

OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE RAJOURI (J&K)

(A Post-Graduate College with Potential for Excellence) NAAC Accredited Grade "B"

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No: GDC/RAJ/2025/ 1308

Dated: 28-07-2025

Notice inviting Tenders/ Quotations

Sealed tenders/ quotations on plain paper/ bill/ voucher are invited on annual rate contract on monthly food charges as per menu basis (extendable on the same terms and conditions or conditions set by the College Hostel committee at the time for another year) for the session 2025-26 from the experienced agencies/contractors/caters/ cook for the college hostels (Boys and Girls) at Govt. P. G. College Rajouri on the terms and conditions set by the college Hostel Committee available in the college and on the College website www.gpgcollegerajouri.ac.in. The tenderee must be holding an experience certificate from the registered firm/ agency.

The tenders/ quotations must reach the office of the undersigned by post/ delivered personally within 07 days from the date of publication of this notice. The tender documents and terms and conditions can be had from the office of the principal on all working days up to the last date between 11.00 Am to 2.00 PM. The tender/ quotations shall be accompanied with a DD of Rs.5000/- in favour of Principal Govt. Degree College Rajouri as security money.


PRINCIPAL
Govt. Degree College
Rajouri

**OFFICE OF THE PRINCIPAL
GOVT. P.G. COLLEGE RAJOURI
Rajouri, Jammu and Kashmir-185133**

Mess Tender Form

1. Name of the Contractor: _____
2. Father's Name: _____
3. Residential Address: _____

4. Contact Number: _____
5. Applying for the Mess Contract of Boys Hostel/Girls Hostel: _____
6. Rates quoted Per Month/Per Student (Separately for Boys & Girls Hostels): _____
7. Name and Address where at present running the mess/canteen/restaurant: _____

8. Previous Experience (in no of years): _____
9. Registration Certificate Number (Attach Registration Certificate as well): _____

10. Bank Name, Draft No & Date: _____
11. Pan Number: _____

Signature of the Applicant

c/sd

[Signature]

TERMS AND CONDITIONS

1. The Contractor is required to note that health, hygienic safety and satisfaction of the hostelers are the prime concern of the Institute authorities.
2. Food/any other item should not be served inside the room of hostel residents unless in exceptional cases or ill health on directives of Warden.
3. If the mess management is not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, the college is empowered to terminate the contract with a short notice of one week.
4. The contractor and his workers must behave in appropriate manner with hostel residents in all the hostels.
5. The Contractor shall make arrangements for collection, storage and disposal of kitchen waste, waste food, etc. at his/her own cost. Any haphazard throwing, dumping and storage of waste reported by the Warden and Hostel Local Committees shall be considered a violation of the contract and shall invite penalty of Rs. 5,000/- (Rupees Five Thousand only) for the first violation and Rs. 10,000/- (Rupees Ten Thousand only) for the second and third violations. Further violations will attract a review of the contract by the College authorities and may even lead to termination of the contract.
6. The Contract Period is initially for 1(one) year, which may be extended for one more year depending upon the performance of the contractor.
7. Cooking medium should be branded oil or ghee. Substandard material & other oil /ghee must not be used.
8. Hygiene, overall cleanliness of surrounding, kitchen and the food, raw materials, ingredients etc. should be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of cooked food shall not be stored / preserved / re-served after meals. Not following warden's suggestions / instructions in above matters shall be considered as violation of terms and conditions of contract and shall invite penalty for the same.
9. Mess workers and cook should be healthy and medically fit. They are required to have a regular check up with the institute Medical Officer once in every quarter. If any mess worker is found medically unfit, he may not be given permission to continue his duties and mess contractor has to replace him immediately without fail.
10. Sample menu is attached with this document. Menu can be changed, to suit the availability of seasonal vegetables and their market supply.
11. No Mess off will be given to individual student under normal circumstances. Mess off would only be given if a student is not keeping well and admitted in hospital/ going for academic /sports activity deputed by the college and he submits the application through Warden 7 days before leaving or any other reason deemed fit by Warden. In case a hosteller takes leave for personal reasons, the Warden will decide and inform the Contractor accordingly. In such cases, mess-off shall be given only if the hosteller is away for a minimum of 7 (seven) days and maximum off will be given for the 10 (ten)

21st

[Signature]

days. Rest of the days will be paid at the per day rate to mess contractor by hostel residents.

12. The mess utensils are to be cleaned with hot water using detergent powder/soap after every meal by the mess contractor and its staff itself.

13. All the items to be served in the mess shall be prepared in the mess kitchen.

14. The contractor is required to maintain the details of all his employees/mess workers. This information along with their photographs shall be submitted to the Warden.

15. Contractor shall be solely responsible in case of incidence/s of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the hostel residents. In addition, penalty may be imposed on the contractor as decided by the College/Warden for such incidence/s.

16. The contractor shall not employ any mess worker whose track record is not good. He should not have involved in any crime / offence/ police case.

17. Storage / consumption of any alcoholic drink / liquor are strictly prohibited. The contractor shall not serve any of such substance / drink in mess / hostel. Smoking, consuming gutkha, tobacco etc. is also prohibited in hostel premises.

18. The contractor shall be fully responsible for appropriate behavior of the mess workers. If it is found that any worker has misbehaved with any of the hostel residents / hostel staff, he has to take action as suggested by the Warden.

19. Decision of the college will be final and binding to the contractor in case of any dispute arising out with respect to the terms and conditions of this contract.

20. Timings of the meals should be adhered very strictly: Breakfast Lunch & Dinner

7:30 AM – 9:00 AM Breakfast

1:00 PM – 2:30 PM Lunch

8:00 PM – 9:00 PM Dinner

21. The Contractor shall collect the guest charges directly from the students/guests who are not registered for meals in the respective hostel, the guest charges for lunch and dinner will be 50 rupees respectively and 30 rupees for breakfast.

22. The utensils for serving the food will be provided by the mess contractor and no student is allowed to eat food in their own plates/utensils and this is mandatory to wash the utensils by the mess employee itself and the food will be served to each and every student on the dining table itself (rice, dal & chapatti) not on the counter of the dining hall. Any violation in this part will be viewed seriously by the wardens and hostel committee itself.

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Mess Menu (Boys & Girls Hostels)
Govt. P.G. College Rajouri, J&K

Days	Breakfast (7:30 am-9:00am)	Lunch (1:00 pm-2:30 pm)	Dinner (8:00pm-9:00pm)
Monday	Mix Vegetable, Chapati, Tea	Mix Dal, Rice, Chapati, Mix Vegetable	Deepak Rajma, Rice, Seasonal Vegetable, Chapati
Tuesday	Puri, Black Channa, Tea	Roongi Dal, Rice, Chapati, Mix Vegetable	Masala Rajma, Jeera Rice, Mix Vegetable, Chapati
Wednesday	Aloo Parantha, Pickel/Chatni Tea	Curry Pakodha, Rice, Chapati	Maa Chana Dal, Rice, Mix Vegetable, Chapati
Thursday	Aloo Channa, Chapati, Tea	Deepak Rajma, Rice, Chapati	Mix Dal, Rice, Seasonal Vegetable, Chapati
Friday	Chapati, mix vegetable ,Tea	Rongi Dal, Rice, Seasonal Vegetable, Chapati	Shahi Paneer, Rice, Masoor Dal, Chapati
Saturday	Aloo Parantha, Pickel/Chatni ,Tea	Kabuli Channa, Rice, Chapati, Raita	Egg Curry, Rice, Seasonal Vegetable, Chapati
Sunday	Pooha , dahi chatni, Tea	Dal Makhni, Rice, Seasonal Vegetable, Chapati	Channa dal, Rice, boondi raita, Chapati

Handwritten signature/initials