



# OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, SAMBALPUR

## District Programme Management Unit (NHM)

District Headquarter Hospital, Modipara, Sambalpur  
Ph No: 0663-2400441, Email: [dpmusambalpur@gmail.com](mailto:dpmusambalpur@gmail.com)



### TENDER DOCUMENT FOR SUPPLY OF WORKING LUNCH FOR TRAINING/ WORKSHOP/ MEETING UNDER ZSS, SAMBALPUR

1. Sealed tenders are invited from eligible bidders for supply of working lunch for different training/ workshop/ meeting under ZSS Sambalpur for a period of Two year on annual rate contract basis.
2. The tender should be submitted in two parts i.e. Technical bid (Cover-A) and Price bid (Cover-B). Each bid to be submitted in separate sealed envelopes super-scribed as Technical Bid (Cover A) & Price Bid (Cover B) respectively. These two envelopes should be put in another envelope marked as "Tender for Supply of Buffet Lunch for training/ workshops/meetings in reference to adv. no \_\_\_\_\_".

The tenders should be addressed to:

The CDM & PHO, Sambalpur,  
District Head Quarter Hospital,  
Modipara, Sambalpur, 768002.

The last date & time of submission of tender is 20.5.2025 up to 1 pm through speed post/registered post/Courier only. The same will be opened on 21.05.2025 at 11.30 A.M in the office chamber of CDM&PHO in presence of bidders/their authorized representatives.

#### Terms & Conditions

1. The firm should have GSTIN & PAN.
2. Tender Paper Cost of ₹1000/- (Rupees One thousand) only (Non-refundable). The DD in favour of ZSS (MISC) ACCOUNT payable at Sambalpur and EMD of ₹10,000/- (Refundable). The DD in favour of ZSS (MISC) ACCOUNT payable at Sambalpur, which shall be refunded to unsuccessful bidders without interest after finalization of the contract.
3. The firms should have valid food license for supply of Lunch/Dinner /Tiffin's/others.
4. The firms should have adequate man power to supply the food in different venue in time.
5. The Agency will supply foods as per requirement & the payment will be made after completion of relevant programme.
6. The firms shall supply the food at designated venue with crockery, serving dishes and with manpower for serving of food as per the intimation from the CDM&PHO Sambalpur.
7. The rates quoted is inclusive of all taxes & all other charges. (Both for Veg & Non Veg).
8. After completion of the programme the supplier/agency should submit the bill in duplicate along with a copy of supply order within 15 days for release of payment.
9. The bidders must be Local supplier within area of Sambalpur District.
10. No price escalation will be entertained.
11. The bidders must be well behaved to the participant during supply of food.
12. Proper hygiene should be maintained.
13. The technical bid are to be opened by the purchasing Authority at the first instance and at the second stage financial bids of only the technically acceptable offers should be opened for further evaluation and ranking before awarding the contract.



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1. The firm will have to submit an Affidavit (On original Stamp Paper of Rs.20/-) in the technical bid with the following clauses:-
  - a) I have not been debarred by any Central/Sate Government organization/Bodies for the last 3 years.
  - b) I have not committed any offence under the Prevention of Corruption Act 1988 or
  - c) The Indian Penal code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
  - d) The CDM & PHO, Sambalpur will have no liability regarding transportation, loading and unloading of material and all the material ordered, shall be delivered at the designated place in good condition. The defective or damaged material if any will be replaced by our organization.
  - e) Our organization agrees to a bid by all terms & conditions of the Tender.
2. The suppliers shall also ensure that the quality and quantity has to be as per the supply order and approved rate contract.
3. The supply of items shall be made as per the instructions mentioned in supply order from this Office of the CDM&PHO, Sambalpur and supplier shall submit the bill for payment at the approved rate in respect to the quantity of items supplied.
4. Contract should ordinarily be awarded to the lowest evaluated bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract satisfactorily as per the terms & conditions incorporated in the corresponding bidding documents. When the lowest bidder declines to supply the good for any reasons, the evaluation committee may invite the second lowest bidder for negotiation at the prices quoted by the lowest bidder. If the negotiation with the second lowest bidder fails, the procuring authority shall cancel the bid and invite fresh bid.
5. For any dispute, decision of CDM & PHO, Sambalpur, shall be final.
6. All legal disputes are subject to the jurisdiction of Sambalpur court only.
7. The CDM & PHO, Sambalpur reserves its right to accept or reject any or all tenders or any part thereof without any liability to communicate any reason thereof.

Sd/-  
CDM &PHO, Sambalpur



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**TENDERFORMAT**

Part -1

(Technical Bid)–Cover-A

(To be furnished in Cover A –Technical Bid)

1	Name of the Organization	
2	Address of the Organization	
3	Name of authorized signatory(in capital letters)	
4	Specimen signature of the authorized signatory	
5	Telephone number of authorized signatory/Organization/ Valid official email address.	
6	GST registration acknowledgement	(Photo copy to be attached)
7	GSTIN(GST identification number)	
8	PAN	(Photo copy to be attached)
9	Draft number and date of the Tender Document Cost of Rs.1,000/- (Non-Refundable)	(Draft to be submitted)
10	EMD of Rs.10,000/	(Draft to be submitted)
11	Affidavit regarding not been Blacklisted	(Affidavit in original stamp paper of Rs.20/-) certified by Notary with clauses as mentioned in clause no.4 of the terms & conditions)
12	Valid food license	(Photo copy to be attached)
13	Whether all documents are submitted and signed by the authorized signatory of the organization in each page with seal (Yes/No)	

**DECLARATION**

I / we hereby certify that the terms and conditions, specification etc. given with the tender 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 deviation in the above statement / furnishing of forged documents etc. at any stage, our Firm/Agency will be black listed and will not have any dealing with your organization in future.

(Signature and seal of the authorized signatory)

Place:

Date:

Seal



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**Annexure - A**

**PRICE BID**

Sl.No	Name of the Item	Price (Rs.) (Inclusive of all taxes& charges) per person
<b>VEGETERIAN-1</b>		
1	Plain Rice (Compulsory )	Rs. _____ (Rupees in word _____)
2	Dalma(Compulsory )	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal, BesaraTarkari)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or AlooBainganBharta/ Shaga	
6	Papad& Salad with Sweet(one) (Compulsory )	
<b>VEGETERIAN-2</b>		
1	Plain Rice (Compulsory )	Rs. _____ (Rupees in word _____)
2	Dal Plain (Compulsory )	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloopotal, BesaraTarkari)	
4	Tomato or Mango Khata/ Dahi Nadia	
5	Mix Bhaja or AlooBainganBharta/ Shaga	
6	Papad& Salad with Sweet(one)(Compulsory )	
7	Special Veg. Curry (Paneer OR Mushroom)	
<b>NON VEGETERIAN-1</b>		
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 )	
<b>NON VEGETARIAN-2</b>		



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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)	
<b>SPECIAL</b>		
1	Veg. Biryani with Raita, Achar, Papad, Curry (Paneer)	Rs. _____ (Rupees in word _____)
2	Non-Veg (Chicken) Biryani with Raita, Achar, Papad	Rs. _____ (Rupees in word _____)
<b>Beverages/Snacks</b>		
1	Water Bottle (250 ML)	Rs. _____ (Rupees in word _____)
2	Tea	Rs. _____ (Rupees in word _____)
3	Samosa, Bada, Aluchop/Vegtable chop with one sweet(per packet)	Rs. _____ (Rupees in word _____)
4	Upama, Sambar with one sweet(per packet)	Rs. _____ (Rupees in word _____)
5	Alooparata with Curry with one sweet/ Puri with curry & one sweet	Rs. _____ (Rupees in word _____)

(Authorized Signatory with Seal)



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**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