

Govt. College Ludhiana East, Ludhiana

Mode of Applying for all the Contracts

Two separate sealed envelopes A & B, (both put in a bigger sealed envelope) are to be submitted

Envelope -A: For Technical Bid, sealed envelope marked clearly as "A" specifying the nature of the contract.

Envelope -B: For Financial Bid, sealed envelope marked clearly as "B" specifying the nature of the contract

- Both A and B sealed envelopes to be put in a bigger sealed envelope specifying clearly the name of the contract.
- Sealed envelope "B" for Financial Bid will only be opened for those applicants, who fulfill the technical criteria and get short listed.
- Last date for submitting the application forms is 30 July 2026 by 12:00 PM in the college office
- Interview for contract will be on 01/08/ 2026 at 11:00 AM in the Principal's office
- The contract committee may ask for samples of food items to evaluate the technical bid.
- Bring all original documents at the time of Interview

Principal

Sealed Envelope (A) for Technical Bid

Contents of Envelope "A"

1. Name of the Applicant:
2. Fathers/Husband's Name:
3. Date of Birth:
4. Permanent Address:
5. Present Address:
6. Telephone No.
- Mobile No.

Paste Your Recent
Photo here

7. Name of the Contract:
8. Experience of the Contract:

(Attach self-attested copies of experience proof Originals are to be produced at the time of interview)

9. Submit a copy of Aadhar Card, PAN Card, GSTIN No. (wherever applicable)
10. Have you ever been blacklisted/involved in any criminal activity"

Yes No

If yes, state the reason of blacklisting in detail

If No, furnish a non-blacklisting Affidavit, duly attested by the Notary First Class Magistrate in support there of (As per format attached herewith)

Signature of the Applicant

Date:
Place

AFFIDAVIT

I, (Name)_____do
here by solemnly affirm and declare that I am not blacklisted/ prosecuted by any Central/ State
Governments/ Union Territories / Departments/Offices/ Statutory Bodies /Autonomous Organizations
/ Research Institutions/any court of law and no criminal case is pending against me in any court of
law. I have not been involved in any criminal activity.

I, (Name) _____do here by
Solemnly affirm and declare that I will not run Canteen/ Food Court in any other institution /
college or elsewhere for the contract period.

DEPONENT

Place_____

Date_____

VERIFICATION

Verified that the contents of the above affidavit is true and correct to the best of my/our knowledge
and belief. No part of it is false and nothing has been kept concealed there from.

Place_____

DEPONENT

Ludhiana:_____

Address: _____

(Note: To be furnished on non-judicial stamp paper of Rs. 50/- duly attested by the Executive Magistrate)

Govt. College Ludhiana East, Ludhiana

Tender/Quotations for the Award of Contract of College Canteen in Govt. College Ludhiana East, Ludhiana.

CONTRACTS FOR THE SESSION 2026-27

Application for:

Name of Bidder (In Capital Letters)

Father's Name (In Capital Letters): -

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Date of Birth:

Permanent Address: -

Telephone No.																	
Mobile No.																	
PAN/TAN No.																	
GSTIN No.																	
Aadhar No.																	

Details of the government institutions in which canteen was run for at least five years: -

Yes	No

Experience Certificate:

Yes	No

Quoted Rates for the Contract:

[Furnish an affidavit on non-Judicial stamp paper of Rs. 50/- stating Non-Involvement in criminal activities/court proceedings duly attested by Magistrate First class/Notary Public].

Place: -

1

{Signature of the Applicant}

Date: -

Name & Address_____

Note: Bidder shall attach proof of:

PAN/TAN No, GSTIN No., Aadhaar NO., Experience Certificate for the last five/three years issued by the Institution in which he/she worked.

Govt. College Ludhiana East, Ludhiana

Tender/Quotations for the Award of Contract of College Canteen.

The Govt. College Ludhiana East, Ludhiana invites tenders for the award of Contract of College Canteen.

Sr. No	Name of work/contract	Minimum Reserve Price for Contract In Rupees (Electricity, Water Charges etc.)	Last Date and Time of Deposit of Tenders Documents	Date & Time of opening Bid
1.	College Canteen			

CONDITIONS: Detailed Terms and Conditions are as follows.

1. The contract shall be awarded only for the session 2026-27.
2. Application quoting the rates with DD of Rs 500/- each in favour of Principal, Govt. College Ludhiana East, Ludhiana must reach the office of Principal by registered post/courier/by hand on or before 30 July 2026 by 12.00 pm.
3. In the event of the date of receipt or opening of tender being a holiday or being declared a holiday, the last date of receipt/ opening of the tender shall be the next working day at the same time.
4. The Principal, Govt. College Ludhiana East, Ludhiana reserves all rights to reject any or all the tenders without assigning any reason.
5. 50% of the annual rent shall have to be deposited within seven days of the allotment of the contract. The remaining 50% of the annual rent shall have to be deposited in the first week of January 2027. The contractor will not be allowed to start the business if he/she does not pay advance rent.

Principal

IMPORTANT INSTRUCTIONS

1. All the instructions to the bidders are important and required to be complied with. Please ensure that the tenders are to be submitted by post/ courier/by hand on or before 30 July 2026 by 12.00 PM.
2. The Earnest Money Deposit will be acceptable in the form of Account payee Demand Draft from any of the commercial banks, payable at Ludhiana, drawn in the name of The **Principal, Government College Ludhiana (East), Ludhiana**. Earnest money in any other form is not acceptable and the tender shall be treated as invalid.
3. The bidder should clearly write on the top of the envelope "Quotation for College Canteen".

TERMS AND CONDITIONS FOR THE CONTRACT OF COLLEGE CANTEEN THE SESSION 2026-27

1. Contractors who have experience of operating canteens in local government institutions for a minimum period of five years will be considered only.
2. The contract for the college canteen is for the period of one year i.e. from 1st Aug 2026 to 30th June 2027 but can be extended up to a period of three years (including initial period of one year) subject to satisfactory performance of the contract.
3. The contractor is required to deposit a non-interest-bearing security of Rs.25,000/- (Rupees Twenty-Five Thousand Only), in the form of Demand Draft drawn in favour of the Principal, Govt. College Ludhiana East, Ludhiana, within seven days from the date of the award of the contract, but before the start of the business. The said deposit would be refunded within a period of 30 days on the completion of the contract after clearing all the outstanding dues, including the cost of any damage/breakages to the infrastructure/fitments or fixtures, dues of Electricity/Water charges or any other dues.
4. The sub-meter will be installed by the contractor in College Canteen. The electricity bill will be charged as per meter reading. If the meter is not working then the electricity bill will be charged on the basis of average of previous bills and penalty of Rs. 3000/- (Three thousand only) per month will also be charged till faulty meter is replaced/repaired.
5. The Contractor will have to pay/deposit the water charges at the rate of 300/- per month with the office, and obtain a receipt of the same which can be increased proportionately depending upon the rates fixed by the Govt. from time to time.
6. The contractor would use his own good quality crockery/cutlery including sundry items like trays, teapots, sugar pots, milk pots, plates etc. for serving the eatables/beverages. No broken/chipped crockery/cutlery shall be used. Services to the college staff, both inside/outside the Canteen within the college premises, must be befitting the standards.

7. The waiters/ serving staff/ cooks/ other staff employed by the contractor shall wear a proper uniform duly approved by the college authorities.
8. The contractor shall sell only those items, which are specified in the Performa attached herewith and at the rates as approved against each item. Any new item to be introduced or any alteration in earlier rates of any particular item shall be approved by the canteen committee in writing before the same is included in the list of items to mbe sold/ displayed at the Canteen.
9. The rate list of all items to be sold duly approved in writing, shall be displayed in BOLD LETTERS.
10. The contractor must use raw material, such as Atta, Besan, Refined Oil, Tealeaves, Milk Vegetables, Condiments and other ingredients etc. of good and branded quality, bearing an Agmark. Palm oil and cotton seed oil is not to be used at any cost. The committee constituted to check the working of canteen or any other staff as deputed by the principal is authorized to check the raw material being used for preparations of eatables from time to time.
11. The contractor shall also sell Verka products in the canteen. The contractor shall not sell any alcoholic, energy drinks, tobacco products like beer, cigarettes, hookah, cigars or any prohibited item. In case of violation of the same, the contract will be cancelled.
12. The contractor shall ensure proper cleanliness, hygiene and sanitation conditions in and around the college Canteen premises, including the surrounding areas at all times. No washing of utensils / cutting / chopping / mixing of ingredients would be carried outside the cooking room. Any person, deputed by the principal / any member of the canteen committee is authorized to enter the premises during their business hours and check all facilities including cooking / chopping/ pantry for maintenance of proper hygienic conditions and cleanliness.
13. The contractor shall not engage or employ any person directly or indirectly, who is suffering from any infectious disease. The contractor shall get the quarterly medical checkup done for each of his employees / staff, including salesmen/ cooks/ other workers, from a registered government doctor/ government dispensary.
14. The contractor shall ensure compliance to the existing employment rules/acts as prescribed in the labor laws/The Contract Labor Act/The Child Labor Act/Payment of Minimum Wages Act/The Payment of Wages Act and any other Law/Local Rules/Statuary Clauses as applicable from time to time. The contractor shall ensure good conduct of his employees/staff as laid down in the existing Laws of the Land.
15. The contractor shall get the antecedents of all employees/staff employed verified by the police as applicable, and a copy of the said police verification shall be deposited in the office within one week of the hiring of an employee. No worker would be employed, whether on a temporary or permanent basis, without getting the police verification done.
16. That the timings for the business for the canteen shall be from 8.00 am to 8.00 pm on all working days. A specific permission of the Principal/Head Canteen committee in writing would be obtained for carrying out business on timings other than the specified above.
17. The college authority shall not be responsible in anyway whatsoever for non-payments/outstanding payments pending against an employee/student of the

college.

18. That the contractor shall place/ maintain a complaint register at a prominent place in the Canteen.
19. In case of any doubt/clarification about the meaning/ intentions/ interpretation of any of the above terms and conditions, the contractor should get the same clarified before the award of the contract. In the absence of any such clarifications, the meaning/ intention/ interpretation of any terms and condition shall be decided by the college authorities in all modalities and in the interest of natural justice.
20. The contractor will have to serve/provide refreshments on all college functions at competitive rates to be approved by the Hospitality Committee against a bill in the name of the Principal, Government College Ludhiana (East), Ludhiana, Ludhiana.
21. No child below the age of 14 is to be employed. Strict action as per the law will be taken for violation of this clause.
22. The contractor will be responsible for applying and procuring licenses for storing, preparing and serving food items as per the applicable laws including food safety and standard authority of India (FSSAI)/ Govt. of Punjab.
23. Covid-19 protocol and SOPs issued by Punjab Government from time to time must be followed.
24. The bidder must furnish the latest valid income tax PAN/TAN/GSTIN No. (Wherever applicable) issued by the competent authority.
25. The contractor shall ensure that outsiders will not be allowed to enter Canteen premises.
26. The contractor shall ensure the cleanliness of the canteen toilet and supply of water there.
27. The contractor shall ensure proper working of the water cooler in the canteen.
28. The contractor shall ensure the cleanliness and maintenance of the canteen lawn and seating area.
29. Delay in any payment (instalment and electricity bills etc.) will be payable with interest @18%/p.a.
30. Random visits may be made by the committee members for checking the canteen premises and food.
31. In case of violation of any terms and conditions, no notice shall be served, and the contract shall be terminated and the advance of rent paid and the security deposit would be forfeited. Under no circumstances, the advance of rent paid will be refunded.
32. The Contractor will have to give one month's notice if he wants to discontinue/cancel the tender, failing which the security deposit will be forfeited.
33. The principal reserves the right to amend, add or delete any of the terms and conditions of the contract.

Government College Ludhiana (East), Ludhiana
FOR CANTEEN CONTRACT (Approved rate for 2026-27):

Sr No.	Description of Items	No. or Qty.	Maximum Rate
1	Tea (Simple) 150ml.	(Per cup)	Rs. 12/-
2	Dip Tea	(Per Cup)	Rs. 15/-
3.	Milk Tea	150ml	Rs. 20/-
4.	Coffee per cup	150ml	Rs. 20/-
5.	BreadPakora(Stuffed)	per pc	Rs. 15/-
6	MixedVegPakora	(100gms)	Rs. 25/-
7	Samosa(Fried Aaloo, SeasonalMutter) with sauce)	per pc	Rs. 13/-
8	Samosa (Manchurian/Noodles) with sauce	Per pc	Rs. 20/-
9	Sandwich(Veg.)	per pc	Rs. 20/-
10	Bhatura(2pcs.)with whiteChanna	Per plate	Rs. 40/-
11	Puri(2pcs.)withAaloo Sabji/white Channa	Per plate	Rs. 40/-
12	Noodles(Veg)	HalfPlate	Rs. 45/-
13	Pastry(Different Flavour)Small	per pc	Rs. 20/-
14	PastryBig(Different Flavour)Mediumsize	per pc	Rs. 30/-
15	Manchurian	Full plate/ Half plate	Rs. 60/-/ Rs. 35/-
16	Burger	per pc	Rs. 30/-
17	Patties(Veg)	per pc	Rs. 20/-
18	Paties(Cheese)	per pc	Rs. 25/-
19	VegCutlets	PerPc.	Rs. 15/-
20	Kadi-Chawal	Per Plate	Rs. 50/-
21	Rajmah-Chawal	Per Plate	Rs. 50/-
22	Lassi.(Sweet&Salt)	(200ml/300ml.)	AsperMRP
23	ColdDrink, Lays,Juices, Badam, Milk, Biscuits, Milk Products etc		As per print Rates
24	SouthIndian Food(Idli DosaVada etc.)	FullPlate Two PCs	Rs. 60/-
25	SouthIndian Food(Idli Dosa Vada etc)	HalfPlate/OnePc	Rs. 35/-
26	VerkaProducts		AsperMRP
27	Samosa with Chana	Per Piece	Rs. 20/-

Principal
Government College Ludhiana (East), Ludhiana

Government College Ludhiana (East), Ludhiana
CHECK LIST FOR EVALUATION OF THE BIDDER

1. Name of the Person with complete address both residential _____ Yes/ No
_____ and permanent and Telephone Nos. _____
2. Whether documentary proof, in support of the above is submitted online? Yes/No
3. Whether an experience certificate of running Canteen in local Government Institutions has been submitted? Yes / No
4. Whether the Tenderer has submitted DD of Rs. 500/- each in favour of Principal, Govt. College Ludhiana East, Ludhiana Yes/No
5. Whether the self-attested copy of latest Income Tax Assessment Certificate/PAN/ TAN/GSTIN No. has been submitted online? Yes/No
6. Whether the Affidavit on non-judicial stamp paper of Rs. 50/- Duly attested by the Executive Magistrate that the tenderer has never been blacklisted, has been submitted. Yes/No

Place: _____
Dated: _____

Signature of Bidder
Full Name of the bidder

Address _____

