

No.F.37 (17-20)-Tender/Quotation/DHFWS/CMO/KHW/18 / 6529-32
Government of Tripura
District Health & Family Welfare Society
Office of the Chief Medical Officer
Khowai Tripura

Dated 03/11/2020

Notice Inviting Tender (NIT)

Sealed Tender/Quotation are invited by the undersigned from registered Hotel/Restaurant/Cooked Food Catering Firm / Co-operative Societies of Tripura for supply of **Food items and catering services on an as needed basis**, for use in the the office of the District Health & Family Welfare Society, Khowai Tripura for a period of one year. Details terms & conditions and list of the items are available in the office website : tripuranrhm.gov.in or <https://khowai.nic.in>

The sealed quotations will be received at the office of the undersigned up to **3.30 P.M. 09/11/2020** by hand / Registered Post only and will be opened on **10/11/2020 at 03:00 P.M, if possible**, in the office of the undersigned. The undersigned will not be responsible for any postal delay.

The tender will remain valid up to 1 (One) year from the date of selection. The validity may be extended subject to the then terms & conditions of DHFWS, Khowai /Govt. on satisfactory service.

GENERAL TERMS AND CONDITIONS

1. Tenders will be received by Speed Post/Registered Post/Courier Services/ person in sealed covers addressed to Executive Secretary, District Health & Family Welfare Society Tripura (Chief Medical Officer , Khowai District , Dhalabil Tripura up to 15: 30 hrs on 07/11/2020. DHFWS, Khowai will not be responsible for any postal delay. Applicants are requested to provide detailed address along with Pin Code, Phone, and e-mail id for communication.
2. On the top left side corner of the sealed tender shall bear the words **"Tender for Food items and catering services under DH&FWS, Khowai"** with date of submission, name and address of the Tenderers. Tenderers or their representative may remain present at the time of opening of the tenders.
3. The interested bidders shall submit the bids in 2 parts, namely **"Technical Bid"** and **"Financial Bid"**. The two bids should be put in two separate sealed envelopes including name of the bidder & title of the tender, indicating on the cover as **"technical bid"** and **"financial bid"**. The two envelopes shall, thereafter, be placed inside a large sealed cover and the same may be submitted. The **"Technical Bid"** shall contain all details regarding the tender offered by the bidder, compliance of terms and conditions, submission of documents etc. In other words, everything except the rate offered. The **"Financial Bid"** shall contain only the rate offered by the bidder. While processing the bids, the technical bids will be opened first and eligible bidders meeting all desired requirements/documents will be short listed. Thereafter, financial bids of only shortlisted bidders will be opened for consideration.
4. Tender will remain valid up to 01 (one) year from the date of acceptance. District Health & Family Welfare Society, Khowai reserves the right to extend the rate for further years for the approved supplier or the same may be cancelled at any time even after finalization of bid after giving one month prior notice.
5. The undersigned reserves the right to cancel or accept the order at any time without assigning any reason and the owner shall have no right to claim any compensation for such cancellation.
6. The Rate should be typed and quoted both in figure and word clearly in Indian Currency and no over writing will be entertained.
7. Income Tax/other tax shall be deducted from the bill as per guidelines of the Government, as may be applicable from time to time.
8. Payment shall be made on monthly basis only after submitting of bill along with attachment of supply order.
9. No advance payment shall be made under any circumstances.
10. EMD for Rs.5,000/- (Five Thousand) only in the form of Crossed checked drawn in favour of Executive Secretary, DHFWS, Khowai is to be submitted along with the bid.

Chief Medical Officer, Khowai
Chairman (Executive Committee)
District Health & Family Welfare Society,
Khowai, Tripura.

11. The tender documents with terms & conditions also may be downloaded from website: <https://tripuranrhm.gov.in>. or <https://khowai.nic.in>
12. Details about the food items, for rate quote given in Annexure: A Bidders are requested to quote their rates in the particular column of the annexure in clear hand writing/typed.
13. Filled up Undertaking (as mentioned in Annexure B) must be submitted with bids (technical bid).
14. The following self certified / self attested documents should be submitted along with the Tender. All the papers submitted with the tender are to be self certified/self attested. **It may be noted that documents that are not required should not be submitted along with the tender to avoid delay in processing of the tenders.**
- Up to date Tax Clearance Certificate.
 - Income tax return of last three financial years.
 - GST Registration Certificate.
 - Bank Account Details.
 - PAN Card.
 - Up to date valid Trade License
 - Up to date valid FSSAI (where applicable)
 - Labour license (where applicable)
 - Valid registration of Co-operative Societies in case of Society/Public Sector Undertakings
 - Experienced bidders regarding supply/services in this establishment/other offices at Dhalabil will be given preferences.

11. Once the bidder is selected by the DHFWS for providing services , following terms and condition would be strictly applicable:

- No enhancement of rate within the validity period of the contract shall be entertained.
- As per supply order, any items must be supplied within stipulated time of that date. A penalty @10 % on the value shall be charged for every hour (only for food items) / every day (others) of delay beyond stipulated time of supply. However relaxation will entertain only in special circumstance (natural calamity, war on any other situation beyond human control). Requisite number of persons for catering from the supplier must be present during serving of food.
- No insurance charge is admissible and supplier will responsible for any breakage and loss in transit on way to destination.
- Any default or breach of contract and non-execution of supply order will be brought to the notice of the appropriate authority for taking action.
- Use of clean & properly washed good quality utensils is mandatory. No relaxation will be done in this regard.
- No plastic materials (glass/plate) will be entitled for use/carry or serving of food items.
- If any supplied item is found to be not of standard quality will be rejected on spot and supplier will ensure arrangement of similar or higher value of items/food immediately.
- No sub-standard/unsealed/ fainted or in a status of no use materials will be received by the office and no payment will be done neither for materials nor for transportation purpose.
- After completion of food intake by the participants concerned food supplier will do the needful for cleaning and transporting of waste food materials from office/place of food distribution.

(Handwritten signature)
02/11/2020

(Dr. Nirmal Sarkar)
Chairman (Executive Committee)
District Health & Family Welfare Society
Chief Medical Officer, Khowai
Khowai Tripura

Copy to:-

- FCLC, DH&FWS, Khowai for information and necessary action to upload the notices on NHM state portal. (<http://tripuranrhm.gov.in>) and District Website of Khowai (<https://khowai.nic.in>)

(Handwritten signature)
02/11/2020

(Dr. Nirmal Sarkar)
Chairman (Executive Committee)
District Health & Family Welfare Society
Chief Medical Officer, Khowai
Khowai Tripura

Annexure (Food items and catering services): A

Unit cost of Food items/plate/meal/piece to be quoted

For Tea and Snacks, Others			Breakfast		
Sl.No	Category	Rate (In Rs)/unit	Sl. No	Category	Rate (In Rs) /unit
1	Tea without milk (1 cup @ 60 ml)		1	Roti (two nos)	
2	Tea with milk (1 cup @ 60 ml)		2	Paratha (two nos)	
3	Black Coffee (1 cup @ 60 ml)		3	Luchi (two nos)	
4	Coffee with milk (1 cup @ 60 ml)		4	Bread (two slice)	
5	Biscuit (Normal) @ 2 piece		5	Mixed Veg (100 gm)	
6	Biscuit (Digestive) @ 2 piece		6	Dal (100 gm)	
7	Samosha @ 1 piece		7	Boiled country Egg (one piece)	
8	Dry sweet @ 1 piece		8	Boiled poultry Egg (one piece)	
9	Kachuri@ 1 piece		9	Country Egg Omlet (one piece)	
10	Veg. Chap @ 1 piece		10	Poultry Egg Omlet (one piece)	
11	Chicken Chap@ 1 piece		11	Idli (4 pieces)	
12	Panner Chap@ 1 piece		12	Sambar (100ml)	
13	Roasted Kaju (50 gm)		13	Apple/piece	
14	Nomal Kaju (50)		14	Banana/piece	
15	Bhujija (50 gm)			15. Alu Porotha	

Sl. No	Lunch/Dinner Category	Rate (In Rs) /unit
1.	Veg. Meal : Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Salad & drinking water sufficient)	
2.	Special Veg. Meal: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Paneer curry, Sweet Chatni (Tomato/Mango) Salad, papar & drinking water sufficient)	
3.	Local Fish Meal : Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Local fish curry ,Salad, papar & drinking water sufficient)	
4.	Special Local Fish Meal: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Local fish curry , Sweet Chatni (Tomato/Mango) Salad, papar & drinking water sufficient)	
5.	Poultry Chicken Meal : Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Poultry chicken curry , Salad & drinking water sufficient)	
6.	Special Poultry Chicken Meal: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Poultry chicken curry , Sweet Chatni (Tomato/Mango) Salad, papar & drinking water sufficient)	
7.	Country Chicken Meal : Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Country chicken curry , Salad, & drinking water sufficient)	
8.	Special Country Chicken Meal : Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Panner curry , Country chicken curry , Sweet Chatni (Tomato/Mango) Salad, papar & drinking water sufficient)	
9.	Poultry Chicken Meal with local fish: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Local fish curry, Poultry chicken curry , Salad & drinking water sufficient)	
10.	Country Chicken Meal with local fish: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, Local fish curry, Country chicken curry , Salad & drinking water sufficient)	
11.	Mutton Meal Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Mixed vegetable, mutton curry , Salad & drinking water sufficient)	
12.	Special Mutton Meal with local fish: Basmati Rice (sufficient), Veg. Fry/ Vaja, dal, Panner curry, Local fish curry, Mutton curry , Sweet Chatni (Tomato/Mango), Salad, papar & drinking water sufficient)	
13.	Hilsa with sarisha Curry (80 gm fish)	
14.	Hilsha Fry (80 gm)	
15.	Fried Rice (Full plate)	
16.	Yogurt (100 gm)	
17.	IEC Cream (60 ml)	
18.	Gudak (Traditional food) (50 gm)	
19.	Dry Fish Chatni (50 gm)	
20.	Pork Curry (100 gm)	
21.	Poultry Egg curry (1 piece)	
22.	Country Egg curry (1 piece)	

Darker
02/11/2020

Undertaking to be submitted by the tenderer

Tender Name: NIT (No.F.37(17-20)-Tender/Quotation/DHFWS/CMO/KHW/18 **Date:** / /2020

For supply of _____

Sir,

I/We/Shri/Smt....., on behalf of Hotel/Restaurant/Cooked Food Catering Firm / Shops /Off-set printing / Flex printing / Enterprises / Agencies / Co-operative Societies having registered office at....., do hereby declare that I/we have gone through the terms and conditions mentioned for the above and undertaken to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of 01(one) year from the date of award of contract to me/us.

2. I/We undersigned hereby bind myself/ourselves to the Office ofto supply The rates quoted by me/us for the items tendered for are specified against each.
3. I/We hereby undertake to pay the penalty as per the terms and conditions of the contract for delayed supply of the ordered items.
4. I/We agree to accept the amount of the bill to be paid by the purchaser after completion of all formalities and should any amount of the bill found by the purchaser/auditors to have been over-paid; the amount so found shall be refunded by me/us.
5. The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason.
6. I/We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.

SIGNATURE :
.....

NAME & DESIGNATION :
.....

DATE :
.....

NAME & ADDRESS OF THE BIDDER:
.....

Annexure: C

List of documents submitted should be given in a separate sheet as per following Performa:

Sl.no	List of documents	Page no
01	Up to date Tax Clearance Certificate.	
02	Income tax return of last three financial year.	
03	GST Registration Certificate.	
04	Bank Account Details.	
05	PAN Card.	
06	Up to date valid Trade License	
07	Up to date valid FSSAI (Food license for Food items and catering services)	
08	Labour license	
09	Valid registration of Co-operative Societies in case of Society/Public Sector Undertakings	
10	Experiences	
11	An undertaking for acceptance of Terms and condition of the NIT as per Annexure-	

* Attach separate sheets if the space is found insufficient in respect of these items.

SIGNATURE :
.....

NAME & DESIGNATION :
.....

DATE :
.....

NAME & ADDRESS OF THE BIDDER:
.....