



OFFICE OF THE SUPERINTENDENT BHIMA BHOI MEDICAL COLLEGE & HOSPITAL, BALANGIR
At/PO/Dist – Balangir, PIN – 767001 (Odisha)
E-mail: gmchospitalbalangir1@gmail.com



Letter No. 4014 /Estt.(BBMC&H)/25 Balangir

Dt. 21.06.2025

To

The Director Medical Education & Training, Odisha, Bhubaneswar

Sub: Publication of Tender in Official Website - Regarding.

Ref: Tender RFP. No. 4018 /Estt. (BBMC&H)/25, dt.21.06.2024.

Sir,

With reference to the subject cited above, it is decided to float Open Tender for “**Catering Services (Canteen/Cafeteria) at BBMCH, Balangir**”. For this the draft Tender proposal is attached herewith for publication in your official website www.dmetodisha.gov.in for wide circulation.

Enclosed: 15 Pdf Sheets.

Yours faithfully,

M.Pande
21.06.21

Superintendent
BBMC&H, Balangir

Bhima Bhoi Medical College & Hospital, Balangir

Memo No. 4015 /Estt.(BBMC&H)/25 Balangir

Dt. 21.06.2025

Copy submitted by email to: Dean & Principal, BBMC&H, Balangir for information & requested to publish the bid documents in the official portal <https://bbmchbalangir.nic.in>

M.Pande
21.06.21

Superintendent
BBMC&H, Balangir

Bhima Bhoi Medical College & Hospital, Balangir

Memo No. 4016 /Estt.(BBMC&H)/25 Balangir

Dt. 21.06.2025

Copy submitted to DM & Collector, Balangir for favour of information & necessary action.

M.Pande
21.06.21

Superintendent
BBMC&H, Balangir

Bhima Bhoi Medical College & Hospital, Balangir

Memo No. 4017 /Estt.(BBMC&H)/25 Balangir

Dt. 21.06.2025

Copy submitted to District Informatics Officer, Balangir for favour of information & with a request to publish above the bid documents in the official portal <https://balangir.odisha.gov.in>

M.Pande
21.06.21

Superintendent
BBMC&H, Balangir

Bhima Bhoi Medical College & Hospital, Balangir



**OFFICE OF THE SUPERINTENDENT BHIMA BHOI
MEDICAL COLLEGE AND HOSPITAL, BALANGIR
(Odisha)**



Tender RFP No. 4018 /Esst. (BBMC&H)/25 Dt.21.06.2025

**TENDER DOCUMENT FOR CATERING SERVICE (CAFETERIA/CANTEEN)
AT BHIMA BHOI MEDICAL COLLEGE AND HOSPITAL, BALANGIR
(ODISHA)**

Date of Publication of Tender : Dt. 21.06.2025

Last Date of Receipt of Tender : Dt. 14.07.2025 up to 05.00 PM

Pre-Bid Meeting : Dt. 26.06.2025 at 11.00 AM

**Date of Opening Technical Bid : Dt. 16.07.2025 at 11.00 AM at O/o
Superintendent, BBMC&H, Balangir.**

**Date of Opening Technical Bid : Intimate by Superintendent, BBMCH,
Balangir to the agency found successful in
technical proposal evaluation.**

**Place of opening of Tender &
Address for Communication : Superintendent, Bhima Bhoi Medical
College & Hospital, NH-224, Laltikra,
District-Balangir, Odisha, Pin-767002**

Sd/

M.Panda
21-06-25

**Superintendent
BBMC&H, Balangir**

Tender for
CATERING SERVICES (Canteen/Cafeteria)
AT
BHIMA BHOI MEDICAL COLLEGE AND HOSPITAL, BALANGIR

Tender Issue Date	21.06.2025
Date, time of Pre-bid meeting	30.06.2025 , 11.00 A.M.
Closing date and time of Submission of Bid	14.07.2025 , 05.00 P.M.
Date and time of Opening of Technical Bid	15.07.2025 , 11.00 A.M.

Bhima Bhoi Medical College & Hospital, Balangir
At- Laltikra, Balangir, 767002
e-mail : gmchospitalbalangir1@gmail.com
Website: www.bbmchbalangir.nic.in

BBMC&H Balangir, the Government Medical College established in Balangir is situated at Laltikra on the Balangir-Patnagarh road. The Superintendent, BBMC&H, Balangir would like to outsource following Services for the Institution's day-to-day activities by inviting Tender.

Tender No.	Brief Description of Services
	One Canteen in the Aahar Building with services like tea, coffee, soft beverages, dry snacks, as well as prepared/cooked Tiffin /Snacks and meals.

Tender(s) should be Sealed and Superscribed with Tender Number and Addressed to:
The Superintendent,
BBMC&H, Balangir,
Laltikra, Balangir - 767002

The sealed Tender(s) should reach the Institute, latest by dt. **14.07.2025 at 5.00 PM** and the Technical Bid will be opened on **15.07.2025 at 11 AM** in the Office of the Superintendent , BBMC&H, Balangir. The bidder(s) or their authorized representative(s) may remain present at the scheduled date and time. In case the appointed date is declared Holiday the next date of opening of the Office shall be applicable for Opening of Tender.

The tender is in two- bid system i.e. Technical Bid & Financial Bid. The Technical Bid will be opened on the designated date by the Canteen Committee. Technically qualified bidders will be intimated by e-mail to participate in the Financial bid opening. **Any further change/corrigendum shall be displayed in our website (www.bbmchbalangir.nic.in) &(www.balangir.odisha.gov.in).** The bidders are requested to visit the website from time to time.

1. TENDER FOR CAFETERIA SERVICES (CANTEEN) AT BBMC&H, BALANGIR

1.1 Office of the Superintendent, BBMC&H, Balangir invites tender for selection of catering contractor to run **one canteen, in the earmarked space for Cafeteria, inside the Aahar building.** The same service provider shall manage both the canteen service as well as the readymade eatables.

The Tender shall be in two-bid system. The duration of the contract shall be initially for a period of 1(ONE) year from the date of award of contract and extendable upto 3 (three years) on mutually agreeable terms & conditions. The first three months will be on trial period and on satisfactory completion of it, the contract will automatically be extended for one year. On satisfactory performance, extension will be made year to year for a maximum of 3 years. However, in case of any defaults or negligence under such contract the Canteen Committee may suggest to the BBMC&H Authority to impose fine or penalty against the contractor or termination of the contract finally.

1.2 Service Providers having adequate same/similar experience in running Canteen/Cafeteria in Government Departments, Public Sector Undertakings, renowned Private and Educational Institutions or having experience in running eateries may apply along with sufficient proof of their experience and ability of running the canteens. In this connection, a Canteen Committee constituted by the Superintendent, BBMC&H Balangir shall evaluate the technical bids specifically containing similar experiences of carrying out canteen services and declare the qualified bidders. The committee will formulate its criteria (point 11) for evaluation and their decision will be binding upon all bidders.

1.3 Tenderers interested in the above mentioned contract are required to submit their Tender documents in the following manner.

a. Technical Bid: Containing the tender document with seal and signature on each page

b. Financial Bid: Containing the details of rent for Canteen offered over and above the base rent fixed by Canteen Committee,

1.4 The Tender fee is **Rs.5,000/- (Rupees five Thousand only)** (non-refundable) should be deposited in shape of Bank Draft of any Nationalized Bank drawn in favour of Superintendent, BBMC&H, Balangir.

EMD amounting to Rs.20,000/- (Rupees Twenty Thousand only) in the form of DD drawn in favor of the Superintendent, BBMC&H, Balangir (Refundable to unsuccessful bidders after award of the contract) should be furnished along with the Technical bid. **The period of acceptance of the bid shall remain valid for a period of 180 days from the date of opening of the Price bid.** The successful bidder has to submit an amount of **Rs.1, 00,000/- (Rupees One Lakh only) as Performance Security** before signing of agreement with the Superintendent BB MC&H, Balangir. The Performance security shall be in form of **Demand Draft** in favor of Superintendent, BBMC&H, Balangir. The EMD of the successful bidder shall be returned after the submission of Performance security by the firm.

1.5 Documents relating to Technical bid and Financial bid should be submitted in two separate sealed envelopes superscribed as **“Technical bid”&“Financial bid”** and bidder should write name & address of the bidder on the top of each envelope. Both the envelopes should be placed in a third sealed envelopes superscribed as **“Tender for Catering Service (Hospital Canteen/Cafeteria) at BBMC&H, Balangir”** with the name & address of the bidder on the top of the envelope and must reach the office of the Superintendent, BBMC&H, Balangir **on or before 11.07.2025, 5.00 PM.**

1.6 The Technical bid should contain the entire Tender document except Price Bid Format with signature and seal on each page as a token of acceptance of BBMC&H, Balangir's terms & conditions. The Financial bid should contain the details of rent for Canteen offered by the bidder over and above the base price of Rs 40,000/-fixed by Canteen Committee. The contractor will be required to quote the additional amount along with the base price of Rs. 40000/-per month towards rental charges for Canteen.

M.Pande
21-06-21

Superintendent
BBMC&H, Balangir

1.7 Submission of Technical & Financial bid in a single envelop will lead to disqualification.

1.8 The technical Bid will be opened on **16.07.2025 , 11.00 A.M.** Bidders or their authorized representative are requested to be present at the time of opening of the bids. Technical evaluation of the bids submitted will be on the basis of Pre-Qualification criteria and Physical Inspection by the Committee of BBMC&H, Balangir by visiting at least one Institute (Government Organizations, Private/ Public Sector Undertakings and renowned educational institutions) or the reputed private eatery of Balangir District, where the bidder himself is providing same/similar nature of services/ works. Based on the above, the names of the bidders will be shortlisted for Financial bid. Bidders shortlisted for Financial bid may attend the opening of Financial bid on the Date, Time & Venue as may be displayed in the said website.

Selection for the allotment of canteens will be strictly on the Tender basis and the qualifying party will be allowed to go for the contract. Interested parties to run the canteen have to **quote monthly rent considering the prescribed rate chart** and other terms and conditions. **The tender will be decided on the basis of highest rent offered by a party. The rate chart of items may be revised on the request of the proprietor after due consultation with the canteen committee members.**

2. PRE QUALIFICATION CRITERIA

Xerox copy of the following documents duly attested by the Proprietor must be submitted along with Technical Bid

1. PAN, TAN
2. TIN
3. Food/ Catering License, Partnership Deed in case of partnership
4. Labor License
5. Municipal License/ Trade License
6. Sales Tax/ Service Tax Certificate
7. A Notary Declaration stating that, in case of contamination of food due to any negligence and carelessness during the contract period with BBMC&H, Balangir, suitable action will be taken as per the decision of the competent authority
8. Last Income Tax Return (2 years)
9. Work Orders of same and similar nature of service from other Organizations (at least one)
10. The Bidder should have the turnover of minimum 3.00 Lakh and above per annum.

3. PHYSICAL INSPECTION

The Committee of BBMC&H, Balangir or their representative shall pay a visit to atleast 1 (one) Institute or any private eatery under the direct control and management of the bidder, where the bidder himself is providing same/similar nature of services. The evaluation shall be made based on the following parameters.

- **Nature of Food:** Food quality and taste
- **Cleanliness & Hygienic Condition:** of the working place such as cooking area, service area, dining area, etc.
- **Staff:** Trained/ Experienced/ Uniform/ Behavior, etc.
- **Food Storage facility:** Cold Storage, Pastry Storage, Cooked food Storage, etc.
- **General:** Garbage disposal, Exhaust system, Records keeping, etc.

The decision of the Canteen committee regarding Physical Inspection of Institutes/ work sites (as suggested by bidders) shall be final and binding on all concerned. The committee will also inspect the quality and quantity of the food items mentioned in Appendix-A, B & C.

In the **Prebid meeting** the prospective bidders can come and visit the site of the Canteen and may raise their queries.

4. SCOPE OF WORK AND GENERAL TERMS & CONDITIONS

4.1 The Hospital Canteen/Cafeteria will include a Canteen counter along with cooking space (for fresh preparation of Tiffin, snacks & meals), dining space, two store rooms, washing area ,total area of approximate size 2938 sq. feet and toilet complex along with one open space area of 1840 sq. feet located in the ground floor of Aahar building of BBMCH Balangir.

Space earmarked as Pantry will be provided for cooking, annexed to the cafeteria, and a vending window will be provided to serve food. The electricity charges should be borne by the bidder as per the meter reading and fixed Water charges as decided by the Canteen Committee in consultation with the PHD, Balangir.

The Contractor shall bear all the expenses towards the purchase of brooms, phenyl, etc. for maintaining cleanliness of highest standard. Utensils and cooking gas required for cooking, and other crockery cutlery, glasses and other kitchen equipments shall have to be arranged by the contractor. Good quality paper made disposables should be used by the Contractor for serving tea/ coffee, etc. **instead of plastic materials.** The Contractor shall use the **commercial Cooking gas Cylinder and ISI marked Gas Stove** for the purpose of cooking.

4.2 The contract may be terminated by the Contractor after giving a notice of three months whereas BBMC&H, Balangir can terminate the contract after giving one month notice period. However, BBMC&H, Balangir can terminate the contract after giving one week time during the initial period of three months. In case of termination of the contract due to poor performance of the contract as decided by the Canteen Committee of BBMC&H, Balangir or termination of the contract by the Contractor before the stipulated period of the contract, the performance security of the contractor will be forfeited.

4.3 In case the L1 bidder [bidder who offered highest monthly rental charges]wants to back out on his own desire, then he has to continue the service till alternate arrangements are made by or a new contract is signed.

4.4 The tenderer should give his/ her full permanent as well as temporary addresses in the tender form.

4.5 No compensation will be allowed due to fluctuation in the market rates of material and labor. There will be no escalation of rates of the different items as quoted. The rates quoted by the contractor shall remain unchanged during the contract period.

4.6 The amount of penalty/fine imposed upon the contractor and any damage caused to the property of BBMC&H, Balangir will be deducted from the amount of Performance Security and the rest will be returned to the contractor after completion of the contract period with out any interest. In case of any lapses in service delivery and quality, the contract shall be terminated by serving one month's notice and the entire amount of security deposit/ performance security deposited by the party shall be forfeited.

4.7 The Contractor, whose tender is accepted, has to sign an agreement on non-judicial stamp paper worth Rs.100/- (Rupees One Hundred only) with the Superintendent, BBMC&H, Balangir within 10 days of issuance of Work Order, failing which the earnest money deposited by him will be liable to be forfeited and the work order will be treated as cancelled.

4.8 The tenderer is not allowed, to make additions/ alterations in the tender paper, such additions and alterations shall be at the tenderers own risk and the tender is liable for rejection. Conditional tenders shall not be accepted.

4.9 The contract comprises the necessary arrangement of all raw materials required for preparation of snacks, beverages, preparation of items mentioned in (Appendix A ,B& C) and serving the prepared articles to customers, including provision of all materials, equipment for preparation and serving of items. This will also include transportation, cost of materials and labour charges. The contractor shall make his own arrangement for safe preservation (in refrigerator) of materials and accommodation for his staff, etc.

M.Panda
21/06/25

Superintendent
BBMC&H, Balangir

4.10 The contractor shall maintain the quality of preparation of food, constant supply of cold drinking water (purified water) & availability of fresh items, as per the canteen management committee requirement. The contractor shall install appropriate size of chimney for proper ventilation of kitchen.

4.11 The contractor shall maintain the working hours of Canteen as laid down by the Hospital Canteen Committee. The contractor will keep the premises clean as per the instructions of the Hospital Cafeteria committee on its own cost. The garbage as generated will be suitably disposed off through mechanized manner and no garbage will be piled up for more than one day.

4.12 The contractor shall maintain FULL HYGIENIC CONDITIONS in the Canteen, in the storage, preparation and serving of eatables and in keeping the floor, furniture, utensils, crockery, cutlery neat and clean, so as to maintain the standards and aesthetic values in the Canteen. Contractor should make arrangements for visible storage of prepared food in hygienic condition. The canteen and its premises shall be kept clean and tidy. The garbage, peel-offs, etc. should be disposed of as per norms of Balangir Municipality at the cost of the Contractor/ Caterer. Smoking, tobacco chewing and intake of liquor in the Canteen/Cafeteria is strictly prohibited.

4.13 The Staff and the Caterer will have to be provided aprons with ID cards by the Contractor during working hours and they will be required to wear the aprons and cap during working hours positively. Such persons should be free from contagious disease and maintain a desired degree of cleanliness. No staff member below 18 years of age should be appointed by the Contractor as it is prohibited under the Law.

4.14 The contractor shall carry out the work in accordance with this contract and with directives of Hospital Cafeteria Committee and to the satisfaction of the administration. The Hospital Cafeteria Committee from time to time may issue further instructions, detailed directions and explanations which are hereafter collectively referred to as Cafeteria Committee's instructions in regard to the Cafeteria management.

4.15 The Cafeteria should run in the name of 'BBMC&H, Balangir Cafeteria' and no other name should be used.

4.16 The Committee or its members shall have every right to inspect the Cafeteria without any notice and can seal the same in case of violation of terms and conditions. The staff of the canteen shall be the sole staff of the contractor.

4.17 The Cafeteria should run during the timings from 7 A.M. to 11.00 P.M. The Institution shall, however, reserve the right to revise the timings as per convenience.

4.18 The decision of the Canteen Committee of the Institute with regard to any matters pertaining to the Cafeteria shall be final.

4.19 The Canteen Contractor shall handover charge of all furniture, fixtures, fittings, etc., in good condition to the Institute when the contract is terminated.

4.20 The Canteen Contractor shall pay the cost of damage, if any, caused to the premises, fixture, and fittings etc., during the period of contract.

4.21 The Committee may also authorize any other person of BBMC&H, Balangir to inspect the Hospital Cafeteria.

4.22 The contract will be in force from the date of leasing the Canteen and expire on completion of contract period and no notice by Institute is necessary and the Canteen Contractor shall leave the Canteen premises with his employee's immediately after completion of the specified date and shall not re-enter.

4.23 The BBMC&H, Balangir permits the Contractor to utilize the electrical and sanitary fittings, furniture, for the purpose of carrying out their obligations under this Agreement. However, extra requirement if any, is to be arranged by the Vendor/ Contractor. Contractor will provide drinking water facility in the canteen.

4.24 The contractor is not allowed to make any additional civil structure on the allotted canteen area without taking permission from the canteen committee.

4.25 The contractor is not allowed to accept order from outside person/agency & could not supply food beyond the hospital premises from the canteen of BBMCH.

4.26 BBMC&H, Balangir reserves the right to accept or reject any tender without assigning any reason thereof. The tenders which do not fulfill all or any of the above conditions or incomplete in any respect shall be liable to be rejected.

5. GENERAL RULES PERTAINING TO THE DAILY FUNCTIONING OF THE CANTEEN:

Canteen Timings: 7:00 AM –11:00 PM

1	Breakfast	7:00 AM to 10:00 AM
2	Lunch	12.00 to 2.30 PM
3	Afternoon Snacks & Tea	3:00 PM to 7:00 PM
4	Dinner	8.00 PM - 10.PM
5	Tea/Coffee	Anytime

1. Menu as decided by the Canteen Committee will be strictly followed. Price of each item must be displayed on board in the cafeteria/Canteen.
2. Extra items e.g. extra bowls of curd, non veg. items and special vegetarian dishes, etc. over and above the decided canteen menu can be sold at extra prices, after approved by the Canteen committee in consultation with the caterer.
3. Sufficient counters should be made operational. This shall be decided by the Canteen Committee.

6. BRANDS OF CONSUMABLES PERMISSIBLE IN CANTEEN.

Item	Brand
Salt	Iodized salt
Oil (Sunflower, Mustard)/Vegetable Oil	Fortified oil

The caterer may use any other FPO approved brands, only if permitted by the Canteen Committee, in writing.

7. GENERAL INSTRUCTIONS TO BIDDERS

7.1 Definitions and interpretations:

In the contract (as hereinafter defined) the following definitions, words and expressions shall have meaning hereby assigned to them except where the contract otherwise requires.

- i. Bhima Bhoi Medical College & Hospital, Balangir means the administration of the Bhima Bhoi

Medical College & Hospital, Balangir located at Laltikra represented through it's Superintendent or her representative.

- ii. Superintendent means the Head of the office of the Bhima Bhoi Medical College & Hospital, Balangir,
- iii. OIC, Canteen/Cafeteria means the Officer assigned as in charge to supervise all activities related to running of Canteens and various shops inside the premises of Bhima Bhoi Medical College & Hospital, Balangir and report to the "Canteen Committee" who directs and administers the contract.
- iv. "Canteen Committee" shall mean a Committee that would normally comprise of Superintendent, Bhima Bhoi Medical College & Hospital, Balangir as Chairman with others different members constituted by the Superintendent, Bhima Bhoi Medical College & Hospital, Balangir from time to time to supervise and for over all control of the management of the canteens/shops.
- v. Contractor means the person(s) , firms or company whose tender has been accepted by the canteen committee and deed of agreement executed thereof.

7.2 Assignment & Subletting:

- i. The contractor shall not assign the contract or any part thereof or any benefit or interest therein or there under without written consent of the Superintendent, Bhima Bhoi Medical College & Hospital, Balangir. The whole of the charge included in the contract shall be executed by the Contractor. He/ She shall be responsible for the acts, defaults and neglects of servants, or workmen, as fully as if they where the acts or defaults of the contractor.
- ii. The Canteen premises (inside and outside) should not be used for any other purpose except for running the canteen and that the walls and surroundings of the canteen should not be used for display of wall posters, writings etc.
- iii. The Contractor should not transfer the management to any other individual or agency. The manager of the Canteen should be present at the premises and supervise the day-to-day affairs of the Canteen and shall not give scope for any complaints either from staff or customers.
- iv. In case of any defaults or negligence under such contract the members of the canteen committee may suggest to the Superintendent, Bhima Bhoi Medical College & Hospital, Balangir to impose fine or penalty against the contractor.
- v. The Superintendent, BBMC&H, Balangir will have discretion to add or amend any conditions of this contract at any time and the contractor will be bound to comply with the same. The same may be hoisted in the BBMC&H, Balangir website.

7.3 Scope of Contract

- i. The contractor shall maintain **FULL HYGIENIC CONDITIONS** in Canteen, in storage, preparation and servicing of eatables and in keeping the floor, furniture, utensils, crockery, cutlery neat and clean,

such as to maintain the standards and aesthetic values in the Canteen. Contractor should make arrangements for storage/display the items in hygiene condition.

The staff for servicing in Canteen will have to be provided uniforms by the contractor during working hours and they will be required to wear the uniforms during working hours which is a must. While serving the food they have to wear cap, mask and gloves

- ii. **The contractor will be required to pay rent for Canteen on monthly basis as finalized by the Canteen Committee. Electricity charges extra as per actual unit consumption through a meter to be installed in the canteen. Monthly fixed water charges to be paid by the contractor in consultation with PHD .**

8. Removal of Workmen and compliance of statutory liabilities:-

The contractor shall employ in running the canteen only such persons as are careful, skilled and experienced in their trades. No child labour will be employed by the Contractor in the canteen and the Institute shall be at liberty to object to and require the Contractor to remove from canteen any person employed by contractor in running the canteen who in the opinion of the Superintendent, Bhima Bhoi Medical College & Hospital, Balangir misconducts himself or is incompetent or negligent, in the proper performance of his duties and such persons shall not again be employed in the canteen without the specific permission of the Canteen Committee.

- i. **Minimum Wages:** The contractor shall ensure that wages paid to his employees conform to the provisions of the Minimum Wages Act.
- ii. The contractor shall be totally responsible for all statutory liabilities including those relating to Weights and Measures and Prevention of Food Adulteration.
- iii. The license fee along with the electricity and water charges has to be deposited positively on monthly basis without fail. Otherwise penalty shall be imposed as decided by the Canteen Committee, BBMC&H, and Balangir.
- iv. The contractor shall be totally responsible for all statutory liabilities including those relating to Weights and Measures and Prevention of Food Adulteration.
- v. The contractor will take adequate steps for fire safety of the whole Canteen/Cafeteria area.

9. Settlement of Dispute:

All disputes related to canteen lease, rent, electric bill, management, maintaining hygiene and abiding rules and regulation framed by canteen committee shall be settled amicably between the Canteen Committee and the Contractor. If required, an Arbitrator shall be appointed on mutual consent within the Institute by authorities of BBMC&H, Balangir. Any legal dispute if so arise shall be subject to Balangir jurisdiction.

10. PENALTY CLAUSE

In case of violation of the following rules, the penalty charges on the Caterer shall be followed.

- a. Non-availability of complaint register on the counter/discouraging students from registering complaints, a fine of Rs.500/- (Rupees Five hundred only) on every occasion.

M.Pandc
21-06-21
Superintendent
BBMC&H, Balangir

- b. For single complaints of insects and/or foreign object cooked or found in dish (any food items) would invite a fine of Rs.1, 000/- (Rupees One Thousand only) on the caterer.
- c. For single complaints of unclean utensils in a day would lead to a fine of Rs.200/- (Rupees Two Hundred only) on the caterer.
- d. Fine on any discrepancy (personal hygiene of workers, misbehaviour by workers, etc.) will lead to fine of Rs.1, 000/- (Rupees One Thousand only) on caterer for every instance.
- e. Absence of the proprietor or his representative in the Canteen Meeting without prior information will attract a fine of Rs.2, 000/- (Rupees Two Thousand only) on caterer.
- f. In case it is found that three such fines do not have any effect in abiding by the terms and conditions mentioned in the contract, the contract may be terminated finally after serving fifteen days notice by the Administration of BBMC&H, Balangir to the Contractor. The notice during the trial period will be only one week.
- g. Severity of hygiene failure shall be assessed and decided by the Canteen committee and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed.
- h. The successful vendor will engage adequate manpower with proper justifications and the same must be communicated to authority after award of the tender.

11. TECHNICAL EVALUATION OF SERVICE FACILITIES

Bidder qualifying in pre-qualification criteria will be eligible for further evaluation. The committee formed by the Institute or their representative will visit at least one site of each bidder and would decide on the following parameters.

Food: Quality and taste
Cleanliness and Hygiene : cooking area, service area, dining area, etc.
Staff : trained, experienced, clean uniform, behavior, Appearance, etc.
Food Storage facility : cold storage, Pantry storage, cooked food storage, etc.
General : Garbage disposal , Exhaust system, record keeping, etc.

APPENDIX-A (Morning Breakfast)

Sl. No.	Menu	Quantity	Maximum Rate(Rs)
1	Tea - one cup	75 ml	7.00
2	Coffee - one cup	75 ml	10.00
3	Chole Bhature (3 pieces)	120 g each	30.00
4	Idli (70g each) / Vada (50g each) with Chutney, Sambar	Per piece	5.00
5	Upma / Halwa with Chutney, Matar curry	150 g	20.00

6	Masala Dosa with Chutney, Sambar	(33 x 33 cm) Medium Size	30.00
7	Plain Dosa with Chutney and Sambar	(33 x 33 cm) Medium size	25.00
8	Uttappam (2 no.) with Chutney, Sambar	100 g each	30.00
9	Puri with Curry/ Ghugni (6 Nos.)	40 g each	30.00
10	Aloo/Methi/ Veg. Paratha, with Chutney	100 g each	15.00

APPENDIX-B(Lunch)

Sl No	Items	Quantity	Maximum price
1	Veg Thali(Rice,dal,mix veg. curry,veg.fry,khata)	Adequate for one person	70
2	Veg special Tahli(Veg. Thali+ paneer/mashroom & 1 sweet)	-	120
3	Non-Veg Thali (Rice,dal,veg.fry Fish)	-	100
4	Non-Veg Thali (Rice,dal,veg.fry,chicken)	-	120
5	Non-Veg Thali (Rice,dal,veg.fry,2 eggs)	-	80

APPENDIX-C (Afternoon Snacks & Dinner)

Sl. No.	Items	Quantity piece	Maximum Rate (Rs)
1	Potato Samosa	1P (70gm)	7.00
2	Vegetable Chop	1P (70gm)	10.00
3	Vada	1P (70gm)	7.00
4	Chowmin (Veg.)	200 gm	25.00
5	Chowmin (Paneer)	200 gm	40.00
6	Chowmin (Mushroom)	200 gm	40.00
7	Chowmin (2 Egg)	200 gm	40.00
8	Chowmin (2 Egg-Chicken)	200 gm	50.00
9	Chili Chicken (6 pieces)	Cooked 200 gm(1 Plate)	60.00
10	Chicken Pakoda (6 pieces)	Cooked 200 gm(1 Plate)	50.00
11	Paneer Pakoda (6 pieces)	Cooked 200gm(1 Plate)	50.00
12	Roll (Veg.)	Medium	30.00

13	Roll (Paneer)	Medium	40.00
14	Roll (Mushroom)	Medium	40.00
15	Roll (2 Egg)	Medium	40.00
16	Roll (2 Egg-Chicken)	Medium	60.00
17	Biryani Veg.	300gm	70.00
18	Biryani Chicken (100 g. Chicken)	300 gm	100.00
19	Veg. Patties	120gm	25.00
20	Non veg. Patties (Chicken)	120gm	30.00
21	Masala Dosa with Chutney and Sambar	(33 x 33 cm) Medium Size	30.00
22	Plain Dosa with Chutney and Sambar	(33 x 33 cm) Medium size	25.00
23	Uttappam (2 no.) with Chutney, Sambar	100 g. – 1 Plate	30.00
24	Roti	Per piece	5.00
25	Paratha	Per piece	7.00
26	Vegetable sabji	Per plate	30.00

Superintendent,
BBMC&H, Balangir

M.Panda
21.06.21
Superintendent
BBMC&H, Balangir

Annexure - A
Declaration by the Bidder.

1. Name of the Catering Agency : _____
2. Constitution of Catering Agency: Proprietorship firm / Partnership firm / Ltd. Company
3. Contact Person with Designation: (i.e. Sole Proprietor/ Partner / Director) _____
4. Tender Fee Demand Draft No. _____
Rs. _____

Bank _____
Branch _____
5. EMD (DD) _____ No _____ Date _____
Bank _____
Branch _____

6. Contact
Address: _____

7. Contact Details : (a) Landline Phone No : _____ (b) Fax: _____
_____ (c) E-mail address: _____ (d) Cell
phone: _____

9. Copy of License for Food Processing/Catering from the Appropriate Authority.

10. Establishments where Catering Services are provided:
(i) Name of the Institute/ PSU/ Private : _____
(ii) Period: _____

(iii) Copy of Appreciation Certificate, if available.

(iv) A Notarial Declaration that the Firm has not been black-listed by any Organisation or prematurely terminated from the contract.

11. A notarial declaration that there is no criminal case pending or continuing with police or any court of law.

12. A declaration stating any details of arbitration pending or concluded.

Signature of the Proprietor or Authorized Representative

Date : _____
Name of the Signatory : _____
Place : _____
Designation : _____

Mobile No. _____ Land Line No. _____

Seal :

Address (Permanent): _____

Address (Correspondence): _____

List of Mandatory enclosures: Self attested Photo copies are to be submitted

1. PAN/ TAN
2. TIN
3. Food/ Catering License [Partnership Deed in case of partnership]
4. Labour License
5. Municipal License/ Trade License
6. Sales Tax/ Service Tax Certificate
7. Last Income Tax Return (2 years)
8. Work Orders of same and similar nature of service from other Organizations (at least one)
9. Balance Sheet depicting Annual turnover of more than Rs. 300000/- for last 2 years.

ANNEXURE – B

BIDDER INFORMATION FORM

1	NAME OF THE COMPANY	
2	NAME AND DESIGNATION OF AUTHORISED REPRESENTATIVE	
3	COMMUNICATION ADDRESS	
4	PHONE NO./MOBILE NO.	
5	FAX No.	
6	E-MAIL I.D.	
PARTICULAR DETAILS OF THE BIDDER'S REPRESENTATIVE		
1	NAME OF THE CONTACT PERSON	
2	DESIGNATION	
3	PHONE NO.	
4	MOBILE NO.	
5	E-MAIL I.D.	
6	Attached copies of original documents of Articles of incorporation or Registration of Firm named in 1, above	

Date :-

Signature of the Authorized Signatory

Place:-

Designation :(Office seal of the Bidder)

PRICE BID FORMAT

SI No.	Base rent fixed per month	Additional amount offered by the bidder over and above the base price (in figure as well as in words)	Remarks
1	Rs40,000/-		Total amount of rent offered per month

Signature and seal of contractor with date

NB : Those bidders quoting less than the base rent amount will be rejected. In case more than one bidder quote the same additional amount then the bidder securing maximum marks under the clause no. 11 of the tender document will be selected. Further, if more than one bidder also secure the same marks, then the successful bidder will be decided based on the highest average turnover of last three financial years .

M.Pandey
21.06.25
Superintendent
BBMC&H, Balangir