



पी.एम. श्री केन्द्रीय विद्यालय कपूरथला छावनी / PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT
 शिक्षा मंत्रालय भारत सरकार के अधीन एक स्वायत्त निकाय
 (An Autonomous Body Under Ministry of Education, Government of India)
 दूरभाष / Phone : 01822-279018, 279245
 वेबसाइट / Website : kapurthalacantt.kvs.ac.in
 CBSE Affiliation No.: 1600032, CBSE School Code: 24551
 ईमेल / Email kvkapurthala@gmail.com



F. No. 19/KVK/2026-27

Dated: 12.08.2026

TENDER FOR CANTEEN SERVICES AT PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT.

INTRODUCTION

A Canteen exists in the premises of PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT. This tender is intended for providing canteen services to the students, staff and authorized visitors of PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT.

The term "KV" shall mean PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT. The term "Contractor/Tenderer" shall mean the person/firm to whom the contract is awarded by the KV for running the canteen in the KV on contract, as per the prescribed terms and conditions of the contract.

The day-to-day working of the canteen will be supervised by a Canteen Committee constituted by the Vidyalaya.

SCOPE OF WORK

The Contractor shall operate and manage the canteen in the Vidyalaya premises and provide food and beverage services to students, staff and authorized visitors as and when required.

The canteen shall remain operational on the working days and during the timings prescribed by the Vidyalaya. The Contractor shall also provide catering services, as and when required, during meetings, training programmes, camps and other activities organized by the Vidyalaya, as per the requirements of the Vidyalaya.

The successful bidder shall deposit/pay the monthly canteen licence fee/rent quoted by him in the bid, as per the terms of the contract.

The Contractor shall be bound to provide canteen services to the students and staff as per the menu and rates approved by the Canteen Committee as per the guidelines of Kendriya Vidyalaya Sangathan.

TERMS AND CONDITIONS

1. **Licence/Rent Fee:** The bidder shall quote the **monthly licence fee/rent** for operating the canteen in the Vidyalaya premises. The contract shall be awarded to the eligible bidder quoting the **highest monthly licence fee/rent (H1)**, subject to fulfillment of all prescribed eligibility and technical conditions.
2. The licence fee/rent quoted by the successful bidder shall be payable to the Vidyalaya every month as per the terms of the agreement. No separate reduction in rent shall ordinarily be admissible on account of holidays, breaks, except the period of summer vacations during May & June as specifically approved by the competent authority. Rent shall be charges on proportionate rates during May & June and it shall have to be paid by the contractor in advance.
3. The Contractor shall make arrangements for cleanliness of the canteen and its surroundings to the satisfaction of the Vidyalaya. The Contractor shall also be responsible for safe and hygienic disposal of canteen waste.
4. The Contractor shall arrange, at his own cost, all required crockery, utensils, boilers, cooking equipment, cooking gas cylinders, storage facilities and other items required for proper functioning of the canteen.
5. The timings of the canteen shall be as prescribed by the Vidyalaya from time to time. The Contractor shall also provide services beyond normal office hours whenever specifically required by the Vidyalaya.
6. There shall be no restriction on the number of students/staff requiring canteen services. The Contractor shall provide the required services as per the capacity and requirements of the Vidyalaya.
7. The Contractor shall employ only persons who are medically fit and suitable for canteen work. The Contractor shall be responsible for the conduct and discipline of all persons employed by him.
8. Only cooking gas shall be used for cooking/boiling purposes in the canteen, unless otherwise permitted by the Vidyalaya.
9. The Contractor shall not use any electrical appliance for cooking or boiling purposes which may cause excessive electrical consumption or safety hazards, without prior permission of the Vidyalaya.
10. The Contractor shall be fully responsible for the repair, maintenance, cleanliness, breakage and damage caused to the building, sanitary fittings, electrical fittings, fixtures, furniture or other infrastructure provided to him by the Vidyalaya for the purpose of running the canteen. Any loss or damage shall be made good by the Contractor at his own cost.
11. **The menu and the items to be served in the canteen shall be decided/finalized by the Canteen Committee of the Vidyalaya from time to time. No fixed menu shall form part of this tender/bid.**
12. **The selling prices/rates of the food items and beverages shall be decided and approved by the Canteen Committee. The Contractor shall sell the approved items only at the approved rates. No change in the approved rates shall be made by the Contractor without prior approval of the Canteen Committee.**
13. The Canteen Committee shall have the right to review and revise the menu and/or approved rates from time to time, keeping in view the quality, quantity, prevailing market conditions, affordability and requirements of students and staff.
14. The Contractor shall use good quality raw materials, food ingredients, vegetables, beverages and other consumables. The quality of all materials shall be subject to inspection by the Vidyalaya/Canteen Committee.

15. The PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT. reserves the right to inspect the canteen, raw materials, food preparation, storage and other facilities at any time.
16. The Contractor shall take all necessary precautions against fire hazards and shall comply with all applicable safety, hygiene and food safety requirements.
17. The Contractor shall employ the required staff at his own cost and shall bear all statutory and other liabilities relating to the staff employed by him. The KV shall not bear any expenditure whatsoever in respect of such staff.
18. The KV shall not be treated as the employer of the persons engaged by the Contractor. The relationship of employer and employee shall remain between the Contractor and his employees.
19. The Contractor shall be fully responsible for any compensation or liability arising out of any injury, casualty or mishap to any employee engaged by him during canteen working hours.
20. Under no circumstances shall the Contractor or his employees remain in the KV premises beyond the permitted canteen working hours without prior permission. The Contractor shall ensure that the canteen is properly locked and secured during closed hours.
21. The contract shall initially be for the period specified in the tender/contract agreement. Renewal, if any, shall be at the sole discretion of the KV on such terms and conditions as may be mutually agreed upon.
22. The KV reserves the right to terminate the contract by giving one month's notice if the working of the Contractor is found unsatisfactory or if the Contractor violates the terms and conditions of the contract. The Contractor shall vacate the canteen premises on the date of termination.
23. The Contractor shall ensure disciplined, decent and courteous behaviour by himself and his employees while they remain in the premises of KV. In case of any misconduct, indiscipline, misbehaviour or any act prejudicial to the interests of the Vidyalaya, the Contractor shall remove the concerned employee immediately on receipt of written direction from the Vidyalaya.
24. The KV reserves the right to modify any term or condition under exceptional circumstances, as considered necessary by the competent authority.
25. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Principal/competent authority of PM SHRI KENDRIYA VIDYALAYA KAPURTHALA CANTT. shall be final and binding, subject to applicable rules.
26. The Contractor shall be required to execute an agreement in the prescribed form in case the contract is awarded.
27. The Contractor shall not sub-contract or transfer the contract to any other person/agency. In case of violation of this condition, the contract shall be liable to be terminated.
28. In case the Contractor violates the terms and conditions of the contract, appropriate action may be taken by the Vidyalaya, including termination of the contract and forfeiture of security deposit, wherever applicable.
29. The Contractor shall maintain proper hygiene and sanitation in the canteen and shall comply with applicable Government/KVS guidelines relating to hygienic and nutritious food in Kendriya Vidyalaya canteens.
30. The Principal/competent authority reserves the right to reject any or all bids/tenders without assigning any reason.
31. The Contractor shall obtain and maintain all licences/registrations required under applicable laws for operating the canteen, including a valid FSSAI registration/licence, wherever applicable.

32. The Contractor shall comply with all applicable terms and conditions, the contract and the Service Level Agreement, wherever applicable.

IMPORTANT

No menu, item-wise rate list or fixed selling price shall be included in the bid documents. The bidder shall quote only the monthly licence fee/rent for operation of the canteen. The menu and selling rates shall be finalized separately by the Canteen Committee of the Vidyalaya and shall be binding upon the successful Contractor.

BIDDER'S QUOTATION PROFORMA

The bidder shall quote only the monthly licence fee/rent for operation of the canteen.

Name of Bidder / Firm	
Address / Contact No.	
Monthly Licence Fee / Rent Quoted (in Figures)	₹ _____ per month
Monthly Licence Fee / Rent Quoted (in Words)	Rupees _____ only
Signature of Bidder with Date	

PRINCIPAL



प्रधान/Principal

मैट्रिक और केंद्रीय विद्यालय PM SHRI Kanakya Vidyalaya
कपूरथला छावनी/Kaourthala Cantt