

OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR, SAMBALPUR

No. 2959 /SS (RCDR) Dtd. 26.11.2024

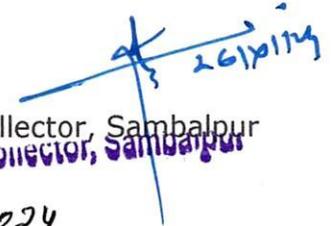
Quotation Call Notice

Sealed Quotations in plain paper are hereby invited from different intending registered Hotels/Restaurants/Catering Services/Event Management Firms for supply of Tiffin, Lunch, Dinner, Water for organization Mega State Level BBSA Camp during distribution of 500 Nos. of e-Rickshaws at Sambalpur. The quotation paper can be downloaded from the District Website i.e. <https://sambalpur.odisha.gov.in>.

The quotation should reach in sealed cover to DSSO, Sambalpur by Hand/Speed/Registered Post on or before 12.00 N of 05.12.2024 and will be opened on the same day 05.12.2024 at 4.30 PM by District Selection Committee and final supply order will be given after verification and negotiation with the firms. The quotationers or their representative may remain present at the time of opening of the sealed quotation.

The details of Schedule, Eligibility Criteria, Terms & Conditions, and items to be supplied are annexed in **Annexure-I, II, III & IV** respectively.

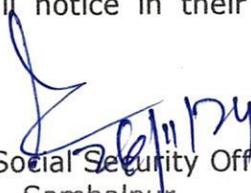
The undersigned reserves the right to reject or cancel any or all the Quotations without assigning any reasons thereof.


Collector, Sambalpur
Collector, Sambalpur

Memo No. 2960 /SS (RCDR) Dtd. 26.11.2024

Copy to the Office Notice Board for information of all concerned.

Copy forwarded to ADM, Sambalpur/CDO-cum-EO, Zilla Parisad, Sambalpur /DEO, Sambalpur/all District Level Officers of Sambalpur District for information. They are requested to display the quotation call notice in their notice boards for wide publicity.


District Social Security Officer,
Sambalpur
District Social Security Office
Sambalpur

Memo No. 2961 /SS (RCDR) Dtd. 26.11.2024

Copy to the DeGM, NEGP Cell, Sambalpur for information & necessary action. He is requested to Hoist the Quotation Call Notice in the District Web-Site.


District Social Security Officer,
Sambalpur
**District Social Security Officer
Sambalpur**

Memo No. 2962 /SS (RCDR) Dtd. 26.11.2024

Copy to Advertisement Manager, The SAMBAD/SAMAJ/PRAMEYA for information & necessary action. They are requested to publish the quotation call in their esteem Odia News Daily.


District Social Security Officer,
Sambalpur
**District Social Security Officer
Sambalpur**

Annexure-I

DISTRICT OFFICE: SAMBALPUR
SOCIAL SECURITY SECTION (RCDR)

QUOTATION SCHEDULE

1	Name and Address of the Reputed Firms/Suppliers etc.	:	
2	Contact No. of the authorized person of the Reputed Firms/Suppliers	:	
3	No. and Date of BD amounting Rs. 5000/- favoring DSSO, Sambalpur deposited towards Quotation Fee (Non-refundable)	:	
4	GST/CGST Registration No. (Attested copy to be enclosed)	:	
4	Up-to-date GST/SGST Clearance Certificate No./Date(Attested copy to be enclosed)	:	
5	PAN No./TAN No. (Attested copy to be enclosed)	:	
6	EMD of Rs.25,000/- in shape of BD duly favoured in the name of DSSO, Sambalpur (Refundable)	:	
7	Rates quoted for each component (To be enclosed in a separate sheet)	:	

I do hereby tender to execute the above mentioned work in accordance with the Terms and Conditions of the Quotation Notice and any deviation of the Terms and Conditions shall be liable for initiation of action by the Authority as per law/procedures against me.

Signature of the Quotationer
With Official Seal



Eligibility Criteria

1. The bidders must be a Hotels/Restaurants/Catering Services/Event Management Firm of repute in the State of Odisha.
2. The bidder must have experience in catering management of 5000 plus people in a particular venue.
3. The bidder should have minimum 200 nos. of man power for supply of food at the designated venue with crockery/cutlery.
4. The bidder must have minimum 5 years of experience in outdoor catering services.
5. The minimum turnover of the firm during the last preceding three years should be 45 lakhs or above. A certificate in this regard to be furnished.
6. Must have a Food & FSSAI License.

General Instruction for submission of Quotation:

The tender will be two parts i.e. Technical Bid (Cover-A) and Financial Bid (Cover-B). The bidders should submit their technical and financial bid separately in two separate envelopes and those two envelopes be inserted in a third envelope superscripted with Quotation for "Supply of Food for Mega BBSA Camp at Sambalpur". The Technical & Financial Bid should be clearly specified as Technical Bid & Financial Bid on the top of the relevant envelopes. The EMD & Cost of Quotation Paper should be inserted in the envelope containing Technical Bid along with the relevant documents as specified in the quotation. The bid should be addressed to:

"District Social Security Officer, Ground Floor, Collectorate Building, At- Kacheri Road, Po/PS/Dist-Sambalpur, Pin-768001."

Personal Hygiene:

- a. The Agency shall ensure that staffs deployed in catering services are free from any infection or communicable diseases. The staff should trim their nails, wear caps & gloves at the work place. Smoking, Eating or Chewing Tabacco/Zarda/Gutkha etc., Spitting is strictly prohibited.
- b. The personnel serving at the venue must be well behaved to the participants during supply of food. The Agency will also give his willingness to supply the food in the sitting area of the participants as all the participants are under the category of **Persons with Disabilities**.
- c. Proper hygiene should be maintained at the venue.
- d. The eatables served by the Agency to the participants shall be completely hygienic, free from and sort of adulteration or foreign ingredients etc. Dished containing any foreign ingredient shall not be served.
- e. All vegetables, fruits etc. used shall be fresh and shall not be rotten or overripe. The Agency shall be responsible for their hygiene & safety. The items used for catering shall be stored properly the ingredients used shall be before the expiry date.



TERMS AND CONDITIONS

- 1) Last date of receipt of Quotations is 05.12.2024 till 12.00 N and will be opened on same day **05.12.2024 at 04.30 PM** in the SSA Conference Hall. Collectorate, Sambalpur.
- 2) Quotation documents should be submitted through **Registered/Speed Post/By Hand only.**
- 3) The quotation papers should be filled up properly and legibly without any correction, overwriting and must be typed neatly.
- 4) Rate to be quoted is for each component which is inclusive of all taxes and services will be provided in the selected venues and programme venue. The details of venue are to be communicated.
- 5) The rate should be quoted in the prescribed performa.
- 6) Payment shall be made after completion of the programme and No advance payment is entertained.
- 7) All pages of the Bid are to be signed & stamp by the quotationer. Quotation receipt beyond date is liable for rejection.
- 8) The quality of the food, if found not up to the mark the EMD of the bidder shall be forfeited.
- 9) Attested copy of PAN/TAN Card, GST Registration Certificate/GST Clearance Certificate (last two years) should be furnished with the Quotation Paper.
- 10) Quotation Fee of Rs.5000/- (Rupees five thousand only) which is non-refundable in shape of Bank Draft favoring DSSO, Sambalpur should be attached with quotation papers.
- 11) Earnest Money Deposit (EMD) of Rs.25,000/- (Rupees twenty-five thousand) only in shape of Bank Draft in favour of DSSO, Sambalpur should be attached with the quotation paper which will be returned after successful supply of the specified items.
- 12) The Authority reserves the right to negotiate with the Quotationers.
- 1) The undersigned is not bound to accept the lowest rates and the authority reserves the right to reject any or all quotations without assigning any reason thereof.


Collector, Sambalpur
Collector, Sambalpur

Annexure-IV

Financial Bid for Supply of Food in the Mega BBSA Camp

Sl. No.	Name of the Item	Quantity	Price Quoted in Rs. Per Tiffin/Person
Tiffin			
1	Puri/Tarkari – Day 1	1500	Rs. _____
	Upama/Tarkari – Day 2	3000	Rs. _____
Lunch & Dinner Day-1			
2	Rice/Dal/Mix Veg/Tamato Khata/Chips	1500	Rs. _____
	Roti/Dal Fry/Sweets (One piece)	1500	Rs. _____
Lunch & Dinner Day-2			
3	Rice/Dal/Mix Veg/Tamato Khata/ Matar Paneer/Khir/Chips	4000	Rs. _____
	Roti/Chana Masla/Sweets (One piece)	1500	Rs. _____
Water			
4	Water Bottle -500 ML (Aquafina/Bisleri/Kenley)	6000 Ltr.	Rs. _____
	Water Jar (In Venue & Programme)	100 Nos.	Rs. _____

Place:

Date:

Signature
(Authorized Signatory with Seal)