



**OFFICE OF THE CDM & PHO CUM DISTRICT MISSION DIRECTOR, KANDHAMAL**

District Programme Management Unit, DHH, KANDHAMAL, Phulbani – 762001 (Orissa)

Ph./FAX : 06842-253249 (CDMO), 253190 (F.W.), 253220 (DPMU), e-mail [reportsnrhmkan@gmail.com](mailto:reportsnrhmkan@gmail.com)

Letter No. 10565 / NHM 19

Date: 12-09-2019

To

The Editor, Dharitri  
(Through the Local Corrospendent. Kandhamal)

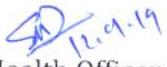
The Editor, Prameya  
(Through the Local Corrospendent, Kandhamal)

Sub : Publication of the advertisement.

Sir,

Please find here with a specimen copy of the advertisement for Publication of the same in your daily news paper (One time) by dt. 13.09.2019 consuming minimum space and submit the bill as per I&PR rate along with a copy of the supplement to the undersigned within 7 days for payment.

Yours faithfully,

  
CDM & Public Health Officer,  
Kandhamal

Date: 12-09-2019

Memo No. 10566 /NHM/ 19

1. Copy to the DI&PRO, Kandhamal for information & necessary action.
2. Copy to the DIO, NIC, Kandhamal for information with a request to publish the same along with the enclosures (enclosed herewith) in the district website.
3. Copy to the Head Clerk, O/o the CDM &PHO, Kandhamal for information and necessary action.
4. Copy to the DPM/ DAM, NHM, Kandhamal for information and necessary action.

  
CDM & Public Health Officer,  
Kandhamal

**ZILLA SWASTHYA SAMITI, KANDHAMAL**

Office of the CDMO & PHO- cum- Dist. Mission Director, Kandhamal, Odisha, 762001



Advt. No. 10564 / NHM /19

Dt: 12.09.2019

**Tender Call Notice**

Sealed tenders are invited from the interested eligible bidders for providing food for various trainings, meetings & Contingency items to ZSS, Kandhamal. The eligible criteria, the terms of reference and the formats for submission of bid as set forth in tender document can be downloaded from the website [www.kandhamal.nic.in](http://www.kandhamal.nic.in). Interested bidders fulfilling the eligibility criteria may submit their proposal(s) with EMD & document as per tender notice. The eligible bidders may submit their tender papers on or before 25.09.2019 by 05.00 P.M. through Registered Post / Speed Post/Courier only to the undersigned. The tender documents will be opened on the next day i.e. 26.09.2019 at 11.00 A.M. in the office chamber of the undersigned in presence / absence of the bidders. The undersigned reserves the right to accept or reject any or all the tender without assigning any reason thereof.

Sd/-

CDM & Public Health Officer, Kandhamal



# TENDER DOCUMENT FOR SUPPLY OF WORKING LUNCH FOR TRAINING/ WORKSHOP/MEETING AND OFFICE STATIONARY UNDER ZSS, KANDHAMAL.

## TERMS AND CONDITIONS

1. The firm should submit an Performance Security of **Rs.10,000/-** (Ten Thousand) Only in shape of Demand Draft in favour of ZSS NON NHM FUND and payable at Phulbani.
2. The firm should have valid food licence for supply of lunch.
3. The valid food licence will not applicable to the bidders apply for stationary & contingencies.
4. The firm should be registered under GST.
5. The firm should submit Tender fees of **Rs.1,000/-** (One Thousand) Only in shape of DD in favour of ZSS NON NHM FUND and payable at Phulbani
6. The firm should have PAN.
7. The firm should have adequate man power to supply the food in time.
8. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme and within 7-15 days of receipt of bill.
9. 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, Kandhamal.
10. The rates quoted per plate is inclusive of all taxes & other charges.(Both for Veg & Non Veg)
11. 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.
12. CDMO-cum-District Mission Director, Kandhamal reserves the right to consider/reject any such proposal without assigning any reason thereof.
13. The bidder must have at least one year of experience for catering service for any Govt Organization.
14. The bidders must be Local supplier within area of Phulbani District. Outside Kandhamal District supplier must have submit the Local Office Proof within the Phulbani Jurisdictions.
15. The contract would be initially for 1 year which will be extended for another 1 year based on satisfactory performance.
16. No price escalation will be entertained
17. The bidders must be well behaved to the participant during supply of food.
18. Proper hygiene should be maintained
19. The Performance security will be forfeited if the bidder will not supply the food in time as per the supply order.



20. **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 envelop** superscribed as **“Tender for Supply of Buffet Lunch for training/ workshops/meetings or Office stationary 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 and Public Health Officer, Kandhamal, 762001, 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.

21. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
22. That the organization agrees to abide by all terms & conditions of tender.
23. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected.
24. 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.
25. If the selected agency will not provide quality food, 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 a team consisting of CDM & PHO, DMO(MS) Cum Supt. DHH, Phulbani & Food Inspector of Kandhamal district.
26. 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, Kandhamal shall have the liberty to purchase those items from other sources and the excess amount which CDM & PHO, Kandhamal 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.
27. 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 OFFICE STATIONARY

(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	Telephone number of authorized signatory / Firm	
5	Bank Pass book	(Photo copy to be attached)
6	Organization PAN.	(Photo copy to be attached)
7	Photocopy of GST registration certificate and last three months GST return filling copy i.e. Jan-2019 to March-2019.	
8	Self-Declaration regarding quote the rates for individual items inclusive of GST and all other charges (if any)(Annexure – C).	
9	Performance security of Rs 10,000/- in shape of DD	
10	Tender paper fees of Rs 1,000/- in shape of DD.	
11	Whether all documents submitted signed by the authorized signatory of the firm ( Yes/ No)	
12	Financial Bid (Annexure – A)-For Food (Annexure – B)-For Stationary & Contingency	

### 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

S/ Jo	Name of the Item	Price (Rs.) (Inclusive of all taxes& charges) per person
<b>VEGETERIAN-1</b>		
1	Plain Rice <b>(Compulsory )</b>	Rs. _____ (Rupees in word _____)
2	Dalma <b>(Compulsory )</b>	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or Aloo BainganBharta/ Shaga	
6	Papad <b>(Compulsory )</b>	
<b>VEGETERIAN-2</b>		
1	Plain Rice <b>(Compulsory )</b>	Rs. _____ (Rupees in word _____)
2	Dal Plain <b>(Compulsory )</b>	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or AlooBainganBharta/ Shaga	
6	Papad <b>(Compulsory )</b>	
7	Special Veg. Curry (Paneer OR Mushroom)	
<b>NON VEGETERIAN-1</b>		
1	Plain Rice <b>(Compulsory )</b>	Rs. _____ (Rupees in word _____)
2	Dal Plain <b>(Compulsory )</b>	
3	Fish/Chicken curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
5	Tomato or Mango Khata/ Dahi Nadia	
6	Papad <b>(Compulsory )</b>	
<b>NON VEGETARIAN-2</b>		
1	Plain Rice <b>(Compulsory )</b>	Rs. _____ (Rupees in word _____)
2	Dal Plain <b>(Compulsory )</b>	
3	Mutton curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
5	Tomato or mango Khata	
6	Papad <b>(Compulsory )</b>	
<b>SPECIAL</b>		
1	Vegetable Biryani with Raita, Achar,Papad,	Rs. _____ (Rupees in word _____)
2	Non-Veg (Chicken) Biryani with Raita, Achar,Papad	Rs. _____ (Rupees in word _____)
<b>Beverages/Snacks</b>		
1	Water Bottel (500 ML)	Rs. _____ (Rupees in word _____)
2	Tea	Rs. _____ (Rupees in word _____)
3	Samosa,Bada,Aluchop/Vegetable chop with one sweets(per packet)	Rs. _____ (Rupees in word _____)

(Authorized Signatory with Seal)

## TECHNICAL BID FOR OFFICE STATIONARY

(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	Telephone number of authorized signatory / Firm	
5	Bank Pass book	(Photo copy to be attached)
6	Organization PAN.	(Photo copy to be attached)
7	Photocopy of GST registration certificate and last three months GST return filling copy i.e. Jan-2019 to March-2019.	
8	Self-Declaration regarding quote the rates for individual items inclusive of GST and all other charges (if any)(Annexure – C).	
9	Performance security of Rs 10,000/- in shape of DD	
10	Tender paper fees of Rs 1,000/- in shape of DD.	
11	Whether all documents submitted signed by the authorized signatory of the firm ( Yes/ No)	
12	Financial Bid (Annexure – B)	

### 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 by /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)



### FINANCIAL BID for Stationary and Contingencies.

Sl. No.	Name of the Item	Unit	Unit Rate inclusive of all Taxes & charges (Rs.)
1	Arch File Card Board with Liver (14" x 10")	No.	
2	Cover File Polly-Coated	No.	
3	Hard Board File with Lace	No.	
4	Cobra file	No.	
5	Folder file (Thick)	No.	
6	Fly leaf	No.	
7	James Clip Plastic Coated (100 Clips)	Set	
8	Binder Clips(32mm)	No.	
9	Binder Clip 25 mm	No.	
10	White Board Marker	No.	
11	Permanent Marker	No.	
12	Highlighter	No.	
13	White Board Duster	No.	
14	Paper Cutter (Blade 0.5 mm Thick)	No.	
15	Calculator 12 Digit with 3 year Warranty (Casio)	No.	
16	Paper Weight (Fiber) Square Shape	No.	
17	Cello Tape 1" and 60 mtr.	No.	
18	Cello Tape 2" and 60 mtr.	No.	
19	Punching Machine - Single hole	No.	
20	Punching Machine –Small, big	No.	
21	Correction Pen	No.	
22	Envelops White (10 x 4 1/2) /{(11/5)	No.	
23	Cello Tape Dispenser	No.	
24	Drawing Sheet White & Colour	No.	
25	Gum Stick 15 gm.	No.	
26	Gum bottle(150ml)	No.	
27	Pen – MRP Rs.5/-	No.	
28	Pen – MRP Rs.10/-	No.	
29	Pen – MRP Rs.20/-	No.	
30	Pen – MRP Rs.30/-	No.	
31	Executive Pen - MRP Rs.50/-	No.	
32	Pencil Writing (HB Non-Toxic)	No.	
33	Pencil Eraser (Non-Dust)	No.	
34	Pencil Sharpener	No.	
35	Phenyl white Normal	No.	
36	Plastic Bottom Folder (Full Scape) with Single Bottom	Set	
37	Phenyl Black Doctor	No.	



38	Paper Flag-Colored (Four Colors) Size 1" x 3" (50 x 4 Colors)	Set	
39	Register –No 6	No.	
40	Register- No 8	No.	
41	Register- No 12	No.	
42	Register- No 20	No.	
43	Scale Steel 12" Good Quality	No.	
44	Scissor 12" Plastic Handle	No.	
45	Scissor 6" Plastic Handle	No.	
46	Sketch Pen (Pkt. of 10)	No.	
47	Stamp Pad 8 cm x 12 cm	No.	
48	Stamp Pad Ink 100ml.	No.	
49	Stapler Pin Medium 24/6	No.	
50	Stapler Pin Small No.-10 M	No.	
51	Stapler Pin Medium HD 45	No.	
52	Stapler Small 10M	No.	
53	Stapler Pin Big 26/10 (20 x 50 Pack)	No.	
54	Paper Pin (Alpin) Net Wt – 60 gm	No.	
55	Pin cushion	No.	
56	Sticky Pad (3" x 3")	No.	
57	Stock Register 360 Pages (Legal Size)	No.	
58	File Tag (50 Nos.) 5.5" White Thread	Set	
59	Towel for Chair (88 x 175) CM	No.	
60	Hand Towel (16" x 24") NAPKIN	No.	
61	Writing Pad Spiral 1/6 (100 Pages)	No.	
62	Writing Pad General 70 GSM 40 Pages	No.	
63	Writing Pad General 70 GSM 30 Pages	No.	
64	Writing Pad General 70 GSM 20 Pages	No.	
65	Copier Paper A4 75 GSM – 500 Sheets	Set	
66	Door Mat Plastic Grass Type (Rate per Sq. Ft.)	No.	
67	Extension Cord 5 mtr. With 5 Sockets	No.	
68	Computer extension cord (having four plug point)	No.	
69	Plastic Bucket	No.	
70	Plastic Mug	No.	
71	Mosquito Repelling Machine	No.	
72	Mosquito Liquid	No.	
73	Towel for Office Chair	No.	
74	Tube Light 40 Watt	No.	
75	Tube Light Starter	No.	
76	Tube Light Choke (Electronics)	No.	
77	Water Bottle Plastic (1 ltr.) Decorative Colored	No.	
78	Dust Bin (Plastic)	No.	
79	Room freshener	No.	
80	Flask	Pc	
81	Tonner /Printer refilling per Cartridge	No.	
82	Key board	No.	



83	Mouse	No.	
84	Mouse Pad	No.	
85	Rubber Board	No.	
86	White dust less chalk	No.	
87	White normal chalk	No.	
88	Color dust less chalk	No.	
89	Plastic Folder MRP Rs. 15/-	No.	
90	Plastic Folder MRP Rs.20/-	No.	
91	Plastic Folder MRP Rs.25/-	No.	
92	Plastic Folder MRP Rs.30/-	No.	
93	Plastic Folder MRP Rs.35/-	No.	
94	Folder Executive MRP Rs. 50/-	No.	
95	Folder Executive MRP Rs. 60/-	No.	
96	Folder Executive MRP Rs. 80/-	No.	
97	Sleeper	No.	
98	Wall Clock	No.	
99	Battery	No.	
100	Blade	No.	
101	Hand Wash	No.	
102	Hand Wash Refill Pack	No.	
103	Spiral Note Pad(Executive Series)	No.	

We agree to supply the above items as per specification for a period of one year with the price mentioned above and the price will be remained unchanged for a period of one year.

**Date:**

**Place:**

Signature of the Bidder  
Name & Address of Bidder:

DECLARATION

(Filled by the Bidder)

I / We \_\_\_\_\_ do hereby declare that I / We have quoted the rates for individual items **inclusive of GST and all other charges (if any).**

**Signature of the Bidder with seal**

