GOVT.POLYTECHNIC
BALESHWAR

ସରକାରୀ ପଲିଟେକ୍ନିକ୍
ବାଲେଶ୍ୱର

AT-BIDYADHARPUR,P.O-REMUNA,DIST-BALESHWAR,ODISHA-756019,PHONE/FAX-06782275577
E-MAIL ID-govt.polytechnic.bls@rediffmail.com,Web Site-http://gpbalasore.org.in

Notice No. :- 2345 **Date :- 25/11/2026**

EXPRESSION OF INTEREST FOR RUNNING BOY'S HOSTEL MESS OF GOVT. POLYTECHNIC, BALESHWAR

Sealed bids are invited for providing mess facilities on fixed daily cost basis from interested firms having **valid food license from competent authority of Odisha for** the Institution Hostel located inside the Institution campus. The duly filled up two bids i.e. Technical bid & Financial Bid with all required supporting documents duly signed on each page in two separate sealed envelopes super-scribed as Technical bid & Financial bid respectively may be submitted in a single sealed cover super-scribing as **"Tender for Providing Mess facility for Institution Boy's Hostel of Govt. Polytechnic, Baleshwar"** addressed to The Principal, Government Polytechnic, Baleshwar, Remuna, PIN- 756019 on or before **21/12/2026** by 5**:00 PM** by speed post/registered post only.

Further the Tender document should be accompanied by a **Non-refundable Tender Paper cost of Rs. 2000/- (Rupees Two thousand only)** and refundable **Earnest Money Deposit (EMD) of Rs.50,000/- (Rupees Fifty thousand only)** in shape of Bank Draft/Bank Cheque from any nationalized bank in favour of the Principal, Government Polytechnic, Baleshwar payable at Baleshwar and to be kept inside the Technical bid envelope failing which the bid document shall be rejected. The firms who want the exemption from EMD shall enclose an application along with the firm's MSME registration. The sealed bid received after due date will not be entertained. Financial bid of those parties will be considered, who are found suitable and qualify in the Technical bid. The Authority reserves the right to reject any or all tenders without assigning any reason thereof.

Sd/-
Principal
Govt. Polytechnic, Baleshwar

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TENDER DOCUMENT FOR PROVIDING MESS FACILITIES TO BOY'S HOSTEL MESS

Interested firms having valid food license from competent authority are to apply for providing mess facility for Institution Hostel (Breakfast, Lunch and Dinner) on fixed daily cost basis in the Institution campus.

Strength of Boy's Hostel– nearly 180

The duly filled in two bids i.e. Technical bid & Financial bid with all required supporting documents in two separate sealed envelopes superscribed as Technical Bid & Financial bid may be submitted in sealed cover super-scribing as Tender for Providing Mess facility for Institution Boy's Hostel of Govt. Polytechnic, Baleshwar" addressed to the Principal, Government Polytechnic, Baleshwar on or before 21/12/2026 by 5:00 PM by speed post/ registered post only. The bidding firm must have minimum 03 years of experience of running hostel mess of approximately 200 students for any Government Institutes/ Offices of Odisha**.** It should be noted that the staff involved would be properly dressed and shall be well trained with aspects of hygiene and sanitation.

The various cut off dates relating to Tender process for running Hostel mess of Govt. Polytechnic, Baleshwar are detailed below:-

1. Date for downloading of tender documents from the website **30/11/2026** onwards.
2. Last date & time of receipt of Tender Documents at Government Polytechnic, Baleshwar - **21/12/2026 (5:00 PM**).
3. Date & Time for opening of
   a) Technical bids– **22/12/2026(11:30AM)**
   b) Financial bids of eligible bidders- **22/12/2026(03:00PM)**

The authorization letter (compulsory) submitted by the representative attending the opening of the Technical Bid and/or Financial Bid shall be duly verified by the competent authority of the concerned firm. Only one authorized representative per firm shall be permitted to attend the opening of the Technical Bid and Financial Bid.

As part of the application, an interested caterer should submit the following items in a sealed cover on the address given above:

1. **Technical Bid:**
   i. It shall contain information regarding business turnover value, experience and other details of the firm to judge the suitability & eligibility of the caterer for mess facilities.
   ii. Self-attested copy of the valid Food License Certificate from the competent authority of Odisha only.
   iii. Copy of latest GST registration certificate.
   iv. Income Tax clearance certificate (for the last three years i.e. **2023-24, 2024-25 and 2025-26**).
   v. Police verification Certificate
   vi. The bidders are instructed to attach a content page mentioning the particulars and page number in their technical bid. The bidders are also instructed not to

attach any unnecessary document.

vii. **The firm who is not providing any catering/canteen/mess service currently to any organization shall not be considered for the financial bid.**

2. **Financial Bid:**

(a) It is required to quote the average rate of Breakfast, Lunch & Dinner on daily basis asper Menu details for Hostel Mess.

(b) In case of tie, the contract will be awarded by lottery.

3. **Tender Paper Cost of Rs. 2000/- (Non-Refundable) and E.M.D. of Rs.50,000/-** only (Refundable without interest) in shape of bank draft / B.C from any nationalized bank in favour of Principal, Government Polytechnic, Baleshwar should be enclosed with the Technical bid document failing which the bid document will be rejected. The firms who want the exemption from EMD shall enclose an application along with the copy of firm's MSME registration.

Financial bid of only those firms will be considered who are found suitable and qualify in the eligibility criteria of the Technical bid.

Bidder is required to put his/her signature with seal on each page of the bid document.

The contract will be awarded initially for a period of **One year** to the successful bidder. This period may be extended on satisfactory performance after a review by the Hostel Mess Committee. The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs.100. institute reserves the right to reject some or all the application without assigning any reasons what so ever. If the Tender finds the lowest quoted rate substantially high in comparison to the present rate prevalent at other Educational Institutions situated nearby localities, then a standard rate will be fixed after negotiation between the Tender and successful bidder.

The successful bidder will have to deposit a performance security of **Rs.3,00,000/- (Rupees Three Lakhs) only for Hostel Mess** in form bank guarantee from any Nationalized Bank in favour of the Principal, Government Polytechnic, Baleshwar covering the period of contract. In case the contract is further extended beyond the initial period, the Bank guarantee will have to be accordingly renewed by the successful bidder. **Conditional bids shall not be considered and will be out rightly rejected.**

All entries in the tender form should be legible and filled clearly. If the space for information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the financial bid form. In such cases, the tender shall be summarily rejected. However, the corrections if any in the technical bid must be initialled by the person authorized to sign the tender bids.

The technical bids shall be opened on the scheduled date & time in the office chamber of the Principal, Government Polytechnic, Baleshwar in presence of the bidders or authorized person of the firm who wish to be present on the spot at that time.

The Principal, Government Polytechnic, Baleshwar reserves the right to accept/reject or cancel any or all bids without assigning any reason thereof.

GENERALINSTRUCTIONS:

1. **ELIGIBILITY CRITERIA :-**
   The applicant should have a valid food license from **competent authority of Odisha only** and be in catering business for a minimum period of three years as on July 2026 and must comply with the following requirements:

   i. The bidding firm should have run mess for not less than 200 persons of any Govt. Educational Institutes/ Govt. Offices/ Govt. PSUs of Odisha.
   ii. The applicant should have on his pay roll sufficient number of trained employees for proper execution of the contract and have police verification certificate.

SCOPE OF WORK:

The successful bidder is expected to provide the following services:

i. Cooking and serving meals(breakfast, lunch and dinner)in the hostel.
ii. Utensils for food preparation to be brought by the agency .
iii. Cleaning of utensils, kitchen and serving items for Hostel Mess.
iv. Cleaning of cooking, dining and auxiliary areas for Hostel Mess.
v. Security of the equipment and other items in the Mess.
vi. Maintenance of the equipment in the kitchen and dining area.
vii. Maintenance of books, ledgers, other records and documents related to running of the mess.
viii. Deployment and supervision of required man power for the above- mentioned tasks.
ix. Maintain discipline in the dining hall, kitchen of Hostel Mess.
x. Supply qualitative hygienic food to students and staff in the Mess.
xi. No outsiders will be allowed into the Mess kitchen without specific permission of the authority.

As can be noted from the above, operational services shall **NOT INCLUDE** preparation of menu and any policy matter related to running the Mess. All such decision will be the direct responsibility of the relevant executives of the Mess Committee/ Institution Administration.

2. **ACCOUNTING AND PAYMENT:**

- The firm (Successful bidder) shall collect mess dues from the boarders on monthly basis as per mutual agreement.
- The rates so fixed are inclusive of all taxes, duties, and levies etc. imposed by the State/ Central Government and local bodies from time to time.
- The price rates shall be in force for the entire period of contract and shall not be revised under any circumstances. **Incase of any extension granted on expiry of the contract, the same price rate approved earlier shall be in force for the next period of contract.**

3. **IMPORTANT NOTES:**

1) The Mess Committee/Institution Administration reserves the right to:
   i) Amend the scope and value of the contract.
   ii) Amend the rate of the contract.
   iii) Award the contract of the mess to any empaneled agencies.
   iv) Check the quality and quantity of food at any point of time.
2) The representative of the Mess Committee may visit the institute/ organization run by the bidder at any time from publication of this tender to access the food quality and overall management of the mess/ canteen. His/her remarks shall be considered for the future action.
3) For any of the above actions, the Institute shall neither be liable for any damages, nor be under any obligation to inform the applicants of the grounds for the same.
4) **Effort on the part of the agencies or its agent to exercise influence or to pressurize the Institute for this contract shall result in rejection of the application. Canvassing of any kind is prohibited.**

*After the amended rate is implemented the food quality shall be checked in frequent interval. If the food quality is not found to be satisfactory, the firm shall be disengaged without any notice.

MENU DETAILS FOR HOSTEL MESS (MENU)

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
BREAKFAST	Puri(6 pcs)& Sabzi	Idli(5 pcs) with Alu Matar and chutney	Suji Upama, Alu Matar	Puri(6 pcs) & Sabzi	Idli(5 pcs) with Alu Matar and chutney	Suji Upama, Alu Matar	Chakuli (4 pc) with Coconut Chutney &Alu Kasa
LUNCH	Rice, Dal, Mix Veg with Paneer, Papad	Rice, Dal, Egg Curry(2 nos.) / Mushroom Curry, Dahi Salad	Rice Dal Kobi/Potala Alu curry, Vegetable chips	Rice Dalma, Tomato Khata, Dahi Salad	Rice Dal Fish Alu Curry/Mushroom Curry Bhaja	Rice Dal Egg Curry(2 nos.)/ Kobi Chilly, Dahi Baigan	Rice, Dal Bundi Raita Chicken Potato Curry/ Paneer Curry/(Chicken Biriyaniwith3 pieces of chicken/veg Biriyani with Raita-MonthlyTwice)
DINNER	Rice&Roti Dal Veg Tadka Bhaja	Rice&Roti Dal Chilly Soyabean Bhaja	Rice&Roti Dal Chicken Curry/ Paneer Matar Pampad	Rice & Roti Dal Mix Veg with Paneer Gulab Jamun/ Rasgulla(1pc)	Rice& Roti Dal Vegetable and Fish Chinchhida/ Paneer Chilly, Pampad	Rice&Roti Dal, Chana Masala, Semiya	Rice&Roti Dal Egg Tadka/Veg Tadka Bhaja

N.B.: 1. Special Meal will be served on special Occasions like New Year, Ganesh Puja, Saraswati Puja, Holi, Diwali & Independence day

2. **A food committee comprising of senior faculty members and Hostel Superintendents will visit the Hostel Mess regularly and give unbiased report to competentauthority**

SPECIFICATION OF THE FOOD ITEMS TO BE PROVIDED TO THE STUDENTS:

The specifications mentioned under are indicative and can be taken as a standard or food serving in the hostel mess.

- Raita: Curd quality as specified above along with finely chopped onion, cucumber and tomato.
- Poori must be fried in Refined Sunflower oil and must have at least 10cm diameter.
- Oil must be used to Refined Sunflower oil. Rice-bran Oil /Mustard Oil of reputed Brand.
- Non-veg items must be cooked in fresh Mustard Oil and veg items in fresh Refined Sunflower oil.
- Chakuli must be of at least 15cm in diameter.
- Salad: Must contain Onion, Tomato, Cucumber, and Carrot with minimum amount of100 gms per person.
- Chapathi/ Roti: Must be "Well Baked" and should beof at least 15 cm diameter. Should be made from wheat flour only. No maida should be added.
- All da litems: must have minimum density of 1.4kg per litre.
- Vegetable mix: A minimum quantity of total 75gm of all vegetables(inequal quantities) must be present in mixed vegetable curry
- Aloo mutter masala and gobi masala: A minimum quantity of 125 gms (ingredients inequal quantities) must be present in it per serving.
- Veg.Biryani:350-400gram Basmati rice should be used for making biriyani. It must at least contain soyabean, carrot, beans, with minimum quantity of 75 gms.
- RASGULLA AND GULABJAMUN: minimum quantity of 50 gms per person.
- Chicken Biriyani Approx.350-400gram [125gram chicken(3 piece chicken)].
- Paneer curry 100gram paneer(6-8pieces) + 50gramgravy.
- Chicken curry 100gram chicken(5pieces + potato, thick gravy).
- Fish Curry–01 piece of fish with 03pieces of potato, gravy based with addition of mustard paste.
- Egg Curry–02 pieces of egg with 02 pieces of potato.
- Fish Chhinchida: Use different vegetables with machha munda, small size prawn etc.
- Pickles will be served daily in lunch and dinner.
- Bhaja will be only of (parwal)/ green beans/ seasonal vegetables. Bhaja will have 50% alu and 50% vegetables.
- Odia special dalma will contain toor dal and equal proportion of vegetables like potato, carrot, pumpkin, brinjal, green papaya, onion, tomato, and will be made with ghee and garnished with crushed fresh coconut per plate.
- Khata will be of tomato Khata /Mango khata/Wood apple khata.

NOTE ON THE MENU:

1. The successful bidder will be required to provide suitable item for sick boarders in lieu of the regular meals.
2. For the boarders observing fasts, the successful bidder will provide the substitute items in lieu of the regular meal after a minimum number of ten boarders ask for the substitute meal.
3. The successful bidder will not serve any item whose rates have not been approved by the competent authority beforehand.

4. Non-Veg should be served as per the menu irrespective of any religious festival. In this regard, the decision of the hostel mess committee shall be final.
5. The successful bidder will procure/ arrange the utensils for cooking as well as serving food including plates, tumblers, spoons etc.
6. All equipment brought by the successful bidder into the Hostel/ Institution premises must be registered with the hostel authorities.
7. The successful bidder will be responsible for cleaning of the kitchen and the dining area, including the wash basins and the dustbins for maintaining proper hygiene and sanitation. Both for Hostel Mess & Institution Canteen.
8. The successful bidder will also provide liquid hand wash for the wash basins in the mess / dinning are sufficiently.
9. The successful bidder should take preventive measures to avoid any fire hazards inside the kitchen or dining hall of Hostel Mess/ Institution Canteen.

HOSTEL MESS AREA:

- The Vendor must have proper racks to keep its items; nothing should be kept on floor.
- The Contractor has to take utmost care for disposal of left-over food, no left-over food should be disposed off in the drains which will block the drain and will produce foul smell. The Contractor should make their own arrangement for the disposal of the leftover food at their own cost consultation with the Municipal Corporation.
- The Contractor must submit the list of workers and their ID proof (Aadhaar Cards) who are to work in the Canteen/mess. No female workers are to be deployed in Boys Hostel and no male workers are to be deployed in Girls Hostel.
- The Institute will provide necessary facilities such as electricity, Cooking and Drinking water and furniture. These facilities will be in the charge of the firm and he/ she will be responsible for any loss/ damage and wear and tear. In case of any loss of damage, the firm will have to replace the lost items/ carry out necessary repair (if the repair is up to Rs.5000/-), subjected to approval and instructions of the Authorities.
- The bidder must put complaint register at the entrance of the Hostel Mess which will be checked by Hostel Mess Committee on regular basis.
- If the Hostel Mess Management found that the performance of the bidder is not up to mark or, the quality of the food is found below standard or unhealthy or unhygienic, then Institution Administration is fully empowered to terminate the contract with a short notice of two weeks. The Hostel Committee/ Institution Administration's opinion is final so far as the food quality/ Hostel Mess Management is concerned.
- The food, raw materials, ingredients etc. are to be of good quality, clean, fresh, nutritious, hygienic and edible. Any type of cooked food shall not be stored/ preserved after meals, not following superintendent's suggestions/ instruction, in such matters shall be considered as violation of terms and conditions of contract and shall invite penalty for the same.

HOSTEL MESS CUT:-

Hostel Mess cut will be given to students as per following conditions:-

a) Students will submit the mess out application before they leave the hostel.
b) Hostel Mess cut will be given to the students for the whole duration if duration is approved by hostel superintendent.
c) Hostel Mess cut amount will be deducted from final bill of the respective month and it will be disbursed/ adjusted in next month to the eligible students.
d) Hostel Mess cut will be given to the students in ground of medical reason after necessary approval from Hostel Superintendent irrespective of no. of days. However, if sick meals are provided during hostel stay, these days will be counted as normal days and no mess cut will be allowed.
e) In a month a total of minimum 20 days will be compulsory for consumption of meals in Hostel Mess where the month is having full working days. The minimum 20 days will be proportionately adjusted where the mess opens other that the first day of month. Further, in case of reopening of mess after any vacation, the days are to be adjusted proportionately. In case where a hostel boarder joins on a different date other than the reopening days after vacation must be approved by the hostel superintendent otherwise the days are to be counted from the date of reopening of Institute.

GENERAL TERMS &CONDITIONS FOR THE AWARD OF CONTRACT

1. Initially the permission to run the Hostel Mess/ Institution Canteen will be given for One year. The Mess Committee/ Institution Administration will judge the performance of the firm after completion of One year. After reviewing the performance, permission to run the Hostel Mess/ Institution Canteen may be considered for renewal for a period as deemed suitable by the Mess Committee/ Institution Administration.
2. If at any stage, the involvement of the firm (Successful bidder) in any uncalled for activity is found inside or outside the premises of the Institute, which may bring disrepute to the Institute, the agreement is liable to be terminated by the competent authority immediately.
3. If the Mess committee find the services of the firm unsatisfactory, the agreement with the firm may be terminated by giving one month notice to the firm.
4. **In case successful bidder wants to terminate the contract, he/ she shall have to give a minimum of three months' notice to the Institute.**
5. In case of premature termination of the agreement, the L2 bidder shall be considered in the same rate that of previous bidder. The L2 bidder may be asked to carry out the work under same rules & regulations as per agreement.
6. The premises of the Hostel Mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the competent authority.
7. The successful bidder will not be permitted to franchise the Hostel Mess for any other commercial activity outside the scope of student hostel/ Canteen.
8. No person with any offensive police record shall be employed to work in the Hostel Mess.
9. Safety measures are to be provided by the successful bidder himself/ herself/themselves.
10. Any change like timing of operation and any change/ additional item to be included will require the permission of the competent authority.

11. The successful bidder will ensure and comply with provisions of various municipal and other Rules/ Regulations/ Laws of the Government prescribed from time to time.
12. The Institution shall not be responsible in case any dispute takes place between the successful bidder and his/her employees.
13. Legal disputes, if any, shall be subject to the jurisdiction of Baleshwar Courts only.

SPECIFIC TERMS AND CONDITIONSMODE OF OPERATION:

1. The successful bidder would provide breakfast, lunch and dinner in the mess of both Boys hostel as listed in the detailed menu attached above.
2. If any boarder has not signed up for a given meal, he/she can take the meal on payment basis, if so desired.
3. **One Supervisor** will always be present during the serving time of breakfast, lunch, and dinner. It is desirable that the same supervisors continue at least for one semester, in case of any replacement/ change against supervisor, the competent authority should be informed.
4. All items will be cooked in the kitchen of the Hostel Mess by using LPG/wood fire. No cooked item, except some snacks identified beforehand, will be brought from outside.
5. The successful bidder should have valid commercial LPG connection license from a Regd. Local dealer to use the commercial LPG cylinders for the purpose of fuel in the Hostel Kitchen.
6. On special occasions, the menu will be identified by the Mess Committee and the rates for the same will be approved by the competent authority before the actual event. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.
7. **The successful bidder must not misuse Electricity inside the Hostel Mess, violation of which may invite penalty of Rs.500/-Day for the same.**

EMPLOYEES

1. The successful bidder will have to register all his/her employees with the authority who will be working in the Hostel Mess along with a copy of their photographs, residential details etc.
2. The successful bidder will have to ensure that the employees are in clean and proper uniform, maintain personal hygiene and maintain discipline in the campus.
3. No persons below 18 years of age will be engaged by the successful bidder.

TENTATIVETIMINGSFORHOSTELMESS:

The tentative timings will be followed:

Breakfast	:	08.00 AM to 09.30 AM on all days
Lunch	:	01.00 PM to 02.30 PM on all days
Dinner	:	08.30 PM to 10.00 PM on all days

Annexure-I

APPLICATION FORM FOR TECHNICAL BID

1. Name of the Registered Company/ cooperative/ Agency:_____
2. Complete Address of the Registered Office:
3. a. Registration Number and date of registration of company/ cooperative/ Agency:_____
   b. shops and Establishment Act registration No._____
   c. Food License Certificate number with date & period of validity (registered in Odisha only) _____.
   d. GST Registration No. and date:_____
   e. Tender Paper Cost of Rs.2,000/-B.D/B.C.No._____/Dt._____
   f. E.M.D. of Rs.50,000/-B.D/B.C.No._____/Dt._____
4. PAN Number:_____
5. Type of Organization
   (Whether proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. in case the applicant is a non-individual, Certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case may be enclosed):
6. Name of the Proprietor, Partners/Directors of the applicant with addresses and phone Numbers: _____
7. a. Income tax return filed for financial years (copies to be enclosed) 2023-24, 2024-25 and 2025-26,
   b. Service taxes, Sales tax/GST Registration Number (copy of certificates to be enclosed)
8. Whether police verification certificate of all the staff presently engaged by the firm is kept on record with the firm: Yes/ No.
9. Enclose **performance certificates** for catering from previous clients in the state of Odisha **mentioning the duration of the executed/ ongoing work**. The certificates should contain the contact number of authorized person of the organization.

10. Annual turnover

    Financial Year 2023-24

    FinancialYear2024-25

    FinancialYear2025-26

11. Years of relevant experience:

12. List of similar completed and active works executed (see the eligibility criteria)

Sl. No.	Location of the work	Name of organisation	Contract amount(Rs.) if any	Contract Period	Name & Contact No. Of the client

Experience in Govt. Organization , institutes/PSUs situated in Odisha should only be reflected.

Signature of Applicant with Seal

Notes:

- Information has to be filled up specifically in the format provided.
- **For applicants not providing details or with insufficient details, their tender document shall be rejected**.
- **The bidders are instructed to bring the original documents to the technical bid opening for verification purpose**.

1. I_____Son/Daughter/Wife of Shri_____ Proprietor/ Director/ Authorized signatory of the firm, mentioned above, am competent to sign this declaration and execute this tender documents.
2. The firm or the Proprietor/ Director/Authorized personnel of the firm are not blacklisted by any state/central govt.
3. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
4. The information/ document furnished along with the above bid documents are true and authentic to the best of my knowledge and belief. I/We, am/are well aware of the fact that furnishing any false information/ fabricated documents would lead to rejection of my / our tender at any stage besides liabilities towards prosecution under appropriate law.

Date: Full Name:

Place: Seal:

Annexure-II

APPLICATIONFORMFORFINANCIALBID

1. Average Rate per day (Menu for Hostel Mess)

Breakfast - Rs._____

Lunch - Rs._____

Dinner - Rs._____

Total Amount - Rs._____

(In words_____)

Signature of applicant with seal

STANDARD AGREEMENT FORMAT ON NON-JUDICIAL STAMP PAPER OF Rs.100/-

AGREEMENT

This agreement made on this_____day of_____between Government Polytechnic, Baleshwar through the Principal, Government Polytechnic, Baleshwar (here in after called Government Polytechnic, Baleshwar of the one part and _____

_____Resident of_____proprietor, (here in after called the 'Successful bidder') on the other part.

WHEREAS IT IS NOW AGREED BETWEEN THE PARTIES AND WITHNESSETH A FOLLOWS:

1. That the items of the menu, which the firm(successful bidder) would be, expected to supply in the Mess are cited in the menu details.
2. Thattheratesforvariousitemsduringtheperiodofcontractwillremainfixed.
3. That the food served by the successful bidder shall be wholesome and clean and competent authority/or nominee of the competent authority may at any time enter upon the premises allotted to the Caterer for the purpose of this agreement/contract and take away samples free for purposes of inspection, trial or analysis and the competent authority or any nominee's decision about the desirability or quality of the articles offered for consumption in the dining hall shall be final.
4. That a Committee, nominated by the competent authority, will monitor the quality of the food and other items supplied by the caterer including services.
5. Government Polytechnic, Baleshwar may call for the advice of any Medical Officer/ Food and Sanitary Inspector on matters of hygiene in the Hostel Mess and such advice of the Medical Officer/ Food and Sanitary Inspector shall not be contested by the successful bidder.
6. (a)That the successful bidder would provide sufficient number of cooks, waiters and other helpers in the kitchen, dining hall and Hostel Mess and shall take all reasonable precautions to see that these waiters and helpers while on duty attire themselves in the uniform approved by the competent authority and are professional, civil, sober and honest in their dealings with the hostel residents and staff and any other users of their services.

   (b)That the successful bidder shall only employ in his/her service such persons whose antecedents have been verified by the police and who have also been medically examined at the bidder's own cost and to the satisfaction of the competent authority to this effect.

   The successful bidder shall not make any additions/ alterations in the premises provided by Government Polytechnic, Baleshwar for use as kitchen and allied purposes to the successful bidder during the currency of this agreement and/ or otherwise.
7. The successful bidder undertakes to keep the premises, kitchen, dining room and other area connected there with neat, clean and tidy at all times and in accordance with the health/hygienic bye-laws.
8. That all the workers providing the services under this Agreement shall be employees of the successful bidder and Government Polytechnic, Baleshwar shall not have an employer-employee relationship with the employees of the successful bidder. The successful bidder undertakes to keep Government Polytechnic, Baleshwar harmless and indemnified against any demand/ claim of wages, provident fund, Employees State Insurance and any other such dues of its employees. The relationship between the successful bidder and Government Polytechnic, Baleshwar is purely contractual and Government Polytechnic, Baleshwar is not responsible and/ liable for the employees and for staff of the successful bidder.
9. Not withstanding anything contained in the clauses above if any employee and/ staff member of the successful bidder in the opinion of Government Polytechnic, Baleshwar is not rendering proper service or is otherwise guilty of any misdemeanor or is found otherwise undesirable, the

successful bidder shall forthwith remove that person from Government Polytechnic, Baleshwar Campus, with immediate effect and replace him/her suitably.

10. Not withstanding any thing contained in the clauses above if any employee and/staff member of the successful bidder in the opinion of Government Polytechnic, Baleshwar is not rendering proper service or is otherwise guilty of any misdemeanour or is found otherwise undesirable, the successful bidder shall forth with remove that person from Government Polytechnic, Baleshwar Campus, with immediate effect and replace him/her suitably.

11. That the successful bidder shall have no right or interest in the premises allotted for kitchen, dining hall and other allied purposes and he/she shall have no right or interest to remain in possession thereof at the end of this Agreement or on the termination thereof at any time.

12. That service hours in the Hostel Mess/Institution Canteen shall be as given above provided that the timings may be modified by the competent authority if and when considered necessary.

13. **All the Boarders in the Hostel shall take their breakfast and meals in the dining hall and the successful bidder shall not be authorized to serve the meals in the rooms of the Hostel except with the written permission of the competent authority.**

14. **The successful bidder shall obtain instructions from competent authority along with the type of menu that may be served in the official lunches/dinners/tea parties to the participants or guest.**

15. The successful bidder shall display the approved menu with rate prominently in the dining hall of all the hostels.

16. The successful bidder shall be provided by Government Polytechnic, Baleshwar with necessary area/ premises i.e. one dining hall, one kitchen and requisite furniture and/ or gadgets and he/ she shall be responsible for the proper maintenance of both, the premises as well as the furniture and other gadgets provided by Government Polytechnic, Baleshwar. The responsibility for proper maintenance and safety/ Security of all fitting and fixtures will be of the successful bidder.

17. The successful bidder shall pay a sum of **Rs.3,00,000/- (Rupees Three Lakhs) only for Hostel Mess** as security deposit which shall be refunded without any interest thereof, at the end of the contract after adjusting the amount of any damage caused to the Government Polytechnic, Baleshwar by any omission or discrepancy on the part of the successful bidder or his/her employee. Government Polytechnic, Baleshwar will have right to review the working of this agreement from time to time and if at any point of time it is found that the successful bidder has failed to fulfil any of the conditions of this agreement or that his/her working is unsatisfactory, Government Polytechnic, Baleshwar may curtail the agreed period of this agreement and terminate this agreement with a **notice period of one month** and make good any losses suffered by Government Polytechnic, Baleshwar out of the security deposit made by the successful bidder.

18. That the successful bidder shall maintain a suggestion book for recording of suggestions for improvement by the boarders and the staff. Such suggestions, after having the approval of Mess Committee, should be forth with acted upon by the successful bidder. The suggestion and complain book should be kept open for the inspection of the and the competent authority or his nominee.

19. The successful bidder shall keep and maintain a register at the entrance of the dining hall wherein all boarders will sign before taking meals.

20. Any other valid issue related to running of Hostel mess/ Institution Canteen shall be sort out by mutual consensus between both the parties.

I agree to the terms and conditions laid out in the clauses above in entirety in presence of the witnesses mentioned below.

Principal,
Government Polytechnic, Baleshwar

Signature of the
Successful Bidder

Full Name:

Full Name:

WITNESS:

1. _____

3. _____

2. _____

4. _____

*The content of the agreement is subject to change.