


**CAUTLEY BHAWAN
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**

Date: Oct 14, 2024

NOTICE

Sealed Expression of interest (EOI) is invited to run the Cautley Bhawan Day canteen in November 2024, as per the terms and conditions given in Annexure -1 and Annexure-2. EOI in the given format (Annexure-3) with experience certificates, testimonials, and documents showing their financial background is to be dropped in the quotation box available with the Security Guard/Office at Cautley Bhawan on or before Oct 28, 2024 by 5:30 pm.

The interested parties will have to come personally for an interview at the Chief Warden's, Cautley Bhawan office, along with the originals of the attached documents (if any) in support of their claim. The date and time of the interview will be announced later on the Cautley Bhawan notice board.


Chief Warden

Cautley Bhawan


मुख्य सरदाखी/Chief Warden
काँटले भवन/Cautley Bhawan
भा. प्रौ. सं. रुड़की/I.I.T. Roorkee

Copy to:-

1. Dean of Students' Welfare for information, please.
2. ADOSW (Bhawan & Mess) for information, please.
3. All Chief Wardens/Wardens for display on their Bhawan notice board.
4. All notice boards of Club/Nescafe/I.I.T. canteen
5. Warden and Asstt. Warden Cautley Bhawan with the request to be present during the interview.
6. Material Management for the web portal.

TERMS AND CONDITIONS

1. The contract shall be given initially for 06 months, in the first instance. In case, work is found satisfactory, the same may be extended for a further 06 months. Contract will be on stamp paper of Rs. 10/-. The expenses of the same will be borne by the licensee.
2. The successful licensee will be required to deposit a refundable security of **Rs. 40,000/-**. In case the tender is extended then re-payment of the security fund is not required.
3. The licensee shall prepare the items in the day canteen as per the norms set by the Hostel Authorities. The licensee shall display the price list duly approved by the DOSW/Chief Warden at the sale counter and near the main gate of the day canteen. Apart from an approved list of items, if the licensee is interested to sell other items, prior approval from DOSW/Chief warden is mandatory.
4. The licensee shall pay a sum of **Rs. 6000+18% GST** (Note: In the Bhawan more than 500 seats, the base rent will be increased by Rs-150 + GST per 100 additional seats,) per month to the Hostel Fund in advance in the first week of each month. The rent of the day canteen can be revised in future which will be mandatory to pay. The party has to vacate the premises at the end of the contract.
5. The licensee shall bear the electricity charges of the day canteen, which are to be deposited in the Institute Account Office each month. Major civil and electrical works will be attended to by IIT Roorkee. Minor maintenance jobs such as the replacement of light bulbs, tube lights, RO purifiers, etc. are the responsibility of the catering contractor.
6. For cooking purposes, **commercial L.P.G. only** will be allowed to be used by the licensee. Use of coal, coke, or wood will not be permitted under any circumstance. The hostel will neither provide the L.P.G. connection nor provide any type of help in obtaining the L.P.G. connection.
7. The licensee shall run the day canteen normally from 02.00 PM to 2.00 AM (or as time to time approved by the authority). In case of emergency, in order to close the day canteen for a day or so, the party has to obtain the written approval of the Chief Warden.
8. **The items shall be sold on cash or digital mode** (like BHIM, Phone Pe, Google Pay, Paytm, etc.). The Hostel administration shall be in no way responsible for licensee selling the articles on credit to anyone and sales tax/business tax/income tax liabilities/ labour law liabilities etc.
9. The licensee shall not exhibit or publish any advertisement outside day canteen without the permission of the DOSW/Chief Warden/Hostel Council.
10. In case of any complain from the Chief Warden's office, the DOSW, IIT Roorkee, shall act as an arbitrator whose decision shall be final and the party or the Bhawan Authorities will have no right to take any dispute to court of law.
11. All the day canteen staff shall be medically fit for which they will be required to produce medical certificate of fitness from IIT Hospital or other recognized hospital.
12. Use and sale of alcohol, liquor, Gutka, cigarette and restricted drugs is not allowed in the day canteen. If some students are found to be using any of these items, the licensee will immediately inform the Chief Warden about it. Smoking is also strictly prohibited in the day canteen.
13. The licensee should have Experience of Minimum Two years.
14. The licensee will ensure that workers will always wear proper uniform (Head cap, Apron and gloves wherever necessary).
15. No accommodation, no changing/ resting room, will be provided to the workmen of the day canteen.
16. The licensee will take the responsibility for the security and care of the furniture, provided in day canteen by the Hostel authority / or purchased by himself/ herself. Any damage to day canteen's furniture will be borne by the licensee. Hostel authority will not be responsible for such damages.


 मुख्य संरक्षक/Chief Warden
 कॉलेज भवन/Cautley Bhawan
 भा.प्रौ.सं.रूड़की/I.I.T. Roorkee

17. The licensee shall purchase enough crockery, cutlery and linen to the satisfaction of Chief Warden/hostel Council. The party shall maintain the suggestion book, which would be signed monthly by the Chief Warden and Member Secretary.
18. The licensee has to maintain the cleanliness, the quality of eatable items and hygienic condition in the day canteen area which can be checked by Chief warden/Hostel Council/DOSW/ Committee appointed by the DOSW from time to time.
19. **Issues related to Hygiene in the Day canteen**
 - a) Cleaning and Housekeeping of kitchen and Dining area will be sole responsibility of the licensee.
 - b) Cleaning of utensils, cutlery, crockery, kitchen equipment and furniture is also responsibility of the licensee. The highest possible standards are expected in this regard.
 - c) Highest levels of hygiene must be maintained by the workers in terms of using soaps for hand wash.
20. Any modifications/Changes to be made in the Hostel day canteen menu has to be proposed by the Member Secretary of the respective Hostel Council, approved by the Chief Warden and final approval should be taken from the DOSW.
21. The licensee should not outsource the Contract given to him to some other party in any case. If found, the contract would be terminated immediately and will be blacklisted for entering in IITR in future.
22. The licensee should have food license certificate from District food Health Office. Certificate should be on the name of licensee or day canteen's name. Once the tender is assigned, he has to submit it within the time stipulated i.e. 15 days, for availing the tender.
23. The licensee will maintain the decorum of Hostel such as proper cycle parking, no littering around day canteen etc.
24. All the day canteen staff vehicles will be parked outside hostel or in the parking zone only.
25. DOSW/Chief Warden reserves the right to cancel any quotation without assigning any reason.
26. The DOSW/Chief Warden of the Hostel shall have the power to cancel the contract without assigning any reason.



Chief Warden

Cautley Bhawan

मुख्य सरक्षक/Chief Warden

कॉटले भवन/Cautley Bhawan

भा.प्रौ.सं.रुड़की/I.I.T., Roorkee

Signature of Contractor:

Name:

Address:

PENALTIES FOR VIOLATION OF RULES OR TERMS AND CONDITION

The licensee will be fined in case of violation of the following rules

1. For keeping the day canteen closed without approval, a fine of **Rs. 500/-** per day or more, as deemed fit by the Chief Warden would be imposed on the party.
2. If the day canteen and the adjoining premises are found dirty, a penalty of a minimum of **Rs. 1000/-** and the actual cost to get the surroundings cleaned, as deemed appropriate by the Chief Warden, would be imposed on the party.
3. If the licensee fails to pay the rent within the time stipulated i.e. first week of every month his license will be terminated.
4. If any of the day canteen worker is not found in proper uniform as decided by DOSW, in that case, the day canteen will be subjected to a one-day suspension or any other penalty as decided by Hostel Council.
5. If any non-desirable items (insects, soft objects like hair, rope, plastic, cloth etc., stones, sharp objects like glass pieces, nails, hard plastic etc.) are found in food would invite a fine of at least Rs 1000. The penalty may be uplifted depending on the severity of the case as decided by Chief Warden.
6. Food poisoning shall invoke a hefty fine as decided by Chief Warden along with cancellation of contract and possible blacklisting of the licensee.
7. If the quality of milk is not found up to appropriate, or is diluted, it would invite a fine as decided by Chief Warden.
8. Using brands not mentioned in the contract without prior permission and adulteration would invoke a fine as decided by the Hostel Council with the consent with the Chief Warden.
9. As and when Hostel council proposes a fine it will inform the representative of the licensee and fine will be imposed with the consent of the Chief Warden.
10. For any rule stated in the agreement first violation of the rule implies fine as per the rule. Second and subsequent violations of the same rule on a different day within 30 days of previous fine will attract triple the initial amount of fine on the licensee.



**Chief Warden
Cautley Bhawan**

मुख्य संरक्षक/Chief Warden
कॉटले भवन/Cautley Bhawan
भा. प्रौ. सं. रुड़की/I.I.T. Roorkee

Signature of Contractor:

Name:

Address:

Date:

APPLICATION FORM

To,
Chief Warden
Cautley Bhawan
IIT Roorkee

Please affix a
colored recent
passport size
Photograph

Sir,

I am interested in running the day canteen in Cautley Bhawan for the Academic Session 2024-25 w.e.f. _____ (Please mention the tentative date for starting the day canteen). I have read the terms and conditions of the contract and I agree to abide by these, in case, I am given the contract of shop. I am attaching the copies of certificates as mentioned below. Please consider my candidature.

(Signature of Applicant)

Full Name: _____

Father's Name : _____

Full Address: _____

Mobile No.: _____

Encl:

1. _____

2. _____

3. _____

4. _____



कार्यालय अधिष्ठाता छात्र कल्याण /Office of Dean of Students' Welfare
भारतीय प्रौद्योगिकी संस्थान रुड़की/Indian Institute of Technology Roorkee
रुड़की / Roorkee 247667 (उत्तराखण्ड / Uttarakhand)
Phone: (01332)-(28) 5246; email: dosw@iitr.ac.in

No. Dean / 1099 /

Dated: January 15, 2021

All Chief Wardens

The following rate list of the eatable items supplied at all the Bhawan Canteens will be applicable with immediate effect. You are requested to please ensure the display rates in your Bhawan Canteen.

S. No.	Item	Quantity/Size/ Specification	Rates in Rs.
Paratha			
1.	Plain Paratha with Chutney/Sauce	8-10" dia	10/-
2.	Aloo Paratha with Chutney/Sauce	8-10" dia	15/-
3.	Piyaj/Mix Aloo-Pyaj Paratha with Chutney/Sauce	8-10" dia	15/-
4.	Gobhi/Mix Gobhi-Pyaj Paratha with Chutney/Sauce	8-10" dia	15/-
5.	Mooli Paratha with Chutney/Sauce	8-10" dia	15/-
6.	Mixed Veg Paratha with Chutney/Sauce	8-10" dia	25/-
7.	Paneer Paratha with Chutney/Sauce	8-10" dia	25/-
8.	Paneer Pyaj Paratha with Chutney/Sauce	8-10" dia	20/-
9.	Egg Paratha with Chutney/Sauce	8-10" dia	20/-
Fries			
1.	Samosa with Chutney/Sauce	50-60 gm	7/-
2.	Bonda with Chutney/Sauce	50-60 gm	10/-
3.	Mix Pakoda with Chutney/Sauce	100 gm	30/-
4.	Panner Pakoda with Chutney/Sauce	100 gm	40/-
5.	Bread Pakoda with Chutney/Sauce	100 gm	10/-
6.	Hara Bhara Kabab (made of multiple mashed vegetables)	6 pcs.	50/-
7.	Veg Captain Kabab (Fried & boiled vegetables filling)	4 pcs.	30/-
8.	Vegetable Golden Queen (Multiple vegetables fried & mixed)	100 gm	40/-
9.	Gobhi Crispy (Gobhi dumplings fried in Indian masala)	8 Pcs	30/-
10.	Potato Chilly (Potato sticks fried with Cornflower & Chilly)	100 gm	40/-
11.	French Fries	100 gm	25/-
12.	Potato Roll (made of potato, beans, carrot, crums, cornflower)	6 pcs, each of regular size	30/-
13.	Spring Roll	6 pcs, each of regular size	20/-
14.	Veg Patties	Regular size	15/-
15.	Masala Patties (Veg)	Regular size	20/-
16.	Paneer Patties	Regular size	25/-
17.	Poha (Full Plate)	Standard 6" plate	30/-
18.	Poha (Half Plate)		20/-
19.	Sprouts (prepared with multiple grains)	100 gm	25/-
Omelet, Bread & Bun Items			
1.	Bread Butter	2 slices	15/-
2.	Bun Butter	Regular size bun	15/-
3.	Plain Omelets	2 eggs	20/-

4.	Plain Omelets	1 egg	15/-
5.	Bun Omelets	1 egg	20/-
6.	Bun Omelets	2 eggs	30/-
7.	Bread Omelets	1 egg, 2 slices	20/-
8.	Bread Omelets	2 egg, 2 slices	25/-
9.	Toast Bhujia	2 eggs	25/-
10.	Toast Bhujia	1 egg	20/-
11.	French Toast	2 slices	25/-
12.	Cheese Chilli Toast (Cheese, Vegetables & Bread Grilled)	2 slices	30/-
13.	Half Egg Fry	1 egg, 1 slice	15/-
14.	Full Egg Fry	1 egg, 1 slice	15/-
15.	Boiled Egg	1 egg	7/-
16.	Bun Samosa with Chutney/Sauce	50-60 gm samosa	15/-
17.	Bun Bonda with Chutney/Sauce	50-60 gm bonda	15/-
18.	Veg Vada Pav (Vada made of Potato & Onion)	50-60 gm	15/-
19.	Paneer Vada Pav (Vada made of Paneer & Vegetables)	50-60 gm	25/-
20.	Veg Burger with Chutney/Sauce	Regular size bun	25/-
21.	Cheese Burger with Chutney/Sauce	Regular size bun	35/-
22.	Burger (Mac D Tikki)	Regular size bun	30/-
23.	Burger (Mac D Tikki + Cheese) Veg	Regular size bun	40/-
Sandwiches			
1.	Aloo Sandwich (Grilled) with Chutney/Sauce	2 slices, each of 8"	30/-
2.	Vegetable Sandwich (Grilled) with Chutney/Sauce	2 slices, each of 8"	35/-
3.	Cheese Grilled Sandwich with Chutney/Sauce	2 slices, each of 8"	40/-
4.	Paneer Sandwich with Chutney/Sauce	2 slices, each of 8"	40/-
5.	Mixed Sandwich with Paneer with Chutney/Sauce	2 slices, each of 8"	40/-
6.	Egg Sandwich with Chutney/Sauce	2 slices, each of 8"	35/-
7.	Egg Grilled Sandwich (Grilled Sandwich with Egg & Vegetables) with Chutney/Sauce	2 slices, each of 8"	35/-
Continental Items			
1.	Fry Noodles (Full Plate) with Chutney/Sauce	Standard 6" plate	30/-
2.	Fry Noodles (Half Plate) with Chutney/Sauce	-	20/-
3.	Chowmin (Full Plate) with Chutney/Sauce	Standard 6" plate	30/-
4.	Chowmin (Half Plate) with Chutney/Sauce	-	20/-
5.	Egg Noodles (Full Plate) with Chutney/Sauce	2 egg	35/-
6.	Egg Noodles (Half Plate) with Chutney/Sauce	1 egg	25/-
7.	Egg ChowminBhujia (Full Plate) with Chutney/Sauce	2 egg	35/-
8.	Egg ChowminBhujia (Half Plate) with Chutney/Sauce	1 egg	25/-
9.	Macroni (Full Plate) with Chutney/Sauce	Standard 6" plate	25/-
10.	Macroni (Half Plate) with Chutney/Sauce	-	20/-
11.	Cheese Pasta (Full Plate)	Standard 6" plate	40/-
12.	Cheese Pasta (Half Plate)	-	30/-
13.	Veg Pizza	6" base	70/-
14.	Veg Momos	6 pcs, each of regular size	30/-
15.	Momos 65/Momos Golden Fry (Momos 65 with soyabean & Paneer (Vegetables))	6 pcs, each of regular size	30/-
16.	Hot Dog	8" base	35/-

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South Indian Dishes			
1.	Upma (Full Plate)	Standard 6" plate	30/-
2.	Upma (Half Plate)	-	20/-
3.	Uttapam with Sambhar & Coconut chutney	8-10" dia	40/-
4.	Idli with Sambhar & Coconut Chutney	2 nos. Idli	30/-
5.	Chinese Idli (Idli Cooked with Chinese toppings)	2 nos. Idli	30/-
6.	Masala Dosa with Sambhar & Coconut Chutney	Regular size dosa	40/-
7.	Plain Dosa with Sambhar & Coconut Chutney	Regular size dosa	25/-
8.	Medu Vada with Sambhar & Coconut Chutney	2 nos. vada	30/-
Beverages			
1.	Tea Special	150 ml	10/-
2.	Tea (Dhoodh Patti)	150 ml	10/-
3.	Tea with tea bag	150 ml	10/-
4.	Premium Cardamom Tea	150 ml	15/-
5.	Hot Lemon Tea	150 ml	10/-
6.	Ice Tea	200 ml	15/-
7.	Sweet Milk (Full Cream)	250 ml	20/-
8.	Badam Milk (Hot) (Full Cream)	250 ml	25/-
9.	Bournvita Milk (Hot/Cold) (Full Cream)	250 ml	20/-
10.	Bournvita Milk (Double toned)	250 ml	15/-
11.	Hot Coffee (Regular)	200 ml	20/-
12.	Cold Coffee	250 ml	25/-
13.	Banana/Mango Shake	250 ml	25/-
14.	Banana/Mango Shake (Ice Cream)	250 ml	30/-
15.	Milk Shake	250 ml	25/-
16.	Milk Shake (Ice Cream)	250 ml	30/-
17.	Chocolate Shake	250 ml	30/-
18.	Oreo Shake	250 ml	25/-
19.	Lassi	250 ml	25/-
20.	NimbuPani	250 ml	10/-
Soups			
1.	Tomato Soup	150 ml	30/-
2.	Sweet Corn Soup	150 ml	30/-
3.	Hot & Sour Soup	150 ml	30/-
4.	Chicken Soup	150 ml	40/-
Pastries & Rolls			
1.	Pineapple Pastry	Regular size	25/-
2.	Pineapple Pastry (Egg Less)	Regular Size	30/-
3.	Cream Roll	Regular size	10/-
4.	Swiss Roll	Regular size	10/-
Meals			
1.	Plain Chapati	Regular size	7/-
2.	Butter Chapati	Regular size	8/-
3.	Aloo Jeera (Full Plate)	250 gm	40/-
4.	Aloo Jeera (Half Plate)	150 gm	25/-
5.	Shahi Paneer (Full Plate)	250gm	60/-

6.	Shahi Paneer (Half Plate)	150 gm	35/-
7.	Paneer Butter Masala (Full Plate)	250 gm	60/-
8.	Paneer Butter Masala (Half Plate)	150 gm	35/-
9.	Paneer Bhurjee (Full Plate)	250 gm	60/-
10.	Paneer Bhurjee (Half Plate)	150 gm	35/-
11.	Manchuriyan (Veg)	8 Piece	50/-
12.	Pao Bhaji	2 Pao with Bhaji & Salad	35/-
13.	Plain Paratha with Achar and Chhole/Rajma/ Mix Veg/ Aloo Mutor	8-10" dia	40/-
14.	Rice with Chhole/Rajma/KadhiPakoda	250 gm	40/-
15.	ChholaBhatura	2 Bhaturas of regular size	40/-
16.	ChholaKulcha	2 Kulchas of regular size	30/-
17.	Fried Rice (Full Plate)	Standard 6" plate	30/-
18.	Fried Rice & Manchuriyan (4 piece)	Standard 6" plate	50/-
19.	Noodles & Manchuriyan (4 piece)	Standard 6" plate	40/-
20.	Egg Fried Rice	1 Egg	35/-
21.	Egg Fried Rice	2 Eggs	40/-

Packed Items

1.	Packed Namkeen, Biscuits, Chocolates, Beverages	As marked	M.R.P.	Discounted M.R.P. as per product
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M.K. Barua
15-1-21

(M.K. Barua)

Dean of Students' Welfare

अधिष्ठाता छात्र कल्याण

Dean of Student's Welfare

भा० प्रौ० सं० रुड़की/ I.I.T. Roorkee

Copy to:

1. ADoSWs.

M.K. Barua
15-1-21