIRLS HOSTEL, SECTOR-11B, CHANDIGARH

For a Period from the "Date of Award" of Contract till _____

(Through GeM-TENDER MODE ONLY)

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13 Nov 2025
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ARCHITECTURE GIRLS HOSTEL, SECTOR-11B, CHANDIGARH
CHANDIGARH COLLEGE OF ARCHITECTURE

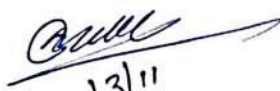
GeM-TENDER FOR THE AWARD OF CONTRACT OF HOSTEL MESS

The Principal Chandigarh College of Architecture, Sector-12, Chandigarh

Invites Tenders through 'GeM-Portal' for the award of contract of Hostel Mess at Architecture Girls Hostel, Sector-11B, Chandigarh.

(PAGES 1-24)

Sr. No.	TENDER DETAILS	CONTRACT FOR RUNNING COLLEGE HOSTEL MESS
1	CONTRACT FOR RUNNING HOSTEL MESS	Through GeM-Portal https://www.gem.gov.in/
2	Date of availability of Bid-document on the portal	As Per Bid-Documents/ Bid Document can be downloaded from the Websites i.e. http://www.gem.gov.in or http://www.cca.edu.in only.
3	Last date for submission of Bid through portal	
4	Date of opening of Technical-Bids	


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13/11/2015


13/11/2015

ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone: 0172-2740691

GEM-TENDER THROUGH GEM FOR AWARD OF CONTRACT OF GIRLS HOSTEL MESS IN CHANDIGARH COLLEGE OF ARCHITECTURE, CHANDIGARH PROVIDING/SERVING OF BREAKFAST, LUNCH, AND DINNER TO THE 75 NOS. OF GIRLS HOSTELLERS.

1. Competitive rates/Bids from the eligible bidders/Firms are invited by the Principal Chandigarh College of Architecture, Sector-12, Chandigarh, Chandigarh for providing/serving of breakfast, lunch, Dinner (as per Menu attached) Provision of food to hostellers in the Hostel Mess Premises as per tentative menu (ANNEXURE-C). The number of Hostellers during the year ranges to 75 approximately. (The Number of hostellers may increase and decrease)

2. Bid Price

- a) The contract shall be for providing and serving the breakfast, lunch, and dinner as per Menu attached to the Girls Hostellers at the Mess premises, Architecture girls Hostel Sector 11-B, Chandigarh.
- b) All duties, taxes and other levies payable by the bidder shall be included in the quoted price of their bid.
- c) The rates quoted by the bidder shall be fixed for the duration of the contract i.e for one year from the date of award of the contract. If any bidder quotes rates per diet and per month will not considered.
- d) The prices should be quoted in Indian Rupees only.
- e) Each bidder shall submit only one Technical Bid for Eligibility and Financial Bid for rates as per the procedure of the GeM.
- f) Only online Bid through GeM shall be accepted. No other mode will be acceptable.
- g) The firm should enclose supporting documents regarding registration of GST, PAN, TAN, etc. and other documents as prescribed by the GEM & GFR.
- h) The Bidder should be approved/ registered from the Government Health Department for providing of the types of edibles. The Bidder should be registered with the Labour Department of Chandigarh Administration
- i) The Bidder should have experience of at least 3 years of running the Girls Hostel Mess during the past 5 years.

3. Validity of Bids/rates should be quoted.

4. The rates quoted by the bidders shall remain valid for a period of one year from the start of contract.

5. Evaluation of quotations will be through GeM (Government E-Market place). The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:

- a) Properly signed and Confirm to the terms and conditions and specifications.
- b) The evaluation would be done for all the items/services put together. The items/services for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of any one or more item(s) would be treated as non-responsive.

- c) The Bidder shall keep in mind that the rates quoted shall be competitive and do not in any manner whatsoever compromise with the quality of items and services to be provided by him as per the terms and conditions. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest. However, this does not restrict the purchaser from imposing any further conditions before awarding the contract.

Award of contract:

- a. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price. The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiration of the quotation validity period;
- b. The notification of award shall clearly specify any change in the unit price or any other terms and conditions accepted.
- c. Normal commercial warranty/guarantee shall be applicable to the supplied goods/services
- d. Notwithstanding the above, the Principal/Hostel Incharge reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

(Signature with Seal of Bidder)


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ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-2740691

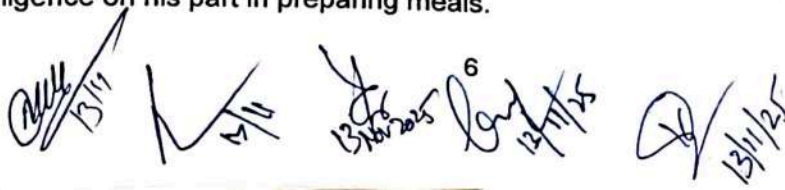
GEM-TENDER FOR THE AWARD OF CONTRACT OF HOSTEL MESS IN AGH CHANDIGARH

INSTRUCTIONS/GUIDELINES FOR BIDDERS.

1. A copy of GeM Tender Notice is at Annexure-'A'.
2. The Terms and Conditions as laid down in the Service Agreement for the award of contract for outsourcing of services/activities are at Annexure-'B'.
3. The Scope of work/activities are at Annexure-'C'.
4. A copy of the 'Terms of Payment' is at Annexure-D.
5. Technical Bid Performa for evaluation of technical performance of the BID is at Annexure-'E'.
6. Price Bid Performa is at Annexure-'F'.
7. An affidavit regarding Non-Black Listing and Non-Prosecution (Annexure G&H).
8. Undertaking (Annexure-I)
9. The BID Documents, Annexure 'A' to 'I' along with all relevant documents in support shall be uploaded online on GeM Portal. The Successful bidder will submit the Performance Security in the form PBG which is allowed as per GeM GTC. Successful bidder can upload scanned copy of PBG and has to ensure delivery of hard copy to the original PBG to the Buyer within 15-days of award of contract. Successful Bidder shall indicate Contract number and name of Seller entity in the transaction details filed at the time of online transfer.
10. The Technical Bid and Price Bid etc. will be submitted online. Each page of the BID document and Annexure 'A' to 'I' should be signed in full by the tenderer(s) and should bear the rubber stamp/seal of the firm affixed on each page. Any cutting(s)/overwriting(s) etc. should also be initialled. Any infringement of these conditions, the BID shall be rejected.
11. Bidders must have its Head/Branch office in the tricity (Chandigarh/Mohali/Panchkula)
12. Bidders should submit the EMD of Rs. 85,000/ in form of Demand Draft in favour of Principal, Chandigarh College of Architecture, payable at Chandigarh. The Bidder should submit his BID in two parts i.e.
 - i) Technical Bid on(<http://www.gem.gov.in>).
 - ii) The Financial Bid on (<http://www.gem.gov.in>) of only those applicants will be opened who have been shortlisted after the acceptance of Technical Bid.
13. The Mess contractor for Hostel mess will be awarded to single tenderer who quote the lowest.
14. The Bidder shall quote his rates for Mess Charges for Meals per Hosteler per month which shall be 75 compulsory diets for 75 Hostellers (Breakfast, Lunch, & Dinner) for 12 Months as per terms and conditions.

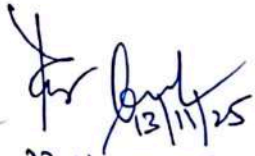
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15. No payment will be made by students during Punjab University notified Winter-Break, Summer-Break or till the start of teaching. The mess will be functional for a minimum of 15 Students during this period.
16. The Bidder himself will be responsible to ensure that his BID Document is received on or before the said last date and time online through on Govt. E-Marketplace (GeM).
17. The BID shall be opened on the stipulated date as per GEM in the office of the, Principal Chandigarh College of Architecture, Sector-12, Chandigarh. In the event of the date of receipt or opening of BID being a holiday or being declared a holiday, the last date of receipt/opening of the BID shall be the next working day at the same time and venue.
18. Only those Applicants will be considered/shortlisted who have
 - At least **Three-Years** of experience in the last 5-years of serving the Indian cuisine In Girls Colleges/Institutions .keeping in view the security and safety of girls as a major concern. An experience certificate duly issued by the Girls' College /Institution is required to be submitted online.
 - Valid license order of food safety and standard act for Hostel Mess in Chandigarh.(License to be submitted online).
 - The Bidder should register with the Labour Department of Chandigarh Administration. The contractor will submit labour law certificate within one month from the award of mess contract.
19. Hostel Mess will be allotted to a single contractor and the allotment of mess contract to the selected contractor will be at the sole discretion of the Principal on the recommendation of Mess Committee.
20. Subletting of contract is not allowed under any circumstances.
21. The tenderer must furnish the latest valid Income Tax PAN/TAN/GST No. issued by the competent authority along with 'Technical Bid' On-line though GeM Portal. Turnover in one financial year should be more than Rupees Twenty Five Lakhs.
22. in case of violation of any of terms and conditions as mentioned above, Earnest Money of the tenderer(s) shall be forfeited.
23. Any attempt direct or indirect, to cast influence, negotiation on the part of the Bidder with the officials/authority before the finalization of tenders shall render the BID liable for rejection.
24. The period of contract shall for a period of one year initially extendable on year-to-year basis maximum for two years i.e. the maximum period of contract shall be of 3 years duration from the date of commencement of the contract, which is subject to satisfactory performance of the contractor reported by Committee of AGH Mess and compliance of all terms & conditions.
25. The Principal/ Hostel Incharge of Chandigarh College of Architecture, Chandigarh, reserves all rights to accept or reject any BID without assigning any reason and all impose/relax any terms and conditions of the Bid.
26. The Bidder should quote the rates inclusive all type of taxes, GST and all type of Expenses etc.
27. All legal matters related to Mess Contract Architecture Girls Hostel shall be limited to Chandigarh Jurisdiction only.
28. The contractor will get license from the Health Department and will be held responsible for any negligence on his part in preparing meals.


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29. The Principal / Hostel Incharge has the right to add or delete any other condition to this contract keeping in view the interest of the students and can also terminate the contract at any time.


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CHANDIGARH COLLEGE OF ARCHITECTURE

Phone:0172-2740691

**GEM-TENDER FOR THE AWARD OF CONTRACT OF HOSTEL MESS IN
ARCHITECTURE GIRLS HOSTEL, SECTOR 11 B, CHANDIGARH**

The, Architecture Girls Hostel Sector 11 B ,Chandigarh invites tenders through Government E-Market place for the award of Contract of Hostel Mess.

CONDITIONS: Detailed Terms and Conditions are available in the GeM document.

1. The period of contract shall for a period of one year initially extendable on year-to-year basis maximum for two years i.e. the maximum period of contract shall be of 3 years' duration from the date of commencement of the contract, which is subject to satisfactory performance of the contractor reported by Committee of AGH Mess and compliance of all terms & conditions.
2. In the event of the date of receipt or opening of BID being a holiday or being declared a holiday, the last date of receipt / opening of the BID shall be the next working day at the same time.
3. The Principal/ Hostel Incharge, Chandigarh College of Architecture, Chandigarh, reserves all rights to reject any or all the tenders without assigning any reason.
4. Bid Document can be downloaded from the Websites i.e. <http://www.gem.gov.in> or <http://www.cca.edu.in> only.
5. All other terms & conditions, instructions to bidder regarding GeM-bidding process etc. may kindly be seen from the detailed Notice Inviting BID available/downloadable on the above noted website.

Principal
Chandigarh College of Architecture
Sector 12, Chandigarh

(Handwritten signatures and dates)

ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-2740691

ANNEXURE-'B'

SERVICE AGREEMENT FOR MESS CONTRACT

Agreement between the Principal Chandigarh College of Architecture, Sector-12, Chandigarh and _____ 2025 on the following terms & conditions :-

1. Performance Security :-

- a. The contractor shall have to deposit Performance security amounting to 5% of Contract value, in the shape of Fixed Deposit Receipt or Bank Guarantee, whichever is greater from any of the Commercial Banks in favour of "Principal, Chandigarh College of Architecture, Sector 12, Chandigarh" payable at Chandigarh. The security shall be valid for three years plus 60 days which shall be refunded on expiry of the deed or adjusted against arrears of rent or damages, if any, unless otherwise already forfeited. If and when the amount of security falls below three month's rent on account of increase in the rent during the subsistence of the deed, the contractor shall replenish the said amount of security

2. Mess bill payment:-

- a. That the Contractor will be paid Mess charges per student per month, comprising Breakfast, Lunch and Dinner as per Menu approved by the Hostel Committee. All meals will be served as per Menu.
- b. The Contractor shall be paid the Mess Bill in the second week of every month after the realization the Mess dues from the hostelers by the AGH office after deducting TDS/GST TDS etc. as applicable shall also be deducted from the total Bill as per Govt. Rules.
- c. That the Contractor will be required to submit the Mess Bill in the AGH office, in duplicate by the 3rd of every month .
- d. That the Mess Contractor will adjust any excess payment made to him.
- e. That the Contractor will be paid after deduction of collection charges Rs.25/ per student per month as Maintenance Charges out of total amount collected from the Hostellers and transferred to AGH fund.

3. **Utensils, Gas stoves and Gas cylinders** :- The steel utensils, gas stoves, 12 gas cylinders, and furniture shall be provided by the hostel. Responsibility of breakage/ damage and refilling etc. shall be of the contractor. Its maintenance and repair for these shall be done by the mess contractor. No gas cylinder shall be taken out of the mess. If any cylinder is found missing, or the contractor tinker with the same he shall make good of the same immediately on receipt of the notice in addition to the legal Action against the contractor. **The contractor shall not be permitted to use electric appliances of any type for cooking and heating. He will be allowed only one fridge/cold storage. The contractor shall use L.P.G. only for cooking & preparation of articles. The use of fuel wood is strictly prohibited.**

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4. Identification, uniform and medical examination of staff:

- a. The employees of the contractor are required to display their Identity Cards for the purpose of proper identification, which shall be issued to them by the contractor. They will wear clean and neat uniforms, provided by the contractor while on duty.
- b. The contractor will ensure that all his employees are medically fit and are free from communicable diseases.
- c. In no case the servant should be below the age of 18 years.

5. Rent

- a. The Contractor shall be required to pay provisionally fixed rent of mess area Rs. 2000/- per month. When the assessment of rent is received from the engineering department, the rent shall be reviewed by the AGH mess committee accordingly. Contractor will pay water charges Rs.500/-per month. The Contractor shall pay in addition to the above mentioned rent and water charges, the electricity charges as per actual of electricity meter reading per month deposited in Govt. Head with the College Cashier. Rent, water and Electricity charges should be deposited before 10th of every month. If monthly rent is not paid in full by the due date, the allottee shall, be liable to pay fine Rs 100/- per day till the full payment is made.
- b. The rent shall be increased by 5% on the completion of each year. The increase shall be worked out on the rent last payable. It is further subject to the satisfactory compliance of the other terms and conditions of license deed.

6. Termination of contract: The contract may be terminated on occurrence of any of the following contingencies:-

- a. On the expiry of the contract period without any prior notice.

OR

- b. In the event of the non-payment of monthly Rent, electricity and water charges within 30 days of the due date and any other default.
- c. If the contractor fails to commence the work within 20 days of the award of the contract, his contract will be terminated without any notice and the security deposited shall stand forfeited. The Chd. College of Architecture authorities will be at liberty to award the contract to the next lowest bidder without any prior notice.

OR

- d. In case the services rendered by the contractor are found unsatisfactory by giving one month notice

OR

- e. In case of breach of any of the terms and conditions of the contract by the contractor by giving one month notice.

OR

- f. On assigning the contract or any part thereof or any benefit or interest therein or there under by the contractor to any third person for sub-letting the contract wholly or a partly by giving one months notice.

OR

- g. On the contractor being declared insolvent by competent Court of Law without any notice.

OR

- h. In case the contractor is not interested to continue the contract the contractor shall give minimum 3 months notice. If the contractor does not give the requisite notice then the security deposit shall be forfeited in proportion to the period falling short of the specified notice period.

"Provided that during the notice period for termination of the contract, in the situations contemplated above, the contractor shall continue to discharge his duties till the terminations to contract."

Signature
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7. **Penalties and Fine:-** Penalties and fine can be imposed. Amount of penalties/ fine shall be settled/ recovered during next payments/ final settlements of the service provider.
Penalties and fine are detailed below-

	Nature of Default	1st Instance	2nd Instance	3rd Instance
1	Deficiency in quality of food items prepared.	5000/-	15000/-	Termination of Contract
2	Deficiency in cleanliness and maintenance of hygiene in Kitchen area	5000/-	15000/-	Termination of Contract
3	Deficiency in cleanliness and maintenance of dining area	5000/-	15000/-	Termination of Contract
4	Deficiency in cleanliness and maintenance of outside area including disposal of waste material	5000/-	15000/-	25000/- or Termination of Contract
5	Misconduct of persons engaged by the licensee for the Canteen	5000/-	15000/-	25000/- or Termination of Contract
6	Adherence to approved rates/menu	5000/-	15000/-	25000/- or Termination of Contract

8. **Award of contract :** The rates quoted by the bidder shall be fixed for the duration of the contract. The period of contract shall for a period of one year initially extendable on year-to-year basis maximum for two years i.e. the maximum period of contract shall be of 3 years' duration from the date of commencement of the contract, which is subject to satisfactory performance of the contractor reported by Committee of AGH Mess and compliance of all terms & conditions. The contractor will be submitted labour law certificate of Chandigarh Administration within one month from the award of mess contract.
9. **Registration of the Agreement :-** The agreement shall be deemed to have been made/ executed at Chandigarh for all purpose. In the event of any dispute related to the interpretation of right or liabilities arising out of this agreement, the same shall, at first instance, be amicably settles between the parties. If any dispute is not settled amicably, the same shall be referred to the committee appointed by Principal Chandigarh College of Architecture, Chandigarh.
10. **Preventive measures to be taken by the contractor:**
- The contractor shall take all reasonable precautions to prevent any unlawful act or disorderly conduct by his employees. The contractor shall not use the Mess area for residential purposes for himself and for his employees.
 - No outsider will be allowed to dine in the hostel mess without the prior permission of the Hostel Incharge.
 - The Contractor will not send any packed food outside the hostel premises.
 - The contractor shall not be permitted to use electric appliances of any type for cooking and heating. The contractor shall use L.P.G. only for cooking & preparation of articles. The use of fuel wood is strictly prohibited.
 - Smoking and Drinking by the contractor or by any of his workers is strictly prohibited in the Hostel premises.

- f. The contractor will employ at least one servant for 15 students / residents taking meals with the contractor.

"Chandigarh College of Architecture and Architecture Girls Hostel will not be responsible or liable legally or otherwise for any loss, injury to any employee or member of the contractor's staff through any kind of accident. It will be contractor's responsibility to take precaution against such hazards and take necessary steps for safety of his staff."

11. **Police Verification:** The Contractor will have to submit the duly signed list of the servants to the Hostel Incharge / Hostel Superintendent and shall ensure that police verification of every servant is done and same will be submitted in AGH office within one month from award the mess contract. If any servant replaced, will be similarly informed in the AGH office.
12. **Subletting of the contract:** The contractor will not sublet the contract wholly or partly or enter into any sub-contract through any mode for running such services.
13. **Peaceful handing over of possession:** On completion/termination of the contract, it shall be duty of the contractor to remove all the persons deployed by him and ensure that no person creates any disruption/ hindrance/problem of any nature.
14. **Transfer of Liabilities:** In the event of exigency of death, infirmity, insolvency of contractor or for any other reason or circumstances, all liabilities shall be borne by the following on such terms and conditions, as the Principal Chandigarh College of Architecture may think proper in public interest.
 - a) Legal heirs in case of sole proprietor;
 - b) The next partners in the case of company or firm.
15. **Arbitration:** In the event of any dispute or difference arising out of or in any way touching or concerning this agreement whatsoever shall be referred to the sole arbitration of the Director, Technical Education, Chandigarh Administration whose decision thereon shall be final and binding on the parties thereto. The Arbitration and Conciliation Act, 1996, deemed to have come into force on 25.1.96 shall apply to arbitration proceedings. The venue of arbitration shall be only at Chandigarh (India). There shall be no objection by the licensee that the arbitrator, Director, Technical Education, Chandigarh Administration, may have dealt with subject matter earlier in his official capacity.
 - i. The expression Director, Technical Education, Chandigarh Administration shall mean and include an acting/officiating Director, Technical Education, and Chandigarh Administration.
16. **Blacklisting in case of failure:-**In the cases of failure or default in the performance or responsibilities or breach of terms and conditions of DNIT or MOU or any agreement of contract between the company/firm/agency/person or any legal entity and Principal, CCA, as the case may be, the said company/firm/ agency/person or any legal entity shall be black listed in the light of notification issued by Chandigarh Administration vide their letter No. 1927-K&PO(3)-2009/1170 dated 27-02.2009.
17. **Force Majeure:-**Any failure or omission or commission to carry out provision of this agreement by the Service Provider shall not give rise to any claim by one party against the other if such failure or omission or commission arise from an Act of God; which shall include All Acts of natural calamities such as fire, flood, earthquake, hurricane, or any pestilence or from civil strikes, compliance with any statute and/ or regulation of the Government, lock outs and strikes, riots, curfew, embargoes or from any political or other reason beyond the parties control including war (whether declared or not), civil war or stage of insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two week from the date of occurrence of such any event which could be attributed to force majeure condition.


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18. **Jurisdiction** The applicable law governing this Service Agreement shall be the law of India. The court of Chandigarh alone shall have the jurisdiction to try any matter, dispute or reference between the parties arising out of this agreement. It is specifically agreed that no court outside and other than in Chandigarh shall have jurisdiction in the matter.

19. **OTHER TERMS AND CONDITIONS:**

Menu and schedule of the meals to be given to the hostel residents / students as per Annexure-C provided that: -

- a. Only fresh seasonal vegetables as approved by the Hostel students Committee, cost of will be served.
- b. That the contractor will be present at the time of cooking and serving of meals.
- c. That meal will be served after getting it checked by the Principal / Hostel warden / Hostel Superintendent. However, any member of the Mess Committee may also check the food at any time.
- d. That the contractor will be responsible for the proper maintenance of the utensils, furniture and electric gadgets, like water cooler handed over to him. All articles supplied to the contractor shall be physically verified by a committee appointed by the Hostel Warden/ Superintendent. The contractor shall hand over all the articles issued to him at the completion of period of contract to the Hostel Warden/ Superintendent.
- e. The Contractor can sell branded (Agmark /FSSAI Certified) desserts/ice cream, milk, biscuits and other eatables on MRP and not more than Punjab University rates.
- f. The Contractor will keep flour, dals, sugar, bread etc. in covered containers. That Rice, Atta, Cooking Oil, Tea leaves to be used of a quality as given below:-
 - Milk, Verka/Vita
 - Cooking oil or Ghee, (Soybean/ Sunflower/ Fortune/ Groundnut/ Mustard/ Ghee) of good quality ISI mark/Agmark/FSSAI approved..
 - Atta: Whole Wheat ISI mark/Agmark/FSSAI approved
 - Jam: Branded. ISI mark/Agmark/FSSAI approved
 - Butter: Branded ISI mark/Agmark/FSSAI approved
 - Rice: Basmati ISI mark/Agmark/FSSAI approved
 - Bread: Branded ISI mark/Agmark/FSSAI approved
 - Tea Leaves: Branded ISI mark/Agmark/FSSAI approved
 - Fresh Vegetable
- g. That the contractor will arrange his own Refrigerator/Deep Freezer.
- h. That the contractor will provide special diet to the college guests during the workshop / seminar / lecture etc. on the Govt. rates.
- i. That the contractor will provide each meal in adequate quantities.
- j. Perishable foods must be stored at appropriate and recommended temperature. Food will be stored hygienically at the appropriate temperature and Food should be storage hygienically to prevent contamination.
- k. All warm held food remaining un-served must be discarded.
- l. Only fresh curd/salad/milk products will be served.
- m. Food Adulteration Act, Pure food Act, and other applicable laws to be followed strictly.
- n. No food product after the expiry date will be used for preparation of meals or otherwise.
- o. Clean protective clothing and separate clean wiping clothes for tables, utensils and other equipment to be used.

- p. Contractor employees to wash hands frequently, especially before and after every job. Arrangements to be made for separate washing for hands and equipments.
- q. Contractor to maintain proper pest control schedules. In no circumstances, pest should be seen in the kitchen / dining hall/any other stored and served Place where food is stored and served.
- r. No over/under ripe raw material to be used.
- s. Un-controllable emission of foul smell is not permitted.
- t. The contractor will ensure that good quality of material and fresh vegetables are purchased & used in the preparation of eatables / meals. Samples of cooked food must be kept separately for tasting / testing purposes.
- u. The Contractor shall ensure that the table cloth and linen etc. used for table / otherwise is clean and hygienic.
- v. The equipment and premises will be kept clean and dust-free throughout the period of the contract.
- w. In view of covid pandemic, the contractor need to sanitize the dining area thrice a day before the start of breakfast, lunch and dinner and also abide the guidelines issued by Govt. from time to time.

I _____ resident of _____

I have read and understood the above terms and conditions and these are acceptable to me.

Place :

Dated :

Signature with seal of Bidder (Name and Address of Bidder)

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ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-2740691

Annexure 'C'

SCOPE OF WORK

MENU FOR HOSTEL MESS AT ARCHITECTURE GIRLS HOSTEL (PROPOSED)

Following Meals every day shall be cooked and provided to 75 Hostellers
(Approximately) as per Menu given as under:-

DAYS	BREAK FAST	LUNCH	DINNER
Sunday	Poha, Plain Parantha, Butter, Tea/ Milk	Bhatura Chana,Raita, Rice,seasonal salad	Brinjal Bhartha or Dum Aloo,Dal,Roti,Rice, Seasonal Salad
Monday	Aloo Paratha Butter, Tea/ Milk, curd	Rajmah ,Raita,Rice, Roti, seasonal Salad	Dal,Seasonal Vegetable, Rice, Roti,Seasonal Salad
Tuesday	Palak/Methi Parantha Butter, Tea / Milk, curd	Dal Makhni, Raita, Rice, Roti, Seasonal Salad	Paneer, Da!, Roti, Rice ,sweedish, Seasonal Salad
Wednesday	Paneer Parantha Butter, Tea/ Milk, curd	Aloo puri ,Raita, Rice, Seasonal Salad	Nutri ,Dal, Roti,Rice , Seasonal Salad
Thursday:	Gobi Parantha Butter, Tea / Milk, curd	Kadi, Aloo,Rice/ Roti,Seasonal Salad	Manchurian, Fried Rice,Roti,Seasonal Salad
Friday	Dal Pyaj Parantha, Butter, Tea/ Milk, curd	Black Channa, Rice,Raita, Roti, Seasonal Salad	Pav bhaji , Sweedish, Seasonal Sala
Saturday	Besan Chila/Bread slices & omlette, Tea/Milk	Samber,Rice,Raita, Roti Seasonal Salad	Aloo Mutter/,Dal, Roti, Rice, Seasonal Salad

- The quoted rate should include the above items for each meal in adequate quantities.
- The Contractor shall be responsible for arranging any extra crockery, if required, for increased number of participants due to multiple course / seminars/ workshops etc, and nothing extra shall be payable on this account to the contractor. The crockery arrangement by the contractor shall be of good quality.
- The Contractor will arrange for cooking gas and all the raw material for preparation of food at his expense. The raw material to be used such as grocery items, spices, milk products and other consumables should be of reputed branch and of good quality.
- The contractor will lodge the complaint for respective maintenance work such as plumbing, carpentry, masonry, painting, electrical etc. to the AGH Office immediately. After attending the complaint, he will sign the complaint copy.
- The Contractor will provide Aachaar, Salt, saunf, in the dining hall.
- The contractor will arrange dusters, detergents, disinfectants, brooms and brushes at his expense.
- The contractor shall not conduct any outside business from the AGH, Chandigarh premises allotted to him for the purpose of catering services. Any violation of this clause can lead to cancellation of contract and imposition of penalty.
- The contractor will maintain adequate staff at site to cater for approximate 75 students at any time.

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- i) The contractor will clean equipment, utensils, tables and chairs, dining hall and kitchen flooring etc. after service of every meal.
- j) The contractor will ensure disposal of all wastes (food, fruits / vegs and packing materials) from the kitchen outside Hostel premises in conformity with municipal and other laws every night before mess and canteen are closed.
- k) The Contract is for supply of breakfast, lunch, & dinner, as per requirement.
- l) The service timing will be as notified by the AGH, Chandigarh from time to time.
- m) That the contractor will provide special diet to the college guests during the workshop/seminar/lecture etc. on the Govt. Rates, when required.
- n) **The compulsory diets will be 75 No. including (Breakfast, Lunch & Dinner). The bidder will quote the rates on compulsory diets.**
- o) If any resident takes more than 75, the additional diets will be counted separately as per diet rate..

(Signature with seal of Bidder)


13 Nov 2013

ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-2740691

Annexure 'D'

GeM-TENDER FOR THE AWARD OF CONTRACT OF HOSTELMESS

Terms of Payment

The contractor will be required to submit the Mess bill in duplicate, duly verified by the Hostel Incharge / Hostel Superintendent, by the 3rd of every month in the office of the Hostel Cashier. Payment of all the bills submitted by the Contractor will be made only after the realization / collection of the same from the students.

1. That the Contractor will be paid after a deduction of collection charges Rs. 25/- per student per month as Maintenance Charges out of the total amount collected from the Hostellers, which will be transferred to AGH-Fund.
2. All the payments shall be made by the, Architecture girls Hostel Sector 11B, Chandigarh after deducting Income Tax at Source as per the applicable provisions of Income-Tax Act, 1961.
3. No payment will be made during Punjab University notified Winter-Break, Summer-Break or till the start of teaching.
4. That the AGH can deduct any excess payment made to him from Mess bill / Performance security.
5. The Mess Contractor will be responsible for making payment of wages to the workers employed by him.
6. The Mess Contractor will be liable to pay his suppliers at his own.

Place _____ Signature of Bidder _____

Date _____ Full name of Bidder _____

[Handwritten signatures and dates]
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13/11/25
13 Nov 2025
13/11

CHANDIGARH COLLEGE OF ARCHITECTURE

Phone:0172-274069

PROFORMA FOR EVALUATION OF TECHNICAL PERFORMANCE OF THE BIDDERS
(MANDATORY DOCUMENTS)

Sr. No.	PARTICULARS	REMARKS
1	Name of the Applicant:- Local Residential Address:-Passport size Photograph here Permanent Address:- Local Office Address:- Telephone/Fax Nos : Note: Seller must upload documentary proof of his Residential address/ Local office in tri-city (Chandigarh/ Mohali/ Panchkula).	Paste your latest
2	Whether documentary proof in support of Sr. No. 1 is submitted online?	Yes/ No
3	Declaration of Solvency: The bidder should not be under liquidation, court receivership or similar proceedings or should not be bankrupt. Bidder to upload undertaking (Annexure-H) to this effect with bid (Not more than one-month older from the date of Bid).	Yes/ No
4	Whether Bidder uploaded CA Certified copy of Turnover Certificate last Three year i.e. 2021-22, 2022-2023, 2023-24	Yes/ No
5	The Architecture girls Hostel , sector 11 B Chandigarh, invites Bids from the reputed Contractors having experience of minimum three years in the last 5- years of serving the Indian cuisine in the Hostel Mess of any Girls College under Chandigarh Administration or any other Government or Private Institutions from the immediate preceding of publish bid on GeM Portal. An experience certificate duly issued by the College/ Institution is required to be submitted online (Annexure-A).	Yes/ No
6	Whether the Copy of PAN/ GST No. has been submitted online?	Yes/ No
7	Whether you have attached a copy of food License under PFA from Government Health Department?	Yes/ No

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8	Whether Copy of Income Tax return for the last 03-Years has been submitted online?	Yes/ No
9	Whether the Affidavit (Annexure-E) on Non-Judicial Stamp Paper of Rs. 20/- duly attested by the Notary Public/ Executive Magistrate stating that the bidder has never been blacklisted, has been submitted online. (Not more than one month older from the date of Bid).	Yes/ No
10	Whether you have attached a copy of Labour License of Chandigarh Administration.	Yes/ No
11	Whether bidder submit the EMD Rs.85,000/-	Yes/No
12	If MSME valid document proof	Yes/No

Place:

Signature of Bidder

Dated:

Full Name of the Bidder



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CHANDIGARH COLLEGE OF ARCHITECTURE

Phone:0172-2740691

FORMAT FOR PRICE BID FOR GeM BID FOR THE AWARD OF CONTRACT OF HOSTEL MESS SERVICES

DAYS	BREAK FAST	LUNCH	DINNER
Sunday	Poha, Plain Parantha, Butter, Tea/ Milk	Bhatura Chana,Raita, Rice,seasonal salad	Brinjal Bhartha or Dum Aloo,Dal,Roti,Rice, Seasonal Salad
Monday	Aloo Paratha Butter, Tea/ Milk, curd	Rajmah ,Raita,Rice, Roti, seasonal Salad	Dal,Seasonal Vegetable, Rice, Roti,Seasonal Salad
Tuesday	Palak/Methi Parantha Butter, Tea / Milk, curd	Dal Makhni, Raita, Rice, Roti, Seasonal Salad	Paneer, Dal, Roti, Rice ,sweedish, Seasonal Salad
Wednesday	Paneer Parantha Butter, Tea/ Milk, curd	Aloo puri ,Raita, Rice, Seasonal Salad	Nutri ,Dal, Roti,Rice , Seasonal Salad
Thursday:	Gobi Parantha Butter, Tea / Milk, curd	Kadi, Aloo,Rice/ Roti,Seasonal Salad	Manchurian, Fried Rice,Roti,Seasonal Salad
Friday	Dal Pyaj Parantha, Butter, Tea/ Milk, curd	Black Channa, Rice,Raita, Roti, Seasonal Salad	Pav bhaji , Sweedish, Seasonal Salad
Saturday	Besan Chila/Bread slices & omlette, Tea/Milk	Samber,Rice,Raita, Roti Seasonal Salad	Aloo Mutter/,Dal, Roti, Rice, Seasonal Salad

- A) The rates quoted by the mess contractor, is subject to increase 5% every year, only with the permission of Principal, Chandigarh College of Architecture.
- B) The Bidder Shall Provide the Total Value of Bid for 12 Months on the basis of Point No. 7&8 above.

Shall Provide the Total Value of Bid for 12 Months

- C) That the Contractor will be paid after deduction of collection charges Rs.25/ per student per month as Maintenance Charges out of total amount collected from the Hostellers and transferred to AGH fund.
- D) All the payments shall be made by the Architecture girls Hostel, sector 11 B Chandigarh after deducting Income-Tax at Source as per the applicable provisions of the Income Tax Act, 1961 and TDS as per Rules.
- E) Any reduction in the Mess Bill arising due to vacations shall be on sole discretion of the Hostel Incharge, Architecture Girls Hostel, Chandigarh.
- F) The contractor will be responsible to deposit the GST, if it is applicable.

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ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.

CHANDIGARH COLLEGE OF ARCHITECTURE

email: cca@chd.nic.in

Phone: 0172-2740691

ANNEXURE - G

AFFIDAVIT

I (Name) ----- S/o----- Sole Proprietor/Company/ Firm _do hereby solemnly affirm and declare that I have not been Black-listed/ Prosecuted by any Central/ State Governments/ Union Territories/ Departments/ Offices/ Statutory Bodies/ Autonomous Organizations/ Research Institutions/ any Court of Law.

DEPONENT

Place:

Date:

VERIFICATION:

Verified that the contents of above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place:

DEPONENT

NOTE: To be furnished on a Non-Judicial Stamp Paper of Rs. 20/- duly attested by the Executive Magistrate/Notary Public and not more One-Month older from the date of Bid.

[Handwritten signatures and dates]
13/11
13/11/25
13 Nov 2025
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ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.
CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-274069

ANNEXURE - H

DECLARATION OF SOLVENCY

I (Name)_____S/o_____ Sole Proprietor/ Firm/ Company do hereby solemnly affirm and undertake that I have never been declared bankrupt/ insolvency or placed under liquidation by any Banking or Financial Institution or by any Court of Law. I have never defaulted in making payments of statutory dues.

Place

Date

Signature of Bidder

Name in Full

Mobile No.

Address

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ARCHITECTURE GIRLS HOSTEL SECTOR-11B, CHANDIGARH.
CHANDIGARH COLLEGE OF ARCHITECTURE

email:cca@chd.nic.in

Phone:0172-2740691

ANNEXURE - I

GeM TENDER FOR THE AWARD OF CONTRACT OF HOSTEL
MESS

UNDERTAKING

I certify that I have read all the terms and conditions as given in the Service Contract. I undertake that it is my sole responsibility to employ all the persons engaged/ deployed by me and to provide the services/ activities under this contract. The minimum monthly wages/ salaries will be given as fixed or prescribed under the Minimum Wage Act, 1948 along with all other statutory dues such as Employees Provident Fund, Employees State Insurance, Employees Deposit Link Insurance, etc. I shall also adhere to all the relevant Labour Laws as applicable viz., Payment of Wages Act, 1936; Minimum Wage Act, 1948; Contract Labour (Regulation & Abolition) Act, 1970; Chandigarh Contract Labour (R&A) Rules, 1974; Employees Provident Fund Act, 1952 Employees State Insurance Act, 1948 Payment of Bonus Act, 1965 Employees Deposit Link Insurance (EDLI) or any other Act as applicable and as amended from time to time and or any other rules framed there under from time to time by the Chandigarh Administration and/ or any statutory authority constituted by or under any Court of Law.

Place:

Date:

Signature of Bidder: _____

Name in Full: _____

Address: _____

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The bid documents verified by Mess Tender Committee:

1. Section Officer

[Signature]
13/11/25

2. Building Officer

[Signature]
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3. Hostel Incharge(AGH)

[Signature]
13 Nov 2025

4. Warden Corbu House

[Signature]
13/11

5. Hostel Superintendent

[Signature]
13/11/2025

[Signature]

Principal,
Chandigarh College of Architecture