



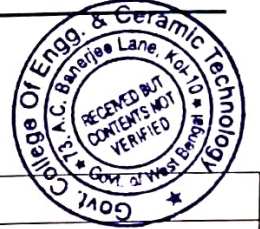
GOVERNMENT OF WEST BENGAL
GOVERNMENT COLLEGE OF ENGINEERING & CERAMIC
TECHNOLOGY

An Autonomous Institute under M.A.K.A.U.T.
73, Abinash Chandra Banerjee Lane, Kolkata – 700010
URL: www.gcect.ac.in | E-mail: gcectwb@gmail.com

NOTICE INVITING TENDER (NIT)

(Single-Bid / Single-Envelope System)

For Operation of the College Canteen



Tender / NIT No.: GCECT/CAN-1/ 252 /2026-27	Date of Issue: 01.07.2026
Estimated Tenure of Contract: 1 (one) year, extendable	Mode: In one sealed envelope

Sealed quotations are invited by the undersigned, on behalf of the Government College of Engineering & Ceramic Technology, Kolkata (an Autonomous Institute under M.A.K.A.U.T.), from recognized, experienced and eligible vendors/firms for the operation and running of the College Canteen on a contractual basis, strictly on the terms and conditions set out below and in conformity with applicable Government of West Bengal financial and procurement norms.

Bidders shall submit their Eligibility Documents (credentials) and Financial Bid (rate quotation as per Proforma-1 and Proforma-2) together in ONE sealed envelope, superscribed “Quotation for Operation of College Canteen – GCECT”, addressed to the Principal.

1. Eligibility Criteria for Bidders

1. The bidder must be an individual/ proprietorship/ partnership firm or registered entity engaged in the food/catering business, holding a valid Trade Licence and Food Licence (FSSAI) as on the date of tender submission.
2. The bidder must have a minimum of 3 (three) years' documented experience in operating a canteen/catering service in an academic institution, research institution, Government office, PSU or similar establishment of comparable scale.
3. The bidder must not have been blacklisted or debarred by any Government department, autonomous body, PSU or educational institution and must submit a self-declaration to this effect (Annexure-B).
4. The bidder must possess a valid PAN and, where applicable, GST registration; sole proprietors must additionally submit their Aadhaar card.
5. The bidder must have filed Income Tax Returns for the last 3 (three) financial years

The College reserves the right to verify all credentials submitted and to reject any bid that is found to be false, incomplete, or unsupported by documentary evidence.

2. Mode of Evaluation

Bids meeting the eligibility criteria at Clause 2 and found technically responsive (i.e., complete in all respects with all requisite documents and EMD) shall be evaluated on a combined basis, giving due weightage to:

1. Lowest quoted rates against the ceiling rates prescribed in Proforma-1 and Proforma-2;
2. Quality, freshness and variety of food items proposed, including tea and snacks, as assessed through sampling/tasting where the Tender Evaluation Committee deems necessary;
3. Experience in operating canteen services in academic institutions, Government offices, or similar establishments.

The decision of the Tender Evaluation Committee constituted by the College Authority shall be final and binding.

4. Scope of Work

- Space for operation of the canteen shall be provided free of cost by the College.
- The canteen shall function from 9:00 a.m. to 6:00 p.m. on all working days and shall not remain closed during operational hours without prior written permission of the College Authority.
- The canteen shall cater to students, faculty members, officers, staff members and guests of the College.
- All food items approved by the College Authority and included in the notified menu shall be made available throughout operational hours, subject to reasonable demand.

- No new food item, or change in the notified menu/rates, shall be introduced without prior written approval of the College Authority.
- The canteen premises — kitchen, dining area, utensils and equipment — shall at all times be maintained in a neat, clean and sanitary condition, in compliance with applicable food safety standards.
- Serving stale, spoiled, contaminated or unfit food shall be treated as a serious breach of contract and may result in penal action, including termination and forfeiture of the Security Deposit.
- Drinking water shall be supplied only from the College's approved water-purification system, served in clean, transparent containers maintained in hygienic condition.
- Refreshments required for official meetings, examinations, seminars, conference, academic activities and students' welfare programmes shall be supplied by the College Canteen strictly at the approved/quoted rates.
- The vendor shall employ adequately trained staff, maintain personal hygiene standards, and ensure staff undergo periodic medical fitness/health check-ups as may be required by the College Authority.
- The canteen operator shall deliver the required food items to the college staff within the college building whenever required.

5. Utilities and Infrastructure

The College shall provide electricity, solely for the operation of the refrigerator, lights, fans and mixer-grinder. The use of electric heaters, immersion rods or any other heating appliances shall be strictly prohibited. The vendor shall bear the entire cost of LPG/cooking gas and of any additional equipment or electrical appliances not permitted by the College.

6. Commencement of Service

The selected vendor shall commence canteen operations within 7 (seven) days from the date of issue of the Work Order, failing which the offer of award may be withdrawn and the EMD forfeited.

7. Documents to be Submitted with the Bid

Self-attested photocopies of the following documents must be enclosed along with the sealed bid, in addition to the original Demand Drafts for Tender Fee and EMD:

Sl. No.	Document	Enclosed (Yes/No)
1	Trade Licence (valid, current)	
2	Food (FSSAI) Licence (valid, current)	
3	PAN Card of the proprietor / firm	
4	Aadhaar Card of the proprietor(s)	
5	GST Registration Certificate, if applicable	
6	Income Tax Returns for the last 3 (three) financial years	
7	Proof of experience / work orders / completion certificates from previous institutions (min. 3 years)	
8	Demand Draft towards Tender Fee (if downloaded copy is used)	
9	Demand Draft towards Earnest Money Deposit (EMD)	
10	Duly filled and signed Proforma-1 and Proforma-2 (rate quotation)	
11	Self-declaration of non-blacklisting (Annexure-B)	
12	Signed acceptance of Terms & Conditions (Annexure-A)	

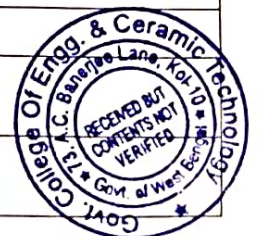
8. Financial Bid – List of Food Items and Rates

As this is a single-bid tender, the rate quotation forms an integral part of the same sealed envelope submitted by the bidder. Bidders shall quote rates strictly at or below the ceiling rate indicated against each item. Quotations above the ceiling rate for any compulsory item shall render the bid liable to rejection.



PROFORMA – 1: Compulsory Regular Items

Sl. No.	Name of Item	Ceiling Rate (Rs.) Not more than	Quoted Rate (Rs.) (to be filled by bidder)
1	Tea – Small Cup (Paper/Earthen/Ceramic) 65 ml	5.00	
2	Tea – Big Cup (Paper/Earthen/Ceramic) 100 ml	8.00	
3	Coffee – Big Cup	12.00	
4	Black Tea	6.00	
5	Sandwich (2 pcs)- Veg/Egg/Chicken	20.00/30.00/40.00	
6	Egg Toast, 2 pcs (with quarter-pound bread)	25.00	
7	Butter / Jam / Jelly Toast, 2 pcs (quarter-pound bread)	18.00	
8	Roti with Curry / Aloo'r Dum, 4 pcs (standard size)	18.00	
9	Luchi with Curry, 4 pcs (standard size)	20.00	
10	Paratha with Curry, 2 pcs (standard size)	18.00	
11	Aloo Paratha with Curd or Pickle, 2 pcs	20.00	
12	Matar-Sooti Kachuri with Curry, 4 pcs (standard size)	28.00	
13	Omelette	12.00	
14	Aloo Dum (4 pcs)	12.00	
15	Ghugni	12.00	
16	Paneer (Matar / Sahi/others)– Big Plate / Small Plate	55.00 / 30.00	
17	Rajma – Big Plate / Small Plate	45.00 / 25.00	
18	Boiled Egg	9.00	
19	Poached Egg	11.00	
20	Biscuit	5% above printed price	
21	Rasogolla	10.00 / 15.00	
22	Sandesh	10.00 / 15.00	
23	Singara	8.00	
24	Gaja	8.00	
25	Cake (Bapuji / Amar Cake)	5% above printed price	
26	Veg Chowmein – Big Plate / Small Plate	55.00 / 25.00	
27	Egg Chowmein – Big Plate / Small Plate	60.00 / 30.00	
	Chicken Chowmein – Big Plate / Small Plate	75.00/40.00	
28	Egg Roll	35.00	
29	Veg Rice Thali (Dal, one fry, one veg curry, lemon, green chilli, onion, Chutney, Papad — Miniket / Banskati rice only; no extra charge for additional rice)	50.00	
30	Egg Curry with two pieces of potato	15.00	
31	Fish Curry, not less than 90 g/pc (Katla / Rohu / Chara Pona)	50.00	
32	Other fish, as per prevailing market rate and prior order	Market rate	
33	Chicken Curry with potato — 2 pcs / 4 pcs (100 g / 200 g)	45.00 / 90.00	
34	Idli (Standard Size) 2Pcs	25.00	
35	Dosa (Plain/ Masala)	30.00/45.00	
36	Doi Vada 2Pcs	40.00	
37	Drinking Water (Kinley/ Aquafina/ Bisleri/ Tata Coper) 200 MI/ 300 ml/500MI/ 1litre/ 20litre	10.00/12.00/15.00/20.00/90.00	
38	Curd (Plain/Sweet): 100 g, preferably of reputed brands as Amul, Keventer, Mother Dairy, or other equivalent brands of similar quality.	10.00/12.00	



PROFORMA – 2: Items on Demand / Instruction

Sl. No.	Name of Item	Ceiling Rate (Rs.) Not more than	Quoted Rate (Rs.) (to be filled by bidder)
1	Nan/Naan Puri with Curry, 2 pcs (big size)	25.00	
2	Egg-Chicken Chowmein – Big Plate / Small Plate	90.00 / 50.00	
3	Chana Masala (big plate)	20.00	
4	Chicken Biryani with potato 100g Chicken)	100.00	
5	Mutton Kasha (4 pcs = 200 g)	250.00	
6	Egg Devil (Standard size)	12.00	
7	Veg Chop (Standard size)	8.00	
8	Veg Pakora (200 g)	20.00	
9	Chicken Pakora (4 pcs)	40.00	
10	Onion Pakora (200 g)	12.00	
11	Aloo'r Chop (Standard size)	6.00	
12	Fish Chop (Standard size)	12.00	
13	Chicken Chop (Standard size)	15.00	
14	Chilli Chicken, with bone (5 pcs)	60.00	
15	Chicken Roll	40.00	
16	Egg-Chicken Roll	50.00	
17	Veg Tarka (big plate)	30.00	
18	Egg Tarka (big plate)	40.00	
19	Mixed Fried Rice (big plate)	100.00	
20	Veg Fried Rice (big plate)	80.00	
21	Chicken Bharta	100.00	
22	Mutton Bharta	200.00	
23	Tandoori Roti – Plain / Butter (1 pc)	15.00 / 20.00	
24	Stuffed Kulcha	15.00 / 20.00	
25	Mutton Biryani with potato (100g Mutton)	220.00	
26.	Khichuri (Standard Plate) with potato/ carrot /beans/ Coli flower (Seasonal)	60.00	
27.	Golapjam/Rajbhog/Jolbhora (Standard Size)	15.00	



Note: Rates for items not listed above, or for special/seasonal items, shall be mutually decided with prior written approval of the College Authority. GST, if applicable, shall be included within the quoted rate and shall not be charged separately from students/staff unless expressly permitted.

9. Language of Tender

The bid shall be submitted in English or Bengali, on the prescribed proforma, duly signed by the bidder or authorised signatory on every page.

10. Security Deposit

1. The successful bidder shall deposit a sum of Rs. 15,000/- (Rupees Fifteen Thousand only) as interest-free Security Deposit, by Demand Draft in favour of "Principal, Government College of Engineering & Ceramic Technology", payable at Kolkata, before/at the time of issue of the Work Order.
2. The Security Deposit shall be refunded on satisfactory completion/termination of the contract, subject to adjustment against any dues, damages, or losses caused to College property.
3. The Security Deposit is liable to forfeiture, in whole or in part, in the event of breach of any terms and conditions of this tender or the resultant agreement.

11. Issue, Submission and Opening of Tender

1. Tender documents are also downloadable free of cost from the College website www.gcect.ac.in.
2. Sealed bids must be submitted, by hand or by post, so as to reach the office of the undersigned not later than 3:00 p.m. on 14.07.2026. Bids received after the stipulated date and time shall not be entertained.
3. Technical & Financial bids (single sealed envelope) shall be opened on 15.07.2026 at 1:00 p.m., in the presence of bidders or their authorised representatives who may choose to be present.

12. Right of Acceptance / Rejection

The undersigned reserves the right to accept or reject any or all bids, in part or in full, and to cancel the tender process at any stage, without assigning any reason whatsoever, and without any liability towards the bidders whatsoever.

13. Contract Period, Validity and Termination

1. The bid shall remain valid for acceptance for a period of 90 (ninety) days from the date of opening of the tender.
2. The contract shall be initially for a period of 1 (one) year from the date of commencement of service, extendable for a further period on a year-to-year basis, for a maximum of 3(three) years in total, on mutual consent and subject to satisfactory performance, at the sole discretion of the College Authority and without a fresh tender process, provided rates/terms are mutually reviewed.
3. In case of unsatisfactory food quality, hygiene lapses, or repeated/substantiated complaints, the College Authority reserves the right to terminate the contract by giving 2 (two) months' written notice, or with immediate effect in case of a serious/repeated violation, without any compensation to the vendor.
4. The vendor may likewise withdraw services by giving 2 (two) months' prior written notice to the College Authority.
5. The contract is personal to the vendor and shall not be assigned, sublet, or transferred to any other party under any circumstances.

14. Statutory Compliance and General Conditions

- The vendor shall comply with all applicable laws, including the Food Safety and Standards Act, 2006, Shops and Establishments Act, labour laws (minimum wages, PF/ESI where applicable), and any other statute governing the operation of a food business.
- Use of any type of plastic (single-use plastic, plastic carry bags, plastic cutlery, etc.) is strictly prohibited within the Institute premises, in line with applicable plastic-waste rules.
- The possession, storage, sale, distribution or consumption of tobacco products, alcohol, gutkha, or any other prohibited or harmful substance within the Institute premises is strictly prohibited. Any violation of this condition shall be viewed seriously and may invite appropriate legal and disciplinary action in accordance with the applicable laws and regulations.
- All garbage and canteen waste shall be removed daily and disposed of outside the College campus in a proper, hygienic and environmentally responsible manner, at the vendor's own cost.
- The vendor shall be solely responsible for the conduct, discipline and verification (police/character) of canteen staff engaged by them.
- The vendor shall maintain adequate fire-safety and first-aid arrangements in the canteen area and shall be liable for any accident, loss, or damage arising from negligence in operations.
- The College shall not be liable for any loss, theft, or damage to the vendor's equipment, stock, or belongings kept within the canteen premises.
- The vendor shall indemnify the College against any claim, loss, or liability arising out of food poisoning, adulteration, or any act/omission of the vendor or its staff.
- Interested vendors may visit and inspect the site at their own discretion, prior to submission of the bid; no claim on this account shall be entertained subsequently.

15. Dispute Resolution and Jurisdiction

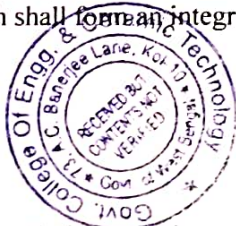
Any dispute or difference arising out of or in connection with this tender/contract shall, in the first instance, be resolved through mutual discussion between the vendor and the College Authority. Failing amicable settlement, the matter shall be referred to arbitration in accordance with the Arbitration and Conciliation Act, 1996 (as amended), the seat of arbitration being Kolkata. Subject to the above, the Courts at Kolkata alone shall have jurisdiction over all matters arising out of this tender/contract.

16. Force Majeure

Neither party shall be held responsible for any delay or failure in performance of its obligations to the extent such delay or failure is caused by circumstances beyond its reasonable control, including but not limited to natural calamity, fire, riot, war, government order, or pandemic-related restriction, provided timely written notice is given to the other party.

17. Amendment of Tender Terms

The College Authority reserves the right to amend, modify, or clarify any term or condition of this tender at any time prior to the deadline for submission of bids, by way of a corrigendum published on the College website and/or notice board, which shall form an integral part of this tender document.



Copy to:

1. College Notice Board
2. College Website (www.gcect.ac.in)

K. Chokud

Principal
Principal
Govt. College of Engineering
& Ceramic Technology
Kolkata-700010
Govt. of West Bengal



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ANNEXURE – A

Undertaking / Acceptance of Terms & Conditions

I/We, the undersigned, having carefully read and understood the Notice Inviting Tender and all Terms & Conditions for operation of the College Canteen at Government College of Engineering & Ceramic Technology, Kolkata, hereby unconditionally accept and agree to abide by all the said terms and conditions in their entirety, and undertake to operate the canteen strictly in accordance therewith, without any deviation.

I/We further undertake that the rates quoted in Proforma-1 and Proforma-2 shall remain firm and binding throughout the tenure of the contract, unless revised with the prior written approval of the College Authority.

Name of Bidder / Firm	
Address	
Trade Licence No.	
Food (FSSAI) Licence No.	
PAN	
GST No. (if applicable)	
Mobile No. / E-mail	

Place: _____

Date: _____

Signature of Bidder with Seal





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ANNEXURE – B

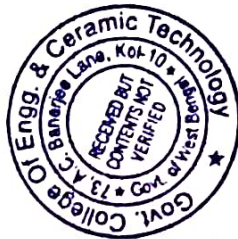
Self-Declaration (Non-Blacklisting / No Conflict of Interest)

I/We, _____, proprietor/authorised signatory of
_____, do hereby solemnly
declare that:

1. My/Our firm has not been blacklisted, debarred, or declared ineligible by any Government department, autonomous body, PSU, or educational institution in India as on the date of this declaration.
2. No criminal case / FIR relating to food adulteration, cheating, or fraud is pending against me/us or my/our firm.
3. I/We hereby declare that I/We have no relative or close associate employed by the College or by any agency engaged by the College who is involved in the tender evaluation or award process, nor do I/We have any relationship that could give rise to a conflict of interest.
4. All information and documents furnished by me/us along with this bid are true and correct to the best of my/our knowledge; in case any information is found false at any stage, my/our bid/contract is liable to be cancelled and the EMD/Security Deposit forfeited, besides any other legal action.

Place: _____

Date: _____



Signature of Bidder with Seal