

TENDER-B

**EMPANELMENT FOR SUPPLY OF LUNCH, TEA AND SNACKS
ON ANNUAL RATE CONTRACT BASIS**

Tender Ref. No: 903/DPMU/NHM/2026 Date: 20/03/2026

EMPANELMENT FOR SUPPLY OF LUNCH, TEA AND SNACKS ON ANNUAL RATE CONTRACT BASIS

1. Sealed tenders/bids are hereby invited for registered Caterers / Hotels / Agencies regarding empanelment for supplying of Lunch, Tea & Snacks for different Trainings/Workshops/Meetings/Events of ZSS, Nuapada on annual rate Contract basis to CDM & PHO, Nuapada for a period of one year.
2. Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website www.Nuapada.odisha.gov.in.
3. The tender documents can be downloaded from the district website from **23.03.2026 to 23.04.2026**.
4. The last date of submission of the bidder is **23.04.2026 till 5 P.M** through Speed Post/Registered Post or courier only.
5. Interested eligible bidder may submit the bid to CDM & PHO, AT/PO/Dist- Nuapada.
6. The Proposal shall be in two parts i.e. Cover-A and Cover-B. "Cover-A" shall contain the Technical Proposal and "Cover-B" shall contain the Financial Proposal.
7. Technical and Financial Proposal shall be submitted separately in sealed covers with clear inscription as "TECHNICAL/ FINANCIAL PROPOSAL" on top of respective covers and both the sealed envelopes shall be sealed in a third envelop and it should be super scribed as **"SUPPLY OF LUNCH, TEA AND SNACKS ON ANNUAL RATE CONTRACT BASIS"**
8. Those applicants who shall qualify in the technical evaluation shall be eligible for participation in Financial Proposal Opening.
9. The tender will be opened on **24.04.2026 at 11 AM** in the office chamber of the CDM & PHO. Bidder/ authorised representative may present during opening of bid documents If they wish.
10. Any legal dispute arising out of this subject to jurisdiction of Nuapada Only.
11. The CDM & PHO, Nuapada reserves its right to accept or reject any or all quotations or any part thereof without any liability to communicate any reason.

TERMS & CONDITIONS

- The Firm should have up to date valid Food licence.
- The firm should have registered under GST and have valid GST certificate.
- The firm should have valid PAN card.
- Tender must be accompanied by Processing fee of Rs. 1,000/-(Non refundable) & Earnest Money of Rs.5,000/-(Refundable) by way of demand draft, drawn on any Nationalized Bank in favour of **ZSS,Non NRHM A/C** payable at Nuapada. Tenders not accompanied by Processing Fee & Earnest money will not be considered. EMD of unsuccessful tenderers will be returned without interest on finalization of bid. EMD of successful tender will be retained & will be refunded after expiry of the contract.
- The firm should have adequate manpower to supply the food in time.
- The firm will supply the food as per the order and payment will be made after completion of the programme within 7-15 days of receipt of bill.
- After completion of the programme the firm should submit the bill along with a copy of the supply order.
- The firm shall supply the food at the designated venue at his own cost. No extra charges will be made for transportation.
- The quality of the food should be very good, delicious, tasty and hygienic and if found any type of food poisoning the payment will be stopped and legal proceedings will be initiated.
- The food should not contain maggots/insects/stones etc. If found, no payment will be made for that supply. All the food items should be served in fresh condition and should not be stale. Lunch, breakfast and tea will be served in buffet system.
- Ice cream, mineral Water, Soft drinks and Snacks etc should be provided by the bidder at the market price and should not more than MRP.

- Oil, Spices & Condiments of branded company should be used.
- The rates quoted per plate (highest rate quoted in each Sl. No.) should not exceed Rs.250/- only (including all taxes, transportation etc.).
- Order may be placed meal wise or item wise.
- The selected firm have to execute an agreement with CDM & PHO, Nuapada for a period of One year. The Contract may be extended for further period of one year with existing terms and conditions subject to satisfactory performance and mutual consent.

Place

Date

(Signature and seal of the authorized signatory)

DOCUMENTS TO BE SUBMITTED WITH THE BID

The firm/supplier have to submit the following documents along with Technical Bid (Tender Form A.)

1. Photo copy of PAN
2. GST registration certificate and GST filling for last 3 MONTHS (i.e. Dec-25,Jan-26 & Feb-26).
3. Valid Food License.
4. Affidavit declaration (Annexure-A)
5. Price Bid (Tender Form-B)
6. Tender must be accompanied by Rs 1000/- (Rupees One Thousand) Only (Non refundable as processing fees and Rs 5000/- (Rupees Five Thousand) Only (refundable) as EMD by way of Demand Draft (Must be submitted), drawn on any Bank in favour of **ZSS Non NRHM A/c payable at Nuapada.**

Place

Date

Signature and seal of the Bidder

TENDER FORM - A
Technical Bid

1	Name of the Firm/agency	
2	Address of the Firm/agency	
3	Name of authorized signatory (in capital letters)	
4	Specimen signature of the authorized signatory.	
5	Telephone number of authorized signatory / Firm/agencies	
6	GST registration (Photo copy to be attached) and last 3 MONTHS (i.e. Dec-25,Jan-26 & Feb-26)	
7	PAN (Photo Copy to be Attached)	
8	Valid Food License (Photo Copy to be attached)	
9	Draft number and date of the Processing Fee of Rs.1,000/-	
10	Draft number and date of the EMD of Rs.5,000/-	
11	Affidavit of declaration (Annexure-A) that the Firm/agency does not have any legal suit / criminal case pending against it for violation of Act or any other law. & the Firm/agency agrees to abide by all terms& conditions of tender.	
12	Whether all documents submitted signed by the authorized signatory of the Firm/agency (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 my /our knowledge. I / we understand that in case of any deviation in the above statement at any state, our Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

Place:

Date:

Signature and seal of the Bidder

Tender form B
Price Bid (To be placed in Separate Envelop)

Sl.No	Name of the Item	Price (Rs.)
		(Inclusive of all taxes & charges) per person
VEGETERIAN-1		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Fry (Compulsory)	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloo potal, Besara Tarkari)	
4	Tomato Khata /Dahi Boondi or Dahi Raita)	
5	Mix Bhaja or Aloo Baingan Bharta/ Shaga	
6	Papad & Salad with Sweet(one) (Compulsory)	
VEGETERIAN-2		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Fry (Compulsory)	
3	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloo potal, Besara Tarkari)	
4	Tomato Khata or Dahi Boondi/ Dahi Raita	
5	Mix Bhaja or Aloo Baingan Bharta/ Shaga	
6	Papad & Salad with Sweet(one) (Compulsory)	
7	Special Veg. Curry (Paneer OR Mushroom)	
NON VEGETERIAN-1		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Fry (Compulsory)	
3	Fish/Chicken curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloo potal)	
5	Tomato Khata or Dahi Boondi/ Dahi Raita	
6	Papad & Salad with Sweet(one) (Compulsory)	
NON VEGETARIAN-2		
1	Plain Rice (Compulsory)	Rs. _____ (Rupees in word _____)
2	Dal Fry (Compulsory)	
3	Mutton curry	
4	Veg. Curry (Mix veg., Cauliflower, Cabbage, Aloo potal)	
5	Tomato Khata or Dahi Boondi/ Dahi Raita	
6	Papad & Salad with Sweet(one) (Compulsory)	
SPECIAL		
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 _____)
Beverages/Snacks		
1	Water Jar (with non-plastic disposable glass)	Rs. _____ (Rupees in word _____)
2	Tea / Coffee	Rs. _____ (Rupees in word _____)
3	Samosa, Bada, Alu chop/Vegetable chop with one sweet (per packet)	Rs. _____ (Rupees in word _____)

4	Upama, Sambar with one sweet (per packet)	Rs. _____ (Rupees in word _____)
5	Aloo paratha with Curry with one sweet/ Puri with curry & one sweet	Rs. _____ (Rupees in word _____)

Note: The cost of above menu including Beverages and snacks should not exceed Rs.250/- (including all taxes and transportation.

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

DECLARATION

(To be submitted in Rs.20/- Non Judicial Stamp paper Filled before the Notary)

I / We _____ do hereby declare that I / We have not been **de-recognized / black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of Not of Standard Quality Items / non-supply.

I / We agreed that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me / us for a period of 3 years if, any information furnished by me / us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Seal & Signature of the Notary