



इन्दिरा गाँधी शारीरिक शिक्षा एवं खेल विज्ञान संस्थान
INDIRA GANDHI INSTITUTE OF PHYSICAL EDUCATION & SPORTS SCIENCES
(दिल्ली विश्वविद्यालय / University of Delhi)

राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार द्वारा शतप्रतिशत वित्त-पोषित / 100% Funded by the Govt. of N.C.T of Delhi
बी-ब्लॉक, विकास पुरी, नई दिल्ली-110018 / B-BLOCK, VIKAS PURI, NEW DELHI-110018

प्रो. संदीप तिवारी
प्राचार्य (कार्यवाहक)
Prof. Sandeep Tiwari
Principal (Officiating)

ई-मेल / E-mail: principal@igipess.du.ac.in • वेबसाइट / Website: www.igipess.du.ac.in

दूरभाष नं० / Ph. No. 28544497, 28543753 • फैक्स नं० / Fax No. 28549003

12.11.2025

दिनांक / Dated

Ref.No.IPE/2025/19/873

NOTICE
TENDER FOR COLLEGE CANTEN

Tender/s addressed to the Principal, Indira Gandhi Institute of Physical Education & Sports Sciences, B-Block, Vikasपुरी, New Delhi-110 018 are invited with-in 15 days from the date of publication of Tender Notice on GeM from Experienced Contractors for running the College Canteen for the year 2025-27. Terms & Conditions are also available on the College Website www.igipess.du.ac.in.

The undersigned reserves the right to accept or reject any or all the Tenders without assigning the reasons thereof.

IMPORTANT DATES

Date of Publication of Tender on GeM	12.11.2025
Last Date of Submission of Tender on GeM	27.11.2025

BID ID ON GEM : GEM/2025/B/6882202

Sd/-
(PROF. SANDEEP TIWARI)
PRINCIPAL (Offg.)

Copy to:

1. Section Officer (Admn.).
2. Section Officer (A/c.)
3. Convener, Canteen Committee
4. Office File.
- ✓ For Uploading on the Institute's Website

Tender 4

(PROF. SANDEEP TIWARI)
PRINCIPAL (Offg.)

TERMS AND CONDITIONS OF THE CONTRACT

1. The Institute cannot assure any particular numbers of footfall during any day. The value 100 given in the footfall column is provided based on approximation.
2. The Vendor whose offer is accepted shall be granted the contract to sell and supply refreshment to the college Staff and Students etc.
3. The Vendor shall enter into a contract to be executed on a non-judicial Stamp Paper of Rs.100/-. The contract shall be for a period for one year and may or may not be renewed. The college reserves the right to renew the contract on the same or revised terms and conditions for such period as may be deemed fit.
4. The Vendor, who is awarded the contract, shall be required to:
 - a) Pay License Fee/Monthly Rental of Rs.3,000/- per month (Rupees Three Thousand only) or higher bid offered by the Licensee. No portion of the license fee shall be refundable.
 - b) Deposit with the college Authorities a sum of Rs.30,000/- (Rupees Thirty Thousand only) as a security deposit on or before the execution of License Deed in the form of DD in favour of the Principal, IGIPESS, Delhi with validity for a period 120 days beyond the final bid validity period.
 - c) To pay Electricity Charges @Rs.10/- per unit or ₹500/- p.m. whichever is higher.
 - d) To pay Water Charges @Rs.400/- (Rupees Four Hundred only) per month.
5. Monthly License Fee, Water and Electricity charges shall be deposited by the Vendor by 7th of every month (the means of deposit through online mode irrespective of holiday).
6. If the Vendor fails to pay the License Fee, Water and Electricity charges within the stipulated period, the license will be terminated and it will be awarded to another party in the panel.
7. The Vendor shall not serve, except with the prior permission of the Principal in the classrooms/rooms.
8. The children below 14 years should not be allowed to work in the Canteen as per the Government Norms.
9. The Vendor shall keep the licensed premises neat and tidy according to the by-laws of Health Department as laid down by the Municipal Corporation of Delhi and shall be personally responsible for complying with relevant acts and regulations in force in NCT of Delhi. The Vendor shall also arrange to obtain the necessary license for running the business, if required by the civic authorities. The college, in no case, shall be responsible for this.

The said premises allotted to the Vendor will not be used by the Vendor or his/her workers for residential purpose.

10. The College/Institute shall provide the necessary furniture such as tables and chairs. The Vendor shall be responsible for its maintenance, loss or damage, if any. He/she shall also be responsible for any loss or damage to the college property movable or immovable in his possession.

The Vendor will be required to provide utensils/Gas Cylinder/Cook Top etc. at the time of award of the business contract.

- (14)
11. The articles of refreshment etc. to be served by the Vendor shall be of good quality and the preparation if any, shall be made by him under hygienic condition within the premises provided for the purpose. The rates of the articles as may be approved by the Canteen Committee will be displayed by the Vendor at a prominent place. Under no circumstances, the Vendor shall increase the rate of any article without prior permission of the Principal. The Principal and the members of the Canteen Committee shall visit the place from time to time to check the preparation and arrangements etc.
 12. The Vendor shall keep a complaint book which shall be made available by the Vendor to any person who desire to record any complaint and which shall be opened to inspection by the Principal and the member/s of the Canteen Committee.
 13. The Vendor shall employ requisite number of Employees in the canteen of the Institute for the smooth conduct of the business. He/she shall be responsible for good conduct and behaviour of the persons employed by him.
 14. The Vendor shall be personally responsible for any loss, damage or theft etc. occurring in the premises to any of the College property under his control.
 15. The Vendor shall also provide services during vacation/s.
 16. The contract shall be terminable on one month notice on either side. The Principal will have the right to revoke the contract without notice on grounds of gross misconduct, negligence or breach of contract.
 17. Consequent upon termination of contract, Vendor will have to vacate the entire Canteen area within five days from the date of Notice of termination of contract beyond which monthly rental will be charged @ five times the License Fee.
 18. The Vendor shall not sublet the business to any other person(s). In case, it is found that the canteen is sublet to other person, the contract will be terminated immediately without any prior notice.
 19. The Principal shall have the right to impose fine in case of grave irregularities to the extent deemed fit and proper which shall be recoverable from the security amount, if not paid otherwise.
 20. At the time of expiry or repudiation of the contract, as the case may be, the Vendor shall be liable to hand over the entire furniture and fixture and other belonging supplied by the college, in the same conditions as they were at the time of this contract.
 21. In case of any dispute the matter shall be referred for arbitration to the Treasurer or any other member nominated by the Governing Body, whose decision shall be final and binding on both the parties.
 22. The Vendor shall be required to submit the following certificates:-
 - i) Experience Certificate, if any.
 - ii) Reference of working experience for confirmation of performance.
 - iii) The vendor, as on the last date of submission of tender, must have all statutory clearances and certificates from concerned authorities to run the college canteen / food business from MCD/NDMC/FSSAI etc.
 23. The Principal reserves the right to reject or accept any Tender without assigning the reason whatsoever.

 We have read the above terms and conditions of the contract and undertake to abide by all the above terms and conditions in case of award of the contract for supplying the items a listed in the contract.

 

Lowest Rates will be decided according to the total sum of all items given in the prescribed format in financial bid. (13)

Successful Vendor shall execute the agreement on Legal Stamp paper of Rs.100/- for running & operation of Canteen in the premises of Indira Gandhi Institute of Physical Education & Sports Sciences and accepted tender along with terms and conditions shall form a part of the agreement.

The Vendor should be registered in Delhi area.

CANTEEN EMPLOYEES:

1. The Contractor/Vendor shall be subject to the regulation/s of labour laws of Delhi/Central Govt.
2. The Contractor/Vendor has to ensure the cleanliness of the dress worn by the employee/s during the time of the serving in the canteen as well as faculty lounge (With the prior permission of the Principal). They should wear photo I-card and should carry clean duster with them always.
3. The Contractor/Vendor shall be under the discipline of the College and follow the instructions issued from time to time. The Contractor/Vendor shall in no case disturb the working of the College. The employees would remain decent and courteous. Any of his employees indulging in any act of indiscipline, misbehaviour or violent act(s) or abets other in doing so, and if it is prima facie proved, then Vendor shall remove the employee concerned from the premises immediately on receipt of verbal or written orders.
4. Only a few requisite staff of Vendor will be allowed to stay in the canteen from 8.00 am to 6.30 pm only. No unauthorized person shall be allowed to stay in the Canteen.
5. All rules & regulations as part of legal requirement for employment of labour and obtaining Contractor/Vendor for running of College Canteen is the responsibility of the Contractor / Vendor.
6. Police Clearance Certificate of all those employed by the Vendor / Contractor must be submitted within two weeks from the date of award of the contract.

Officiating Principal

IGIPESS, B-Block, Vikaspuri,

New Delhi-110 018

Signature of Vendor: _____

Name in Full: _____

Address: _____

Email ID: _____

Mobile No.: _____



Termination of the Contract:

1. The quality of food/services provided will be checked from time to time and if found unsatisfactory the license may be cancelled at any time by the Vendee without furnishing any notice. The College reserves the right to impose a fine if deemed necessary.
2. The decision of College authorities in the matter relating to the Canteen shall be final and binding on the Contractor / Vendor.
3. In case of termination of contract / Vendor shall handover possession of Canteen as per Clause 16 of the Contract.
4. The College reserves the right to terminate the contract any time after getting recommendation of an independently appointed committee against any serious complaint(s) regarding the performance/maintenance of the Canteen. The decision of the College in this regard shall be final.
5. The contract can be terminated either by the College or the Contractor by giving one month of notice. However, if the Contractor seeks termination of the contract in between the contract period his security deposits would be forfeited.

The Principal reserves the right to accept or reject any one's or all Tenders without assigning the reasons thereof.

I/We have read the above terms and conditions (Sl. No. 1 to 22) of the contract and undertake abide by all the above terms and conditions in case of award of the contract for running the College Canteen to me.

Signature of Vendor: _____

Name in Full: _____

Address: _____

Email ID: _____

Mobile No.: _____



List of items to be supplied by the Vendor/Contractor for IGIPSS Canteen:

(11)

S.No.	Item	Weight/Qty.	Rate
1.	Tea	1 cup – 110 ml.	
2.	Dip Tea	1 cup – 110 ml.	
3.	Coffee	1 cup – 110 ml.	
4.	Tomato Soup	1 bowl – 200 ml.	
5.	Samosa	1 pc -100 gm.	
6.	Bread Pakora	1 pc – 75 gm.	
7.	Bread Pakora Paneer	1 pc – 100 gm.	
8.	Bread Pakoda with Chhole	1 pc – 75 gm. – 60 gm.	
9.	Chole Bhature	1 plate – Chole-60 gm. + 2 Bhature	
10.	Chowmine	Half Plate – 100 gm.	
11.	Chowmine	Full Plate -150 gm	
12.	Paneer Chowmine	Full Plate – 150 gm	
13.	Sandwich	1 pc – 100 gm.	
14.	Burgar	1 pc – 125 gm.	
15.	Patties	1 pc – 250 gm.	
16.	Bread Omlett	2 Egg + 2 Bread Piece	
17.	Boiled Egg	1 pc	
18.	Plain Dosa	1 pc – 200 gm.	
19.	Masala Dosa	1 pc – 250 gm.	
20.	Paneer Dosa	1 pc – 250 gm.	
21.	Uttapam	1 pc – 250 gm.	
22.	Dhokla	100 gm.	
23.	Khandavi	100 gm.	
24.	Kadhi Chawal	1 plate- 250 gm.	
25.	Chole Chawal	1 plate – 250 gm.	
26.	Rajma Chawal	1 plate – 250 gm.	
27.	Mini Lunch (5 puri, sabji)	Sabzi – 60 gm., Puri – 40 gm + salad	
28.	Lunch Thali	2 Sabzi – 60 gm., Chawal – 100 gm., 5 Puri – 40 gm. each, Salad Pickle	
29.	Gulab Jamun	1 plate – 2 pc – 50 gm. Each	
30.	Kheer	1 plate – 200 ml.	
31.	Fruit Juice	1 glass – 250 ml.	
32.	Mixes Fruit Juice	1 Glass – 250 ml.	
33.	Vada Sambhar	2 pc Vada with sambar (350 to 400 grams).	
34.	Idli Sambhar	2 pc Idli with sambar (350 to 400 grams).	
35.	Upma	1 Plate – 250 gm.	
36.	Buffet (per plate)	2 Sabzi, Chawal, Puri/Roti, Raita, 1 Dessert, Salad/Pickle (As per requirements)	

Rate of Cold Drinks, Biscuits, Wafers, Ice Cream, Mineral Water, flavoured Milk, Lassi, Curd, Banana and other packed items/unpacked items may be given separately.

SIGNATURE OF LICENSEE