

## **NOTICE INVITING LIMITED TENDER FOR PROVIDING CANTTEEN SERVICES at JORHAT ENGINEERING COLLEGE, JORHAT-785007(Assam)**

Sealed tenders addressed to the Principal, Jorhat Engineering College are invited for providing canteen services in the College. The prescribed tender form containing Terms and conditions is available on the college website [www.jecassam.ac.in](http://www.jecassam.ac.in). The last date of submission of tender shall be 16<sup>th</sup> June 2026 at 2 PM. No tender form shall be accepted after the last date and scheduled time.

### **GENERAL TERMS AND CONDITIONS:**

1. The Contractor shall sign an agreement with the College authorities.
2. The contract shall be for one year from the date of signing of an agreement and shall automatically expire on completion of one year unless renewed. If the agreement is not renewed every year, the caterer will have to vacate the premises immediately on the expiry of the contract with 15 days' notice.
3. The Canteen Contractor shall pay the following charges to the College:
  - a) Electricity Charges As per actual (sub-meter basis)
4. In case of breach of any terms and conditions herein contained, the college authorities shall be at liberty to terminate the contract without assigning any reason and the caterer shall have to vacate the premises allotted to him within the time specified by the college authorities.
5. The Canteen contractor shall not close the canteen without prior permission from the college. The canteen shall remain open on Saturday/Sundays/ Vacations/Holidays as per the requirement of the college to be stated by the authorities of the college.
6. The canteen contract cannot be terminated by the contractor in the midst of the period of award.
7. The Contract may be terminated by giving one month's notice from either side. However, if it has been found/reported that there has been a gross misconduct, negligence, non-compliance of orders requiring immediate action, the principal shall have the rights to revoke the contract immediately without any notice.
8. After the termination / expiry of the contract, all the belongings of the college should be handed over to the college, including those items for which the college has undergone a separate agreement.
9. Any non-compliance of the tender requirements may lead to rejection of tender quotations.
10. The college reserves the right to accept or reject any tender quotation in whole or in part without assigning any reason thereof.
11. Any dispute is subject of the Jurisdiction of Court situated in Jorhat.

## **SPECIFIC TERMS AND CONDITIONS:**

1. The College reserves the right to change any food items in the menu and conditions without assigning any reason thereof.
2. Staff of canteen will be allowed to stay in the canteen only with authorization and no unauthorized person will be allowed to stay there.
3. The Contractor shall not keep/sell items like cigarette and other health hazard articles.
4. It will be sole responsibility of the contractor to guard canteen properties properly like fans, furniture, electrical fittings, sanitary fittings and windows and doors etc.
5. The contractor shall be responsible for payment of GST (as the case may be) on eatables to the concerned department.
6. The contractor shall abide by all the prevailing laws for running of canteen/cafeteria and shall do all the necessary formalities of obtaining licenses/permission etc. on his own. The college shall not take any responsibility for any legal provisions not met by the contractor & on account of this the contractor shall solely be responsible.
7. The contractor shall keep the canteen area (in and around) neat and tidy.
8. The kitchen of the canteen shall be maintained with best of hygiene standard.
9. The contractor shall take all precautions to maintain quality of food. In no case he shall sell stale/old stuff/preparations.
10. The contractor must not use / store any hazardous chemical / dangerous element / banned or expired products in the canteen which may pose threat to the health and safety of the people.
11. Pest control will have to be done on a regular basis and the cost to be borne by the contractor.
12. The contractor shall use the good quality branded cooking medium like oil and sauces and should ensure that only standard material / ingredients for cooking and serving are used. No sub-standard material / ingredients shall be allowed.
13. The contractor shall not use the canteen/ college premises for residential purposes for himself or his staff & none of the employees of the contractor shall be allowed to stay in the college premises during nights/holidays etc. The list of people residing on campus has to be provided.
14. The contractor shall not sublet the contract to any vendor further. Similarly, no part of the menu/items agreed upon shall be sublet to any other party. Subletting in any form shall not be allowed.
15. The contractor shall provide the list of the workers along with their identification & residential proof, who are working in the canteen and also the following.
16. Any change in the staff shall be reported immediately and relevant proof of identification shall have to be submitted again. The contractor shall solely be responsible for the conduct/behavior of the staff employed by him in the college canteen and shall solely be responsible for any misconduct or undesirable incident on account of the conduct/behavior of the staff engaged by the

contractor.

17. A list of staff along with their photographs working in the canteen shall be forwarded to the police station concerned.
18. All staff must be properly groomed and be polite/courteous to the customers.
19. The contractor shall ensure that applicable labour laws and Minimum Wages Act are complied with. They are responsible for compliance with all the laws, bylaws, ordinances, and rules governing employment and their medical insurance, PF, etc.
20. The contractor must ensure compliance with provisions of the Food Adulteration Act 1954 and Food Safety Standard Act 2011.
21. The contractor shall ensure to keep all his belongings under lock and key. The contractor shall be solely responsible for any loss, damage, theft, etc. occurring in the canteen and no compensation of any kind shall be made by the College.
22. The contractor shall have to make arrangements to remove/dispose of garbage and shall not use the college premises for dumping of the garbage. The contractor has to ensure that the garbage is not scattered here and there and shall have to arrange proper dustbins.
23. Regular housekeeping and cleaning/clearing of the allotted premises must be done.
24. The contractor will be responsible for the proper clearance of tables, used plates, etc. They must provide adequate manpower for the smooth operation of the canteen.
25. Display of rate list: the display of the menu card has to be done legibly. The self-service system should be adopted in the canteen. The contractor shall display the menu every day on the notice board of the Canteen.
26. The members of the Canteen Committee any time to check the quality of food preparation, hygiene conditions, staff conduct, etc.
27. Any loss to the property of the College caused by the contractor shall be borne by the contractor.

Dr. Rupam Baruah  
Principal, JEC

Date : 02-06-2026

**JORHAT ENGINEERING COLLEGE, JORHAT**

**FORMAT TO BE SUBMITTED BY THE CONTRACTOR ON LETTERHEAD  
Tender for providing the Canteen services in JEC.**

1. Name of the Firm
2. Name of Proprietor/Partner
3. Address
4. Phone No.
5. PAN No.(Attach Photocopy)
6. AADHAR No. (Attach Photocopy)
7. GST NO. (IF any)

