

**DAULAT RAM COLLEGE**  
University of Delhi  
4, Patel Marg, Maurice Nagar, Delhi-110007

**TENDER NOTICE**

Sealed quotations are invited from experienced parties with complete details, terms & conditions for running of the Girls' Hostel Mess of Daulat Ram College in **ten** (10) days till 15th July by 5.00 p.m. from the date of notification to the undersigned and delivered to the college office by the specified date and time.

**Scope of Work:**

Girls' Hostel is an undergraduate Hostel of Daulat Ram College with a capacity for 204 students. The Hostel normally remains full to the capacity from August to May. The mess will serve Breakfast, Lunch (or packed lunch), Evening Tea (with snacks) and Dinner on monthly basis to the resident students, and occasionally for bonafide guests and visitors as per the menu suggested by the Hostel Mess Committee. **An indicative menu (including Vegetarian & Non-Vegetarian food) is enclosed.** The menu will be changed from time to time as decided by the Hostel Mess Committee in consultation with the caterer.

The hostel will provide kitchen equipment, furnished dining hall, water, electricity fixtures service counters and gas cylinders while the contractor will provide all the staff, crockery, cutlery and utensils for cooking / serving purposes. The contractor will have to pay for the electricity, water, a nominal Licence fee/rent and deposit for the gas cylinders.

**The terms and conditions of contract shall be as follows:**

1. The contract is initially for one year and renewable on satisfactory performance.
2. The bidder should have minimum of three (03) year of experience of running the mess in reputed institutions. The relevant papers be attached along with tender for consideration of its eligibility.
3. The Mess Contractor shall procure the licence issued by the Health Authority of India, under the Food Adulteration Act, at his/her own cost.

Mess timing would normally be as under. The Mess Committee however reserves the right to make any alteration in the menu in consultation with the Caterer: -

<b>Breakfast</b>	<b>8:00 a.m. to 8:45 a.m.</b>
<b>Lunch</b>	<b>1:20 p.m. to 2:00 p.m.</b>
<b>Evening Tea</b>	<b>4:30 p.m. to 5.00 p.m.</b>
<b>Dinner</b>	<b>7:45 p.m.</b>

4. Strict adherence to the timings, menu and prices of extra items will be made as determined by the Mess Committee in consultation with the Caterer.
5. The strength of mess members is expected to be 204 during the year. During the summer and winter vacations the mess shall remain closed, unless prior agreement is reached between the mess Committee and the Caterer.
6. The Caterer shall, at his/her cost, maintain adequate stocks of food grain, grocery etc. and adhere strictly to the standards as prescribed by the FSSAI (**list of indicative brands of items to be used in catering is given along with the indicative menu**).
7. No food cooked in the Mess shall be taken outside the premises without prior permission of the competent authority.
8. Vegetarian and Non-Vegetarian food will be cooked and served separately.
9. No other food items, other than the three regular meals and evening tea/coffee with snacks recommended by the Mess Committee shall be prepared.
10. Quality of food / services provided will be inspected/checked from time to time by the Mess Committee and if found unsatisfactory, the contract may be cancelled at any time by the College with/ without furnishing any notice. The College reserves the right to impose a fine, if deemed necessary.
11. Major civil and electrical work will be attended by the College. Minor maintenance jobs such as replacement of light bulbs, tube lights etc. shall be the responsibility of the Caterer.
12. Security and upkeep of licenced premises, all equipment fittings and fixtures etc. shall be the responsibility of the caterer. Any damage / loss of equipment/fixtures will be recovered from the Caterer.
13. The Caterer shall maintain adequate hygienic condition in the mess and adjoining area and ensure proper garbage disposal with adequate number of bins to collect segregated waste.
14. Only environment friendly materials should use be used.
15. The Contractor and his employees would be governed by the discipline rules as may be laid down by the College while they are in the Hostel/College premises.
16. The conduct/character/antecedents and proper bonafide of the workers in the Mess shall be the sole responsibility of the contractor. However, the Contractor should provide the necessary details of all its employees to the College. All the employees should be police verified.
17. The Caterer's workmen should be in proper uniform with apron, head cap and wear hand gloves at the time of work and maintain personal hygiene.
18. No accommodation except the changing/resting room will be provided to the Caterer's workmen.
19. The Caterer shall attend monthly meetings of the Mess Committee.
20. The Caterer shall not sub-contract the running of mess to any other party.

21. The Caterer will be required to provide 'khichri' or any other suitable sick diets for sick residents in lieu of the regular meals.
22. The Caterer shall follow the time schedule of opening and closing the mess each day.
23. The Mess bill shall be paid to the Caterer after deducting TDS as per the income tax rules.
24. The mess contract cannot be terminated by the contractor in the midst of the period of award. If it is done, the security deposit shall be forfeited.
25. In case of breach of any term and condition herein contained, the college authorities shall be at liberty to terminate the contract without assigning any reason and the caterer shall have to vacate the premises allotted to him/her with in the time specified by the college authorities.
26. Any dispute or litigation is subject to Delhi Jurisdiction.
27. The mess Contractor shall pay the following charges to the college for running the Hostel mess:
  - i. Rent: ₹ 5000/- per month
  - ii. Electricity Charges : ₹ 2000/- /as per actual; whichever is more (**In no case electricity shall be used for cooking/heating food**)
  - iii. Water Charges: ₹ 500/- per month /as per actual; whichever is more
28. Contractor shall deposit ₹ 1,00,000 /- (Rupees One Lakh only) with the college at the time of signing of the agreement as Security Deposit which will be refunded on expiry of the contract as per GFR provisions.

**Quotation received after the due date and time, will not be considered**

**The decision to award the Mess services contract will be taken on the basis of prices quoted, feasibility, quality and quantity.**

Principal

Date:

## WEEKLY MENU (indicative)

Day	Breakfast	Lunch	Evening Tea	Dinner
Monday	Bread Normal/Brown, Butter, Jam, Poha / porridge with Milk with Complan/Bournvita /cornflakes, Tea, fruit	Chapati, Rice, Dal, Seasonal Vegetable, curd / raita, salad	Samosa/ Kachori /Sandwich,coffee/ tea/ fruit juice	Chapati, dal, Rice, Seasonal Vegetable, Salad, fruit custard
Tuesday	Parantha (stuffed), Bread Normal butter Curd, Pickle, Coffee/tea,fruit	Chapati, Rice, Kadi, Seasonal Vegetable, Salad	Veg Chowmein Tea/ fruit juice	Chapati, Rice, Dal, Seasonal Vegetable, Salad
Wednesday	Bread Normal / brown, butter Omelette/ Bread roll/, Coffee/tea	Chapati, Rice, Dal, Seasonal Vegetable, curd / raita, Salad	Coffee, Aloo bonda	Special Meal**
Thursday	Bread Normal/Brown, Butter, Jam, Tea, Veg/Paneer Cutlets	Chapati, Rice, Dal, Seasonal Vegetable, curd / raita, Salad	Coffee, Bhelpuri	Chapati, Pulao, Dal, mutter paneer, Salad
Friday	Bread Normal/Brown, Butter, Jam, Egg, Tea, Fruits, Upma /Porridge	Chapati, Rice, Dal, Seasonal Vegetable, Curd / Raita, Salad	Tea, spring rolls	Special Meal**
Saturday	Dosa/Vada/Uttapam, Coconut Chutney, Sambhar, Coffee/tea	Chapati, Rice, Dal, Seasonal Vegetable, curd / raita, Salad	Coffee / tea pasta / noodles	Chapati, Rice, Seasonal Vegetable, Salad
Sunday	Bread Normal/Brown, Butter, Jam, Tea, Milk, Egg*/ stuffed parantha	Chhole Bhature, Salad, Curd/raita	Tea, French Fries/ Paneer pakoda/ vada pao	Chapati, Rice, Dal, Seasonal Vegetable, Salad, Sweet dish

**Note: \*Omelette/ Boiled Egg/ Fried Egg.**

**In Summer Time-Tea & Squash/ Nimbu Pani / Rasna/ fruit juice**

**Due to unavailability of a few vegetables, the Menu may be subject to change**

**\*\*Special meals will be served twice a week i.e. for non-vegetarians there will be two servings for non-veg in dinner [one egg item-egg curry / egg bhurjee / masala egg etc. (Wednesday); and another non-veg. item masala chicken / mutton-korma / fish / butter chicken/ chicken or mutton biryani (Sunday)]. Equivalent veg. preparations like malai kofta / kadhai paneer/ paneer butter masala and some special veg. will be served also. Each special meal will have sweet dish/ Ice-cream/ Pudding/ Fruit cream.**

### **List of indicative brands of items to be used in catering**

<b>S. No.</b>	<b>Item</b>	<b>Brand</b>
1	Milk	Mother Dairy / Amul
2	Bread	Brittania/ Harvest
3	Butter	Mother Dairy / Amul
4	Jam	Kissan/ Tops
5	Tea	Taj Mahal / Brooke Bond
6	Coffee	Nescafe / Bru
7	Tomato Sauce/ Ketchup	Kissan / Tops
8	Chilli Sauce	Kissan / Tops
9	Refined Cooking Oil	Safola/ Sun flower/ Fortune
10	Vanaspatti Ghee	Dalda / Rath
11	Mustard Oil	Fortune / Dhara
12	Rice	Basmati India Gate), Parmal
13	Sugar	Good quality
14	Atta/ Maida/ Besan	Rajdhani / Shaktibhog/ Ashirwad
15	Pulses	Good quality Agmark ISI brand
16	Spices	MDH / Catch Agmark ISI brand
17	Fruits/ Vegetables	Seasonal fresh quality
18	Salad	Seasonal fresh items of green vegetables, Beet root, Carrot etc.

**Note: Perishable items like Paneer, Chicken / Mutton / Fish etc. should be procured afresh daily.**