



OFFICE OF THE CDM & PHO CUM DISTRICT MISSION DIRECTOR
District Program Management Unit, NHM, Kendrapara
Department of Health & Family Welfare, Govt. of Odisha
Ph.No.06727-233363, E-Mail- nhmkendrapara@gmail.com

EXPRESSION OF INTEREST (E.O.I) FOR CATERING SERVICES

TERMS AND CONDITIONS:-

1. The bidder should submit E.O.I fees of Rs.1000/- (Rupees One Thousand) in shape of DD in favour of ZSS (Non NRHM), Kendrapara.
2. The Firm/Agencies/Organizations/Proprietor/Company should have valid food licence Certificate.
3. The Firm/Agencies/Organizations/Proprietor/Company should be registered under GST.
4. The Firm/Agencies/Organizations/Proprietor/Company should have PAN card.
5. The Firm/Agencies/Organizations/Proprietor/Company should have Bank Pass book (Personal/Named in Hotel)
6. The bidder must have at least one year of experience for catering service for any Govt/Pvt. Organization (Self declaration)
7. The bidders must be local supplier within Kendrapara Municipality Area or nearby (within 0 to 10 K.M) DHH-Kendrapara. Suppliers outside of Kendrapara Municipality Area/above 10 K.M will not be accepted.
8. The bidder shall supply the Food/Tiffin/Tea, etc at the designated venue with crockery, serving dishes and with manpower for serving of Lunch/Tiffin/Tea, etc as per intimation from CDM & PHO cum-District Mission Director, NHM, Kendrapara.
9. The bidder should have adequate man power to supply the Food/Tiffin/Tea in time.
10. The drinking water will be served by the bidder during Tiffin & Lunch hour. An Aquaguard machine has been installed in the DVS ground floor for the above purpose.
11. As per requirement of the participant the supplier must supply sufficient amount of food.
12. The bidders must be well behaved to the participant during supply of food/Tiffin/Tea, etc.
13. Proper hygiene should be maintained by the bidder.
14. During food preparation time the bidder should not be use any chemical spices.
15. After lunch the bidder must clean the food serve area.
16. The rates quoted per plate & other items is inclusive of all taxes/transportation & other charges. (Both for Veg. & Non Veg. and other Items)
17. In price bid section (The bidder should supply one item from each of the menu line item both veg. and non veg. category as per supply order)
18. The paper plate/ tea Cup/ cold drinks glass must be provided by the bidder during serve of lunch, Tea & Tiffin packets. No extra amount will be paid for the said items.
19. During training/meeting/workshop, etc the bidder will serve the tea/Coffee/Cold drinks to the participants at his level. No extra amount will be paid for the said purpose.
20. During training/meeting/workshop, etc the supplier will be adjust two number of lunch packets out of total lunch packets without any cost for the supporting staffs. (One for Sub Staff/Class-IV & other for programme organizer).

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21. The supplier cannot demand extra fund for supply of lunch packets. And the payment will be made basing upon the meeting/training/Workshop, etc attendance sheet.
22. After completion of the programme the bidder should submit the bill in duplicate along with a copy of supply order within 3 days for release of payment.
23. The bidder will supply food as per requirement & the payment will be made after completion of the relevant programme and within 7 days to 15 days of receipt of bill.
24. No price escalation will be entertained during contract period.
25. The contract would be initially for a period of 1 year which will be extended for another 1 year subject to satisfactory performance as per recommendation of the purchase committee.
26. If the selected Bidder 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 the resource person/ Participants/Programme organizer and other district officials.
27. If the successful Bidder fails to execute the order action will be taken to blacklist the Firm/Agencies/Organizations/Proprietor/Company. In such case, CDM & PHO cum DMD, NHM, Kendrapara shall have the liberty to purchase those items from other sources.
28. The Bidder must submit the Technical Bid (Cover-A) & Financial Bid (Cover-B) under two bid system separately in the sealed envelope & both the Technical & Financial Bid Envelops must be kept in another envelope (Outer/Cover-C). The outer Envelop must be super scribed on the top of the envelop "Expression of Interest (E.O.I) for Supply of Catering Services" for District level Training/ Meeting/Workshop, etc and to be addressed to the Chief District Medical & Public Health Officer, District Head Quarter Hospital, Kendrapara, At/Po/Dist-Kendrapara, PIN-754211.
29. The last date & time of submission of Expression of Interest (E.O.I) is as mentioned in the Advertisement and the E.O.I shall be opened as per schedule in presence of the bidders or their authorized representative who may wish to present.
30. Those Bidders who will qualify in the Technical Bid (Cover-A), their Financial Bid (Cover B) shall only be opened.
31. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the E.O.I will be rejected.
32. CDM & PHO-cum-District Mission Director, Kendrapara reserves all the right to consider/reject any such proposal without assigning any reason thereof.
33. That the Firm/Agencies/Organizations/Proprietor/Company agrees to abide by all terms & conditions of Expression of Interest (E.O.I).
34. The blacklisted Firm/Agencies/Organizations/Proprietor/Company either by the Expression of Interest (E.O.I) 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.
35. The bidder shall submit the original E.O.I document with seal and signature on each page (Page must be numbering) within the stipulated period as a token of acceptance of terms & conditions. E.O.I documents in any other form and not completed in all respect shall be summarily rejected.
36. After finalization of successful bidder an agreement will be made on Rs. 20.00 (Rupees Twenty) non judicial stamp paper between First Party and second party.


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TECHNICAL BID FOR CATERING SERVICES

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

1.	Name of the Firm/Agencies/Organizations/Proprietor/Company.	
2.	Address of the Firm/Agencies/Organizations/Proprietor/Company.	
3.	E-mail Id of the Firm/Agencies/Organizations/Proprietor/Company.	
4.	Name of authorized signatory (in block letters)	
5.	Telephone number of authorized signatory Firm/Agencies/Organizations/Proprietor/Company	1. 2.
6.	Bank Pass book (Personal/Named in Hotel)	(Photo copy to be attached)
7.	Valid Food License Certificates (Attach photocopy of registration certificate)	(Photo copy to be attached)
8.	GST Registration Certificate	(Photo copy to be attached)
9.	PAN card.	(Photo copy to be attached)
10.	Expression of Interest (E.O.I) paper fees of Rs 1000/- in shape of DD.	(Attached)
11.	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 **Expression of Interest (E.O.I)** 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/Agencies/Organizations/Proprietor/Company will be blacklisted and will not have any dealing with the organization in future.

(Signature and seal of the authorized signatory)


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PRICE BID FOR CATERING SERVICES

Sl. No	Name of the Item	Price (Rs.) (Inclusive of all taxes & other Charges) per person/Plate
VEGETARIAN CATEGORY – NUMBER 1		
1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dalma/ Dal Plain	
3.	One Veg. Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa)	
4.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
5.	One Item:-(Mix Bhaja/ Kalara Aloo Chips/ Finger Chips/ Bhendi Gota Bhaja/ Kalara Gota Bhaja)	
6.	One item:- (Dahi Baingan/ Potal Kurma/ Aloo Baingan Bharta/ Shaga/Poi Chhencheda)	
7.	One Plain Papad (Compulsory)	
VEGETARIAN CATEGORY –NUMBER 2		
1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dalma/ Dal Fry	
3.	One Veg. Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa)	
4.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
5.	One Item:-(Mix Bhaja/ Kalara Aloo chips/ Finger chips/ Bhendi Gota Bhaja/ Kalara Gota Bhaja)	
6.	One item:- (Dahi Baingan/ Potal Kurma/ Aloo Baingan Bharta/ Shaga/Poi Chhencheda)	
7.	One Special Veg. Curry (Butter Paneer / Mushroom/ Chilli Gobi)	
8.	One Plain Papad (Compulsory)	
NON VEGETARIAN CATEGORY – NUMBER 1		
1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dal fry	
3.	Fish curry (02 Pieces in each Plate)	
4.	One Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa) (Macha Ghanta/Poi Chingudi Besara)	
5.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
6.	One Item :- (Kalara Aloo chips/ Finger chips/ Potal Kurma/ Dahi baingan/ Mix Bhaja/ Bhendi Gota Bhaja/ Kalara Gota Bhaja/ Aloo Baingan Bharta /Shaga/Poi Chhencheda)	
7.	One Plain Papad (Compulsory)	

NON VEGETARIAN CATEGORY – NUMBER 2

1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dal fry	
3.	Fish curry (One Gota Pohola in each Plate)	
4.	One Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa) (Macha Ghanta/Poi Chingudi Besara)	
5.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
6.	One Item :- (Kalara Aloo chips/ Finger chips/ Potal Kurma/ Dahi baingan/ Mix Bhaja/ Bhendi Gota Bhaja/ Kalara Gota Bhaja/ Aloo Baingan Bharta /Shaga/Poi Chhencheda)	
7.	One Plain Papad (Compulsory)	

NON VEGETARIAN CATEGORY – NUMBER 3

1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dal fry	
3.	Chicken curry	
4.	One Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa) (Macha Ghanta/ Poi Chingudi Besara)	
5.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
6.	One Item :- (Kalara Aloo chips/ Finger chips/ Potal Kurma/ Dahi baingan/ Mix Bhaja/ Bhendi Gota Bhaja/ Kalara Gota Bhaja/ Aloo Baingan Bharta /Shaga/ Poi Chhencheda)	
7.	One Plain Papad (Compulsory)	

NON VEGETARIAN CATEGORY –NUMBER 4

1.	Plain Rice (Arua/Usna)	Rs. _____ (Rupees in word) _____
2.	Dal fry	
3.	Mutton curry	
4.	One Veg. Curry (Mix veg./Cabbage/Cauliflower Aloo Pakudi Rasa/ Cauliflower Aloo Potal Rasa/Aloo Potal Pakudi Rasa/ Aloo Potal Chhena Rasa)	
5.	One Item: - (Tomato-Khajuri Khatta/ Mango Khata/ Ambula Rai/ Ouu Baser Khatta/ Karamanga Khatta/ Dahi Pachedi/ Salad)	
6.	One Item :- (Kalara Aloo chips/ Finger chips/ Potal Kurma/ Dahi baingan/ Poi Chhencheda)	
7.	One Plain Papad (Compulsory)	

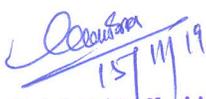

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SPECIAL CATEGORY		
1.	One plate Vegetable Biryani with Raita, one Veg. Curry, Veg. Gravy/Achar, One Plain Papad	Rs. (Rupees in word)
2.	One Plate Non-Veg. (Chicken) Biryani with Raita, Chicken Gravy/sauce, One Plain Papad.	Rs. (Rupees in word)
3.	One Plate Non-Veg. (Mutton) Biryani with Raita, Mutton Gravy/Sauce, One Plain Papad.	Rs. (Rupees in word)
4.	One Gota Pohola Fish fry	Rs. (Rupees in word)
5.	Egg curry (Two Egg)	Rs. (Rupees in word)
6.	Half plate Mutton curry	Rs. (Rupees in word)
7.	Half plate Chicken curry	Rs. (Rupees in word)
8.	Half plate Chingudi curry	Rs. (Rupees in word)
9.	Half plate Crab curry	Rs. (Rupees in word)
10.	Half plate Paneer Masala	Rs. (Rupees in word)
11.	Half Plate Butter Masala	Rs. (Rupees in word)
12.	Half plate Mushroom	Rs. (Rupees in word)
13.	Half plate Chilli Gobi	Rs. (Rupees in word)
14.	One Veg. Soup	Rs. (Rupees in word)
15.	One Non Veg. Soup (Chicken)	Rs. (Rupees in word)
16.	One Non Veg. Soup (Mutton)	Rs. (Rupees in word)
BEVERAGES/SNACKS		
1.	One Samosa, One Bada, One Aluchop/ One Vegetable chop with one sweets (Per Packet)	Rs. (Rupees in word)
2.	One veg. Patties with tomato ketchup (with Paper plate)	Rs. (Rupees in word)
3.	Half plate Finger chips (Vegetable) with tomato ketchup (with Paper plate)	Rs. (Rupees in word)
4.	Family Pack ice cream 1 kg. with Cup	Rs. (Rupees in word)
5.	Family Pack ice cream 500 grams with Cup	Rs. (Rupees in word)
6.	One cup Tea (with Paper cup)	Rs. (Rupees in word)
7.	One cup Coffee (with paper cup)	Rs. (Rupees in word)
8.	Drinking Water Jar (20 Liter) with empty water dispenser jar.	Rs. (Rupees in word)
9.	Drinking Water Bottle (1 Liter)	Rs. (Rupees in word)
10.	Drinking Water Bottle (500 ML)	Rs. (Rupees in word)

N.B.: (The rate quoted by the bidder should be including of all Taxes/ transportation & other charges)

(Signature and seal of the authorized signatory)

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DECLARATION

I Mr./Mrs. _____ on behalf of

(Firm/Agencies/Organizations/Proprietor/Company Name) declared that I/we are not blacklisted by any central Govt./state Govt./Public sector undertaking in India. I have given consent that the supply of above items will be done in the stipulated date & time as per given specification. I conform that the information that I have provided above is true & correct.

Date :

Signature :

Place :

Name :

Designation:

Address:


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