



Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR

(Approved by AICTE & Affiliated to MAKAUT, WB)

CAMPUS : JEMUA ROAD, FULJHORE, DURGAPUR-713206 (W.B.), INDIA

☎ : (0343) 250-1353/4106/4121/4245/8800443456, Fax : (0343) 250-4059

E-mail : info@bcrec.ac.in • Website : www.bcrec.ac.in

M/s Priya Caterer,
Newton, Harekrishna Pally,
J.C. Bose Road, B - Zone,
Durgapur - 713 205

(Attention : Mr. Arup Sen, Proprietor)

BCR/Catg./36/10334

13th September, 2022

Dear Sir,

Sub: Contract for providing Meal Services at Chittaranjan Boys' Hostel located within the College premises (Dr. B. C. Roy Engineering College, Jemua Road, Fuljhore, Durgapur)

Please refer to your Quotation No. PC/AS/01 dated 12th September, 2022.

The admissible rate for providing Catering Services per student per day, as we had mutually discussed and agreed upon, shall be:

Srl#	Location	Types of Meals/Refreshments per day	Number of student boarders	Applicable Rate per student per day
1.	Chittaranjan Boys Hostel at Dr. B. C. Roy Engineering College, Durgapur	1. Morning Tea, with biscuits. 2. Breakfast 3. Lunch 4. Evening Snacks 5. Dinner	As the student admission is in progress, we are not in a position to advise student - strength as of now, but the seat capacity is 220, which is likely to be filled up.	Rs.127=00 per student per day.

Maharajam

The Contractor has been briefed to obtain PF & ESI numbers from appropriate offices.

Received & accepted
Terms/Conditions of the
Contract - 4 pages.
13/9/2022

Rahab
23/9/22



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General Conditions for the Award of Contract:

1. The Caterers must be in possession of Valid Licences for commencement of Business as Food Business Operator issued by the Department of Health and Family Welfare, Government of West Bengal and conforming to FSSAI requirements.
2. Certificate of Enlistment from the Durgapur Municipal Corporation and/or Gram Panchayat for commencement of Trade.
3. Must adhere to The Food Safety and Standards Act, 2006, which inter-alia mandates
 - a) As a food business operator, it is the responsibility of the Operator to ensure that no food articles, preservatives, additives shall be used which is considered "unsafe", "sub-standard", "misbranded" or "adulterated".
 - b) The Operator shall furnish in writing a guarantee that no unsafe ingredients have been used in the preparation of food items; and ensure that the purchase of raw materials like spices, oil, milk, meat and other edibles are against Cash Memo/ Invoices.
 - c) The food operator shall not employ any person suffering from infectious or contagious diseases.
 - d) The Caterer shall be liable for negligence in the use of ingredients/preparation and service of food to the students that may result in sickness and eventual hospitalization of the student-consumer. Adequate penalty, including hospitalization charges, may be imposed by the College Authorities for such negligence.
 - e) Each Hostel has been provided with food preparation area/ washing bays, and preparation of food for the Hostel Boarders must be made at the specific location.
 - f) Food preparation area(s) must be kept clean and dirt - and - soot free. Prepared Meals must always be kept under cover to prevent Vector - borne diseases.
 - g) Mechanisation of food preparation must be ensured to the extent possible - Roti - making Machines, Vegetable peelers and Grinders must be utilized. Perishable Raw Materials must be stored in refrigerated condition.
 - h) LPG Burners must be utilised so that the area is smoke- free.
 - i) Left - over food articles must not be served to the student - boarders under any circumstances.
 - j) Adequate man - power must be deployed for preparation of food at the allotted locations, and for serving of food to student - boarders. Lack of man - power deployment may result in delays to food services and consequent late reporting by students for academic activities.
 - k) The College Authorities may inspect the prepared food through designated officials and have the food analysed by responsible authorities.

M. Bhattacharya



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- l) The Caterers must adhere to statutory obligations regarding admissibility of minimum wages as specified by the Labour Commissioner, Government of West Bengal and extend facilities of ESI and/or PF regulations as per the directives of the Government (State or Central) from time to time.
- m) Taxes, if any at the applicable rate in this connection, shall be borne by the College authorities.
- n) Food shall be only served in the dining area, and no room services shall be encouraged or allowed. Food shall not be served to any outsiders, unless otherwise advised by the College Authorities. The Security personnel deployed at the Hostels are at liberty to prevent unauthorised entry.
- o) Meal timings/ Breakfast timings shall be adhered to, and no sub- contracting any part of this Contract, shall be permitted.
- p) Room for Food preparation, washing bays, water and electricity shall be provided by the College. No additional space can be provided.
- q) If the College remains closed for one clear calendar month (1st day of the month to the 30th/31st day of the same calendar month), no payment shall accrue to the Caterer, but when the College Hostel remains open for requirements of the University/ Academic considerations for any number of days during one Calendar month, pro - rata payments at the rate of 60:40 percentage ratio (60 % payable to the food operator and 40% shall be absorbed by the College Authorities) shall be admissible to off - set labour wages and other incidental payments incurred by the Caterer.
- r) If the Caterer resorts to storage and dispensing of alcoholic/narcotic substances to student - boarders at any of the storage points, this Contract shall be summarily terminated and appropriate action, deemed fit will be taken against the errant Caterer, including reporting to law enforcing agencies.
- s) The Caterer must notify periodically (after every fifteen days) of student - boarders who are remaining absent and not consuming food at the Hostels, and their food shall not be prepared to minimise wastages. If the student - boarder subsequently returns to the Hostel, the Dy. Campus Administrator, Wardens shall notify the Caterers to resume their Meal Services.
- t) Minor repairs/maintenance shall be the responsibility of the Caterer. College Authorities shall only undertake major repairs/ re-modification jobs, as needed.
- u) This Contract shall be valid 11th October, 2022 and upto 30th June, 2023 and may be renewed on grounds of satisfactory performance thereafter.
- v) The Contractor must provide ESI and PF Number to the Accounts Section for settlement of bills.

M. Bhattacharya



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Menu Calendar :

The Food Operators may prepare a day- wise Menu Calendar in consultation with the Campus Administrator, Hostel Superintendents and Student- Boarder representatives at Chittaranjan Hostel before commencement of Semester. The Menu Calendar so drawn shall be in vogue for at least one calendar month.

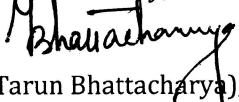
Quantity of basic items of food per student boarder for major meals like Lunch and Dinner shall be as follows:

1. Cooked Rice – 100 gms. Second helping, if needed by any student, shall be 40 grams.
2. Biscuits – 2 per student for the Morning Tea. Biscuits provided must be FSSAI approved quality.
3. Bhaji – 50 – 60 grams.
4. One Sabji with seasonal vegetables – 100 gms per student – boarder.
5. Fish - 80 grams, two days of the week.
6. Dal (Moong/Musur/Arhar variety) -50 grams
7. Mutton/ Chicken – 100 grams per student – boarder – four days/week.
8. Egg curry – at least two eggs/per boarder, one day of the week for Lunch/dinner.
9. For vegetarian boarders – Paneer at least 40 grams per student; Cauliflower/ Cabbage /Rajmah / Dhoka / Peas Curry– 75 grams per student.
10. Papad/ Chutney/ Pickles – Common for all.
11. Breakfast – to consist of four slices of Bread with butter/jam and omelette (or boiled/fried eggs) or Puri/ Sabji and sweets, Chapati/Sabji and sweets/seasonal fruits.
12. Evening Snacks – Idli/ Dosa/ Samosa / Bread (Butter or Jam)/Sweets and tea.

If the terms are acceptable to you, please sign the duplicate of this letter as a token of acceptance.

Thanking you,

Yours faithfully,


(Tarun Bhattacharya),
General Secretary, Dr. B. C. Roy Engineering College, Durgapur.

Copy to :

Principal/ Vice Principal, BCREC.
Campus Administrator/ Dy. Campus Administrator, BCREC
Hostel Superintendent, Chittaranjan Boys' Hostel, BCREC & Warden, Chittaranjan Hostel
Sr. Manager, Finance, BCREC/ Sr. Manager (Admin), Management House), BCREC/Manager,
Finance, BCREC

Arup Sen

RIYA CATERER

Mob.: 9832815231
9474789264

NEWTON, HAREKRISHNA PALLY, J. C. BOSE ROAD, B-ZONE, DURGAPUR-5

Ref. No. PC/AS/01.....

Date 12/09/2022

To
The General Secretary
BCREC

Sub: Food supply to the students of CHILTARANJAN BOYS HOSTEL of BCREC.

Respected Sir,

With reference to above mention subject I would like to request you kindly allow me to supply food to CHITTARANJAN BOYS HOSTEL BCREC with the prescribe terms and condition are per rules of BCREC.

I therefore request you kindly allow me to supply foods to CHITTARANJAN BOYS HOSTEL

Thanking you with best regards

Yours faithfully



ARUP SEN

(M/S Priya Caterer)

Newton, J.C. Bose Road ,B-Zone

Durgapur -05

Ph: 9832815231

9474789264



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M/s RASANA,
Flat No. 8, Vijay Jyoti Apartments,
Mamra Bazar, Durgapur – 713206.

BCR/Catg./36/10280

27th June, 2022.

Dear Sir,

Sub: Contract for providing Meal Services at Hostels within the College premises at Dr. B. C. Roy Engineering College, Jemua Road, Fuljhore, Durgapur at Mother Teresa Hall of Residence and Nivedita Hall of Residence for Girls.

The current contract No. BCR/Catg./36/10083 dated 3rd November, 2021 is valid until 30th June, 2022.

Based on your willingness to continue with the Catering Services at the Students' Hostels on the same terms and conditions specified in the Contract No. BCR/Catg./36/10083 dated 3rd November, 2021, vide your letter dated 27th June, 2022, the Management of Dr. B. C. Roy Engineering College, Durgapur [Society] has decided to renew the Contract for another one year from 1st July, 2022 to 30th June, 2023. The rates per student per day shall remain unchanged.

The quality/quantity of food served to students must be maintained, and no students should be taken ill for consumption of food prepared by the Caterer.

You are requested to submit the following Certificates/enlistment documents in compliance with Statutory requirements:-

1. Permanent Certificate of Enlistment as per West Bengal Municipal Corporation Act, 2006 obtained from Durgapur Municipal Corporation, Durgapur.
2. License under FSS Act, 2006. The present License is valid upto 03-12-2022, and shall be renewed before it expires. If the license is not renewed, the College Authorities reserve the right to terminate this Contract on ground of non-compliance of statutory norms.

Please sign the duplicate of this letter as a token of your acceptance.

Thanking you,

Yours faithfully,

(Tarun Bhattacharya),
General Secretary, Dr. B. C. Roy Engineering College, Durgapur.

Distribution :As per List



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M/s ANUSTHAN,
44, Rabindra Sarani, Srinagar Pally (B - Zone),
Durgapur - 713 213

BCR/Catg./36/ 10279

27th June, 2022.

Dear Sir,

Sub: Contract for providing Meal Services at Hostels within the College premises at Dr. B. C. Roy Engineering College, Jemua Road, Fuljhore, Durgapur at Satyen Bose Hall of Residence and Aurobindo Hostel for Boys.

The current contract No. BCR/Catg./36/10083 dated 3rd November, 2021 is valid until 30th June, 2022.

Based on your willingness to continue with the Catering Services at the Students' Hostels on the same terms and conditions specified in the Contract No. BCR/Catg./36/10083 dated 3rd November, 2021, vide your letter dated 23rd June, 2022, the Management of Dr. B. C. Roy Engineering College, Durgapur [Society] has decided to renew the Contract for another one year from 1st July, 2022 to 30th June, 2023. The rates per student per day shall remain unchanged.

The quality/quantity of food served to students must be maintained, and no students should be taken ill for consumption of food prepared by the Caterer.

You are requested to submit the following Certificates/enlistment documents in compliance with Statutory requirements:-

1. Permanent Certificate of Enlistment as per West Bengal Municipal Corporation Act, 2006 obtained from Durgapur Municipal Corporation, Durgapur.
2. License under FSS Act, 2006. The present License is valid upto 10-11-2022, and shall be renewed before it expires. If the license is not renewed, the College Authorities reserve the right to terminate this Contract on ground of non - compliance of statutory norms.

Please sign the duplicate of this letter as a token of your acceptance.

Thanking you,

Yours faithfully,

(Tarun Bhattacharya),
General Secretary, Dr. B. C. Roy Engineering College, Durgapur.

Distribution: As per List



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M/s New Durgapur Canteen Cum Caterer,
3/5, Golden Park, Shankarpur (West), ABL Township,
Durgapur – 713 206

BCR/Catg./36/ **10281**

27th June, 2022.

Dear Sir,

Sub: Contract for providing Meal Services at Hostels within the College premises at Dr. B. C. Roy College of Pharmacy & AHS, Bidhan Nagar & Dr. B.C.Roy Polytechnic, Bidhannagar – Vivekananda Hall of Residence for Boys' & Sarada Girls' Hostel.

The current contract No. BCR/Catg./36/10083 dated 3rd November, 2021 is valid until 30th June, 2022.

Based on your willingness to continue with the Catering Services at the Students' Hostels on the same terms and conditions specified in the Contract No. BCR/Catg./36/10083 dated 3rd November, 2021, vide your letter dated 24/6/2022, the Management of Dr. B. C. Roy Engineering College, Durgapur [Society] has decided to renew the Contract for another one year from 1st July, 2022 to 30th June, 2023 (except that of Chittaranjan Hall of Residence at Dr. B. C. Roy Engineering College, Fuljhore Campus). The rates per student per day shall remain unchanged.

The quality/quantity of food served to students must be maintained, and no students should be taken ill for consumption of food prepared by the Caterer.

You are requested to submit the following Certificates/enlistment documents in compliance with Statutory requirements:-

1. Permanent Certificate of Enlistment as per West Bengal Municipal Corporation Act, 2006 obtained from Durgapur Municipal Corporation, Durgapur.
2. License under FSS Act, 2006. The present License is valid upto 03-12-2022, and shall be renewed before it expires. If the license is not renewed, the College Authorities reserve the right to terminate this Contract on ground of non-compliance of statutory norms.

Please sign the duplicate of this letter as a token of your acceptance.

Thanking you,

Yours faithfully,

(Tarun Bhattacharya),

General Secretary, Dr. B. C. Roy Engineering College, Durgapur.

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Mamra Bazar, Durgapur – 713206.

M/s ANUSTHAN,
44, Rabindra Sarani, Srinagar Pally (B Zone)
Durgapur – 713213.

M/s NEW DURGAPUR CANTEEN CUM CATERER
11/2, Rana Pratap Road, A – Zone,
Durgapur – 713204.

BCR/Catg/36/ 10083

3rd November, 2021

Dear Sir/Madam,

Sub: Contract for providing Meal services at Hostels within College premises (Dr. B.C. Roy Engineering College, Jemua Road, Fuljhore , Durgapur & Dr. B.C. Roy College of Pharmacy and Allied Health Sciences/Dr. B.C. Roy Polytechnic, Bidhan Nagar, Durgapur).

Please refer to the discussions held during the joint meet of College Management and the Catering firms on 29th October, 2021.

The College Authorities have agreed to enhance the Meal rate(Morning Tea/Breakfast/Lunch/Evening Snacks/Dinner) per diem per student by fifteen percent (15%) with effect from the ensuing Odd semester (November 14th, 2021 and shall remain valid until 30th June, 2022).

The rates enhanced are as follows:

Sl. No.	Current Rate as on 2019	Enhanced Rate as on 2021	Applicability	Caterer
1.	Rs. One Hundred and Ten (Rs. 110)	Rs. One Hundred and Twenty seven (Rs 127)	Satyen Bose, ✓ Aurobindo & ✓ Chittaranjan Hall Of Residences within BCREC Campus. Vivekananda Hall of Residence at BCRCP & AHS.	M/s ANUSTHAN at BCREC New Durgapur Canteen Cum Caterer for Vivekananda Hostel for Boys at BCRCP & AHS.
2.	Rs. One Hundred and Five (Rs 105)	Rs. One Hundred Twenty One (Rs 121)	Mother Teresa Hall of Residence and Nivedita Hall of Residence within BCREC campus. Sarada Girl's Hostel at BCRCP & AHS/BCRP.	M/s RASANA M/s Durgapur Canteen Cum Caterer at BCRCP Campus.

Bhattacharya

Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR

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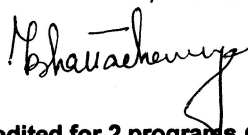
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General Conditions for the Award of Contract:

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2. Certificate of Enlistment from the Durgapur Municipal Corporation and /or Gram Panchayat for commencement of Trade.
3. **Must adhere to the Food Safety and Standards Act, 2006 which inter-alia mandates:**
 - i. As a food business operator, it is the responsibility of the Operator to ensure that no food articles, preservatives, additives shall be used which is considered "unsafe", "sub – standard", "misbranded" or "adulterated".
 - ii. The Operator shall furnish in writing a guarantee that no unsafe ingredients have been used in the preparation of food items ; and ensure that the purchase of raw materials like spices, oil, milk, meat and other edibles are against cash memo/invoices.
 - iii. The Food Operator must not employ any person suffering from infectious or contagious diseases.
 - iv. The Caterer shall be liable for negligence in the use of ingredients and service of food to the students that may result in sickness and eventual hospitalization of the student – consumer. Adequate penalty, including hospitalisation charges may be imposed by the College authorities for such negligence.
 - v. Each Hostel has been provided with food preparation area/washing bays and preparation of food for Hostel Boarders must be made at the specific location.
 - vi. Food preparation area(s) must be kept clean and dirt and soot free. Prepared meals must always be kept under cover to prevent vector – borne diseases.
 - vii. Mechanisation of food preparation must be ensured – Roti making machines, vegetable peelers and grinders must be utilised. Perishable raw materials must be stored in refrigerated condition.
 - viii. LPG burners must be used to keep the area smoke free.
 - ix. Left over food articles must not be served to the student- boarders under any circumstances.
 - x. Adequate man power must be deployed for preparation of food at the allotted locations and for serving of food to student boarders. Lack of man power may result in delay to food services and subsequent late reporting by students to academic activities. In the current pandemic, food servers must wear head caps, masks, hand gloves and put on aprons before serving food to the boarders.
 - xi. The College Authorities may inspect the prepared food through designated officials and have the food analysed by responsible authorities.
 - xii. The Caterers must adhere to Statutory obligations regarding admissibility of minimum wages as specified by the Labour Commissioner, Govt. of West Bengal and extend facilities of ESI/PF as per the Directives of the Govt. (Central or State) from time to time.
 - xiii. GST, at the applicable rate shall be borne by the College Authorities.
 - xiv. Food shall be served only in the dining area and no room services shall be entertained. Food shall not be served to any outsider, unless advised by the College Authorities. The Security personnel deployed at the Hostels are at liberty to prevent unauthorised entry.
 - xv. Meal/Breakfast timings shall be adhered to and room for food preparation, washing bays, water and electricity shall be provided by the College. No additional space will be provided and sub contracting shall be discouraged.
 - xvi. Pro rata payments at the rate of **60:40 percentage ratio (60% payable to the Food Operator and 40% shall be absorbed by the College Authorities)** shall be admissible to off set labour wages and other incidental payments incurred by the Caterer during the days Colleges remain closed.



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- xvii. If the Caterer resorts to storage of alcoholic/narcotic substances of student boarders at any of the storage points, this Contract shall be summarily terminated and appropriate action, deemed fit will be taken against the errant Caterer.
- xviii. The Caterer must notify periodically (after every 15 days) of student boarder who are remaining absent and not consuming food at the Hostels and their food shall not be prepared to minimise wastages. If the student boarder subsequently returns to the Hostel, the Deputy Campus Administrator, Wardens/Matrons shall notify the Caterers to resume their meal services.
- xix. Minor repairs/maintenance shall be the responsibility of the Caterer. College Authorities shall only undertake major repairs/re modification jobs as needed.

4. Menu Calendar:


The Food Operators may prepare a day – wise Menu calendar in consultation with the Campus Administrator, Hostel Superintendents and student boarder representatives at each of the Hostels before commencement of each semester. The Menu Calendar so drawn shall be in vogue for at least one calendar month.

Quantity of basic items of food per student boarder for major meals like lunch and dinner shall be as follows:

- Cooked rice – 100 grams, second helping, if needed by any student shall be 40 grams
- Biscuits – 2 per student for morning tea. Biscuits provided must be FSSAI approved quality.
- Bhaji – 50 to 60 grams.
- One sabji with seasonal vegetables – 100 grams per student boarder.
- Fish – 80 grams, two days a week.
- Dal (Moong/Masoor/Arhar variety) – 50 grams.
- Mutton/Chicken – 100 grams per student boarder (four days a week).
- Egg curry – at least two eggs/per boarder, one day a week for lunch/dinner.
- For vegetarian boarders – Paneer at least 40 grams per student, Cauliflower/Cabbage/Rajmah/Dhoka/Peas curry – 75 grams per student boarder.
- Papad/Chutney/Pickles – Common for all.
- Breakfast – four slices of bread with butter/jam and omelette (or boiled/fried eggs) or puri and sabji and sweets, chapatti and sabji and sweets/seasonal fruits.
- Evening snacks – Idli/Dosa/Samosa/Bread (with butter or jam)/sweets and tea.

If the terms are acceptable to you, please sign the duplicate of this letter as a token of acceptance. Also please submit the Valid Licences for commencement of business as Food Business Operator issued by the Department of Health and Family Welfare, Govt. of West Bengal and Certificate for commencement of Trade for the year 2021 with the duplicate letter of acceptance.

Thanking you,
Yours faithfully


(Tarun Bhattacharya),
General Secretary,

Dr. B. C. Roy Engineering College, (Society), Durgapur.

Cc: Principal, BCREC/Director, BCRCP & AHS/Principal, BCRCP & AHS/Principal, APC/ Principal, BCRP/Registrar, BCREC/Registrar, BCRCP & AHS/Campus Administrator, BCREC/Hostel Superintendents of the seven hostels located at BCREC and BCRCP & AHS/Sr. Manager (Finance), BCREC, Sr. Manager (Admin), BCREC/ Asst. Proctor, BCRCP & AHS/Manager(Estate & Corporate Affairs), BCREC/Office Copy.