



Government of Jammu & Kashmir
Higher Education Department (J&K)

SRI PRATAP COLLEGE

NAAC RE-ACCREDITED GRADE A+

Cluster University Srinagar

M.A. Road Srinagar

Ph: 0194-2476828, Fax: 0194-2476804 / <http://www.spcollege.edu.in/>

F-mail: snscsr1905@gmail.com



E-TENDER NOTICE

e-NIT No. 05 of 2025

Dated: 01/03/2025

The Principal of Sri Pratap College invites e-tenders under a two-bid system from registered and experienced catering service providers for the outsourcing of its hostel mess operations. The procurement of services must comply with the guidelines, terms, and conditions outlined in the tender document.

The tender document is available for download on the e-procurement portal (www.jktenders.gov.in) as well as the college's official website (<https://spcollege.edu.in>). The e-tender process will proceed according to the schedule outlined below:

Tender Title	Outsourcing of the SP College Boys Hostel mess 2025-26
Tender Type	e-Tender
Mode of Submission:	Online, through the e-Tendering Portal www.jktenders.gov.in
Date & Time of Publication of the Bid	01/03/2025 Time 02:00 PM
Last date and time for Submission of e-tender	11/03/2025 Time 06:00 PM
Date and time for Opening of Bid for Technical Evaluation	12/03/2025 Time 10:00 AM

Prospective bidders are required to thoroughly review the tender document to ensure full compliance with all terms, conditions, and stated requirements before submitting their bids.

PRINCIPAL

Copy to:

1. Joint Director Information Department for publication of this tender notice in two daily newspapers.
2. Librarian.
3. College Accountant.
4. Office File



Tender Document

E-tenders are being invited from registered catering service providers for the outsourcing of hostel mess services for the 2025-2026 financial year.

Eligibility Criteria: To be eligible, bidders must meet the following requirements:

1. Authorization as a registered service provider/caterer from competent authority.
2. Possession of a valid Goods and Services Tax (GST) registration number and Permanent Account Number (PAN).
3. Three years' experience in the catering industry, with the capability to cater to the needs of students as outlined below:
 - **Breakfast:** Daily, 7 days a week
 - **Lunch:** Daily, 7 days a week
 - **Evening Tea Daily,** 7 days a week
 - **Dinner:** Daily, 7 days a week

Outsourcing Items: In the financial bid, bidders must provide the rates per student per month for the meals (Breakfast, Lunch, 4 PM Tea, and Dinner) as a comprehensive package. The menu for these meals is provided as Annexure-I.

Important Dates

Sr. No.	Description	Date	Time
1	Tender Publication Date	01/03/2025	2:00 PM
3	Bid submission start date and time	01/03/2025	2:00 PM
4	Bid submission end date and time	11/03/2025	06:00 PM
5	Date and Time of opening of Tender for Technical Evaluation	12/03/2025	10:00 AM

.Submission of Bids

- Bidders must submit their bids online through the e-Tendering Portal www.jktenders.gov.in only.
- Bidders are required to submit both the **Technical Bid** and **Financial Bid** in separately.



Hostel mess menu (BoQ) 2025-26 (Annexure-I)

Day	Breakfast	Lunch	Evening Tea	Dinner
Monday	Boiled Egg/Omelet + Bread + Tea(salt)	Rice + Veg/Daal	Lipton Tea + Bread (kashmiri)/Biscuit	Rice + Pumpkin (Alyakhaen)
Tuesday	Roti + butter + Tea	Rice + Veg/Daal	-do-	Rice + Egg Curry
Wednesday	Aalo Paratha + Tea	-Do-	-do-	Nutri + Tomato/Palak + Rice
Thursday	Chana puri + Tea	-do-	-do-	Chicken (1/8 th piece) +Rice
Friday	Poori halwa + Lipton Tea	-do-	-do-	Paneer + Rice
Saturday	Roti + Butter + Tea	-do-	-do-	Rice + Pumpkin

A. Technical Bid

The **Technical Bid** should include the following documents:

- i. Authorization as the registered service provider/ caterer from competent authority
- ii. Labor License issued by the Government of J&K
- iii. Past Performance Certificate
- iv. GST registration Certificate and copy of PAN
- v. Turnover of the firm for last three year
- vi. The tendering firm shall furnish an undertaking to the effect that the tenderer has never been blacklisted.



vii. A soft copy of the Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees Ten Thousand Only), in the form of demand draft in favor of 'Principal, Sri Partap College,' payable at Srinagar, must be submitted. Additionally, the hard copy of the EMD must be submitted to the office of the Principal by or before the deadline for bid submission.

B. Financial Bid

The Financial Bid must include the following details:

- The bidder is required to submit the rates per student per month for the meals (Breakfast, Lunch, 4 PM Tea, and Dinner) as a comprehensive package in the Bill of Quantities (BoQ) for which they are bidding.
- The rates must be clearly stated, with no ambiguity.
- The rates should be inclusive of all applicable taxes.

Evaluation Criteria

A. Technical Evaluation:

Bids will be evaluated based on compliance with the eligibility criteria, past experience, and other technical aspects as specified in the tender document. Bidders who fail to qualify in the Technical Evaluation will not be considered for financial evaluation.

B. Financial Evaluation:

The financial bid of technically qualified bidders will be evaluated based on the lowest total rates offered for all meals. The bidder offering the lowest total will be considered the lowest bidder (L1) and deemed qualified for the bid. In the event of identical lowest prices, all tied bidders shall submit a further reduced price in a sealed envelope. The bidder offering the lowest price among the tied L1 bidders will be awarded the contract. If the tie persists, factors such as higher turnover or relevant experience will be considered to determine the final winner.

Terms and Conditions:

Quality and Hygiene Standards to Be Maintained by the Contractor:

- a) The contractor must source food items and vegetables of high quality, meeting the satisfaction of the Mess Committee established by the institution. The Mess



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Committee reserves the right to substitute any brand of cooking material, as long as the cost remains comparable to the specified brand.

- b) Food preparation, storage, and serving must adhere to hygienic standards. The contractor shall ensure that only freshly prepared food is served, with no recycling of stale food. Any leftover stale food must be removed from the kitchen premises promptly, and not later than 10 hours after preparation. Cooked food that remains unrefrigerated and is not consumed within four hours during summer and six hours during winter will be considered stale and unsuitable for consumption.
- c) Food to be prepared should be neither overly spicy nor excessively oily. The meals should be nutritious and tailored to the general preferences of students.
- d) Oil used in deep frying must be discarded at the end of the day and should not be reused for cooking.
- e) Food must be prepared and served using clean utensils, with no allowances for neglect in this area. Utensils must be kept impeccably clean at all times, with trays sterilized each morning before serving any food items.
- f) The contractor must maintain the kitchen and dining area in a clean and organized manner at all times, ensuring thorough cleaning after every meal.
- g) Hot food must be served to students at all times.
- h) Adequate personnel must be assigned for meal preparation and service, including cleaning, washing, and maintaining the kitchen and dining area.
- i) Upon finalization of the tender, the contractor should adhere to the menu, pricing, and brand of raw materials as agreed upon through mutual understanding with the Mess Committee.
- j) The contractor shall ensure regular maintenance of equipment and the mess infrastructure.
- k) The contract will remain valid for a period of one year from the date it is finalized, with the possibility of extending for an additional year, contingent upon satisfactory performance. Extensions will be awarded based on the contractor's performance. Once awarded, either party may terminate the contract by giving one month's notice. However, the Principal S P College Srinagar may terminate the contract immediately without notice if the firm breaches any contract terms. The determination by the



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Principal S P College Srinagar regarding any breach will be considered final and will be accepted unconditionally by the firm.

1. Acceptance of all terms and conditions detailed in the tender form is required.
2. The rates quoted in this bid will apply to the items supplied at the Boys Hostel Mess S P College. The contractor is prohibited from reducing the items without prior written consent from the Mess Committee. Failure to supply at the quoted price will constitute a breach of contract and may result in appropriate action.
3. The decision of the Principal S P College Srinagar regarding any breach will be final and must be accepted by the contractor without objection.
4. If, during the contract term, it is discovered that the contractor has misled the Principal S P College Srinagar by providing incorrect or false information that was material to the contract award, the agreement may be terminated, and legal action could be taken against the contractor, the owner, partners, directors, or anyone responsible for the affairs of the contractor under the law.
5. The contractor must ensure that only healthy workers, verified by the police, are assigned to the Hostel Mess.
6. The contractor must comply with all applicable laws, including labor regulations.
7. The contractor must ensure that employees do not loiter in hostel rooms. The contractor will be held accountable for any losses caused by their employees.
8. The Principal S P College Srinagar reserves the right to request the removal of any personnel deployed by the contractor without providing a reason or notice.
9. The contractor is responsible for maintaining high standards of cleanliness, hygiene, and sanitation in the kitchen and dining area. They must ensure that all food items are kept in covered containers, protected from flies and insects. Additionally, the contractor must provide an adequate number of dustbins for proper garbage disposal, preventing any littering of unused food or items within the canteen.
10. The contractor shall ensure the daily removal of mess garbage from the premises to the designated area assigned by the municipality.



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11. The contractor must ensure that both cooked and uncooked food is stored properly, and that no stale food is served. In the event of food poisoning, the contractor will be held solely responsible and may face penalties, including legal action.
 12. The raw materials used for cooking may be inspected by the Mess Committee at any time. If substandard or unauthorized materials are identified, the contractor will face penalties at the discretion of the Principal S P College Srinagar and must comply with the findings.
 13. The contractor should possess adequate equipment, crockery, and other items necessary to cater to at least 150 persons at any given time.
 14. The contractor must implement all necessary safety measures (including fire safety) while operating the hostel mess and must maintain a first-aid box for the staff working in the canteen.
 15. The contractor must adhere to all legal and labor laws and is prohibited from employing minors (child labor) in the canteen.
 16. The Mess Committee or its authorized representatives may inspect food preparation as needed.
 17. The contractor may not engage any subcontractors or transfer the contract to another party. If the contractor is found to have subcontracted services to any third party, the Principal S P College Srinagar reserves the right to terminate the contract and forfeit all security deposits after giving one month's notice
 18. Firms submitting a tender will be deemed to have read and accepted all terms and conditions. No verbal or written inquiries regarding the acceptance or rejection of the tender will be entertained. Bidders must provide a separate sheet disclosing the details of their partners, directors, etc., which should be included with the technical bid.
 19. The contractor shall be responsible for compensating any damage or loss caused to the Institute's property due to the contractor's actions or those of their agents, servants, or workers. The Principal S P College Srinagar reserves the right to cover the costs of any necessary repairs or losses by charging the contractor.
 20. Without prejudice to any other contractual rights, the Principal S P College Srinagar may cancel the contract in the event of any breach by the contractor and may seek to recover any losses incurred due to this cancellation.



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21. Any disputes arising from the contract will be resolved through mutual discussion or arbitration by a sole arbitrator appointed by the Principal S P College Srinagar, in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996, and its associated rules.
 22. The contractor must inform the administration of the Principal S P College Srinagar of any changes to the Mess workers he employs, along with their police verification and medical documentation, if required.
 23. The contractor is prohibited from using the mess premises for any activities other than those for which they were intended.
 24. The Principal S P College Srinagar reserves the right to fully or partially amend or omit any terms and conditions outlined in the bid documents.
 25. The Principal S P College Srinagar holds the right to cancel the tender at any stage without providing any reason.
 26. If the contractor ceases services without providing a prior notice of one month, the Principal S P College Srinagar has the right to confiscate the security deposit of Rs. 1,00,00 (Ten thousand).
 27. Electricity tariff Charges will be paid by the contractor only 750 Rs for using refrigerating and deep freezer. No heating appliances will be used by contractor whatsoever in the mess and dining area
 28. Principal S P college reserves the right to cancel this tender without out any reasons thereof.

Contact Information

For any queries or clarifications, please contact:

1. Hostel Warden Sri Pratap College
2. Purchase Convener Sri Pratap College