GOVERNMENT COLLEGE OF ENGINEERING, KENDUJHAR
ସରକାରୀ ଯାନ୍ତ୍ରୀକ ମହାବିଦ୍ୟାଳୟ, କେନ୍ଦୁଝର
(An Affiliated College of BPUT, Odisha)
At :Jamunalia, P.O.: Old Town, Dist., Kendujhar, Pin: 758002 (Odisha)
Web: www.gcekjr.ac.in / Mail id- principal@gcekjr.ac.in

NOTICE No. 1691 / dt. 21-10-2026

QUOTATION FOR OPENING OF SNACKS & TEA SHOP-CUM-STATIONERY/STUDY MATERIALS SHOP

Sealed quotations are invited from interested and eligible individuals/firms/agencies for opening of a Snacks & Tea Shop-cum-Stationery/Study Materials Shop within the campus of Government College of Engineering , Kendujhar.

Interested parties may submit their quotations by Speed Post/Registered Post latest by **12/11/2026** up to **5.00 P.M.**

For details visit the College website: **www.gcekjr.ac.in**.

21/X/2026
Principal
Government College of Engineering,
Kendujhar

Memo No. 1692 /Dt. 21.10.2026

Copy to the Deputy Director (Advt.), I & PR Department, Lok Sampark Bhaban, Unit-V, Bhubaneswar, Odisha with a request to publish the above advertisement in one issue of the All Odisha daily edition of " The Samaj" & "The Sambad" on or before **23/10/2026** at the I&PR approved lowest rate. The bill may be sent in triplicate along with a copy of the paper in which the publication is made.

21/X/2026
Principal
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QUOTATION CALL NOTICE No. 1691 / dt. 21-10-26

Sub.: QUOTATION FOR OPENING OF SNACKS & TEA SHOP-CUM-STATIONERY/STUDY MATERIALS SHOP

Sealed quotations are hereby invited from interested and eligible individuals/firms/agencies for opening and operation of a Snacks & Tea Shop-cum-Stationery/Study Materials Shop within the campus of Government College of Engineering, Kendujhar, for the convenience of the students, teaching and non-teaching staff of the Institution.

The proposed shop shall primarily cater to the following requirements:

1. **(a)Snacks & Tea :**

   Supply and sale of hygienic tea, coffee, snacks, light refreshments, packaged food items, drinking water and other permitted eatables at reasonable and affordable rates.

   (b)Stationery & Study Materials:

   The shop shall also stock and sell commonly required stationery and study-related items for both boysand girl students, such as notebooks, practical records, pens, pencils, erasers, files, folders, drawing materials, calculators, examination materials, photocopy/printing-related stationery and other educational items as required by the students.

   (c) Provision of xerox/ Computer facilities :
   The selected agency/individual shall provide necessary Xerox/photocopying and basic computer facilities, including printing, scanning and other related services, for the convenience of students, faculty and staff of the College. The facilities shall be maintained properly and made available during the prescribed working hours of the College.

2. The shop operator shall ensure that the items are of good quality and shall maintain cleanliness, hygiene and proper sanitation in and around the shop.
3. The rates of the items shall be reasonable and affordable to the students and shall be displayed prominently in the shop.

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5. The shop shall remain open during the working hours of the College and, if required, during such additional hours as may be decided by the College authorities.
6. The shop operator shall arrange all necessary furniture, utensils, equipment, storage facilities and other infrastructure required for running the shop at his/her own cost.
7. The successful bidder shall pay the prescribed monthly rent/licence fee and electricity/water charges, as applicable, to the College as per the terms and conditions of the agreement.
8. The successful bidder shall obtain and maintain all necessary licences/registrations/permissions, if applicable, for running the food and stationery business.
9. The College reserves the right to inspect the shop and its activities at any time and to issue necessary instructions in the interest of the students and the Institution.
10. The quotation should clearly indicate the monthly rent/licence fee offered by the bidder for operating the shop. The bidder offering the highest acceptable rent/licence fee, subject to fulfilment of all other terms and conditions, may be considered for selection. The electricity charges will be levied separately after operation of the shop & consumption records.
11. The House Rent & Electricity Bill will be deposited in the Accounts Section within 15th day of next month of the occupation.
12. The detailed terms and conditions, tenure of the licence/agreement, security deposit and other applicable requirements shall be as prescribed by the College from time to time.
13. The successful bidder/vendor shall execute a formal agreement with the College on a non-judicial stamp paper of Rs.100/- at his/her own cost, before commencement of the operation.
14. Any type of Alcoholic items including Cigarettes, Gutkha etc. are prohibited in the shop.
15. In the event of any violation or breach of the prescribed terms and conditions, the College Authority shall have the right to terminate/cancel the agreement by giving one month's notice.
16. The agreement may be renewed from time to time after completion of each year subject to satisfactory performance, compliance with all terms and conditions/ until further Notification.

Mandatory Documents to be submitted with quotation for Qualification

1. Valid GST registration certificate related to stationary items/study materials
2. PAN card
3. Valid licences/registrations/permissions for running the food business.
4. Aadhar Card

Interested persons/firms may submit their quotations as per the given format in a sealed cover super-scribed "QUOTATION FOR SNACKS & TEA SHOP-CUM-STATIONERY/STUDY MATERIALS SHOP" to the Principal, Government College of Engineering, Kendujhar, within the prescribed date and time through Regd. Post/Speed Post only.

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The College reserves the right to accept or reject any or all quotations without assigning any reason thereof.

Last date for submission of quotation : 12/11/2026
Date & time of opening of quotation : 16/11/2026 (3pm)

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Principal
Government College of Engineering,
Kendujhar

FORMAT FOR QUOTATION

01) Name of the individuals/firms/agencies :

02) Address :

03) Aadhar No. :

04) Mobile No. :

05) GST No. :

06) PAN No. :

07) Food License No. & Valid up to (If available) :

08) Experience, if any :

09) Rent for shop (to be quoted per month) : (Excluding Electricity charges)

Signature