



GOVERNMENT OF PUDUCHERRY
**KANCHI MAMUNIVAR GOVERNMENT INSTITUTE FOR
POSTGRADUATE STUDIES AND RESEARCH (AUTONOMOUS)**
(AFFILIATED TO PONDICHERRY UNIVERSITY)
(A COLLEGE WITH POTENTIAL FOR EXCELLENCE RE-ACCREDITED WITH 'B++' GRADE BY NAAC)
77th RANK IN ALL INDIA RANKING - NIRF - 2024
AIRPORT ROAD, LAWSPET, PUDUCHERRY - 605 008
Website: <http://kmcpgs.py.gov.in> Email: kmcpgs@gmail.com Phone: 0413-2251687 / 2251613

No.1222/KMGIPSR/C5/2026-27

Puducherry, dt:14.07.2026

TENDER NOTICE – PROVISION OF CANTEEN SERVICES

For and on behalf of the KMGIPSR, sealed tenders are invited from the reputed contractors for running of the canteen on contract basis for one year in the premises of this Institution and supply of food to students and staffs of the Kanchi Mamunivar Government Institute for Postgraduate Studies and Research, Lawspet, Puducherry – 605 008.

2. The terms and conditions for submission of the tenders and other details shall be referred in the tender forms downloaded from this institute official website viz. <https://kmcpgs.edu.in>.

3. A non-refundable tender fee of Rs.1000/- (Rupees One thousand only) and EMD for Rs.5000/- (Rupees Five thousand only) should be paid through online to the bank Account as detailed below:

Bank Name	: Indian Bank
Account Number	: 6363799084
IFSC Code	: IDIB000L007

4. Sealed tenders will be received till 24.07.2026 upto 12.00 noon by the Director, Kanchi Mamunivar Government Institute for Postgraduate Studies and Research, Lawspet, Puducherry. Tenders received after the due date will not be accepted.

5. Tenders will be opened by the canteen committee at 03.00.p.m. on 27.07.2026 in the presence of the tenderers or their authorized representatives in the premises of Director's Chamber.

(Dr. SASI KANTA DASH)
DIRECTOR KMGIPSR



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PROFORMA

1. Name of the Contractor :

2. Full Address :

3. FSSAI Registration No.& Date :

4. Educational qualifications :

5. Previous service for running a canteen :
in Govt. institutions/Organizations/
Educational Institutions . (Relevant
Certificate obtained from the concerned
institution should be enclosed)

6. Certificates of excellence / appreciation :
for the service rendered, if any

7. Tender Fee details:

UTR No. : Amount : ` Date :

Name of the Bank : Place :

8. EMD payment details:

UTR No. : Amount : ` Date :

Name of the Bank : Place :

9. Bank Details for refund of EMD in respect of the unsuccessful tenderer : -

Account Holder Name :

Bank & Branch Name :

Account Number :

IFSC Code :

Mobile No.

Signature

Note: The proforma should be filled up completely.

UNDERTAKING

I/We, _____ do hereby declare that

I/we have carefully read all the conditions of the tender schedule of the

Kanchi Mamunivar Government Institute for Postgraduate Studies and Research,

Puducherry - 605008 for tenders quoted for running a canteen in the premises of

Kanchi Mamunivar Postgraduate Institute for Postgraduate Studies and Research,

Puducherry - 605 008 for a period of one year from the date of acceptance of the tender

and shall abide by all the conditions set for therein. I/We also declare that the details

furnished above are true and if found to be false, I/We shall be liable for disqualification.

Date:

Signature:

Place:

Name and Address:

ANNEXURE -1

TERMS AND CONDITIONS

Terms and conditions of tender for running a canteen and supply of food to the students and staff KanchiMamunivar Postgraduate Institute for Postgraduate Studies and Research, Puducherry-605 008 in Puducherry.

1. Every tenderer must go through the terms and conditions specified in Annexure I carefully and understand them before submitting their tenders .No deviation in this regard will be entertained later and agreement to this effect should be submitted.

2. A non-refundable Tender fee of Rs,1000/- (Rupees one thousand only) and EMD for Rs.5000/- (Rupees Five thousand only) should be paid through online to the Bank account as detailed below:

Bank Name :
Account Number :
IFSC Code :

Demand Draft/Cheque/Postal Order are accepted and no cash payment are acceptable. Once the payment is made, the UTR number details should be sent to this Institution. The hard copy of the same should be enclosed for record and also mentioned in the Proforma. The EMD paid by the tenderer will be adjusted against the security deposit in respect of the successful tenderer and the EMD in respect of the unsuccessful tenderers will be refunded through online to the bank account details provided in the Proforma. **The Competent Authority shall have the right to accept/reject any of the tender without assigning any reasons thereof.**

3. The successful tenderer should remit Rs. 10,000/- (Rupees Ten thousand only) as Security Deposit within 7 days from the date of communication of the approval of the tender.
4. Rate of the food items should be quoted in figures and words separately for each item.
5. (a) Quote the rates for all the items in the Annexure II.

(b) Rate of the food items should be quoted in figures legibly as per the list enclosed for all the 30 items and also including the serving of food to students and staff per day .
6. Tender should be in a sealed cover superscribed “Tender for Canteen 2026-2027” and should reach the Director, Kanchi Mamunivar Postgraduate Institute for Post graduate Studies & Research, Puducherry -605 008 up to 12.00 noon on **24.07.2026**.
7. The successful tenderer is permitted initially for a period of One year and thereafter subject to satisfactory performance, the contract may be renewed for a period of one year at the same rates, terms and conditions with the approval of the Competent Authority.
8. The tenderer shall possess a valid and duly renewed license issued by Food Safety & Standard Authority of India (FSSAI) from appropriate authority.

9. The tenderer should have / possess prior experience in running the canteen in educational institutions. The Canteen Committee has the right to accept/reject any of the tender without assigning any reasons thereof.
10. The tender should be submitted in the prescribed proforma along with the undertaking and all relevant certificates. Failure to enclose the necessary documents, the tender will not be considered.
11. The Canteen should start functioning within seven days from the date of communication of the tender approval.
12. The timings of the Canteen will be fixed according to the Institutional needs.
13. The Canteen should be run within the premises of this Institution and in the space provided by this Institution for the said purpose. The contractor will be responsible for the damages or loss to the premises he/she is using in the Institution.
14. Water and electricity charges should be paid to this office not later than the 2nd week of every month.
15. Price list of the daily available items should be displayed in the Canteen without fail.
16. A minimum rental fee for the canteen will be fixed.
17. The successful tenderer shall inform about the non-availability/ shortage of any food item in advance in appropriate time along with the alternate options for non-available items.
18. The successful tenderer should follow the instruction of Canteen Committee for the Canteen arrangements, Raw materials being used, Quality and quantity of the eatable and drinks served, Sanitary arrangement and cleanliness, Hygiene of the canteen staff/worker, etc. The contractor should ensure that any hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
19. The successful tenderer should have adequate serving staff, utensils, crockery, packaging, dispensers, hot/ cold buffet chafers, table cloth, mats, glass wear and all other equipment required for serving the desired quality of food.
20. The successful tenderer shall serve the food in healthy, eco-friendly packaging.
21. The successful tenderer should arrange for a Display Shelf / Counter in Canteen dining area for regularly available snack items.
22. Other essential accessories like Deep freezer / Refrigerator / Food Warmer should be arranged by the successful tenderer.
23. The caterers should provide eatables of good quality. It should be prepared and served hygienically as per the provisions in the Food Act of the Government of India, which will be reviewed by the Canteen Committee, KMGIPSR, periodically.

24. Sale of tobacco related products, liquor / recreational drugs are strictly prohibited in the canteen premises.
25. Extended catering services will be permitted only for KMGIPSR Staff on prior approval from Canteen Committee.
26. It is the sole responsibility of the successful tenderer to safely dispose off the canteen waste and left overs outside the campus .
27. The Service provider shall not use or allow to be used the canteen premises or any part thereof for **dwelling purposes** and shall not allow any outsiders to **loiter in and around** the canteen building without valid authority.
28. If the performance of the canteen is found unsatisfactory, the contract may be terminated after giving 30 days notice even before the completion of the contract period of Two years and the Security Deposit shall be forfeited/ on the other hand, if the contractor wants to discontinue before the contract period, the contractor should give 30 days notice and the Security Deposit will be forfeited.
29. The members of canteen committee, have the right to inspect the canteen, at any time.
30. In case of any dispute, the decision of the Director, KMGIPSR, Puducherry will be final and binding on the contractor.



DIRECTOR
KMGIPSR

ANNEXURE II

S.No.	Name of the Items	Rate for Itemsd (Rs.)
	BEVERAGES	
1	Tea (100ml -Paper cup)	
2	Coffee (100ml -Paper cup)	
3	Milk (100ml-Paper cup)	
	SNACKS	
4	Vadai/Medhuvadai(75 gms)	
5	Samosa (75 gms)	
6	Cutlet (1 No.100 gms)(Veg./Non-Veg.) separately	
7	Bread sandwich (1No. 100 g)	
8	Omlette (1no.50g)	
9	Urad dal (Laddu)(1no.25g)	
10	Urad dal jaggery (Kazi) 75 g	
11	Cake (1No.50g)	
12	Plain/rava cake (1No.50g)	
	BREAKFAST	
13	Puri (2 nos-2×30 gms) and subji	
14	Dosa (Wheat) (1 No 30g)	
15	Dosa chutney (1No 30 g)	
16	Idly - Sambar (2No. 30 g each)	
17	Chapatti (Wheat) (2 No. 30 g) & gravy	
18	Pongal – chutney, sambar (1 cup 100 g)	
19	Green Adai (1No. 50 g)	
20	Pesaratte - chutney (1.No.50g)	
21	Idiappam – kadappa (3No.30 g each)	
22	Pasta (Wheat)(70g)	
23	Pasta (Macroni)(70g)	
	LUNCH	
24	Vegetable biryani (150g) with Raitha	
25	Sambar rice (150g) & Poriyal	
26	Curd rice (150g) & Poriyal/Koottu	
27	Veg fried rice (150g)	
28	Egg fried rice (150g)	
29	Paneer pulav with raita (150g)	
	NON-VEG LUNCH	
30	Chicken fried rice (150g) with Raitha	