OFFICE OF THE PRINCIPAL
PATNA SCIENCE COLLEGE, PATNA
NOTICE INVITING QUOTATION

QUOTATIONO.:01/2026-27 DATE:15/04/2026

NOTICE INVITING QUOTATION FOR SELECTION OF AGENCY FOR RUNNING OF FOOD AND TEA-SNCACKS COUNTER AT PATNA SCIENCE COLLEGE, PATNA - 800 005

Designation of officer inviting quotation	Principal, Patna Science College, Patna
Last date of issue of Quotation Paper with Time and place	Office of the Principal, Patna Science College, Patna upto 5.00 pm On 04/05/2026
Place Time & Date of Pre-Bid Meeting for selection of Testing Menu (Compulsory)	Office of the Principal, Patna Science College, Patna upto 3.00 pm on 30/04/2026
Place, Time & Date of receiving of Quotation Paper	Office of the Principal, Patna Science College, Patna upto 2.00 pm on 05/05/2026
Place, Time & Date of opening of Quotation	Office of the Principal, Patna Science College, Patna at 2.30 pm on 05/05/2026

Sr. No.	Description of Work	Earnest Money Deposit (EMD)	Security Deposit at the time of agreement (SD)	Cost of quotation paper	Validity of Quotation
1	Selection of Agency for providing food counter and Tea-Snacks at north side of Statistics Department, Patna Science College, Patna	2,000/-	5,000/-	250/-	Six Months
2	Selection of Agency for providing food counter and Tea-Snacks at west side of Mathia, Patna Science College, Patna	2,000/-	5,000/-	250/-	Six Months

Note:-

1 Quotation Bids should be placed in a properly sealed envelope addressed to "**The Principal, Patna Science College, Patna - 800 005".**

3. Earnest money is to be deposited in the shape of D.D,/ Banker's cheque in favour of "Principal, Patna Science College, Patna".

5. Cost of Quotation Paper (Nun refundable) to be deposited through D.D in favor of "Principal, Patna Science College, Patna".

6 **The quotation documents can also be downloaded from the website www.patnasciencecollege.ac.in from intending quotations and will be submitted with cost of quotation in the form of demand draft in favour of "The Principal, Patna Science College, Patna".** Quotation submitted without cost of quotation in the form of demand draft will be summarily rejected and the last date for downloading the quotation document from the website is one day prior to the last day of receipt of quotation. Accordingly, the draft towards the quotation fee shall be dated one day prior to the last date of receipt of quotation.

8. **Any changes w.r.t. this quotation will be notified through website www.patnasciencecollege.ac.in.**

9. At the time of opening of quotation only participant quotationer or his single authorized representative with authority letter will be allowed to present.

L. No. 1140/A/123
Date 15/04/26

ALKG
15.04.2026

Principal
Patna science college, Patna
PRINCIPAL
PATNA SCIENCE COLLEGE
PATNA 800005

15/4/26

QUOTATION **DOCUMENT FOR**

1. SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT NORTH SIDE OF STATISTICS DEPARTMENT, PATNA SCIENCE COLLEGE, PATNA

2. SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT WEST SIDE OF MATHIA, PATNA SCIENCE COLLEGE, PATNA

QUOTATION DOCUMENT FOR

(Please tick ✓ mark)

1. SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT NORTH SIDE OF STATISTICS DEPARTMENT, PATNA SCIENCE COLLEGE, PATNA

2. SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT WEST SIDE OF MATHIA, PATNA SCIENCE COLLEGE, PATNA

To be returned duly completed by the quotationer

To

The Principal,
Patna Science College
Patna 800 005

Sir,

In response to your advertisement in "website of Patna Science College, Patna" and "Notice Board of Patna Science College, Patna"..... .....(sr. no. and name of work), I offer to provide food counter and Tea-Snacks .

The demand draft of Rupees Two hundred Fifty only (₹ 250/-only) for "..... .....(sr. no. and name of work), favoring "The Principal, Patna Science College, Patna" payable at Patna on account of quotation document cost along with the terms and condition duly signed and scheduled rates/ the items on the prescribed Performa are enclosed.

My experience in the trade for years for which certificates are enclosed.

Yours faithfully,

Sign._____

Name & Address of the Firm with Seal_____

Encl :-

TERM & CONDITIONS FOR

(Please tick ✓ mark)

1 SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT NORTH SIDE OF STATISTICS DEPARTMENT, PATNA SCIENCE COLLEGE, PATNA

2 SELECTION OF AGENCY FOR PROVIDING FOOD COUNTER AND TEA-SNACKS AT WEST SIDE OF MATHIA, PATNA SCIENCE COLLEGE, PATNA

1 That the authorized food licensee holder shall run the food counter and Tea-Snacks for the benefit and use of the teachers, employees & students of the Patna Science College, Patna in the aforesaid premises.

2 That the licensee shall bear all the expenses for running the said Food counter and Tea-Snacks and the licensor shall not in any manner be liable to reimburse the expenses so incurred.

3. That the licensee shall keep the Food counter and Tea-Snacks open and render all the necessary services, sale of eatables, tea etc. from 9:30 A.M. to 5:00 P.M. for Running of Food counter and Tea-Snacks on all normal working days and on Sunday and other holidays, if so desired by the licensor.

4 That the licensee shall serve the supply for sale of articles as mentioned in the schedule of items or any other articles which may be decided subsequently by the Principal authorized by Patna Science College, Patna at the rates specified by the Canteen committee to the licensee.

5. LPG cost shall be met by the contractor.

6. That the licensee shall deposit a sum of Rs. 5,000/- for Running of Food counter and Tea-Snacks at Patna Science College as interest free Security Deposit in the shape of DD/NSC/3 years TD which will be refunded on the expiry of the contract.

7. That the licensee shall run the Food counter and Tea-Snacks on lease and license basis. In event of the services rendered by licensee being found unsatisfactory by the licensor, the contract is liable to be terminated after one month notice and the same be formal. **Also for running food counter and Tea-Snacks the licensee has to quote the rent of premises in schedule of rate. The same will be reviewed after twelve months and accordingly rent will be fixed in consultation with under by the Patna Science College authority.**

8 That the licensee shall not sublet the premises of Food counter and Tea-Snacks for any purpose to anyone else nor shall transfer its rights to any other person's.

9 That licensee shall keep the premises neat and clean.

11 The licensee shall charge for the various items of refreshment, snacks etc. at the rates quoted in the schedule annexed and as approved by the Canteen committee or the licensor. The licensee will charge the same approved rates from the teachers, employees & students of Patna Science College, Patna.

12 Rates list must be displayed by licensee at proper place in Bold Letters.

13. That the licensee shall not be entitled to use the accommodation allotted by the licensor for any purpose or business other than running the Food counter and Tea-Snacks .

14. That the licensee shall not use the name of the Patna Science College Food counter and Tea Snacks in the business dealings with other persons or traders with whom he may have business relations for procuring various articles of the Food counter and Tea-Snacks.

15. The licensor shall not be responsible for liabilities of licensee if any/whatsoever incurred by the licensee for running and maintaining the Food counter and Tea-Snacks.

16. This contract, if awarded, will be **valid for a period of three years from the date of award** and the same can be extended further on mutual consent as per the discretion of the college administration.

17. Water will be provided free of cost at college. The selected agency will take the electricity connection for electrical supply himself and will also pay its bill himself.

18. Earnest money of Rs. 2,000/-only for each work along with the quotation form duly signed and completed should be deposited through demand draft/Banker's Cheque in favour of "The Principal, Patna Science College, Patna, payable at Patna.

19. The quotation without earnest money will not be accepted.

20. The earnest money of unsuccessful quotationer will be refunded in due course of time without any interest.

21. If required under the rules, Possession of valid license under Food Adulteration Act 1954 and MOD Act 1957 may be submitted along with quotation form or undertaking to obtain the same within three months may be furnished. The responsibility for the same shall be totally on the part of the licensee.

22. The quotation documents will be submitted in "**The Office Of The Principal, Patna Science College, Patna**" up to stipulated date and time. The quotation will be opened in the presence of the quotationers or their representatives who which to be present in the office of the Principal, Patna Science College, Patna in presence of Canteen Committee of the Patna Science College, Patna.

23. In case is declared a government holiday, the quotation will be opened on the next working day at the same time and venue.

24. **Selection will be done on the basis of costs, experience, annual business domains and any other performance as decided in pre bid meeting.**

25. Empanelment of two lowest bidder will be done and the work will be awarded to agency with lowest rate and satisfactory/quality report of the committee.

26. If any complaint found during functioning of Food counter and Tea-Snacks regarding quality of items of menu then the work will be allotted to second lowest agency within the notice of 30 days.

27. A penalty of Rs. 100/- will be imposed on the licensee for each day of closing of Food counter and Tea-Snacks . If Food counter and Tea-Snacks remains closed for a week continuously, this agreement is liable to be cancelled and the licensee shall be required to vacate the premises within 48 hours as per directions of college authorities.

28. The licensee will vacate the Food counter and Tea-Snacks and hand over the possession of the premises on the expiry of this contract. If Food counter and Tea-Snacks is closed due to any reason under the order of college administration, then licensee will have to vacate the premises within 48 hours after receiving the notice thereof. If licensee fails to vacate the Food counter and Tea-Snacks premises on stipulated date or on direction then damage charges for the overstay at the rate of Rs. 100/- per day will be recovered from licensee out of the security money. If security deposit is insufficient to recover damage charges then the same will be recovered through the court of law.

30 Security Money of the licensee will be forfeited in case of breach of any conditions stipulated herein.

31 For any dispute regarding quality/service and rates, the decision of P.U. authority shall be final and binding to the licensee.

32 The terms and conditions mentioned herein shall be considered as a part of the agreement to be executed by the agency.

33 The Licensee shall be required to sign an agreement on the non-judicial stamp paper of Rs. 1000/- mentioning therein the terms and conditions of the contract. The expenses on this account will be borne by him/her.

34 The College authority will not be bound to award a contract to the lowest bidder considering the cost factor.

35 The decision of The College authority shall be final.

36 The contractor shall supply his two passport size photographs and one attested photocopy of the voter identity card or other proof of residential address.

37 The College will not be responsible for any injury or loss of life of personnel's deputed by the contractor which may take place in course of their employment.

38 In case the contractor to whom the contract is awarded, fails to accept the offer, college authority shall have the right to forfeit the earnest money deposited by the contractor and any loss occurred due to the non execution of the contract can also be recovered from the contractor as decided by the College authority. No correspondence in this regard will be entertained.

39 The quotation would be valid for a period of six months subsequent to the date on which quotation box is opened.

40 If any personnel engaged by the licensee is found indulged/indulging in illegal and intolerable activities is to be handed over to the police or any other administrative action as deemed to be fit against the licensee will be taken including termination of the contract with immediate effect.

41 No child labour shall be deployed over notice board here No Child labour is deploying should be displayed.

42 The college reserves the right to accept or reject any or all quotations without assigning any reasons thereof.

43 College shall not be responsible for any credit amount due from the Food counter and Tea-Snacks contractor to any person(s) in respect of food stuffs supplied/ or otherwise. Credit sales if any, affected by the Contractor will be at his own risk and responsibility and college will not be in any way responsible for the recovery of such arrears in these transactions.

44 Selected agency at the food counter and Tea-Snacks shall strictly limit their activities to preparing and serving food only. They shall not provide for any seating such as chair or stools within the allotted place. Provisions for consuming food shall be make exclusively for standing patrons.

45 Near the food counter and Tea-Snacks , selected agency will keep suitable dustbin for waste plate or others after used items which will be disposed of daily at the Patna Municipal dumping point.

(Signature of the quotationer with seal/stamp)

UNDERTAKING

I have carefully gone through the contents of the quotation document and I undertake to abide myself by all the terms and conditions set forth

Sign _____
Name_____
Address with (with Seal/Stamp)_____

PART-A SCHEDULE RATE OF ITEMS FOR FOOD COUNTER AND TEA-SNACKS

S No	ITEMS	QUANTITY	RATE
1	Tea (150 ML)	One CUP	
2	Tea	Half Set	
3	Coffee (150 ML)	One Cup	
4	Coffee	Half Set	
5	Cold Drink/Mineral Water		
6	BREAD PAKORA (Bread Size- Big Britannia)	Per Piece	
7	Palak Pakora	100 Gms	
8	Gobhi Pakora	100 Gms	
9	PANEER PAKORA(4"X3"Size)	Per Piece	
10	SAMOSA (50 Gm.)	Per Piece	
11	Sambar Vada	Per Plate	
12	IDLI With SAMBAR	2 Piece.	
13	Omlette	01 Eggs.	
14	Omlette	02 Eggs	
15	Butter Slice (Big Britannia Size).	Per Piece	
16	BUTTER TOAST(10gms.Butter)	Per Piece	
17	Veg. THALI (Dal,Vegetable, Rice, Raita, Three Chapatti)		
18	Chola Bhatura (2bhatura)	Per Plate	
19	BASEN LADDU (40 Gms,) or similar quality	Per Piece	
20	Packed Snacks, Biscuit, etc. of acceptable reputed brands.	Per Piece	
21	Veg Sandwich	2 pieces	
22	Snacks Packet (Two sweet, Two Namkin, Biscuit/Waffers)	Each	
23	Veg Lunch Packet (One Panner Sabji, One Seasonal Veg, One Sweet, Rice, Dal, Salad, Two Butter Roti)	Each	
24	Non Veg Packet (2 Pcs Chicken, One Seasonal Veg, One Sweet, Rice, Dal, Salad, Two Butter Roti)	Each	
25	Veg Buffet Lunch (Unlimited)- Poori, Pulav, Paneer Sabji, Seasonal Veg, Dal Tadka, Raita, One Sweet, Papad, Salad, Achar	Each	
26	Non Veg Buffet Lunch (Unlimited)- Poori(Stuff), Chicken Curry, Fish Fry, Dal tadka, Paneer, Sabji, Pulau, Sweet, Papad, Pickle, Raita and Ice Cream	Each	

For Lunch/Snacks Pkt supplied in various meeting in Patna Science College, Patna

S. N.	ITEMS	QUANTITY	Rate ₹ per pkt

38	Small Pizza-1pcs, Veg Sandwich, ½ (2 Slice), Kaju Fired-20 gm, Kalakand-1pc, Ras Kadam-1pc	1 pkt	
39	Veg Sandwich-1/2 (2 slice), Veg cutlet-1pc, Dhokla-1 pc, Besan Gajak-1 pc, Gulab Jamun-1 pc	1 pkt	
40	Veg Pakora-2 pc, Panir Pakora- 1 pc, Ras Kadam-1 pc, Besan Gajak- 1pc	1 pkt	
41	Samosa-1 pc, Veg Cutlet- 1pc, Gulab Jamun- 1pc, Kaju Barfi-1pc	1 pkt	
42	Mini Pizza- 1pc, Panir Pakora- 1 pcs, Veg Petis- 1pcs, Kaju Fried-20 gm, Kaju Barfi- 1 pcs, Ras Kadam-1pc, Vanilla Patis-1pc	1 pkt	
43	Poha-100 gm, Chana Ghugani-100 gm, Sweets- 1pc	1 pkt	
44	Fruit Platter(Applete, Grapes, Banana & Seasonal Fruits)	1 pkt	

PART-B RATE QUOTE FOR MONTHLY RENT

S. N	Description of Item	Rent in Rupees per month
1	Food counter and Tea-Snacks at North Side of Statistics Department, Patna Science College, Patna	
2	For Food counter and Tea-Snacks at West Side of Mathia, Patna Science College, Patna	

Note :-

1. Only reputed cooking material should be used in consultation with the Food counter and Tea-Snacks committee of the College.
2. The Licensee will keep the items hygienically neat and clean wrapped in see through fresh bags.

Sign._____
Name _____
Address with (with Seal/Stamp) _____