



Mob:-9437242344
E-mail-ID:govtcollegephulbani@gmail.com
Website: www.govtcollegephulbani.org

**OFFICE OF THE PRINCIPAL; GOVT. AUTO. COLLEGE, PHULBANI,
DIST. - KANDHAMAL**

Letter No. 1585/GACP/24

Date. 18.7.2024

NOTICE

Expression of Interest (Eoi) in sealed cover is hereby invited from the general public to manage and run the college canteen of Govt. Autonomous College, Phulbani. Duly filled in application form and relevant documents from interested persons/ parties must reach the Office of the Principal, Govt. Autonomous College, Phulbani latest by 03rd August 2024. The application form, terms and conditions, and standard operating procedure can be downloaded from www.govtcollegephulbani.org. Further, they are requested to be present physically on Monday, 05th August 2024 to have a discussion in detail with the college authorities.

List of Documents required-

1. Duly filled Application form
2. Copy of Adhaar Card and PAN Card
3. FSSAI license or Registration certificate if any.
4. Experience certificate of managing such business in the past, if any.

[Signature]
Principal
Govt. Autonomous College
Phulbani

Memo No. 1586 / Date 18.7.2024

Copy to Guard file/Notice Board/Website/WhatsApp groups for information.

[Signature]
Principal
Govt. Autonomous College
Phulbani

GOVT. AUTONOMOUS COLLEGE, PHULBANI

Application form to manage and run the college canteen

Affix a passport size photo here

1. Name : _____

2. Father's Name: _____

3. Mobile No. : _____

3. Full Adress : _____

4. Educational Qualification: _____

5. ADHAAR No. _____

6. PAN: _____

7. Details of FSSAI/Trade License if any: _____

7. Past Experience in managing canteen/snacks outlet (if any):

Signature of the Applicant

Mobile No.

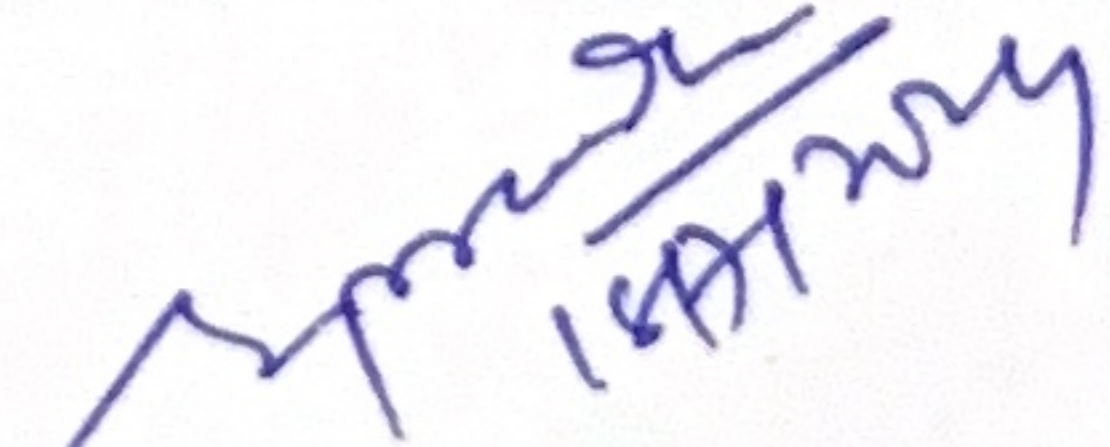
N.B.- Attach all the relevant documents with this application form.

GOVT. AUTONOMOUS COLLEGE, PHULBANI

Terms and Conditions to Run the College Canteen

The College Canteen shall be governed by the following terms and conditions-

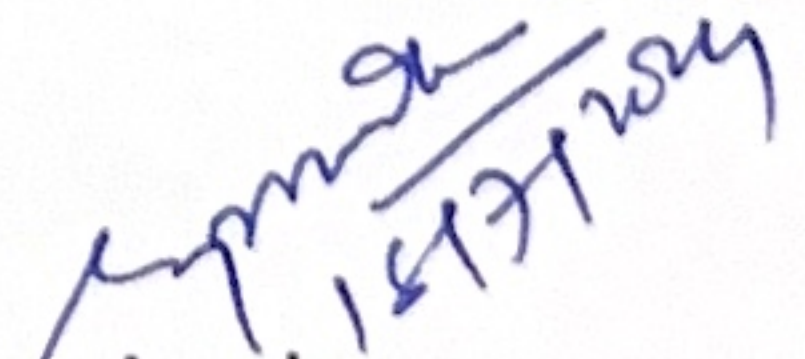
1. The vendor selected to provide canteen service shall sign an agreement-cum-undertaking with the college to manage and run the canteen for 02 (two) years on a Rs. 10 non-judicial stamp paper.
2. This agreement will have 60 days of trial period from the date of signing of the agreement during which the quality of the services provided by the vendor shall be checked by the college authority. If the services provided by the vendor are not satisfactory or the vendor is unable to run the canteen, the contract can be terminated by any party.
3. After 60 Days of signing the agreement, the contract can be terminated by any party giving a 30 days' advance notice.
4. Periodic evaluation of the quality of food and services shall be done by the college authority.
5. The vendor shall deposit a security amount (refundable at the time of termination of the contract) of Rs. 5000/- in the college account.
6. The vendor shall also deposit a monthly rent of Rs. 1200/- only towards water and electricity charge, which may be revised later.
7. The canteen vendor shall strictly adhere to the Standard Operating Procedures of the canteen as decided time to time by the college authority.
8. The college will again invite expression of interest from general public if the contract is terminated by any party or when the contract period ends, whichever is earlier.
9. The vendor cannot claim any right or preference to manage and run the canteen after the termination of the contract. They shall again have to go through the due process as seemed fit by the college authority.


Principal
Govt. Autonomous College
Phulbani

GOVT. AUTONOMOUS COLLEGE, PHULBANI

Standard Operating Procedures (SOPs) to run the College Canteen.

1. The canteen shall open only on working days from 07:00 am to 05:00 pm.
2. Only the students, staff members and boarders of the hostels are allowed to avail the canteen facilities. Outsiders are strictly prohibited from using the canteen service.
3. The Vendor shall use own materials and utensils for running the canteen.
4. The college will provide water and Electricity for which, the vendor shall pay a monthly rent of Rs. 1200/-, which may be revised later. Vendor shall not claim any other facility of the college to run the canteen.
5. The vendor will provide required dustbins in the canteen area and will clean the surroundings regularly.
6. The vendor can sell meals only during the lunch hours.
7. The vendor shall display a rate chart inside the canteen and no items shall be sold above M.R.P. or more than the prevailing market price for unpackaged items.
8. The vendor shall not use the canteen for any illegal acts. Selling and storage of Pan, Gutka, Tobacco, Cigarettes and any contraband items as specified under law is strictly prohibited.
9. The vendor and his staff shall not stay inside the canteen beyond the working hours of the canteen, especially during the night. They shall neither consume tobacco or any contraband items inside the college premises.
10. The vendor must take prior permission from the college authority for any renovation or new construction in the canteen area.
11. Decision of the College Canteen Committee regarding the running of canteen shall be treated as final.


Principal
Govt. Autonomous College
Phulbani