



Government of West Bengal

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Memo No. CMOH/Tender/1205

Dated, Jalpaiguri 29/03/2022

NOTICE INVITING TENDER FOR PROVIDING CANTEEN SERVICE
VIDE E-NIT NO.CMOH/JPG/E-TENDER/08 DATED, 29/03/2022

The Chief Medical Officer of Health & Secretary, DHFWS, Jalpaiguri invites bids through e-tender in two bid systems (Technical and Financial Bid) from Owners /Firms/ Agencies for providing Canteen Service at District Hospital Campus, Jalpaiguri for the period of two year from the date of signing the contract. The commercial bids of the technically successful bidders will be evaluated based on the criteria of offering the lowest rate for hiring charges.

Sl no.	Name of the work	Type of Work	Canteen room RENT	Earnest money	Period of Contract
1	Providing Canteen Service at District Hospital Campus, Jalpaiguri	Service Provider	10000/- per month	25,000/-	2(Two) Year

General Instructions:-

1. Please read the Terms and conditions carefully before filling up the documents. Incomplete Tender documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the check list given at **Annexure-I** of the Tender document.
3. Tender received without the prescribed EMD of Rs. 25000/- shall be rejected.
4. The Financial Bid and the EMD submitted by all the bidders should be valid for at least for a minimum period of Six months from the date of opening of Technical Bid.
5. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
6. The authority reserves the right to reject any or all the tenders without assigning any reason.
7. The authority reserves the right to change the condition of the tender before opening of the Technical Bid.
8. Conditional Tender will not be accepted & will be rejected outright.
9. The tenderer shall also give an undertaking (Ann. X) specifically agreeing to all conditions of tender failing which his/her Financial bid will not be opened.
10. This invitation for bids is open to all firms providing contain catering services as given in scope of work. In addition, the bidder should fulfill eligibility criteria as specified.

The successful bidder will be , who satisfies all the pre qualification criteria & whose total rate for A) Breakfast + B) Lunch +C) Braverages, Starter & Snacks will be the lowest.

11. The financial bids of only technically successful bidders will be opened. The time / venue will be communicated later only the technically successfully bidder.
12. The successful bidder will have to enter into an agreement with the authority before taking charges of the canteen and commencement of canteen work.

13. The bidder will ensure that raw materials used for cooking are of very good quality, safe for human consumption and conform to the standard laid down by the state government in this regard from time to time. In the event of any food poisoning/ contamination the bidder will be held fully responsible and liable to penal action as per law. The bidder will ensure proper sanitization/hygienic conditions in the canteen premises and deploy persons free from infectious disease.
14. The contractor shall be responsible for compliance of the labour laws in in respect of personal engaged by him and he shall be the employer for his workers and the authority will not be held responsible fully or partially for any dispute that may arise between the bidder and his workers.
15. The eatable will be served in neat & clean utensils and the canteen staff must be in proper uniform.
16. The tenderer will also have to submit medical certificate on half yearly basis that all his/ her employees handling food are not having any contagious disease.
17. Cost of food and beverages must be competitive and reasonable. Prior approval of the authority will be required for any increase in the price of any item.
18. The bidder may also supply that eatable item which is not under the contract in case of any demand. The cost of such item should not exceed MRP rates.
19. The approved price of the eatable should be prominently displayed at the counter/ notice board of the canteen.
20. Cleaning of the canteen shall be done by the bidder. The garbage of the canteen shall also be disposed of by the bidder on daily basis.
21. it shall be the sole responsibility of the contractor to obtain and keep ready necessary license / permissions from various Government bodies for running canteen services and produce the same before in the concerned authority and when asked for it.
22. Liability /Responsibility in case of any accident causing injury death to canteen worker or any of his staff shall be of the firm.
23. The contractor is requested to maintain the details of all his employees / workers.
24. The contractor would be requested to use ISI /agmark food grade products as per FSSAI norms. The district food safety inspection officer will visit the canteen regularly to inspect the quality of raw material, food and other item prepared and sold in the canteen. Any defect(s) pointed out during these visits shall be properly attended by the bidder.
25. The biddershall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
26. The bidder for shall not stock any inflammable or otherwise dangerous materials in any part of the allowed space which are fire and health hazard to the property.
27. The bidder will have to install necessary Swipe Card reader and billing machine at his own cost.
28. The contractor shall be responsible for engaging adequate of number of trained manpower required for providing good canteen service.
29. The contractor shall be responsible for serving tea /snacks /lunch Etc. in the official meetings as and when required at the prescribed rate as per the contract.
30. The contractor shall responsible for timely payment of wages to its workers as per Minimum Wages Act and fulfill all other statutory obligations such as PF, ESI etc. in force from time to time. Any Lapse in this regard shall be viewed seriously.
31. Employment of child labour is strictly prohibited under the law.
32. The bidder shall ensure compliance of all laws related to cleanliness, sanitary, hygiene and health conditions and other laws in force from time to time with regard to environment around cooking place, dining hall and surrounding etc.
33. Sub contracting in any form will lead to immediate termination of contract.

34. The contractor shall install its electronic fly-kill/ insect repellent equipment, emergency lighting, LPG gas, furniture fittings, cooking utensils at its own cost.
35. Storing/ supply /sale and consummation of drugs, alcohol drinks, cigarettes or any other items of intoxication are strictly prohibited.
36. The bidder shall ensure that he /she, or his / her representative is available for proper administration and supervision of work.
37. The oil that remains from deep frying at the end of the day shall be disposed off and shall not be recycled for the purpose of cooking again.
38. All utensils shall have to be sterilized each morning before serving any items.
39. The food shall be cooked, stored and served under hygienic conditions.
40. The contract shall remain valid for 2 year from the date of its commencement. The contract can be further extended on the same terms and conditions on yearly basis on the satisfactory performance of the contract. The right of such extension is reserved by client.
41. The EMD of successful bidder can be converted as a part of security deposit.
42. The canteen shall remain open from 8:00 AM to 9:00 PM on each day. The canteen shall not be kept closed without prior permission from the client.
43. The bidder should take all safety measure including fire while running canteen.
44. Amenities to be provided by:
 - i. The authority will provide adequate space at District Hospital, Jalpaiguri to the contractor @Rs. 10,000/- per month which will be deposited in advance for six months.(i.e.Rs. 10000X6=60,000/-)
 - ii. Electricity charges will be borne by the bidder.
 - iii. Gas consumption charges will be paid by the bidder.

A) Eligibility for Quoting :-

Any bonafide bidder having essential qualifications as mentioned in this tender document could bid for the tender. The price is to be quoted in Indian Rupees only including all charges. Any other law or act or rule as may be in force and made applicable to the workmen / supervisor / or other persons as may be deployed by the contractor for planning out the assign job involving use of skilled / semi-skilled / unskilled workers. Payment for the work will be made on availability of fund.

B) Earnest Money :-

- a) The amount of Earnest money is Rs.25,000/-(Twenty-five thousand). The earnest money should be deposit through online mode (through ICICI Gateway) in favor of The Chief Medical Officer of Health & Secretary, DH&FW Samity, Jalpaiguri. Earnest Money to be deposited along with the Technical bid document at the time of submission of tender.

b) Refund of Earnest Money :-

The Earnest money will be released to the successful and unsuccessful Tenderers on application for the same to the Chief Medical Officer Of Health, Jalpaiguri after selection of L1 bidder & finalization of the tender.

c) Forfeiture of Earnest Money :-

The earnest money of the Tenderer will liable to be forfeited if the Tenderer withdraws his tender as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any of all of the items of his accepted tender within the time specified when requested to do so/fails to furnish Security Deposit within the stipulated time.

C) Submission of Bids :-

The tender is to be submitted in a two Bid System. Both Technical Bid, Financial Bid are to be submitted concurrently & duly signed by the tenderers. All papers must be submitted in English language.

a) Technical Bid (Statutory Cover Containing the following documents) :-

Sl No	Category	Sub Category Description
A	Certificates	PAN card of the authorized signatory
		Professional Tax Registration Certificate
		GST Registration Certificate with Last Return
		Trade License for F/Y 2021-2022
B	Company Details	Registration with Registrar of Companies (if applicable)
		Partnership Deed in case of Partnership Firm (if applicable)
		Power of Attorney (if applicable)
C	Financial Information	Income tax Return to be submitted for the Assessment year 2020-2021
		Audited Balance sheet
D	Certificate	Valid FSSAI certificate for running the canteen
E	Undertaking	Undertaking for not ever been blacklisted by the Govt. / Non. Govt Agency
F	Earnest Money	Earnest Money of Rs. 25,000/- have to deposit through online mode (through ICICI Gateway).

b) Financial BID :-

The folder as "Financial Bid" shall contain base price in Indian Rupee including all charges.

C) Evaluation of the tenders :-

- During the tender evaluation process, the "Bid A" will be opened first. Those Tenderer who have qualified the essential & other requirements will be identified and only their "Bid B" i.e. Financial bid will be opened. The "Bid B" of those Tenderer failing to meet the technical & other requirements of participating in the tender will not be opened and be rejected. The Tenderer offering the item found suitable and as being as per the tender specifications will only be selected. The Tenderer who have been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.
- The "Bid B" (Financial Bids) of only these tenderers passing the essential and other requirement test will be opened. If found suitable in the context of above prequalification etc., the Tenderer quoting the lowest rate will be considered as successful.
- Work Orders for the said works will be placed with the successful tenderers after the execution of the agreements. The successful tenderer will have to complete the work within the specified time schedule that had been assured at the time of selection as successful bidder.

D) Withdrawal / Cancellation & Purchase Policy of Tendering Authority :-

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part or in full thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.

E) Penalty Clauses (Penalty for formation of cartel or furnishing of fraudulent / misleading documents) :-

If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or bidders to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money, Forfeiture of Security Deposit if enlisted as a successful bidder.

F) Appeal :-

Appeal against the decision of the Chief Medical Officer of Health, Jalpaiguri and to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the T.S.C. will lie with Health & F.W. Deptt of the Govt.

G) Agreement :-

On a tender being accepted, intimation of acceptance will be forwarded to the Tenderer by Chief Medical Officer of Health, Jalpaiguri. After communication of the same, the Tenderer will have to execute agreement in the prescribed form with the Chief Medical Officer of Health, Jalpaiguri.

H) Payments Terms :-

Payment will be made through e payment system through ECS/RECS/RTGS after execution of the work subject to on being selected, the successful vendors will have to submit one application to the Chief Medical Officer of Health, Jalpaiguri, stating name of the payee/ recipient, Bank account no with MICR code, IFSC of the payee/ recipient for making e payment. No manual payment is allowed to be made as far as practicable.

I) Date & Time Information :-

Sl.No.	Particulars	Date&Time
1	Date of publishing N.I.T.& other Documents online	30/03/2022, 5:00pm
2	Online documents download start date	30/03/2022, 5:00pm
3	Online documents download end date	19/04/2022, 5:00pm
4	Online Bid submission start date	30/03/2022, 5:00pm
5	Dates for submission of Earnest Money online	30 /03/2022 to 19/04/2022
6	Online Bid submission closing date	19/04/2022, 5:00pm
7	Online Bid opening date for Technical Proposals	22/04/2022, 5:00pm
8	Date of online uploading list for Technically Qualified Bidders	To be notified later
9	Date of online opening of Financial Proposal	To be notified later
10	Date of uploading list officially selected bidder/ bidders	To be notified later

CHIEFMEDICALOFFICEROFHEALTH, JALPAIGURI RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND CMOH OFFICE, JALPAIGURI.

CMOH & Secretary
DH&FW Samiti, Jalpaiguri

Memo No. CMOH/JAL/Tender/ 1205/(19)

Dated. 29.03.2022

Copy forwarded for information and wide circulation to:-

1. The OSD, Public Health, North Bengal
2. The District Magistrate, Jalpaiguri
- 3-5. The Dy. Chief Medical Officer Of Health-I/II/III, Jalpaiguri
6. The Superintendent, District Hospital, Jalpaiguri
7. The Superintendent Mal SD Hospital, Jalpaiguri
- 8 -14. All B.M.O.H, Jalpaiguri District.
15. The Accounts Officer & Treasurer, DH & FWS, Jalpaiguri
16. The District Accounts Manager, DPMU, Jalpaiguri
17. The DSM NHM with a request to publish the matter to www.jalpaigurihealth.com
18. The DPM, NHM with the direction for wide publicity of this notice.
19. The I.T.Cell, Swasthya Bhavan, Kol, with the request to upload this notice to their website.
20. Notice Board of the undersigned office.

CMOH & Secretary
DH & FW Samiti, Jalpaiguri

CHECK LIST FOR THE BIDDERS (To be submitted with Technical Bid)

Sl No	Items	Please Put Tick Mark	
1	PAN card of the authorized signatory	Yes	No
2	Professional Tax Registration Certificate	Yes	No
3	GST Registration Certificate with Last Return	Yes	No
4	Trade License for F/Y 2021-2022	Yes	No
5	Registration with Registrar of Companies (if applicable)	Yes	No
6	Partnership Deed in case of Partnership Firm (if applicable)	Yes	No
7	Power of Attorney (if applicable)	Yes	No
9	Income tax Return to be submitted for the Assessment year 2021-2022	Yes	No
10	Audited Balance sheet of F.Y. 20-21	Yes	No
11	Valid FSSAI certificate for running the canteen	Yes	No
12	Undertaking for not ever been blacklisted by the Govt. / Non. Govt Agency	Yes	No

Signature of the Bidder/Authorized Representative
with Seal, Date & Contact Number

APPLICATION FORMAT

Scan copy Annexure -I (Page No.7,8,9) to be uploaded to the Financial Bid after quoted the rates for each items individually)

To
The CMOH & Secretary
DH & FW Samiti
Jalpaiguri

Sub: Submission of Tender for Canteen

Sir,

(1) We have thoroughly read all the terms and conditions of this tender guideline and is ready to execute the said work/works in accordance with that. (2) We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

(3) We also understand that the tender selection committee reserves right to accept or reject any bid without assigning any reason thereof. (4) We confirm that we do not stand deregistered/ banned/blacklisted by any Government Authorities/Organization/Institution etc.

Brief of court/legal pending, if any, are following :-

We would authorize and request any Bank, Person, Firm or Corporation to furnish pertinent information as deemed necessary and/ or as requested by you to verify this statement.

A) Breakfast (Total amount of Breakfast to be submitted in BOQ)

Sl.No	Menu	Maximum Quoted Price	Quoted Price
1	Bread Toast with Butter (4 Pc)	20	
2	Bread Toast with Jam (4 Pc)	20	
3	Patis (Veg)	15	
4	Patis (Chicken)	25	
5	Pestri	15	
6	Veg Sandwich	20	
7	Veg Grill Sandwich	25	
8	Veg Cheese Sandwich	35	
9	Bombay Grilled Sandwich	70	
10	Veg Maggi	20	
11	Egg Maggi	25	
12	Egg Chicken Maggi	35	
13	Chicken Maggi	30	
14	Wai Wai Veg	25	
15	Wai Wai Egg	30	
16	Wai Wai Chicken	35	
17	Aloo Paratha (2 pcs) with Sabji	30	
18	Roti (3pcs) with Sabji	25	
19	Plain Paratha(2pcs)with Sabji	30	
20	Luchi (4 pcs) with Sabji	25	
21	Chola Bhatura	50	
22	Boiled Egg (1 PC)	10	
23	Omlate(Double Egg)	25	
24	Butter Masala Dosa	100	
25	Plain Dosa	50	
26	Idly (2 PCS)	50	
27	Bada 2 pcs with Sambar	40	

Total amount of Rs.

Sl. No	Menu	Maximum Quoted Price	Quoted Price
1	Plain Rice (150 GM)	15	
2	Jeera Rice	25	
3	Veg Fried Rice	50	
4	Special Veg Fried Rice	60	
5	Double Egg Fried Rice	60	
6	Chicken Fried Rice	70	
7	Egg Chicken Fried Rice	80	
8	Mixed Fried Rice (Veg)	60	
9	Mixed Fried Rice (Non-Veg)	80	
10	Schezwan Fried Rice	130	
11	Chilli Garlic Fried Rice	100	
12	Steam Rice	20	
13	Ghee Rice	30	
14	MUTTON BIRIYANI	180	
15	CHICKEN BIRIYANI	140	
16	EGG BIRIYANI	80	
Indian Main Course			
1	Punjabi Dal Tadka	65	
2	Aloo Gobi	30	
3	Aloo Matar	40	
4	Paneer Butter Masala	75	
5	Kadai Paneer	100	
6	Sahi Paneer	100	
7	Paneer 65	120	
8	Paneer Chilli (Semi Gravy)	100	
9	Yellow Dal Tadka	65	
10	Mix Veg	75	
11	Aloo Do Payaza	50	
12	Green Peas Masala	100	
13	Mushroom Masala	120	
14	Aloo Soyabean Curry	35	
15	Chicken Curry 4 Pcs (Desi)	120	
16	Chicken Kasa (Poultry) 4 Pcs	100	
17	Chicken Kasa (Desi) 4 pcs	120	
18	Mutton Curry (4Pcs)	200	
19	Mutton Kasa 4 PCS	180	
20	Fish Curry- Katla 2 Pcs	100	
21	Fish Curry- Rohu 2 Pcs	100	
22	Small Fish- Curry 150 GM	65	
23	Green Salad	20	
24	Plain Papad (2 Pcs)	10	
25	Masala Papad (1 Pcs)	10	
26	EXTRA 1 PLATE RICE(100 GM)	07	
Thali			
27	Veg Thali	40	
28	Fish Thali	60	
29	Chicken Thali (4 Pc)	80	
30	Mutton Thali(4 Pc)	140	
31	Small Fish Thali	60	
32	Egg Thali	45	

Total amount of Rs.

C) BEVERAGES, STARTER & SNACKS (Total amount of Breakfast to be submitted in BOQ)

Sl. No	Menu	Maximum Quoted Price	Quoted Price
1	Tea	05	
2	Special Tea	07	
3	Coffee	10	
4	Special Coffee	25	
5	Masala Soft Drink	30	
6	FRUIT JUICE (200 ML)	30	
7	LASSI (250 ML)	30	
8	MILK (200 ML)	20	
9	Onion Pakora (10 pcs)	25	
10	Veg Pakora (8 pcs)	25	
11	Chicken Pakora (6 pcs)	70	
12	Paneer Pakora (6 pcs)	60	
13	Veg Roll	35	
14	Chicken Roll	50	
15	Egg Roll	40	
16	Egg Chicken Roll	60	
17	Veg Cheese Roll	60	
18	Paneer Chilli	120	
19	Potato Chilli	40	
20	Baby Corn Chilli	120	
21	Mushroom Chilli	130	
22	Chicken Chilli	140	
23	Chicken Dry Fry	120	
24	Veg Momo	50	
25	Pan Fried Momo	70	
26	Momo Chilli	80	
27	Mexican Cheese Ball	120	
28	Paneer Sathe	120	
29	Paneer 65	130	
30	Aloo Paratha (1pcs)	25	
31	Paneer Paratha (1pcs)	35	
32	Onion Paratha (1Pcs)	30	
33	Plain Paratha (1Pcs)	15	
34	Cheese Mughlai Paratha	100	
35	Chicken Chowmein	100	
36	EGG CHOWMEIN	70	
37	VEG CHOWMEIN	50	
38	Mug Soup	45	
39	Manchow Veg Soup	50	
40	Pepper Veg Soup	40	
41	Chicken Hot and Sour Soup	55	
42	Clear Non Veg Soup	55	
43	Tomato Soup Non Veg	25	

Total amount of Rs.

Signature of the Bidder/Authorized Representative
with Seal, Date & Contact Number