

TENDER DOCUMENT FOR SUPPLY OF BUFFET LUNCH FOR TRAINING/ WORKSHOP/MEETING

TERMS AND CONDITIONS

1. The firm should submit an EMD of **Rs.5, 000/-** in shape of DD in favour of ZSS non-NRHM payable at Khordha.
2. The firm should have valid food licence under FSSAI.
3. The firm should be registered under GOODS & SERVICE TAX.
4. The firm should have Income Tax Return filing acknowledgement for the F.Y 2019-2020
5. The firm should have adequate man power to supply the food in time.
6. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme and within 15 days of receipt of bill.
7. 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, Khordha.
8. The firm shall supply the hygienic food and the utensils used shall be clean and sterile.
9. The staffs of the firm must be well dressed and well behaved.
10. The award will be given to L1 bidder who quote lowest rate for all the items including GST.
11. The selected firm will enter into agreement with CDM& PHO, Khordha for supply of buffet lunch for a period of one year from the date of signing of contract.
12. After completion of the programme the supplier /agency should submit the bill in duplicate along with a copy of work order within 3 days.
13. The firm will be black listed for any deviation of above terms and conditions found during contract period.
14. Bidders who qualify technically as per submission of valid relevant documents as asked to be submitted in Technical Bid – Tender Form (Cover A)], their Financial Bid (Cover B) shall only be opened.
15. **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 coverenvelop** superscribed

as "Tender for Supply of Buffet Lunch for training/ workshops/meetings of NHM in reference to adv. no _____". 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, Khordha, 752055, Odisha.**

16. The last date & time of submission of tender is dt.31.08.2021, 4.30 PM. The tender shall be opened on 01.09.2021 at 12.30 PM. in the Office chamber of CDM & PHO, Khordha in the presence of tenders or their authorized representative who may wish to be present.
17. Pre Bid of the Tender will be held 17.08.2021 at 11.30 am to 12.30 PM in Office of the Chief District Medical & Public Health Officer, Khordha
18. CDM&PHO, Khordha reserves the right to consider/reject any such proposal without assigning any reason thereof.

TECHNICAL BID

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

1	Name of the Firm	
2	Address of the firm	
3	Name of authorized signatory (in block letters)	
4	Specimen signature of authorized signatory	
5	Telephone number of authorized signatory / Firm	
6	Valid Food License Certificates (Attach photocopy of registration certificate)	(Photo copy to be attached)
7	GST Registration Certificate	(Photo copy to be attached)
8	Income Tax Return filing acknowledgement for the F.Y 2019-2020	(Photo copy to be attached)
9	Whether all documents submitted signed by the authorized signatory of the firm (Yes/ No)	

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 state, my Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

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PRICE BID

Sl.No	Name of the Item	Per Plate (₹.) (Inclusive of taxes)
GENERAL MENU		
1	Plain Rice	
2	Dal Plain	
3	Veg. Curry (Mix veg.)	
4	Veg fry / Chips	
5	Khata/Chuttney (Tamato & Khajara)	
6	Salad & Papad	
Additional Item		
1	Special Veg. Curry (Paneer or Mushroom)	
2	Chicken/Fish(2 Pcs)/Egg curry(2Pcs)	
3	Mutton curry	
4	Veg Biryani(with Mushroom or Paneer)	
5	Mutton Biryani(4 Pc Mutton)	
6	Chicken Biryani(4 Pc Chicken & One Egg)	
7	Payas (Khir)	
8	Sweet (Rasgola/Gulab Jamun)	
9	Dessert (Ice Cream)	
10	Tiffin for breakfast (3 Namkeen & 1 Sweet)	
11	Tea / Coffee	
12	Water Bottle (500 ml)(Per Pkt)	
TOTAL COST (General Menu + Additional Item)		

Name of the Firm:

Date:

(Authorized Signatory with Seal)