

SHRI RAM COLLEGE OF COMMERCE
UNIVERSITY OF DELHI

EXPRESSION OF INTEREST (EOI) FOR OPERATION OF CANTEEN

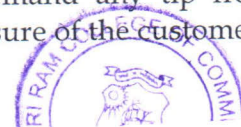
June 10, 2013

Expression of Interest (EOI) is invited from interested potential contractors/organizations having Indian nationality for operating Canteen of Shri Ram College of Commerce (SRCC) located in its campus. The College is having a total strength of about 2800 students besides having staff strength of about 200.

The operator will be required to provide all prominent snacks, food items and beverages, ready-made and cooked, usually supplied in the institutional canteens of India, for students, staff and guests of SRCC. In addition, the Operator/Contractor will be required to provide catering services, small and large as per order, at the College campus for various meetings, programmes and functions.

The basic Terms & Conditions for operating Canteen are:

1. The Operator will be required to pay a standard license fee @ Rs.4,000/- per month for running the canteen.
2. The electricity charges will be borne by the operator on actual consumption basis as per meter reading.
3. Water charges @ Rs.1,000/- per month (payable in advance for the year) on lump-sum basis will be payable.
4. LPG gas for cooking purposes is to be procured by the Contractor/Operator at its own cost.
5. The staff deployed should be well dressed.
6. The staff deployed should be educated up to at least VIII standard, citizen of India & should be hygiene conscious, well mannered & trained in its trade skill. The staff should possess Indian Voter Card or UIADI. The kitchen staff should be fully trained, experienced and as far as possible professionally qualified. The Contractor/Operator will be responsible for the conduct of its staff deployed.
7. The Contractor/Operator will ensure that:
 - (a) Packed items are not charged at a price more than the printed price.
 - (b) Packed items should not be time barred/expired dated.
 - (c) Only branded packed items are sold.
 - (d) The oil, spices, cereals, pulses, and other consumables for food preparations to be used by the Contractor/Operator should be fresh & of branded quality only.
 - (e) The vegetables to be used should be fresh.
 - (f) The leftover items should not be re-utilized.
 - (g) All preparatory items should be preserved in packed jars/containers/refrigerators etc.
8. The Operator/Contractor will have to deploy at least two dedicated waiters/bearers for supplying snacks/food items/beverages to the College staff members and visiting guests at different offices/places in the College campus. Orders of such supplies should be attended immediately. No service should be given in class-rooms.
9. Payment for official supplies to the Operator/Contractor will be made on monthly basis as per duly signed bills by the **authorized officials**. Payment for orders given by staff members will be made by themselves to the Operator/Contractor.
10. The staff deployed by the Operator/Contractor will not demand any tip from any student, staff or guest for rendering services, except at the pleasure of the customer.



11. The Operator/Contractor will be responsible for payment of salary and other benefits and fulfilling mandatory obligations as per Indian Laws to/for the staff deployed for the Canteen.
12. The supply of furniture and its maintenance in the main seating hall of the Canteen will be the obligation of the College. All general maintenance and fittings - electrical or hardware will be taken care of by the College. Bulbs, tube lights and other Electrical Consumables will be borne by the Operator/Contractor.
13. All cooking utensils, gas burners, cylinders, crockery, cutleries refrigerators, freezers, etc. will be arranged by the Operators/Contractor from its own cost. The sponsored items for canteen from the Sponsoring Parties, if any, will be the property of the College.
14. The services of canteen shall be meant only for the SRCC students, staff and guests. The Operator/Contractor will not supply items/food preparations outside the College.
15. The operator will not enter into any contract with any party with respect to any subject/matter related to the College Canteen.
16. The standard timings for canteen will be 8:30 a.m. to 6:00 p.m. on all working days. On demand the Contractor/Operator will be required to render services beyond 8:30 a.m. to 6:00 p.m. and holidays.
17. Subletting of contract by the Contractor/Operator in any form will not be allowed.
18. The contract shall initially be for a period of one year which may be extended at the discretion of the College, on satisfactory performance and services rendered by the Operator/Contractor, on annual basis for a maximum period of five years.

The College reserves the rights to include, amend or withdraw any clause to the above conditions at the time of entering into contract with the Operator/Contractor finally selected for operating the Canteen.

The Canteen Operator/Contractor will be selected on the basis of its past experience; infrastructure & facilities; methodology of functioning; food preparation and serving abilities; qualification, training, skill and proficiency of kitchen and support staff with the/of Canteen Operators/Contractors. The discretion of the College in selection of Canteen Operator/Contractor shall be final and binding. The contract will be awarded by the Principal on the recommendation of the Canteen Committee after presentations by the interested parties and discussion with them by the Committee.

The rates of prepared food items and beverages will be finalized / negotiated on the basis of quality/size/weight/quantity of individual item.

The interested parties are required to submit their EoI along with the attached format given with this advertisement with necessary support documents.

The EoI should be submitted with the Administrative Office, on all working days from Monday to Friday between 10.00 a.m. to 4.00 p.m. by post/courier/in person. The EoI should be sent at the following address by post/courier:

The Principal
Shri Ram College of Commerce
Maurice Nagar, Delhi - 110 007

The last date for submission of EoI is **24.06.2013**.


PRINCIPAL

