

WILSON COLLEGE (AUTONOMOUS)
(Affiliated to University of Mumbai)
Chowpatty, Mumbai – 400007

NOTICE INVITING PROPOSALS
(For College Canteen and Hostel Mess Services)
1st December 2025

Sealed proposals are invited from reputed and experienced caterers for operating the College Canteen at Wilson College (Autonomous) and providing mess services for Mackichan Hall Boys' Hostel and Pandita Ramabai Girls' Hostel, Chowpatty, Mumbai.

The proposal covers catering services for students, faculty, and staff, ensuring nutritious, hygienic, and affordable meals within the college and hostel premises.

1. ELIGIBILITY CRITERIA

1. The applicant should have a minimum of three years' experience in managing canteen or hostel mess facilities at reputed educational or institutional establishments.
2. The applicant must possess valid FSSAI License, PAN, and GST Registration.
3. The applicant should have the capacity to manage both College Canteen and Hostel Mess operations effectively with adequate manpower and resources.
4. Preference will be given to those with prior experience in educational institutions or hostels.

2. SCOPE OF WORK

- To operate and manage the College Canteen, Mackichan Hall Boys' Hostel Mess, and Pandita Ramabai Girls' Hostel Mess.
- To provide breakfast, lunch, dinner, snacks, and beverages at approved rates.
- To maintain strict hygiene, cleanliness, and waste management as per statutory and institutional norms.
- To employ trained, uniformed, and courteous staff under proper supervision.
- To comply with fire safety, sanitation, and food safety regulations.

3. CONTRACT PERIOD

The initial contract period shall be for 11 (eleven) months, with effect from 1st January 2026, and may be renewed further based on the review and recommendation of the Canteen and Hostel Committee.

4. PROPOSAL SUBMISSION

- Interested caterers/agencies shall submit their proposal including:
 - Profile of the applicant / caterers
 - Details of Experience

- Copies of Licenses and Registrations
- Sample Menu with Proposed Rates

- **The proposal must be submitted by email to: jwesociety@gmail.com/info@wilsoncollege.edu Addressed to The Secretary, John Wilson Education Society (JWES) on or before 11 December 2025.**
- The email subject should clearly mention: “Proposal for Wilson College Canteen and Hostel Mess Services – [Name of Applicant/Agency]”
- The last date for submission is within 15 (fifteen) days from the date of this notice.

5. GENERAL TERMS & CONDITIONS

1. The Management reserves the right to accept or reject any or all proposals without assigning any reason.
2. The caterers/applicant may visit the College and Hostel premises on working days with prior permission to assess facilities.
3. The selected caterer/applicant will enter into a formal agreement with JWES/Wilson College Management specifying duties, rates, and duration of the contract. This will be informed to them by mail.
4. The terms and conditions, including modalities, monthly rent, and one-time security deposit, will be informed and mutually agreed upon for the selected proposal.
5. The decision of the Canteen and Hostel Committee shall be final and binding.
6. Please do not send any mail or correspondence until the management communicates with you regarding the selection.

-Sd/-
Principal (I/C)
Wilson College (Autonomous)
Chowpatty, Mumbai-400007

-Sd/-
Hon. Secretary
John Wilson Education Society (JWES)
Mumbai-400007