

**GURU GOBIND SINGH MEDICAL COLLEGE & HOSPITAL,
FARIDKOT - 151203**



Tender No. GGSMCH/HOSTEL MESSES /2015/1 due on 24.3.2015

TENDER DOCUMENT FOR LICENSING OUT HOSTEL MESSES

IMPORTANT INSTRUCTIONS

1. All the instructions contained in the Tender Form are important and require to be complied with.
2. Please ensure that **SEPARATE Technical Bid, Price Bid and Earnest Money Deposit (EMD) for each Hostel Mess** is submitted in the office of the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot on or before the last date & time of receipt of tender.
3. The Earnest Money Deposit is acceptable only in the form of Demand Draft in favour of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot, from any commercial/nationalized bank, payable at Faridkot. The Earnest money in any other form will not be accepted and the tender shall be rejected straightway.

CHECK LIST DULY FILLED IN TO BE ATTACHED WITH THE TENDER

1.	Whether the Earnest Money Deposit (EMD) @ 2% of the quoted amount of License Fee in the form of Demand Draft from any commercial/nationalized bank, drawn in the name of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot, as application in different Hostel Messes has been submitted?	Yes/No
2.	Whether the Technical bid and Price bid with EMD have been submitted?	Yes/No
3.	Whether a DD for Rs.2000/- on account of Tender Fee in the name of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot has been submitted?	Yes/No
4.	Whether an affidavit on the non-judicial stamp paper, duly attested by the Executive Magistrate/Notary, regarding non-black listing/ non-prosecution of firm has been submitted?	Yes/No
5.	Whether each page of the tender document and other enclosures as well as cutting(s)/ overwriting(s) have been signed/ initialed by the tenderer and also the forwarding letter duly signed by the authorized signatory, has been submitted?	Yes/No

6.	Whether the individual/ firm has submitted the experience certificate of minimum one year of running a Mess/Canteen/Cafeteria/ Catering (cooking & serving) in Govt./Reputed Private Schools / Colleges / Offices / Educational Institutions / Sports Hostels etc. having minimum strength of 100 persons issued by the institute/office/firm etc.	Yes/No
7.	Whether an undertaking in the shape of Affidavit for food license issued by the Health Department has been submitted?	Yes/No
8.	Whether a copy of the constitution/ partnership deed of firm, if applicable, duly registered with Registrar Firms has been submitted?	Yes/No

Note: Non compliance to any of the above conditions will render the offer/ tender to be rejected out-rightly and Price bid of the firm will not be opened.

Place: _____

Signature of Tenderer: _____

Dated: _____

Full name of the Tenderer: _____

Address: _____

GURU GOBIND SINGH MEDICAL COLLEGE & HOSPITAL, FARIDKOT

TENDER FOR RUNNING THE HOSTEL MESSES

INSTRUCTIONS/ GUIDELINES TO THE TENDERERS

1. Attach a copy of the tender notice (**Annexure-I**).
 2. Attach an affidavit regarding Non-Black listing as per proforma given at **Annexure-II** duly attested by an Executive Magistrate or a Notary Public, along with technical bid proforma at **Annexure-III**.
 3. Attach a signed copy of the terms and conditions (**Annexure-IV**).
 4. Price should be quoted only in proforma at **Annexure-V**. **Separate proforma should be used for each mess and all have to be put together in one envelope.**
 5. Please ensure that Technical Bid, Price Bid and Earnest Money Deposit (EMD) @ 2% of quoted amount of License Fee are submitted in three separate envelopes and these should be put in an outer envelope, super-scribing, as **"TENDER DOCUMENT FOR (Name of Hostel) _____ MESS"**, due on 24.3.2015 at 2:00 PM:-
 - (a) Earnest Money Deposit (EMD) in **envelope No.1**
 - (b) Technical Bid i.e. Annexures I, II, III & IV in **envelope No.2**
 - (c) Price Bid duly filled (Annexure-V) in **envelope No.3**.
- Note: Name of the firm, e-mail ID and Mobile Number must be indicated on the outer envelope.**
6. The last date and time for receipt of tenders is 24.03.2015 at 2:00 P.M. Tenders which are received after 2:00 P.M., on the due date shall not be considered. The tender shall be opened on 24.03.2015 at 03:00 PM.
 7. The date & time for opening of Price bids of technically qualified bidders will be intimated later on.
 8. Unsealed tender (s) will be rejected.
 9. In the event of the date of receipt or opening of tender being declared a holiday for the Guru Gobind Singh Medical College & Hospital, Faridkot, the last date of receipt/opening of the tender shall be the next working day at the same time and venue. **The Price Bid shall be opened only in respect of those individual/ firms, who technically qualify. EMD will be opened with the Price Bid.**
 10. The Earnest Money Deposit @ 2% of the quoted amount of License Fee is acceptable in the form of Demand Draft in favour of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot, from any commercial/nationalized bank, payable at Faridkot. The Earnest money in any other form will not be accepted and the tender shall be rejected straightway.

11. Tenders without earnest money or short of it or not in the form specified above will not be entertained and shall be rejected straightway.
12. No tenderer shall be exempted from furnishing Earnest Money Deposit (EMD) under any circumstances.
13. Earnest Money/ Security Deposit and/or any other sum of the tenderer(s) lying with the Guru Gobind Singh Medical College & Hospital, Faridkot in connection with any other tender/case shall not be considered against this tender.
14. EMDs of unsuccessful tenderer(s) will be discharged within 3 months after the allotment of Contract of Students/ Nurses Hostel Mess, GGSMCH, Faridkot.
15. Offer in the Price Bid should be mentioned both in figures as well as in words and offer should be preferably typed or written in neat/ legible hand.
16. The tenderer should keep his/her offer valid for acceptance for a period of six months from the date of opening of price bid. (In case, the Tenderer is unable to keep his/her offer open for the above said period, his/her tender shall be treated as invalid.)
17. The tenderer will be responsible to ensure that the tender is submitted on or before the due date and time in the office of the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot.
18. Each page of the tender document should be signed in full by the tenderer(s) and should bear the rubber stamp/seal of the firm affixed/ scanned, if applicable, on each page. Any cutting(s)/overwriting(s) etc. should also be initialed. In case of any infringement of these conditions, the tender is liable to be rejected.
19. Any conditional, telegraphic tenders, fax tenders, tenders without earnest money, and not in the prescribed form or in any deviation from the terms and conditions of the tender notice shall not be entertained and rejected outrightly.
20. The Contract shall be awarded initially for a period of one year which is extendable upto 5 years on year to year basis with condition that the fee will be increased by 10% on completion of every year, subject to satisfactory performance of the successful bidder and fulfillment of all terms and conditions.
21. The tenderer will submit an experience certificate of minimum one year of running a Mess/Canteen/Cafeteria/ Catering (cooking & serving) in Govt./Reputed Private Schools / Colleges / Offices / Educational Institutions / Sports Hostels etc. having minimum strength of 100 persons issued by the institute/office/firm etc.
22. The tenderer(s) shall be at liberty to be present, in person or through their authorized representative(s) at the time of opening of the tender as specified in the Tender Notice. In case the authorized representatives are to be present, they must furnish the authority letter from the tenderer, on whose behalf they are representing otherwise they will not be allowed to participate in the process of opening of tender.

23. Subletting is not allowed under any circumstances.
24. The successful bidder is required to submit food license within three months of award of contract, issued by the Health Department otherwise contract will be cancelled.
25. In case of violation of any of the terms and conditions as mentioned above, Earnest Money/ Security Deposit of the successful tenderer(s) shall be forfeited in full by the Principal & his/ her contract shall be cancelled.
26. Any attempt direct or indirect, to cast influence, negotiation on the part of the tenderer with the official/authority to whom he will submit the tender or the tender accepting official/ authority before the finalization of tenders will render the tenderer liable for rejection.
27. The contractor will have to arrange LPG fuel at his own cost. Recurring cost on this account shall also be borne by the contractor.
28. No equipment will be provided by the college. The contractor has to arrange all cooking equipment, utensils, crockery, services etc. at his own cost.
29. The contractor will display the weekly menu in advance.
30. The Principal reserves all the rights to accept or reject any tender without assigning any reason and also to impose/relax any term and condition of the tender.

Annexure-I**GURU GOBIND SINGH MEDICAL COLLEGE & HOSPITAL, FARIDKOT****PURCHASE BRANCH****Tender No. GGSMCH/HOSTEL MESSES /2015/1 due on 24.3.2015****TENDER NOTICE**

Sealed tenders are invited for licensing out of following Messes of various Hostels at **Guru Gobind Singh Medical College & Hospital, Faridkot**. The tender document containing detailed terms & conditions may be downloaded from the website of Baba Farid University of Health Sciences, Faridkot (www.bfuhs.ac.in) and Guru Gobind Singh Medical College & Hospital, Faridkot (www.ggsmch.org).

Contract for Messes in four Hostels

Sr. No.	Name of Hostel	No. of Students Per day for approx. 300 days a year
1	PG Hostel, GGSMCH, Faridkot	51 students
2	Boys' Hostel, GGSMCH, Faridkot	152 students
3	Girls' Hostel, GGSMCH, Faridkot	188 students
4	Girls; Hostel, University College of Nursing, Faridkot	400 students
Approx. number of Hostel occupants may vary plus/minus 10%		

CONDITIONS:-

1. The tenderer having an experience of minimum one year of running a Mess/Canteen/Cafeteria/ Catering (cooking & serving) in Govt./Reputed Private Schools / Colleges / Offices / Educational Institutions / Sports Hostels etc. having minimum strength of 100 persons shall be eligible to quote rates for various Hostel Messes.
2. The tenders must reach in the Office of the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot on or before 24.03.2015 upto 2:00 PM, along with a DD for Rs.2000/- on account of **Tender Fee** in the name of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot.
3. The tenders will be opened on 24.03.2015 at 3:00 PM in the office of the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot in the presence of intending tenderer(s).
4. The date & time for opening of Price bids of technically qualified bidders will be intimated later on.

5. The Earnest Money Deposit (EMD) @ 2% of quoted amount of License Fee, shall be deposited along with the tender document in the shape Demand Draft from any commercial/nationalized bank in favour of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot
6. The license deed shall be awarded to the bidder who will give the highest offer.
7. The license deed shall be awarded initially for a period of one year, which is extendable up to 5 years with the condition that the license fee will be increased by 10% on completion of every year, subject to satisfactory performance of the successful bidder and fulfillment of all terms and conditions.
8. The undersigned reserves all rights to accept or reject any or all the tenders without assigning any reason.


Principal

Dated: *Faridkot*
Place: *27/2/15*

Annexure-II

(To be submitted in envelop no.2)

(To be furnished on non-judicial stamp paper worth Rs.15/- duly attested by Executive Magistrate or Notary Public).

AFFIDAVIT

I/We _____

partner/sole proprietor (Strike out whichever is not applicable) of (Name & Address of Firm)

_____ do hereby declare and solemnly affirm:-

- a) That the individual/firm/ company is not debarred or black- listed by any department of Union/ State Government or any autonomous institute.
- b) That no partner or shareholder, directly or indirectly connected with the applicant, has been debarred or blacklisted by any department of Union Govt./State Govt./Autonomous Institute.
- c) And that the terms and conditions for licensing out of (Name of Hostel) _____ Mess, GGSMCH, Faridkot, are acceptable to me/us. I/We will abide by them in letter and spirit.

Date:

Place:

DEPONENT

VERIFICATION

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been concealed therein.

Date:

Place:

DEPONENT

Annexure-III**TECHNICAL BID PROFORMA**

Sr. No.	Particulars	Remarks
1.	Whether the Earnest Money Deposit (EMD) @ 2% of the quoted amount of License Fee in the form of Demand Draft from any commercial/nationalized bank, drawn in the name of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot, as application in different Hostel Messes has been submitted?	Yes/No
2.	Whether the Technical bid and Price bid with EMD have been submitted?	Yes/No
3.	Whether a DD for Rs.2000/- on account of Tender Fee in the name of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot has been submitted?	Yes/No
4.	Whether an affidavit on the non-judicial stamp paper, duly attested by the Executive Magistrate/Notary, regarding non-black listing/ non-prosecution of firm has been submitted?	Yes/No
5.	Whether each page of the tender document and other enclosures as well as cutting(s)/ overwriting(s) have been signed/ initialed by the tenderer and also the forwarding letter duly signed by the authorized signatory, has been submitted?	Yes/No
6.	Whether the individual/ firm has submitted the experience certificate of minimum one year of running a Mess/Canteen/Cafeteria/ Catering (cooking & serving) in Govt./Reputed Private Schools / Colleges / Offices / Educational Institutions / Sports Hostels etc. having minimum strength of 100 persons issued by the institute/office/firm etc.	Yes/No
7.	Whether an undertaking in the shape of Affidavit for food license issued by the Health Department has been submitted?	Yes/No
8.	Whether a copy of the constitution/ partnership deed of firm, if applicable, duly registered with Registrar Firms has been submitted?	Yes/No

Signature

Name: _____

Address: _____

Mobile No. _____

Note: The price bids of only technically qualified firms shall be opened on date and time to be notified in due course after the opening of the tenders.

Annexure-IV**TERMS AND CONDITIONS FOR AWARD OF CONTRACT FOR RUNNING OF VARIOUS HOSTEL MESSSES IN GGSMCH, FARIDKOT COMPLEX.****1. SCOPE OF WORK**

This work involves providing bed tea, breakfast, lunch, evening tea and dinner as per menu enumerated in para 10 (Menu) of **Annexure IV** for four messes as follows:-

Sr. No.	Name of Hostel	No. of Students Per day for approx. 300 days a year
1.	PG Hostel, GGSMCH, Faridkot	51 students
2.	Boys' Hostel, GGSMCH, Faridkot	152 students
3.	Girls' Hostel, GGSMCH, Faridkot	188 students
4.	Girls; Hostel, Univ. College of Nursing, Faridkot	400 students
Approx. number of Hostel occupants may vary plus/minus 10%		

The mess will function from 6:00 A.M to 10:00 P.M daily subject to change after due approval of the competent authority.

2. ELIGIBILITY

- a) The bidders should have experience in running catering services like Mess/Canteen/Cafeteria/ Catering (cooking & serving) in Govt./Reputed Private Schools / Colleges / Offices / Educational Institutions / Sports Hostels etc. having minimum strength of 100 persons, for a minimum period of one year. A certificate issued by the concerned Institute/office/firm should be attached.
- b) The licensee shall submit a copy of food license to be issued by the Health Department, within a period of three months of the Award of Contract.

3. PERIOD OF CONTRACT:

- i. The License Deed shall be initially for period of one year which can be extended up to maximum period of 5 years.
- ii. The extension will be subject to satisfactory performance of the services on year to year basis and increase of 10% of last payable license fee.
- iii. However, the competent authority may extend the period of license beyond 5 years for a period of 3 months or till the finalization of fresh tender on the usual terms & conditions of extension in very exceptional circumstances. The licensee shall be liable to a 10% increase on the last license fee during the extension beyond 5 years.

Proviso:

In case the licensee is unable to continue the contract and serves the prior notice under 2nd Proviso to Clause 'h' of condition No. 29 of tender document before one year duration from the date of allotment/ possession, then rent equivalent to two months will be recoverable from licensee to be deposited along with such notice in addition to rent of notice period.

4. LICENCE FEE:

- a) The licensee shall pay monthly license fee along with Service Tax as applicable from time to time, in advance on or before 10th day of the month.
- b) The license fee shall be increased by 10% on the completion of each year. The increase shall be worked out on the license fee last payable. It is further subject to the satisfactory compliance of the other terms and conditions of license deed.
- c) If monthly license fee is not paid in full by the due date, the licensee shall be liable to pay penalty equal to 10% of the amount in default every month till the time full payment is made. However, on account of non-payment of license fee for 3 months continuously, the License Deed shall be terminated.

5. PAYMENT OF TAXES:

The Licensee shall be liable to pay all such fees or taxes including Service Tax as may be levied by the Government or any other authority in respect of the premises, under any law from time to time. The contractor shall deposit the service tax along with monthly license fee at the prevailing rates, failing which interest @ 18% shall be imposed.

6. SERVIETTES & CROCKERY

The contractor will have his own crockery, cutlery and cooking utensils.

7. SAFETY MEASURE:

The contractor will provide the fire safety Gadgets to ensure safety from fire etc. Further, the gas cylinders will be kept outside the kitchen premises, in cage provided outside, to ensure safety.

8. REGISTRATION/ EXECUTION OF THE AGREEMENT:

The successful bidder shall be required to execute an agreement deed on the format approved and supplied by this institute on stamp papers of appropriate value to be registered with the appropriate authority at his own cost. The same shall be submitted with this office within 10 days so that the case can be pursued for issuance of letter of award of contract.

9. SECURITY DEPOSIT:

The successful bidder shall be required to deposit a security of an amount equal to 10% of the final bid in the shape of Demand Draft in favour of Principal, Guru Gobind Singh Medical College & Hospital, Faridkot drawn on any commercial/nationalized bank, payable at Faridkot, before signing of this agreement. The EMD will be refunded on receipt of Security Deposit.

10. MENU:

The contractor shall serve to the residents of the Students & Nurses Hostel menu as enumerated below:-

Morning Tea (Daily)	Tea
Breakfast (Timing 7:00 a.m to 10:00 a.m. daily) (Monday to Saturday)	Stuffed Parantha (2 Nos.) with Butter 20 gms and Curd 150 gms OR Omlette of two eggs with four slices, Tea/ Coffee
Sunday (7:00 a.m to 10:00 a.m)	Chana Bhatura or Alu Puri alongwith Pickle, Tea
Lunch (1:00 p.m to 3:00 p.m daily)	Chapatis/Rice-ad lib* (Dal / Rajmah/ black or white Chana/ Kari etc. and seasonal vegetables).
Dinner (8:00 p.m to 10:00 p.m. daily)	Chapatis/ Rice - ad lib*
	Dal - ad lib*
	Seasonal Vegetables- ad lib*
	Salad - ad lib*
	For Vegetarian: One paneer dish once in a week.
	For non-vegetarian: One chicken/ mutton dish once in a week
NOTE: Sweet dish with dinner daily	
Evening Tea (5:00 p.m to 6:30 p.m.)	Tea with 1 piece of snacks i.e. Samosa/ Bread Pakora/ Sandwich Bread Roll/ Patties
* Ad Lib – at will	

11. QUALITY:

The contractor shall use raw ration material of good quality, Standard make “ISI Marked” (where possible) and of reputed brands as under:-

Milk and Milk Products from Govt. approved Milk Federation or Dairy Development Corporation.

1.	Fresh Milk	In sealed poly packs of Verka/ Vita brands/ Milk Time etc.
2.	Salted Butter	Verka/ Vita/ Amul Brands etc.
3.	Cooking Oil	Refined Vegetable Oil “egg mark” certified of Groundnut/ Sunflower/ Soya Bean Base (Gini/ Vita Flora/ Sweekar/ Sundrop/ Dhara)
4.	Bread Loaf	Modern/ Britannia/ Boon/ Cremica etc.
5.	Tea Leaves	Lipton/ Brook Bond/ Tata brands / Taj Mahal etc.

6.	Coffee Powder	Nescafe/Bru
7.	Spices and Condiments	As far as possible, dry whole grain spices and condiments shall be ground daily in kitchen.
8.	Cereal and Pulses	'A' grade quality free from artifacts/ insect infestation.
9.	Fresh Fruits and Vegetables	Fixed regulated fresh supplies on alternate days

12. RATES:

- a) The rates for the Mess items/ eatables shall be charged on the fixed rates as follows:-

		MENU	RATE
Morning Tea (Daily)	:	Tea Coffee	Rs.5/- Rs.10/-
Breakfast (Timing 7:00 a.m to 10:00 a.m. daily) (Monday to Saturday)	:	Stuffed Parantha (2 Nos.) with Butter 20 gms and Curd 150 gms OR Omlette of two eggs with four slices, Tea/ Coffee	Breakfast Rs.25/-
Sunday (7:00 a.m to 10:00 a.m)	:	Chana Bhatura (2 Nos. Standard Size) or Alu Puri (3 Nos.) alongwith Pickle, Tea	Rs.25/-
Lunch (1:00 p.m to 3:00 p.m daily)	:	Chapatis (4 Nos.)/Rice-at lib (Dal / Rajmah/ black or white Chana/ Kari etc. and seasonal vegetables).	Lunch Rs.30/-
Dinner (8:00 p.m to 10:00 p.m. daily)	:	Chapatis (2 Nos.)/ Rice - ad lib* Dal - ad lib* Seasonal Vegetables (150 gms) - ad lib* Salad - ad lib*	Dinner Rs.35/-
		For Vegetarian: One paneer dish once in a week.	
		For non-vegetarian: One chicken/ mutton dish once in a week (100 gms)	
NOTE: Sweet dish with dinner daily			
Evening Tea (5:00 p.m to 6:30 p.m.)	:	Tea	Rs.5/-
	:	Coffee	Rs.10/-
	:	Samosa	Rs.5/-
	:	Bread Pakora with stuffing	Rs.10/-
	:	Sandwich	Rs.10/-
	:	Bread Roll	Rs.7/-
	:	Patty	Rs.10/-
	:	Nimbu Pani	Rs.10/-
	:	Shakes (200 ml)	Rs.15/-
	:	Lassi (200 ml)	Rs.12/-
	:	Milk (200 ml)	Rs.15/-
* Ad Lib at will			

- b) The licensee cannot make any enhancement in rates without the prior approval of Director Principal. However, any revision in rates shall be considered after one year for which the licensee shall write to the Director Principal.
- c) Rate list of all the articles kept for sale, shall be displayed near the counter by the licensee at his own cost.

13. INDEMNITY BOND:

The contractor shall indemnify this College/Hospital against any loss to Govt. property and other infrastructure of this college/ hospital for theft, fire or misuse. For this purpose, the contractor will have to submit a written Indemnity Bond on a Non Judicial Stamp Paper of Rs.15/- duly attested by an Executive Magistrate or a Notary Public, within 15 days of award of contract.

14. COMMENCEMENT OF WORK:

The contractor is required to commence the work within 15 days of the issue of the allotment letter. A penalty @ Rs. 200/- per day w.e.f. date of award of contract shall be imposed in case of non-commencement of work within the stipulated period.

15. MESS STAFF:

The contractor shall employ adequate number of experienced persons at his own cost to run the hostel Mess. In case of any complaint against any of his employee, the contractor shall immediately replace the particular person so deployed if so desired by the Warden of the concerned Hostel. Accommodation for the mess servants will not be the liability of GGSMCH and will be arranged by the contractor on his own.

16. IDENTIFICATION, UNIFORM AND MEDICAL EXAMINATION OF STAFF:

The employees of the contractor are required to display their Identity Cards for the purpose of proper identification, which shall be issued to them by the contractor. They will wear clean and neat uniforms. The Contractor will ensure that all his employees are medically fit and are free from communicable diseases. He will also communicate to the Warden of the concerned Hostel, names, parentage, residential address, age etc. of the persons as and when deployed or changed from time to time. Police & antecedent verification of mess employees would be the responsibility of contractor.

17. RELATIONSHIP BETWEEN THE EMPLOYEES OF CONTRACTOR AND THE INSTITUTE:

The persons deployed by the contractor for the work shall be the employees of the contractor for all intents and purpose. In no case, there shall be any relationship of employer and employee between the said persons and this institute, either implicitly or explicitly.

18. **RUNNING OF THE MESS, CLEANLINESS AND SANITATION:**

The contractor shall arrange all material at his own cost from the market and ensure adequate quantity of ration and other articles required for the mess service. The hygiene and sanitation of the premises shall be the responsibility of the contractor. The contractor shall be required to keep the Hostel Mess areas as well as its surroundings hygienic, neat and clean. Sale and consumption of articles like cigarettes, wine and other narcotics is prohibited in the Hostel Mess & Hostel premises.

19. **PREVENTIVE MEASURES TO BE TAKEN BY THE CONTRACTOR:**

The contractor shall take all reasonable precautions to prevent any unlawful act or disorderly conduct by his employees. The contractor shall not use the Hostel Mess area for residential purposes for himself and for his employees.

20. **SURPRISE CHECK:**

Superintendent/ Warden are at liberty to carry out any surprise check to ensure that the contractor is providing satisfactory services. The Principal or any other officer authorized for the purpose shall be at liberty to check the quality of items prepared in the Hostel Mess at any time and to take samples of the same to be tested in the college Laboratories or any other Laboratory. In case the quality of food is found unsatisfactory, the contractor shall be liable to pay a fine up to Rs.1000/- in case of any adulteration or quality failure.

21. **DETERMINATION OF QUALITY OF WORK/ SERVICES:**

The decision of the Principal, with regard to the determining of quality of work/ services done by the contractor, shall be final and acceptable to the contractor. The contractor shall, thereafter, rectify the defect so pointed out without any extra payment.

22. **BLACK LISTING:**

The licensee/ license deed under the contract shall be subject to the black-listing policy declared by the Government issued from time to time.

23. **ALTERNATE ARRANGEMENT IN CASE OF DEFICIENCY IN SERVICES:**

The Principal, reserves all rights to get the work/ services so rejected got done/ replaced at his own level at the risk and cost of the contractor by giving him 10 days notice and the expenditure so incurred on this account shall be recovered from the bills of the contractor or any other outstanding dues or by revocation of any or all parts of the security, as the authorities may think proper subject to making up of the deficiency by the contractor.

24. PAYMENTS OF BILLS:

- i. The mess contractor will prepare the mess bills of each member as per the approved rates on monthly basis and will collect the payments from the mess members accordingly for their charges.
- ii. The copy of the mess bills charged from each mess member must be submitted in the hostel office of Superintendent/Warden for verification and record purpose.

25. COUPONS SYSTEM:

The mess contractor will issue coupons for 25 days to each student/employee. So that every Student/ employee has to pay 25 days diets per month. This is done to ensure smooth functioning and proper utilization of the mess facilities. Extra coupons may be obtained from the mess contractor if desired. The coupons of one month will not be carried over to next month.

26. PENALTY CLAUSE:

In case, the licensee makes any default, as listed below, a penalty of Rs.500/- will be imposed for lapse reported for the first time. Subsequently, on repetition of any lapse, the penalty will be charged @ double the amount of the previous penalty, subject to maximum of 20% of license fee and thereafter, the case for termination of contract shall be initiated under relevant clause:-

- a) Enhancement in rates, without prior approval.
- b) Non display of rates.
- c) Non maintenance of proper quality.
- d) Non maintenance of the premises in clean & hygienic condition.
- e) Sale & Consumption of articles like cigarette, liquor and any other narcotics etc.
- f) Delay in payment of electricity and water charges.
- g) Any other.

27. ELECTRICITY/ WATER CHARGES

Electricity charges on actual consumption basis shall be borne by the contractor. The contractor shall install a sub-meter at his own cost within 15 days of award of contract. However he is liable to pay electricity charges @ Rs.3000/- P.M. till the installation of sub-meter. The contractor will pay water charges @ Rs.750/- p.m.

28. SUBLETTING OF THE CONTRACT:

The contractor is not allowed to sublet the contract wholly or partly or to enter into any sub-contract through any mode for running such services.

29. **TERMINATION OF CONTRACT:**

The License may be terminated on occurrence of any of the following contingencies:

- a. On the expiry of the contract period without any prior notice.
OR
- b. Authority shall be at liberty for termination of contract/license by giving three months prior notice to licensee without assigning any reason,
OR
- c. in the event of the non-payment of monthly License Fee, electricity and water charges within 30 days of the due date and any other default.
OR
- d. If the licensee fails to commence the work within 30 days of the award of the contract, his contract is liable to be terminated without any notice and the security deposited shall stand forfeited.
OR
- e. In case of deficient services rendered by the licensee by giving 10 days notice.
OR
- f. In case of breach of any of the essential terms and conditions of the contract by the Licensee by giving 15 days notice.
OR
- g. On assigning the contract or any part thereof or any benefit or interest therein or there under by the licensee to any third person for sub-letting the contract wholly or partly by giving 15 days notice.
OR
- h. On the Licensee being declared insolvent by competent Court of Law without any notice.

provided that in all the above situations, the Security Deposit/ EMD, as applicable, shall be forfeited.”

- i. In case licensee is unable to continue the contract, the licensee shall give minimum three month notice. If the licensee does not give the requisite notice, then the security deposit shall be forfeited in proportion to the period falling short of the specified notice period.

“Provided that during the notice period for termination of the contract, in the situations contemplated above, the licensee shall continue to discharge his duties till the termination of the contract.”

Provided further that in case the licensee surrenders the contract before one year he/she will be liable to pay additional rent for two months along with the rent for the notice period.

30. **PEACEFUL HANDING OVER OF POSSESSION:**

On completion/ termination for the contract, it shall be the duty of the contractor to remove all the persons deployed by him and ensure that no person causes disruption/ hindrance/ problem of any nature.

31. TRANSFER OF LIABILITIES:

In the event of exigencies of death, infirmity, insolvency of the contractor or for any other reasons or circumstances, all liabilities shall be borne by the following on such terms and conditions, as the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot may think proper in public interest.

- a) Legal heirs in case of sole proprietor.
- b) The next partners in the case of company or firm.

32. INTIMATION OF ADDRESS OF LICENCEE:

The successful tenderer/ licensee should submit documents verifying the identity & commercial as well as residential address before the issuance of letter of award in his favour. The list of the acceptable documents would include Voter Card/ PAN Card/ Passport/ Aadhar Card. He should further be required to update this office regarding any change of commercial as well as residential address.

33. ARBITRATION

- i) In the event of any dispute or differences arising between the parties with regard to the terms and conditions of the agreement/contract and/or with regard to the breach or interpretation thereof including all rights and liabilities there under on any matter whatsoever touching upon the terms and conditions of the agreement/contract whether in course of or after its termination the parties will settle the same at the first instance by mutual discussions/conciliation which would be conducted by the Principal, GGSMCH, Faridkot.
- ii) In the event the said mutual discussions/conciliation fails, the aggrieved party shall initiate arbitration proceedings for resolution of differences/disputes etc., mentioned above by appointing a sole arbitrator, who shall be the Registrar, BFUHS, Faridkot in which event the said proceeding shall be conducted in accordance with the provisions of the arbitration and conciliation.
- iii) The venue of such arbitration proceeding shall be at Faridkot and the court in Faridkot alone will have jurisdiction in respect of all proceedings connected there with.

Accepted

(Signature of Tenderer)
With seal and full address

Dated:
Place:

Principal
GGS Medical College & Hospital, Faridkot

Annexure- V

(To be submitted in envelope No.3)

PRICE BID
FOR LICENSING OUT OF
 (Name of Hostel) _____ MESS
 AT GGSMCH, FARIDKOT

1.	Description of shop/ Mess	Mess(Name of Hostel) _____
2. a)	Name & address of applicant with Telephone/ Fax Nos., if any	
b)	Offer of monthly license fee (rent) (neatly written)	In figures: Rupees _____ In words: Rupees _____ _____ _____ per month.

Signatures
 (Name & Address of Tenderer)

Date:
 Place:

(This letter along with Earnest Money Deposit be submitted in the ENVELOPE NO.1)

From:

M/s _____

To

Principal
Guru Gobind Singh Medical College & Hospital,
Faridkot -151203.

Sub: Tender for licensing out (Name of Hostel) _____ Mess at Guru Gobind Singh Medical College & Hospital, Faridkot – EMD.

Sir,

Please find enclosed herewith Earnest Money Deposit (EMD) @ 2% of the quoted amount of License Fee in shape of Demand Draft No. _____ dated _____ issued by _____ (Name of the Bank) drawn in favour of the Guru Gobind Singh Medical College & Hospital, Faridkot **[PLEASE DON'T MENTION THE AMOUNT]**.

It is certified that all documents/ pages of the tender documents have been signed and are being put in one big envelope containing three separate sealed packets/envelopes. The first envelope contains EMD in the shape of Demand Draft drawn in favour of the Principal, Guru Gobind Singh Medical College & Hospital, Faridkot. The 2nd envelope contains Technical bid along with tender documents complete with its Annexure I, II, III & IV. The 3rd envelope contains only Price Bid, which is duly signed. The terms and conditions mentioned in the tender documents are acceptable to me/us.

Thanking you.

Yours faithfully,

(SIGNATURE)

With seal & full address

NOTE: SEPARATE LETTER SHOULD BE SUBMITTED FOR EACH MESS

**(This letter along with Technical bid and Tender documents
to be submitted in the ENVELOPE NO.2)**

From:

M/s _____

To

The Principal
Guru Gobind Singh Medical College & Hospital,
Faridkot - 151203

**Sub: Tender for licensing out (Name of Hostel) _____ Mess in the Guru Gobind
Singh Medical College & Hospital, Faridkot – TECHNICAL BID.**

Sir,

With reference to your Tender Notice for licensing out (Name of Hostel) _____ Mess at Guru Gobind Singh Medical College & Hospital, Faridkot, I/we enclose herewith my/our Technical Bid duly filled, along with tender documents Annexures I, II, III & IV.

It is certified that all documents /pages of the tender documents have been signed and are being put in big envelope containing three separate sealed packets/ envelopes. The first envelope contains EMD in the shape of Demand draft drawn in favour of the Principal, Guru Gobind Singh Medical College & Hospital. The 2nd envelope contain Technical Bid along with tender documents complete with its annexure I, II, III & IV. The 3rd envelope contains only Price Bid, which is duly signed. The term and conditions mentioned in the tender documents are acceptable to me/us.

Thanking you.

Yours faithfully,

(Signature)

With seal and full address.

Enclosed:

1. Tender Notice.
2. Affidavit.
3. Annexure I, II, III & IV duly signed
4. Any other document.

(This letter along with Price Bid be submitted in the ENVELOPE NO. 3)

From:

M/s _____

To

The Principal
Guru Gobind Singh Medical college
Faridkot - 151203

Sub: **Tender for licensing out (Name of Hostel)_____ Mess, at Guru
Gobind Singh Medical College & Hospital, Faridkot – PRICE BID.**

Sir/Madam

Please find enclosed herewith Price Bid duly filled and signed for licensing out of
(Name of Hostel) _____ Mess at Guru Gobind Singh Medical College & Hospital,
Faridkot (Annexure – V).

Thanking you.

Your faithfully,

(Signature)
With seal and full address

Enclosed:

Price Bid (Annexure V)