

OFFICE OF THE CDM & PHO, SUNDARGARH

Notice No- 1467/NHM

Date- 13/04/2021

TENDER CALL NOTICE

Sealed Tenders are invited from intending Agencies /Suppliers/ Hoteliers/ Caterers/ individuals for **[A. Supply of Food Catering Services (Meals, Tiffin, Snacks, Tea, Coffee, etc.) & B. Hotel Accommodation Service]** to CDM & PHO Cum District Mission Director, Sundargarh for a period of one year on annual rate contract basis. Details regarding supply as per need and the term & conditions of the tender may be downloaded from the district website www.sundergarh.nic.in. **The bidders should apply with separate bid documents for Food Catering Services & Hotel Accommodation Services.** The tender should reach the office of the undersigned on or before 22.04.2021 (till 01.00 PM) **through registered post/ speed post/ courier service only.** Tender will be opened on 23.04.2021 at 11.30 PM. This office will not entertain any tender after the due date/time fixed for at any circumstances. The undersigned reserves the right to reject any or all tender without assigning any reason thereof.

-Sd-

Chief District Medical & Public Health Officer, Sundargarh


Page 1 of 28

A. Food Catering Services

Tender For Food Catering Services

SCHEDULE OF TENDER

Tender No.	1467 /DPMU, NHM
Name of the tender issuer	CDM & PHO cum District Mission Director, Sundargarh
Scope of Work	Supply of "A. <i>Supply of Food Catering Services (Meals, Tiffin, Snacks, Tea, Coffee, etc.)</i> " for COVID-19/ training & other programs".
Quantity to be supplied	Approximately for 2,000 persons in a year. (The number may increase or decrease)
Delivery Location	Anywhere in Sundargarh town (within 10 K.M radius from CDM &PHO Office)
Cost /fee of Tender Documents	<ul style="list-style-type: none">• Tender paper cost Rs. 1000/- (Rupees one thousand only) (Non Refundable).• Tender documents can be downloaded by tenderers from district website i.e.www.sundergarh.nic.in
Earnest Money Deposit	<ul style="list-style-type: none">• Earnest Money deposit Rs. 5000/- (Rupees five thousand only) (Refundable) shall be deposit in the form of Demand Draft payable in favor of "ZSS Non NRHM", payable at Sundargarh drawn from any nationalized bank
Date of issue of tender document	13.04.2021
Date of Pre Bid clarification meeting	16.04.2021 at 11.30 A.M
Last Date for Submission of Bids	22.04.2021 at 1.00 P.M
Date of Opening of Technical Bids	23.04.2021 at 11.30 P.M
Date of Price Bid Opening	23.04.2021 at 11.30 P.M
Name of the contact person for Communication	CDM & PHO cum District Mission Director
Address for Communication	DPMU, NHM, Office of CDM & PHO, Dist- Sundargarh, Pin-770001



ELIGIBILITY CRITERIA & DOCUMENT SUBMISSION

The following are the minimum eligibility Criteria for the applicant to participate in the tender:-

- 1) Tender fee Rs. 1000/- (Non Refundable) & EMD Rs. 5000/- (Refundable) in favour ZSS, Non NRHM A/C, Sundargarh payable at Sundargarh from any Nationalised / scheduled bank
- 2) Should have a Valid food License.
- 3) Must be registered under GST Act.
- 4) Must have a Annual Average turnover of more than 5 lakhs during the year 2017-18/ 2018-19/2019-20. He must submit copy of acknowledgement from Income tax return as a proof in the Technical bid or Turnover Certificate from Chartered Accountant.
- 5) Should not have been blacklisted by any State Government/ Central Govt. / PSU in India. A self declaration is required as per **Annexure IV**.
- 6) Should have a registered office / branch office in Sundargarh within 8 K.M from the office of the CDM & PHO, Sundargarh.
- 7) Must have a valid PAN.



BID SUBMISSION

This section outlines the steps to be used for submission of bids:

The bid shall be submitted in three parts, the Tender paper Cost / EMD, Technical Bid & the Price Bid.

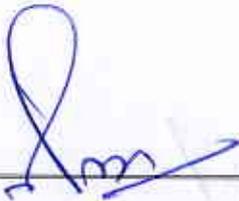
1) **Earnest Money Deposit: Rs. 5000/- (Rupees five thousand only) (Refundable) & Tender paper Cost:- Rs. 1000/- (one thousand only) (Non Refundable)** in the form of Demand draft drawn from any nationalized Bank in favor of "ZSS Non NRHM " payable at Sundargarh

2) The Technical bid sealed in another envelope marked as "**Technical Bid**" shall contain

- Details of the tenderer as per **Annexure II**, duly filled in, signed and complete in all respects.
- A self declaration in affidavit that the tenderer has not been blacklisted by any State Government/ / Central Govt / PSU in India as per **Annexure IV**.
- Acknowledgement of Income Tax return for the year 2017-18, 2018-19 & 2019-20 or turnover certificate of minimum 5 Lakh from Chartered Accountant.

(3) The **Price bid** shall be sealed in an envelope marked as "Price Bid" and shall contain the price bid as per **Annexure III** duly completed in all respects.

The three separate envelopes containing Tender paper Cost/ EMD, technical bid and price bid should be sealed in one envelope and should be addressed as per tender schedule. The outer envelope super scribed as "Supply of Food Catering Services (Meals, Tiffin, Snacks, Tea, Coffee, etc.)" for COVID-19/ training & other programs under NHM in reference to Advt No _____ Date-_____.



GENERAL TERMS AND CONDITIONS OF THE BID

Note: Bidders must read these conditions carefully and comply strictly while submitting their bids.

- 1) Bidder shall prepare the bid and submit it in a sealed envelope addressed to DPMU, NHM, Office of CDM & PHO, Dist- Sundargarh, Pin-770001 and send it through Speed Post/Registered Post/ Courier only (no other means will be entertained). Each envelope should bear the name of bidder, along with the tender number. However the authorities shall not be responsible for postal and other delays in receipt of the bids.
- 2) Prospective Bidders are requested to remain updated for any notices /amendments, clarifications etc. to the Tender Document through the website [www. sundergarh.nic.in](http://www.sundergarh.nic.in) / Notice board of the office address mentioned at Sl.no.1. No separate notifications will be issued for such notices / amendments /clarifications etc. in the print media or individually.
- 3) The Bidders should note that Prices should not be indicated in the Technical bid and should be quoted only in the Price Bid. In case the prices are indicated in the Technical bid, the tender shall stand rejected.
- 4) EMD amount will be returned to unsuccessful bidders (authorized representative) on the day of opening of Price Bid and EMD of the successful bidder will be returned after the submission of Performance Bank Guarantee (PBG).
- 5) The bids not submitted in prescribed format or in prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
- 6) All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without using abbreviations. 8) The total figures should be written in figures followed by words.
- 7) Each page of the tender document should be signed by the bidder with seal, in token of having understood and accepted the terms and conditions of the contract and serially numbered and page marked.
- 8) A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders.
- 9) The Tendering Authority reserves the right to accept any bid, and to annul the bid process and reject all bids at any time prior to award of contract, without assigning reasons.
- 10) "Price Bid" shall be opened only in those cases, where the offered items have fulfilled the prescribed technical specifications. The decision of the Tender Committee will be final.
- 11) The quantity of the items should be enough for a general man. However the vendor has to submit the description in Annexure-02 against the rate mentioned.**
- 12) The price should be quote inclusive of all taxes & catering charges on per plate basis.
- 13) The suppliers shall also ensure that the quality and quantity have to be as per the supply order and approved rate contract.
- 14) The rate will be applicable for items for one year on an annual rate contract basis.
- 15) Required items to be order one day or 12 hours prior to the event and the agency / firm is responsible to provide required quantity in time. In case of non compliance i.e. delay in supply, poor quality of food etc. 10% amount of penalty to be deducted from the billing amount.



- 16) In case of Annex-3A, the Rate of the meal (including carries is fixed and the bidder providing more number of items i.e. curries / fries will be selected.
- 17) All the transit risks & cost shall be the responsibility of the supplier.
- 18) The bidder has to ensure cleaning of the place after serving of the Lunch/Dinner/Snacks.
- 19) The successful bidder shall have to supply all necessary utensils along with the supplied food viz. plates, spoons, tissue paper etc.
- 20) Failure to render catering service as per the approved technical specification may lead to forfeiture of security money deposit and blacklisting of the suppliers.
- 21) All the disputes shall be subjected to the jurisdiction of civil Courts situated in Sundargarh.
- 22) Bids shall remain valid for a period of one year and may be extended for next one year from the date of award of the tender.
- 23) Any matter which has not been covered under these provisions shall be governed as per the provisions of Odisha State Government Rules.
- 24) **PERFORMANCE BANK GUARANTEE** The Selected Bidder shall deposit performance security for an amount of Rs.50,000/- (Rupees fifty thousand only) in the form of an account payee demand draft/ fixed deposit receipt from a commercial bank to DPMU, Office of CDM & PHO, Sundargarh, within Fifteen (15) working days of the date of notice of award of the tender.
- 25) Any notice given by the successful bidder shall be sent in writing to The CDM & PHO cum District Mission Director, Sundargarh- 770001.
- 26) All payments will be made within 45 days of submission of invoice, based on completion of respective terms & conditions. Applicable TDS will be deducted on payment.
- 27) A pre-bid meeting will be held in the O/o CDM & PHO. Interested bidders shall attend the said meeting to clarify their doubts if any, along with the authorization letter to attend the said meeting & their doubts/suggestions in writing for discussion .The decision taken in the pre-bid meeting will be incorporated in the tender and the decision will be floated in the notice board of CDM & PHO. The bidders should submit their Bids accordingly.
- 28) The CDM & PHO Cum DMD, Sundargarh reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason thereof.

ANNEXURE – I

EXAMPLE FOR MENU OF FOOD ITEMS TO BE PROVIDED IN PRICE BID

Sl.No	Menu of Food items (Breakfast & Lunch)	Quantity to be served per person	
(1)	(2)	(3)	(4)
TEA/COFFEE/SNACKS			
1	Tea or Coffee	60 ML.	
2	Marie Biscuits and Top Biscuits	2 Pcs each	
BREAKFAST			
1	Rawa Upma,white peas curry, Sweet: Rasogolla or Gulab	Upma: 100 Gms Sambar: 50 MI. Sweet: 1 Pc	These 3 items are to be served in rotation.
2	Idli, Chutney & Sambar Sweet: Rasogolla or Gulab Jamun	Idli: 4 Pcs (Standard Size) Sweet: 1 Pc	
3	Puri Sabji, Sweet	Puri-06 Pcs (Standard Size) Sweet-1 pc	
LUNCH (Veg)			
1	Green Salad or Papad	40 Gms	
2	Plain / Fried Rice(Jeera rice variety)	100 Gms	
3	Plain Roti	2 Pcs (Standard Size)	
4	Dal Fry(Arahar Dal)	70 Gms	
5	Mix Veg Curry	100 Gms	
6	Paneer Curry or Mushroom Curry	100 Gms	
7	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
8	Sweet curd or Ice Cream	80 Gms	
9	20 Lt. Water Jar	1 Lt. per person	
Lunch (Non Veg Chicken)			
1	Green Salad or Papad	40 Gms	
2	Plain / Fried Rice(Jeera rice variety)	100 Gms	
3	Plain Roti	2 Pcs (Standard Size)	
4	Dal Fry(Arahar Dal)	70 Gms	
5	Chicken (Boiler)	100 Gms	
6	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
7	Sweet curd or Ice Cream	80 Gms	
8	20 Lt. Water Jar	1 Lt. per person	
Lunch (Non Veg Mutton)			
1	Green Salad or Papad	40 Gms	
2	Plain / Fried Rice(Jeera rice variety)	100 Gms	
3	Plain Roti	2 Pcs (Standard Size)	
4	Dal Fry(Arahar Dal)	70 Gms	
5	Mutton	100 Gms	
6	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
7	Sweet curd or Ice Cream	80 Gms	
8	20 Lt. Water Jar	1 Lt. per person	
Lunch (Non Veg Egg)			
1	Green Salad or Papad	40 Gms	



2	Plain / Fried Rice(Jeera rice variety)	100 Gms	
3	Plain Roti	2 Pcs (Standard Size)	
4	Dal Fry(Arahar Dal)	70 Gms	
5	Egg	2 pcs	
6	Khair (Sweet)	150 GMS	
7	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
8	Sweet curd or Ice Cream	80 Gms	
9	20 Lt. Water Jar	1 Lt. per person	
Lunch (Non Veg Fish)			
1	Green Salad or Papad	40 Gms	
2	Plain / Fried Rice(Jeera rice variety)	100 Gms	
3	Plain Roti	2 Pcs (Standard Size)	
4	Dal Fry(Arahar Dal)	70 Gms	
5	Fish	2 pcs (50 Gms each)	
6	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
7	Sweet curd or Ice Cream	80 Gms	
8	20 Lt. Water Jar	1 Lt. per person	



FORMATS: ANNEXURE – II

(To be Submitted in Technical Bid Envelop)

(The Documents has to be arranged serially as per the order mentioned below)

Sl. No	Particular	
1	Name of the firm/Agency/ Individual	
2	Registered office Address & Complete postal address	
3	Telephone , Fax Numbers & e-mail id	
4	Name of Authorized Signatory(in block letters)	
5	Specimen signature of authorized signatory	
6	Copy of G.S.T. Registration No.	
7	Copy PAN No.	
8	Details of Earnest Money Deposit Rs. 5000/- & cost of tender Rs. 1000/- to be paid (i. e. D.D. NO. and bank details etc.)	
9	Copy of Valid Food license	
10	Acknowledgement of Income Tax return for the year 2017-18, 2018-19 & 2019-20	
11	Affidavit of Self declaration certified by Notary that the Affidavit in Original stamp paper @ 20/- In annexure-III	
12	Whether all documents are submitted and signed by the authorized signatory of the organization in each page with seal	

DECLARATION

I/we herby certify that the terms and conditions, specification etc. given with the tender notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by/ our knowledge. I/we understand that in case of any deviation / forged information in the above statement at any stage, or firm/ agency will be blacklisted and will not have any dealing with your organization in future.

Date-

Place-

Signature with seal

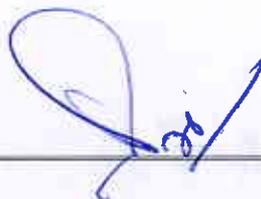


FOOD: ANNEXURE – III-A
(To be submitted Price Bid Envelop)

PRICE SCHEDULE

Sl. No	Type (Food)	Total Price inclusive Taxes	Items with minimum Gram/ PCS to be provided in the mentioned rate (Example in Annexure- I). But the quantity of the items should be enough for a general man
1	Meals (VEG)	Rs. 50/-	1. 2. 3. 4. 5. 6.
2	Meals (VEG)	Rs. 70/-	1. 2. 3. 4. 5. 6.
3	Meals (VEG)	Rs. 100/-	1. 2. 3. 4. 5. 6.
4	Meals (VEG)	Rs. 120/-	1. 2. 3. 4. 5. 6.
5	Meals (VEG)	Rs. 150/-	1. 2. 3. 4. 5. 6.

6	Meals (VEG)	Rs. 190/-	1. 2. 3. 4. 5. 6.	
7	Meals (VEG)	Rs. 200/-	1. 2. 3. 4. 5. 6.	
8	Meals (VEG)	Rs. 220/-	1. 2. 3. 4. 5. 6.	
9	Meals (VEG)	Rs. 250/-	1. 2. 3. 4. 5. 6.	
10	Meals (NON-VEG)	Rs. 80/-	1. 2. 3. 4. 5. 6.	



11	Meals (NON-VEG)	Rs. 100/-	1. 2. 3. 4. 5. 6.	
12	Meals (NON-VEG)	Rs. 120/-	1. 2. 3. 4. 5. 6.	
13	Meals (NON-VEG)	Rs. 150/-	1. 2. 3. 4. 5. 6.	
14	Meals (NON-VEG)	Rs. 190/-	1. 2. 3. 4. 5. 6.	
16	Meals (NON-VEG)	Rs. 200/-	1. 2. 3. 4. 5. 6.	



17	Meals (NON-VEG)	Rs. 220/-	1. 2. 3. 4. 5. 6.	
18	Meals (NON-VEG)	Rs. 250/-	1. 2. 3. 4. 5. 6.	
19	Meals (NON-VEG)	Rs. 210/-	1. 2. 3. 4. 5. 6.	

1. It is herewith certified that we have understood the general terms & conditions of the bid and our offer is to supply items strictly in accordance with the requirements and the terms mentioned in the bid.

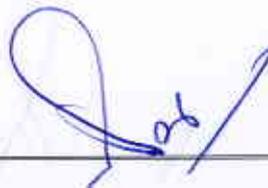
Note

- The Bidders may prepare their bid form as per this Proforma.
- No change in the Proforma is permissible.

Date:

Place:

(Signature and seal of the bidder)



TIFFIN: ANNEXURE – III-B
(To be submitted Price Bid Envelop)

PRICE SCHEDULE

Sl. No	Type (Food)	Total Price inclusive Taxes	Items with minimum Gram/ PCS to be provided in the mentioned rate (Example in Annexure- I). But the quantity of the items should be enough for a general man
1	Tiffin Dry & Sweet	Rs. 20/-	1. 2. 3. 4.
2	Tiffin Dry & Sweet	Rs. 25/-	1. 2. 3. 4.
3	Tiffin Dry & Sweet	Rs. 30/-	1. 2. 3. 4.
4	Tiffin Dry & Sweet	Rs. 40/-	1. 2. 3. 4.
5	Tiffin Dry & Sweet	Rs. 50/-	1. 2. 3. 4.
6	Tea	Per cup	
7	Coffee	Per Cup	
8	Water Bottle	1 litre	
9	Water Bottle	500 ml	

2. It is herewith certified that we have understood the general terms & conditions of the bid and our offer is to supply items strictly in accordance with the requirements and the terms mentioned in the bid.

Note

- The Bidders may prepare their bid form as per this Proforma.
- No change in the Proforma is permissible.

Date:

Place:

(Signature and seal of the bidder



ANNEXURE – III-C
(To be submitted Price Bid Envelop)

PRICE SCHEDULE

Sl.No (1)	Menu of Food items (2)	Quantity (3)	Rate Per unit (Rs.) (4)
TEA/COFFEE			
1	Tea	60 ML.	
2	Coffee	60 ML.	
BREAKFAST			
1	Rawa Upma, white peas curry, Sweet: Rasogolla or Gulab	Upma: 100 Gms Sambar: 50 ML. Sweet: 1 Pc	
2	Idli, Chutney & Sambar Sweet: Rasogolla or Gulab Jamun	Idli: 4 Pcs (Standard Size) Sweet: 1 Pc	
3	Puri Sabji, Sweet	Puri-06 Pcs (Standard Size) Sweet-1 pc	
Green Salad			
1	Green Salad	40 Gms	
2	Green Salad	60 Gms	
3	Green Salad	80 Gms	
4	Green Salad	100 Gms	
Papad			
1	Papad (Dry/ Fry)	20 Gms	
2	Papad (Dry/ Fry)	30 Gms	
3	Papad (Dry/ Fry)	40 Gms	
4	Papad (Dry/ Fry)	50 Gms	
Plain Roti			
1	Plain Roti (Atta)	10 Gms	
2	Plain Roti (Atta)	20 Gms	
3	Plain Roti (Atta)	30 Gms	
Parata Roti			
1	Parata Roti (Atta)	10 Gms	
2	Parata Roti (Atta)	20 Gms	
3	Parata Roti (Atta)	30 Gms	
4	Parata Roti (Atta)	40 Gms	
Plain Rice (Usna)			
1	Plain Rice (Usna)	100 Gms	
2	Plain Rice (Usna)	120 Gms	
3	Plain Rice (Usna)	150 Gms	
4	Plain Rice (Usna)	180 Gms	
5	Plain Rice (Usna)	200 Gms	
6	Plain Rice (Usna)	220 Gms	
7	Plain Rice (Usna)	250 Gms	
8	Plain Rice (Usna)	300 Gms	



Plain Rice (Usna)		
1	Plain Rice (Arua)	100 Gms
2	Plain Rice (Arua)	120 Gms
3	Plain Rice (Arua)	150 Gms
4	Plain Rice (Arua)	180 Gms
5	Plain Rice (Arua)	200 Gms
6	Plain Rice (Arua)	220 Gms
7	Plain Rice (Arua)	250 Gms
8	Plain Rice (Arua)	300 Gms
Fried Rice(Jeera rice variety)		
1	Fried Rice (Jeera rice Variety)	100 Gms
2	Fried Rice (Jeera rice Variety)	120 Gms
3	Fried Rice (Jeera rice Variety)	150 Gms
4	Fried Rice (Jeera rice Variety)	180 Gms
5	Fried Rice (Jeera rice Variety)	200 Gms
Plain Dal (Aarahar Dal)		
1	Plain Dal (Aarahar Dal)	50 Gms
2	Plain Dal (Aarahar Dal)	70 Gms
3	Plain Dal (Aarahar Dal)	100 Gms
4	Plain Dal (Aarahar Dal)	120 Gms
5	Plain Dal (Aarahar Dal)	150 Gms
6	Plain Dal (Aarahar Dal)	200 Gms
Dal Fry(Aarahar Dal)		
1	Dal Fry (Aarahar Dal)	50 Gms
2	Dal Fry (Aarahar Dal)	70 Gms
3	Dal Fry (Aarahar Dal)	100 Gms
4	Dal Fry (Aarahar Dal)	120 Gms
5	Dal Fry (Aarahar Dal)	150 Gms
6	Dal Fry (Aarahar Dal)	200 Gms
Mix Veg Curry		
1	Mix Veg Curry	70 Gms
2	Mix Veg Curry	100 Gms
3	Mix Veg Curry	120 Gms
4	Mix Veg Curry	150 Gms
5	Mix Veg Curry	180 Gms
Paneer Curry		
1	Paneer Curry	70 Gms
2	Paneer Curry	100 Gms
3	Paneer Curry	120 Gms
4	Paneer Curry	150 Gms
5	Paneer Curry	180 Gms

Mushroom Curry			
1	Mushroom Curry	70 Gms	
2	Mushroom Curry	100 Gms	
3	Mushroom Curry	120 Gms	
4	Mushroom Curry	150 Gms	
5	Mushroom Curry	180 Gms	
Veg Fry (Ladies Finger/Potato/Beans)			
1	Veg Fry (Ladies Finger/Potato/Beans)	50 Gms	
2	Veg Fry (Ladies Finger/Potato/Beans)	70 Gms	
3	Veg Fry (Ladies Finger/Potato/Beans)	100 Gms	
4	Veg Fry (Ladies Finger/Potato/Beans)	120 Gms	
5	Veg Fry (Ladies Finger/Potato/Beans)	150 Gms	
Sweet curd			
1	Sweet Curd	50 Gms	
2	Sweet Curd	70 Gms	
3	Sweet Curd	80 Gms	
4	Sweet Curd	100 Gms	
ICE Cream			
1	ICE Cream	50 Gms	
2	ICE Cream	70 Gms	
3	ICE Cream	80 Gms	
4	ICE Cream	100 Gms	
Egg Curry 2 Pcs			
1	Egg Curry 2 pcs	80 Gms	
2	Egg Curry 2 pcs	100 Gms	
3	Egg Curry 2 pcs	150 Gms	
Chicken Curry (Boiler)			
1	Chicken Curry (Boiler)	80 Gms	
2	Chicken Curry (Boiler)	100 Gms	
3	Chicken Curry (Boiler)	120 Gms	
4	Chicken Curry (Boiler)	150 Gms	
5	Chicken Curry (Boiler)	180 Gms	
Mutton Curry			
1	Mutton Curry	80 Gms	
2	Mutton Curry	100 Gms	
3	Mutton Curry	120 Gms	
4	Mutton Curry	150 Gms	
5	Mutton Curry	180 Gms	
Chicken Curry (Desi)			
1	Chicken Curry (Desi)	80 Gms	
2	Chicken Curry (Desi)	100 Gms	
3	Chicken Curry (Desi)	120 Gms	

Fish Curry		
1	Fish Curry (2 pcs)	80 Gms
2	Fish Curry (2 pcs)	100 Gms
3	Fish Curry (2 pcs)	120 Gms
4	Fish Curry (2 pcs)	150 Gms
5	Fish Curry (2 pcs)	180 Gms
Bhujia(Ladies Finger/Potato/Beans)		
1	Bhujia (Ladies Finger / Potato/ Beans etc.)	50 Gms
2	Bhujia (Ladies Finger / Potato/ Beans etc.)	70 Gms
3	Bhujia (Ladies Finger / Potato/ Beans etc.)	100 Gms
4	Bhujia (Ladies Finger / Potato/ Beans etc.)	120 Gms



SELF DECLARATION FOR NOT BLACK LISTED

To,

The CDM & PHO, Sundargarh

Ref.: Tender No. _____ & Date _____

Sir/ Madam,

I / We hereby confirm that our firm has not been banned or blacklisted by any Government organization/Financial institution/Court /Public sector Unit /Central Government.

Date:

Place:

Signature of Bidder.....

Name.....

Designation.....

Seal



B. HOTEL ACCOMMODATION SERVICES

A handwritten signature in blue ink, consisting of a large loop and a horizontal stroke, located at the bottom center of the page.

Tender For Hotel Accommodation Services

SCHEDULE OF TENDER

Tender No.	<u>1467</u> /DPMU, NHM
Name of the tender issuer	CDM & PHO cum District Mission Director, Sundargarh
Scope of Work	Providing of " B. Hotel Accommodation Service to for COVID-19/ training & other programs ".
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Earnest Money Deposit	<ul style="list-style-type: none">• Earnest Money deposit Rs. 5000/- (Rupees five thousand only) (Refundable) shall be deposit in the form of Demand Draft payable in favor of "ZSS Non NRHM", payable at Sundargarh drawn from any nationalized bank
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Date of Price Bid Opening	23.04.2021 at 11.30 P.M
Name of the contact person for Communication	CDM & PHO cum District Mission Director
Address for Communication	DPMU, NHM, Office of CDM & PHO, Dist- Sundargarh, Pin-770001

ELIGIBILITY CRITERIA & DOCUMENT SUBMISSION

The following are the minimum eligibility Criteria for the applicant to participate in the tender:-

- 1) Tender fee Rs. 1000/- (Non Refundable) & EMD Rs. 5000/- (Refundable) in favour ZSS, Non NRHM A/C, Sundargarh payable at Sundargarh from any Nationalised / scheduled bank
- 2) Should have a Valid NOC from Municipality of Sundargarh.
- 3) Must be registered under GST Act.
- 4) Must have a Annual Average turnover of more than 5 lakhs during the year 2017-18/ 2018-19/2019-20. He must submit copy of acknowledgement from Income tax return as a proof in the Technical bid or Turnover Certificate from Chartered Accountant.
- 5) Should not have been blacklisted by any State Government/ Central Govt. / PSU in India. A self declaration is required as per **Annexure IV**.
- 6) Must have a valid PAN.



BID SUBMISSION

The tender will have to be submitted 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 clearly marked as technical bid & price bid and those two envelopes should be put into another outer envelope super scribed as “ tender for Hotel Accommodation service to CDM & PHO, Sundargarh in reference to Advt. No _____ dated-_____. The tenders should be addressed to: The CDM & PHO Cum District Mission Director, Sundargarh-770001 (Odisha)



GENERAL TERMS AND CONDITIONS OF THE BID

Note: Bidders must read these conditions carefully and comply strictly while submitting their bids.

- 1) Bidder shall prepare the bid and submit it in a sealed envelope addressed to DPMU, NHM, Office of CDM & PHO, Dist- Sundargarh, Pin-770001 and send it through Speed Post/Registered Post/ Courier only (no other means will be entertained). Each envelope should bear the name of bidder, along with the tender number. However the authorities shall not be responsible for postal and other delays in receipt of the bids.
- 2) Prospective Bidders are requested to remain updated for any notices /amendments, clarifications etc. to the Tender Document through the website [www. sundergarh.nic.in](http://www.sundergarh.nic.in) / Notice board of the office address mentioned at Sl.no.1. No separate notifications will be issued for such notices / amendments /clarifications etc. in the print media or individually.
- 3) The Bidders should note that Prices should not be indicated in the Technical bid and should be quoted only in the Price Bid. In case the prices are indicated in the Technical bid, the tender shall stand rejected.
- 4) EMD amount will be returned to unsuccessful bidders (authorized representative) on the day of opening of Price Bid and EMD of the successful bidder will be returned after the submission of Performance Bank Guarantee (PBG).
- 5) The bids not submitted in prescribed format or in prescribed manner, shall be rejected by the Tender Committee at the risk and responsibility of the bidder.
- 6) All the information as called for in the tender document should be submitted truly, clearly, legibly, transparently, unambiguously and without using abbreviations. 8) The total figures should be written in figures followed by words.
- 7) Each page of the tender document should be signed by the bidder with seal, in token of having understood and accepted the terms and conditions of the contract and serially numbered and page marked.
- 8) A bid submitted cannot be withdrawn. The bidder or his authorized representative (one person only) will be allowed to be present at the time of opening of tenders.
- 9) The supplier selected shall have the responsibility to provide service as mentioned at Annexure-I & II as per supply order.
- 10) Accommodation:
 - ✓ Self Contained room with amenities e.g., bathroom, toilet, wardrobe, toiletries, drinking water, hot shower
 - ✓ Cleanliness of the rooms- beddings, Carpets, Furniture with proper aeration.
 - ✓ Safe and secure environment
 - ✓ Safety of valuables- should have a lockable safe or in house arrangement.
 - ✓ Easily accessible
 - ✓ Extras- TV in room with DSTV connection, Air Conditioning
 - ✓ Flexibility of hotel- check in and checkout times
- 11) The Tendering Authority reserves the right to accept any bid, and to annul the bid process and reject all bids at any time prior to award of contract, without assigning reasons.

- 12) "Price Bid" shall be opened only in those cases, where the offered items have fulfilled the prescribed technical specifications. The decision of the Tender Committee will be final.
- 13) The rate will be applicable for items for one year on an annual rate contract basis.
- 14) Required Services to be ordered one day or 12 hours prior to accommodation and the agency / firm is responsible to provide required quantity in time. In case of non compliance i.e. delay in supply, poor quality of food etc. 10% amount of penalty to be deducted from the billing amount.
- 15) All the disputes shall be subjected to the jurisdiction of civil Courts situated in Sundargarh.
- 16) Bids shall remain valid for a period of one year and may be extended for next one year from the date of award of the tender.
- 17) Any matter which has not been covered under these provisions shall be governed as per the provisions of Odisha State Government Rules.
- 18) **PERFORMANCE BANK GUARANTEE** The Selected Bidder shall deposit performance security for an amount of Rs.10,000/- (Rupees fifty thousand only) in the form of an account payee demand draft/ fixed deposit receipt from a commercial bank to DPMU, Office of CDM & PHO, Sundargarh, within Fifteen (15) working days of the date of notice of award of the tender.
- 19) Any notice given by the successful bidder shall be sent in writing to The CDM & PHO cum District Mission Director, Sundargarh- 770001.
- 20) All payments will be made within 45 days of submission of invoice, based on completion of respective terms & conditions. Applicable TDS will be deducted on payment.
- 21) A pre-bid meeting will be held in the O/o CDM & PHO. Interested bidders shall attend the said meeting to clarify their doubts if any, along with the authorization letter to attend the said meeting & their doubts/suggestions in writing for discussion. The decision taken in the pre-bid meeting will be incorporated in the tender and the decision will be floated in the notice board of CDM & PHO. The bidders should submit their Bids accordingly.
- 22) The CDM & PHO Cum DMD, Sundargarh reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason thereof.



FORMATS: ANNEXURE – II
(To be Submitted in Technical Bid Envelop)

(The Documents has to be arranged serially as per the order mentioned below)

Sl. No	Particular	
1	Name of the firm/Agency/ Individual	
2	Registered office Address & Complete postal address	
3	Telephone , Fax Numbers & e-mail id	
4	Name of Authorized Signatory(in block letters)	
5	Specimen signature of authorized signatory	
6	Copy of G.S.T. Registration No.	
7	Copy PAN No.	
8	Details of Earnest Money Deposit Rs. 5000/- & cost of tender Rs. 1000/- to be paid (i. e. D.D. NO. and bank details etc.)	
9	Copy of Valid NOC from Municipality	
10	Acknowledgement of Income Tax return for the year 2017-18, 2018-19 & 2019-20	
11	Affidavit of Self declaration certified by Notary that the Affidavit in Original stamp paper @ 20/- In annexure-III	
12	Whether all documents are submitted and signed by the authorized signatory of the organization in each page with seal	

DECLARATION

I/we hereby certify that the terms and conditions, specification etc. given with the tender 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 deviation / forged information in the above statement at any stage, or firm/ agency will be blacklisted and will not have any dealing with your organization in future.

Date-

Place-

Signature with seal

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FORMATS: ANNEXURE – II
(To be Submitted in Price Bid Envelop)

(The Documents has to be arranged serially as per the order mentioned below)

Sl. No	Particular	Unit Cost (Inclusive of taxes & for 24 hours)
1	Single Room- Non A/C	
2	Single Room- A/c	
3	Double Room- Non A/C (Single Occupancy)	
4	Double Room- Non A/C (Double Occupancy)	
5	Double Room- A/c (Single Occupancy)	
6	Double Room- A/c (Single Occupancy)	
7	Suit Charges- please specify the Category & service Available	
8	Extra Bed & extra individual charges	
9	Any other Room (Specify in details)	

Date-

Place-

Signature with seal

