



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER: JAGASINGHPUR

Letter No 3931

Date 27/11/2025

**TENDER DOCUMENT FOR SUPPLY OF WORKING LUNCH FOR TRAINING/
WORKSHOP/MEETING UNDER ZSS, JAGASINGHPUR.**

Sealed tenders are invited for supply of working lunch for different training/ workshop/ meeting under ZSS Jagasinghpur. Intending bidders may obtain Tender paper containing Terms & Condition in the district NIC website i.e., <https://Jagasinghpur.odisha.gov.in>. The sealed tender papers to be submitted to the CDM & PHO, Jagasinghpur on or before dt: 22/12/2025 at 03.00PM by Regd. post/Speed post/Courier up to 03.00PM. and the same will be opened on 23/12/2025 at 11.30AM at NHM Conference Hall, Jagasinghpur, O/o the CDM & PHO, Jagasinghpur.

Sl. No.	Place of opening of the Tender Paper	Date of opening sealed Tender paper	Time of opening sealed tender paper
1.	NHM Conference Hall, O/o the CDM & PHO, Jagasinghpur	<u>23</u> /12/2025	11.30 AM

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 firm should submit EMD of Rs.10,000/- (Ten Thousand) Only – Refundable in shape of DD in favour of ZSS NON NRHM FUNDS A/c and payable at Jagasinghpur.
2. The firm should submit tender paper cost of Rs.1,000/- (One Thousand) Only – Non Refundable in shape of DD in favour of ZSS NON NRHM FUNDS A/c and payable at Jagasinghpur.

3. The firm should have valid food licence for supply of lunch otherwise the bid will be rejected.
4. The firm should be registered under GST.
5. The firm should have PAN.
6. The firm should have adequate man power to supply the food in different venue in time.
7. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme.
8. 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 the CDM& PHO, Jagasinghpur.
9. The rates quoted is inclusive of all taxes & all other charges.(Both for Veg &Non-Veg)
10. After completion of the programme the supplier/agency should submit the bill in duplicate along with a copy of supply order within 7 days for release of payment.
11. The CDM& PHO, Jagasinghpur reserves the right to reject/consider any such proposal without assigning any reason thereof.
12. The bidders must be Local supplier within area of Jagasinghpur District. Outside Jagasinghpur District supplier must submit the Local Office Proof within the Jagasinghpur district Jurisdictions.
13. The contract would be initially for 1 year which will be extended for another 1 year based on satisfactory performance.
14. No price escalation will be entertained.
15. The bidders must be well behaved to the participant during supply of food.
16. Proper hygiene should be maintained.
17. 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 superscripted as "Tender for Supply of Buffet Lunch for training/workshops/meetings 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 Chief District Medical and Public Health Officer, Jagasinghpur, 754103, 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.

18. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
19. That the organization agrees to abide by all terms & conditions of tender.
20. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected.
21. 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. (Details in Annexure-C)
22. 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 Jagasinghpur.
23. 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, Jagasinghpur.
24. The bidder shall submit the original tender document with seal and signature on each page 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 WORKING LUNCH

(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	Valid Food License Certificates (Attach photocopy of registration certificate)	
7	Organization PAN Number(Attach photocopy of PAN)	
8	Organization GST Number (GST Certificate Photo copy to be attached)	
9	EMD Rs.10,000/- (Ten Thousand) Only in shape of DD.	
10	Tender paper fees of Rs.1,000/- (One Thousand) Only in shape of DD.	
11	Whether all documents submitted signed by the authorized signatory of the firm (Yes/ No)	
12	Financial BID (Annexure – A)	

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 - A

PRICE BID

Sl.No	Name of the Item	Price (Rs.) (Inclusive of all taxes & charges) per person
Category-1(Veg)		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dalma(Compulsory)	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal, Besara Tarkari)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or Aloo Baingan Bharta/ Shaga	
6	Papad& Salad with Sweet(one) (Compulsory)	
Category-2(Veg)		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Plain (Compulsory)	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal, Besara Tarkari)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or Aloo Baingan Bharta/ Shaga	
6	Papad & Salad with Sweet(one)(Compulsory)	
7	Special Veg. Curry (Paneer OR Mushroom)	
Category-3(Non-Veg)		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Plain (Compulsory)	
3	Fish/Chicken curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
5	Tomato or Mango Khata/ Dahi Nadia	
6	Papad& Salad with Sweet(one)(Compulsory)	
Category-4(Non-Veg)		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Plain (Compulsory)	
3	Mutton curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal)	
5	Tomato or mango Khata	
6	Papad& Salad with Sweet(one)(Compulsory)	
Category-5 (SPECIAL)		
1	Veg. Biryani with Raita, Achar,Papad, Curry (Paneer)	Rs. _____ (Rs in word _____)
2	Non-Veg (Chicken) Biryani with Raita, Achar,Papad	Rs. _____ (Rs in word _____)
Category-5 (Beverages/Snacks)		
1	Water Bottle (500 ML) Per Bottle	Rs. _____ (Rs in word _____)
2	Tea/Coffee Per Cup of 60ml	Rs. _____ (Rs in word _____)
3	Fruits salad(Banana, Apple, grape, Orange, watermelon with one sweet (Per Person)	Rs. _____ (Rs in word _____)
4	One Samosa, One Bada, One Aluchop/Vegtable chop with one sweet (per packet)	Rs. _____ (Rs in word _____)
5	Upama, Sambar with one sweet (per packet)	Rs. _____ (Rs in word _____)
6	Three aloo parata with Curry with one sweet/ Eight Puri with curry & one sweet	Rs. _____ (Rs in word _____)
7	Tetra Pack flavored Milk (Reputed Brand, MRP-25/-)	Rs. _____ (Rs in word _____)
8	Chocolate Biscuit (Reputed Brand, MRP-10/-)	Rs. _____ (Rs in word _____)
9	Cream Cake (Reputed Brand, MRP-15/-)	Rs. _____ (Rs in word _____)

(Authorized Signatory with Seal)

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

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

DECLARATION

(Filled by the Notary)

I / We _____ do hereby declare that I / We have not been de-recognized / 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