

RFP No-2030/ 2022-23 CDM&PHO Dhenkanal dated

**TENDER DOCUMENTS FOR SUPPLY OF WORKING LUNCH FOR TRAINING/
WORKSHOP/MEETING UNDER THE ADMINISTRATIVE OF CDM & PHO OF
DHENKANAL DISTRICT.**

Date of Commencement of sale/
Available of tender documents :- 03.08.2022 through website
I,e www.dhenkanal.nic.in

Date and time of sale / available of
Tender documents :- 03.08.2022 through website
I,e www.dhenkanal.nic.in

Date and time of closing
of tender box :- 23.08.2022 till 5:30 pm

Date and time of opening
Of tender (Technical Bid) :- 24.08.2022, 01:00 PM

Date and time of opening
Of tender (Financial Bid) :- Same

Place of Opening of tender :- O/O- CDM & PHO, Dhenkanal, First Floor
District Head Quarters Hospital, Kalikanagar, Dhakinakali
Dhenkanal- 759013

Address for Communication :- O/O- CDM & PHO, Dhenkanal, First Floor
District HeadQuarters Hospital, Kalikanagar, Dhakinakali,
Dhenkanal- 759013

Email -nhmdkl@gmail.com



TERMS AND CONDITIONS

1. The firm should submit an Performance Security of **Rs.10000/-** in shape of DD in favour of ZSS (Non NRHM), Dhenkanal payable at Dhenkanal
2. The firm should have valid food licence.
3. The firm should be registered under GST.
4. The firm should submit Tender fees of **Rs.1000/-** in shape of DD in favour of ZSS (Non NRHM), Dhenkanal
5. The firm should have PAN.
6. The firm should have adequate man power to supply the food in time.
7. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme and within 07-15 days of receipt of bill.
8. The firm shall supply the food at the designated venue with crockery, serving dishes and with manpower for serving of food as per intimation from CDM & PHO-cum-District Mission Director, Dhenkanal.
9. The rates quoted per plate are exclusive of taxes.
10. After completion of the programme the supplier /agency should submit the bill in duplicate along with a copy of supply order within 3 days for release of payment.
11. CDMO-cum-District Mission Director, Dhenkanal reserves the right to consider/reject any such proposal without assigning any reason thereof.
12. The bidder must have at least one year of experience for catering service for any Govt Organization or any other organisation.
13. The bidders must be Local supplier within Municipality area of Dhenkanal District .Outside Dhenkanal District supplier will not be accepted.
14. The contract would be initially for 1 year which will be extended for another 1 year based on satisfactory performance.
15. No price escalation will be entertained
16. The bidders must be well behaved to the participant during supply of food.
17. Proper hygiene should be maintained
18. The Performance security will be forfeited if the bidder will not supply the food in time as per the supply order.
19. **Instruction for submission of Tender:** The tender will be in two parts i.e. **Technical Bid (Cover-A)** and **Price Bid (Cover-B)**. The bidders should submit their **technical** and **price bid separately in two envelopes** and these two envelopes should be put into **another cover envelope** superscribed as "**Tender for Supply of Buffet Lunch for training/ workshops/meetings in reference to adv. No 2030**". The Technical & Price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: **The Office of the Chief District Medical & Public Health Officer, Dhenkanal, , 759001, Odisha.** The last date & time of submission of tender is as mentioned in the Advertisement and the tender shall be opened as per schedule in presence of the bidders or their authorized representative who may wish to present.
20. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.

21. That the organization agrees to abide by all terms & conditions of tender.
22. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected.
23. The blacklisted agencies: either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting. They should submit a declaration about this by a **Notary Public (Annexure – A)**.
24. If there will be any complaint by the participants regarding quality & quantity of food supplied a penalty of Rs. 10/- per participant will be deducted from the order value. And if the complaint received more than three times then the contract will be cancelled and the bidder in the panel will be assigned for the same. The food quality will be randomly checked by any member of the team consisting of CDM & PHO, DPHO & Food Inspector of Dhenkanal district.
25. If the successful Bidder fails to execute the order, the performance security will be forfeited and action will be taken to blacklist the firm. In such case, CDM & PHO, Dhenkanal shall have the liberty to purchase those items from other sources and the excess amount which CDM & PHO, Dhenkanal may have to incur on account of purchase of the items from other sources shall be recovered from the successful bidder by forfeiting the Performance Security deposited by the successful bidder.
26. The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.



TECHNICAL BID FOR WORKING LUNCH

(The documents are to be arranged serially as per the order mentioned below)

| SL NO | Particulars | Response(Yes/No) | Page No |
|-------|---|------------------|---------|
| 1 | Name of the Firm | | |
| 2 | Address of the firm | | |
| 3 | Name of authorized signatory (in block letters) | | |
| 4 | Telephone number of authorized signatory / Firm | | |
| 5 | Bank Pass book | | |
| 6 | Valid Food License Certificates (Attach photocopy of registration certificate) | | |
| 7 | GST Certificate | | |
| 8 | Copy of PAN Card | | |
| 9 | IT return of last three years i.e 2018-19, 2019-20 & 2020-21 | | |
| 10 | Performance security of Rs 10000/- in shape of DD | | |
| 11 | Tender paper fees of Rs 1000/- in shape of DD. | | |
| 11 | Whether all documents submitted signed by the authorized signatory of the firm (Yes/ No) | | |
| 12 | Declaration by Notary Public regarding blacklisted of supplier either by the Tender inviting authority or by any state Govt. or Central Govt. organization (Annexure -A) | | |
| 13 | List of Departments and Govt /Govt establishments/private establishments where worked during last three years (Attach proforma as per Annexure B) | | |
| 14 | Acceptance of use Raw materials and consumables as per Annexure C | | |

DECLARATION

I / we hereby certify that the terms and conditions given with the short quotation call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any false information /deviation in the above statement at any stage, my Firm/Agency will be blacklisted and will not have any dealing with the organization in future.

(Signature and seal of the authorized signatory)



PRICE BID

| Sl.No | Items to be quoted | Amount in (Rs.) |
|--|---|--------------------|
| VEGETERIAN-1 (with paneer) | | |
| 1 | Details of items with quantity (in gms) to be specified which will be provided by the supplier. One Water bottle(1 litre), tea two times & Snacks(one time in morning) must be included. <u>Breakfast / Snacks</u> | |
| | <u>Lunch</u> | |
| | | |
| | | |
| VEGETERIAN-2 (with Mushroom) | | |
| 2 | Details of items with quantity (in gms) to be specified which will be provided by the supplier. One Water bottle(1 litre), tea two times & Snacks(one time in morning) must be included. <u>Breakfast / Snacks</u> | Rs.190.00 plus GST |
| | <u>Lunch</u> | |
| | | |
| | | |
| NON VEGETERIAN-1 (Chicken / Fish) | | |
| 3 | Details of items with quantity (in gms) to be specified which will be provided by the supplier. One Water bottle(1 litre), tea two times & Snacks(one time in morning) must be included. <u>Breakfast / Snacks</u> | |
| | <u>Lunch</u> | |
| | | |
| | | |
| NON VEGETARIAN-2 (Mutton / Prawn) | | |
| 4 | Details of items with quantity (in gms) to be specified which will be provided by the supplier. One Water bottle(1 litre), tea two times & Snacks(one time in morning) must be included. <u>Breakfast / Snacks</u> | |
| | <u>Lunch</u> | |
| | | |
| | | |

(Authorized Signatory with Seal)



DECLARATION

I / we hereby certify that the terms and conditions given with the short quotation call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my /our knowledge. I / we understand that in case of any false information /deviation in the above statement at any stage, my Firm/Agency will be blacklisted and will not have any dealing with the organization in future.

(Signature and seal of the authorized signatory)

A handwritten signature in black ink, consisting of a stylized 'h' followed by a long horizontal stroke that curves upwards at the end.

DECLARATION

(Filled by the Notary)

I / We _____ do hereby declare that I / We have **not been de-recognized / black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of **Not of Standard Quality Items / non-supply**.

I / We agreed that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me / us for a period of 3 years if, any information furnished by me / us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Seal & Signature of the Notary



Annexure-B

Performa for performance statement

(Furnish this information for individual work from employer for whom the work was executed)

| SI No | Name of work | Organisation | year |
|-------|--------------|--------------|------|
| 1 | | | |
| 2 | | | |
| 3 | | | |

Row may be inserted

Annexure-C

PERMISSIBLE BRANDS OF CONSUMABLES

| ITEM | BRANDS |
|--------------|---|
| Salt | Iodized salt such as Tata, Annapurna |
| Spices | Everest, MDH or equivalent brand |
| Oil | Refined Oil such as Sundrop, Naturefresh, or Equivalent brand |
| Atta | Aashirbad, Patanjali or equivalent |
| Paneer | Amul, omfed or equivalent |
| Besan, Dal | Quality |
| Rice | Quality |
| Sweet curd | Omfed or equivalent |
| Ice Cream | Amul, Omfed, Havmor |
| Water Bottle | Aquafina, Bisleri, Bailey |

