



# JAGANNATH BAROOAH COLLEGE

(Autonomous)  
(Established: 1930)

From: *Dr. Utpal Jyoti Mahanta*, M.Sc., Ph.D., Principal

Ref. No. JBC/Canteen/03/2024-25/01

Date: 18-06-2024

## **TENDER NOTICE** **(Provision of Canteen services)**

**Sub: Awarding 2 numbers of Canteen Contract for the period of 1 year from the date of contract.**

Sir/Madam,

Please find enclosed herewith the tender documents for running of two canteens, one in the main campus and the other in the commerce campus at Jagannath Barooah College, Jorhat. Tender duly filled, signed and stamped in sealed cover addressed to the principal, J.B. college, Jorhat-1, Assam should reach the latest by 17:00 hours on 27.06.2024 and will be open by the canteen committee in the presence of intending bidders or their authorized representatives on 28-06-2024 at 14:00 hrs. in the Office of the Principal. In case of any query or clarification related to location, space and about the tender feel free to visit the college. (PLEASE SUBMIT ALL THE PAGES CONTAINED IN THIS DOCUMENT ANNEXURE I, II & III DULY SIGNED AND SEALED)

Earnest Money: Rs. 3000/- (Rupees three thousand only) to be paid digitally to the Following Account:  
Name: Principal, J.B. College, Jorhat.  
A/C No. 10638564174  
IFSC Code: SBIN0000104  
Branch: Jorhat.

Dr. Utpal J. Mahanta  
PRINCIPAL  
J. B. College(Autonomous)  
Jorhat-1  
*Principal*  
J.B. College (Autonomous)  
Jorhat



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**ANNEXURE - I**  
**TENDER FORM TO BE SUBMITTED BY THE TENDERERS**

1. Name of the Firm:.....
2. Address: .....
3. Contact No. ....
4. Registration/Licence No.....  
(Copy of the licence issued by the local authority or registration certificate of his/her catering service and/or copy of the letter pad or bill book may be enclosed)
5. PAN No.....( Copy to be Enclosed)
6. GST No. ....(Copy to be Enclosed)
7. Year of establishment.....
8. Contracts executed till date( Experience)  
( Nature thereof): Govt./ Semi-Govt/ Private  
Please give details of contracts executed in a separate sheet along with documentary proof if any thereof.  
  
i)  
ii)  
iii)
9. Present assignment in hand: Govt/Semi.Govt/ Private.  
  
i)  
ii)  
iii)
10. Earnest Money: Transaction ID.....deted:.....

Barpatra Ali  
Jorhat – 785001 (Assam)

Email : [jbcollege@rediffmail.com](mailto:jbcollege@rediffmail.com)

website : [www.jbcollege.org](http://www.jbcollege.org)



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All the items and conditions as mentioned in the TenderForm are true to the best of my knowledge and belief. I shall be responsible for any misinformation if any provided by me in the format.

Place:

Date:

Signature of the Tenderer with stamp.





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## ANNEXUIRE- II

TERMS AND CONDITIONS OF CONTRACT FOR RUNNING CANTEENS IN J.B. COLLEGE JORHAT, ASSAM, 785001.

(Please enclose this document along with the tender papers and submit)

1. The agreement shall be valid initially for a period of 1 year from the date of agreement and thereafter it may be extended for a further period as may be necessary on mutual agreement and at the discretion of the College authority.
2. The extension of contract shall be on the basis of performance to be evaluated at the end of the contract period by the canteen committee under the kind disposal of the Principal of the College. However, if the committee after evaluation of the performance and service of the present vendor recommends for re tender the process it shall be a final decision to be forwarded to the Principal for necessary action. In that case the vendor running the canteen must vacate the space when asked by the principal of the College.
3. The contractor must supply all the items listed in annexure-III. However, it is his/her choice to provide more items in addition to the items listed in annexure-III but before going to those items he/she must approve the items to be sold in the canteen from the principal of the institution.
4. The contractor should maintain proper hygiene of the items and the utensils to be used in cooking and serving the food items. In case of any food poisoning or contamination the contractor will be held fully responsible.
5. The contractor will employ an adequate number of staff in order to maintain efficiency.
6. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL, J.B. College. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behaviour.
7. The college shall provide the basic amenities like running water and electricity, basin and the room for canteen along with the service table and chair for students and staff.
8. No rent for the canteen will be charged from the vendor but electricity bill shall be paid at the end of every month as per the use of the power.
9. The contractor shall have to furnish the statement showing the names and wages of all the employees to be engaged for the canteen. Any addition/deletion must be communicated to the head of the institution.
10. The canteen management committee nominated by the principal may visit the canteen for the purpose of inspection and testing with a view to maintain the quality of items and serving plates and utensils used for cooking. Their satisfactory remark will be a key note for consideration of extension of the period of existing vendors.
11. Security deposit: The successful contractor will deposit a sum of Rs. 5000/- (Rupees five thousand only) which will be refunded to the contractor on completion of contract. The security deposit will bear no interest.
12. In case of any dispute the decision of the Principal, J.B. College, Jorhat will be final and binding on the contractor.
13. The vendor preferably should have working experience in catering or running of canteen or any other restaurant at least 6 months.
14. All oils, butter, spices and other edible items must be ISI/Agmark/FSSAI/FPO mark approved.

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15. All packaged food like chips/biscuits/cakes, liquid beverages, desserts etc. to be sold as per MRP only.
16. The Canteen Committee, J.B. College is not bound to offer the bid to the lowest bidder and the decision of the committee is binding and final.
17. Earnest money deposit of 3000/- will be refunded to those who have not been selected in the tender process to run the canteen.
18. No further claims for non-receipt of the contract will be entertained.
19. The authority reserves the right to terminate the contract at any time without prior notice if the party fails to meet the required standards.

The terms and conditions mentioned above are accepted to me.

## Witnesses

1.

2.

Signature of Tenderer

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## ANNEXURE -III

Rate offered by the contractor to the food items listed below.

Contractor quotation No.....Date:.....

List of compulsory Items to be sold in the canteen.

❖ **QUOTING PRICE FOR EACH ITEM IS MANDATORY AND FAILING TO WHICH THE TENDER SHALL BE REJECTED.**

Sl. No.	Food Items	Price
1	Common items: i) Samosa ii) kachori iii) Gajja, khaja and lang iv) Khurma v) Rasgulla/Lalmohan vi) kalakaan vii) cake viii) Boondi-Bhujia (per Plate) ix) dana khurma( per plate)	
2	Tea: i) Black Tea- standard special(ginger/lemon) ii) Milk Tea: Standard special(ginger/elaichi/masala)	
3	Packaged snacks( bhujia, mixture, biscuits etc.) on MRP	Yes / No
4	All refrigerated items, fruit juice (e.g. paper boat, Tropicana) Cold beverages: frooti / maaza /Pepsi /coke /Miranda sprite etc.) Misti dahi/amul kool/lassi on MRP	Yes / No
5	Roll: Veg roll	



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	Egg roll Paneer roll Chicken roll	
6	Noodles: veg noodles Egg noodles Chicken noodles	
7	Puri sabji: (4 puri, dal and fried sabji with chutney) Plane roti: (3 roti, dal and fried sabji with chutney) Chicken per plate for roti/ puri. Omelet per plate	
8	Rice thali: veg thali (quality rice, dal, 2 sabji, salad) Additional: Chicken per plate Fish per plate Paneer per plate Mutton per plate	
9	Water bottle: bisleri /Kinley /tata /ocean water/coconut water) on MRP	Yes / No
10	Ordered foods other than listed items (Take away/ party in the college premises). Price shall be fixed by mutual discussion between the party and the vendor.	Yes / No
11	Fried rice: Veg fried rice Egg fried rice Chicken fried rice	

Place:

Signature of Tenderer

Date:

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