



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

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

Phone : 06842- 253220, e-mail [reportsnrhmkan@gmail.com](mailto:reportsnrhmkan@gmail.com)

Letter No. 19041

Date: 18/ 12 /2025

To

The DeGM Kandhamal,  
Email : [disc.kandhamal@gmail.com](mailto:disc.kandhamal@gmail.com)

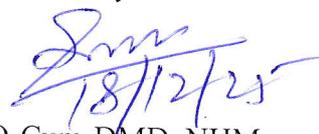
Sub: web hoisting of Tender paper for supply of food & accommodation for different training/ meeting under ZSS, Kandhamal in district web site <https://kandhamal.odisha.gov.in>

Madam / Sir,

Please find herewith a specimen copy of the Tender paper for supply of food & accommodation for different training/ meeting under ZSS, Kandhamal for web hoisting in district web site <https://kandhamal.odisha.gov.in> till 17.01.2026 .

Yours faithfully

Enclosed : As above

  
18/12/25  
CDM & PHO-Cum-DMD, NHM  
Kandhamal, Phulbani

Memo No. 19042

Date: 18/ 12 /2025

Copy submitted to the Collector & District Magistrate, Kandhamal for favour of kind information.

  
18/12/25  
C.D.M & P.H.O-Cum-D.M.D, NHM  
Kandhamal, Phulbani





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Advt. No. 19040

Date 18-12-25

TENDER FOR SUPPLY OF FOOD& ACCOMMODATION FOR TRAINING/  
WORKSHOP/MEETING UNDER ZSS, KANDHAMAL.

Sealed tenders are invited from the reputed Hotels / Lodges / Guest Houses / Catering service providers of Phulbani, Kandhamal District for empanelment to provide accommodation and /or Food for the training programme to be organised by the office of the CDM & PHO, Kandhamal as and when required on annual rate contact basis.

Tender paper containing the Terms & Conditions are available in the district website i.e., <https://kandhamal.odisha.gov.in>. Interested bidder sare requested to submit all the required documents in the prescribed format by Speed Post /Courier. The envelops should be superscribed, which may appropriate for bidder as :

“**Expression of Interest for supply of Food & Accommodation**”/

“**Expression of Interest for Food**” /

“**Expression of Interest for Accommodation**”

The sealed tender papers with required documents should reach to the office of the DPMU, NHM, O/o the CDM &PHO, Kandhamal, Phulbaniby Dt.**17.01.2026** at 5.00 PM, which will be opened on the next working day at 4.00 PM.

The Bidder or his authorized representative may remain present at the time of opening of the sealed tender as per the above schedule programme. Authorization certificate will be submitted by the bidder to authorize his representative to attend the bidding process.

The authority reserves the right to accept or cancel any or all tenders without assigning any reason thereof.

**TERMS AND CONDITIONS**

1. The bidder should submit Tender paper cost of **Rs.1,000/- (One Thousand) Only** in shape of DD in favour of **ZSS NON NRHM FUNDS A/c** and payable at Phulbani.
2. The bidder should submit EMD of **Rs.10,000/- (Ten Thousand) Only** in shape of DD in favour of **ZSS NON NRHM FUNDS A/c** and payable at Phulbani
3. The bidder should have **valid food licence** for supply of food (if apply for supply of working lunch).
4. The bidder should be registered under **GST**.
5. The bidder should have **PAN**.
6. Experience of supply of food to Govt. institutions.
7. The bidder should have adequate man power to supply the food in different venue in time.
8. The bidder will supply food as per requirement & the payment will be made after completion of the relevant programme.
9. The bidder shall supply the food at the designated venue with crockery, serving dishes and with manpower for serving at the training venue.
10. The rates quoted must be inclusive of all taxes & all other charges.
11. After completion of the programme the bidder should submit the bill for release of payment.



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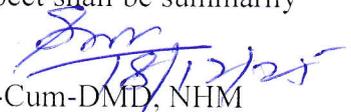
12. The bidder should have at least 10 rooms for hotel accommodation required for participants / Resource Persons attending training at district level (if apply for accommodation).
13. The bidder must be Local supplier within area of Phulbani town.
14. The contract would be initially for 01(one) year which will be extended for another one year based on satisfactory performance.
15. No price escalation will be entertained.
16. The bidder must be well behaved to the participant during supply of food.
17. Proper hygiene should be maintained.
18. Instruction for submission of Tender: The tender will be in two parts i.e. **Technical Bid (Cover-A) and Price Bid (Cover-B)**. The bidder should submit their technical and price bid separately in two envelopes and these two envelopes should be put into another cover envelop superscripted which may appropriate for bidder as  
“**Expression of Interest for supply of Food & Accommodation**”/

“**Expression of Interest for Food**” /

“**Expression of Interest for Accommodation**”

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: office of the DPMU, NHM O/o the CDM &PHO, Kandhamal, Phulbani, Odisha.

19. 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 Bidder who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
21. The organization must agree 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 contract (if selected) 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.
24. 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 constituted by the CDM & PHO Kandhamal.
25. The EMD of the successful bidder will be converted to the performance security & the same will be forfeited if the supplier fails to execute the order in time. In such a case action may be taken to blacklist the firm for participating in further tender under the CDM & PHO, Kandhamal.
26. The bidder shall submit the original tender document with seal and signature on each page as a token of acceptance of terms & conditions as per checklist **Annexure-A**. Tender documents in any other form and not completed in all respect shall be summarily rejected.

  
CDM & PHO-Cum-DMD, NHM  
Kandhamal, Phulbani



**Annexure-A**

**CHECKLIST OF TECHNICAL BID**

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

**CHECKLIST ON TECHNICAL BID FOR ACCOMODATION, CONFERENCE HALL FACILITY AND FOOD FOR TRAINEES UNDER NHM**

(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	EMD of Rs 10,000/- in shape of DD	
6	Tender paper fees of Rs 1,000/- in shape of DD.	
7	Bank Pass book copy	
8	Organization PAN with IT return for the FY-2023-24	
9	Valid Food Licence (required only for supply of food)	
10	Having at least 10 rooms for accommodation (required only for providing Accomodation)	
11	Photocopy of GST registration certificate and last three months GST return filling copy i.e. <b>Sept-2025 to Nov-2025.</b>	
12	Self-Declaration regarding quote the rates for individual items inclusive of GST and all other charges if any ( <b>Annexure – B</b> ).	
13	Whether all documents submitted signed by the authorized signatory of the firm ( Yes/ No)	
14	Non Black listed Certificate ( <b>Annexure – C</b> )	
15	Financial Bid ( <b>Annexure – D</b> )	

**DECLARATION**

I / we hereby certify that the terms and conditions given with the tender 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)



Annexure- B

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



ANNEXURE-C

DECLARATION

(Filled by the Notary)

I / We \_\_\_\_\_ do hereby declare that I /  
We have not been **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 –D

PRICE BID

Sl.No	Name of the Item	Price (Rs.) (Inclusive of all taxes & charges) per person
<b>VEGETERIAN (Common)</b>		
1	Plain Rice	Rs. _____ (Rupees in word _____)
2	Dalma	
3	Veg. Curry (Mix veg./ Cauliflower/ Cabbage/ Aloo potal /BesaraTarkari)	
4	Tomato Khata/ Mango Khata/ Dahi Nadia	
5	Mix Bhaja / Aloo Baingan Bharta / Shaga Bhaja	
6	Papad & Salad with Sweet(one)	
7	Water Bottle (500 ML)	
<b>VEGETERIAN (Special)</b>		
1	Plain Rice	Rs. _____ (Rupees in word _____)
2	Dal Plain	
3	Veg. Curry (Mix veg./ Cauliflower/ Cabbage/ Aloo potal /BesaraTarkari)	
4	Tomato Khata/ Mango Khata/ Dahi Nadia	
5	Mix Bhaja / Aloo Baingan Bharta / Shaga Bhaja	
6	Papad & Salad with Kheer	
7	Paneer/Mushroom Curry or Chilly	
8	Water Bottle (500 ML)	
<b>NON VEGETERIAN (Common)</b>		
1	Plain Rice	Rs. _____ (Rupees in word _____)
2	Dal Plain Fish/Chicken curry	
3	Veg. Curry (Mix veg./ Cauliflower/ Cabbage/ Aloo potal /BesaraTarkari)	
4	Tomato Khata/ Mango Khata/ Dahi Nadia	
5	Papad & Salad with Sweet (one)	
6	Water Bottle (500 ML)	
<b>NON VEGETARIAN (Special)</b>		
1	Plain Rice	Rs. _____ (Rupees in word _____)
2	Dal Plain	
3	Mutton curry	
4	Veg. Curry (Mix veg./ Cauliflower/ Cabbage/ Aloo potal /BesaraTarkari)	
5	Tomato Khata/ Mango Khata/ Dahi Nadia	
6	Papad & Salad with Sweet(one)	
7	Water Bottle (500 ML)	
<b>Biryani (Veg/Non-Veg)</b>		
1	Veg. Biryani with Raita, Achar, Papad, Curry (Paneer/Mushroom) & Water bottle 500ML	Rs. _____ (Rupees in word _____)
2	Non-Veg (Chicken) Biryani with Raita, Achar,Papad Soyabin potal curry/ Mix Curry &, Water bottle 500ML	Rs. _____ (Rupees in word _____)
<b>Beverages/Snacks</b>		
1	Aloo Parata ,Achar, Matar aloo Curry with one sweet, Water bottle 500ML, Tea (per packet)	Rs. _____ (Rupees in word _____)
2	Samosa, Bada, Aluchop/Vegtable chop,One sweet, Water bottle 500ML, Tea (per packet)	Rs. _____ (Rupees in word _____)
3	Upama, Sambar/Chatni, Matar Aloo Curry, One sweet, Water(per packet) Tea (per packet)	Rs. _____ (Rupees in word _____)
4	Puri ,Achar, Matar aloo Curry with one sweet, Water bottle 500ML, Tea (per packet)	Rs. _____ (Rupees in word _____)
5	Salted Biscuit,Mixture,Cake/Nanana, Water bottle 500ML, Tea (per packet)	Rs. _____ (Rupees in word _____)

(Authorized Signatory with Seal)

Note: The price should be quoted without compromising the quality of food items.





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**Annexure –D**

Format for providing **Accommodation** for participants & Resource Person organised by the office of CDM & PHO, Kandhamal

Particulars	Description	Rate of accommodation cost Including all taxes
Accommodation	Single Occupancy-AC	
	Single Occupancy-Non AC	
	Double Occupancy-AC	
	Double Occupancy-Non AC	

(Authorized Signatory with Seal)