

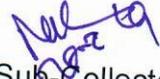
OFFICE OF THE SUB-COLLECTOR, PURI

No. 2341 /Dt. 28.02.2019

SEALED QUOTATIONS FOR EMPANELMENT OF CATERERS.

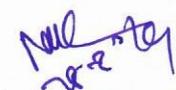
Sealed Quotations are invited from caterers having valid GST registration certificate, and PAN etc. for supply of food and drinking water for the forth coming simultaneous General election to OLA & Lok Sabha, 2019. The last date of receipt of sealed quotation is **12.03.2019 up to 2.00 PM.**

Interested and eligible parties may down load the quotation/ BID DOCUMENT from District website www.puri.nic.in and apply immediately.


Sub-Collector, Puri

Memo No. 2342 / Date 28.02.2019

Copy forwarded to the NIC, Puri/ Office Notice Board of this office/ Notice Board of Collector, Puri/ Project Director, DRDA, Puri/ DI & PRO, Puri/ Executive Officer, Puri Municipality, Puri for information and they are requested to display the quotation call notice in their Notice Board for wide publicity. The DIO, NIC, Puri is requested to upload the quotation call notice in the District website forthwith.


Sub-Collector, Puri

QUOTATION DOCUMENT FOR EMPANELLMENT OF CATERERS

The sealed quotations are invited from reputed local Food Suppliers / Catering Service Providers of Puri for supply of food and drinking water items to the employees to be worked in the various proposed stations at District point as per the approved unit cost..

A. Evaluation process.

The caterers are to quote the price against each food items as per the format given below separately **for vegetarian and non vegetarian food including the servicing of items**. The evaluation will be made taking into consideration of the quantity/rate quoted by the caterer.

Sl.No.	Particulars	Name of the food item	Rate to be quoted by the bidder in Rs.	Remarks
1	Veg Meal-	Rice,Dal,Bhaja, mix. Veg curry with Panir and Khata		
2.	Non-Veg Meal-	Rice,Dal,Bhaja,Fish two pieces with curry and Mix Veg. Curry.		
		Rice, Dal, Veg Curry and Chicken		
		Rice, Dal, Mudhi Ghanta (Prawn or /Fish) Bhaja and Khata		
3	Breakfast- (a)	Puri (6 pieces) & Veg curry		
	(b)	Upama Matar Guguni		
	(c)	Idli, Sambar and Matar - Guguni		
4	Tea	1 cup milk tea per cup		



5	Biscuits	Biscuits of reputed brands (100gms)		
6	Tiffin	Aluchop 1nos. /Samosha 1 nos./ Veg Chop 1 Nos. & sweet (one each)		
7	Mineral Water	20 liter bottles.		
		1 liter bottle		
		500 m.l. bottle		
		250 m.l. bottle		

B. Technical Verification

The quality of food shall be checked by a Joint committee constituted by Sub-Collector and Food Inspector from time to time to ensure the quality and hygiene of food.

- C. The cooked food may be served in packet or in buffet as per the requirement. It is the responsibility of the caterer to clean the dining room after lunch/dinner is over.

D. General Terms and Condition.

01. All the foods shall be prepared by good quality Edible oil and items of the menu may be changed as per the requirement by the Sub-Collector.
02. The tender paper can also be downloaded from District website of www.puri.nic.in
03. The Bid document shall contain self attested photocopy of the following document.

- a. Valid GST registration certificate.
- b. Valid PAN Card
- c. Documentary proof of office at Puri.
- d. Cost of tender paper amounting to Rs.500/- (Rupees five hundred) only (non refundable) & EMD of Rs.5000/- (Rupees five thousand) only in shape of Bank Draft drawn in favour of "Sub-Collector, Puri" payable at "Puri".
- e. Any other document / papers supporting previous experience.

- f. Tender papers can be obtained from the office of the Sub-Collector, Puri in any working day during the office hour from 11 A.M. to 3 P.M.
04. The EMD of unsuccessful applicants will be refunded within a period of 15 days from the date of opening of tender or after finalization of the process.
 05. The selected caterers will be required to execute an Agreement with Sub-Collector on such terms and conditions as per the requirement. The agreement shall normally be for 01(one) year unless extended further by the mutual consent of the caterers and the Sub-Collector. The agreement may be extended on the same terms and conditions or with some additions/deletions/modifications, for further specific period mutually agreed upon by the caterers and the Sub-Collector. The selected firm will take up the work after issue of work order on publication of election schedule.
 06. The selected firm will take up work after issue of work order after publication of election schedule.
 07. If the selected firm fails to execute the agreement, the EMD will be forfeited.
 08. No advance will be given to the selected firm.
 09. Any proposal received after the due date and time shall be summarily rejected.
 10. The Office of the caterer must have been located in Puri.
 11. Sub-Collector may assign the work to one or more caterers on job work basis as per the requirement.
 12. The work order can be cancelled from both sides by giving 30 days notice.
 13. No polythene shall be used as it is strictly prohibited.
 14. The tender application will be received up to **2.00 PM on 12.03.2019** only through SPEED POST /COURIER/by person addressed to "the Sub-Collector, Puri". The sealed envelope containing the tender paper should be super scribed as tender for catering -2019". The authority is not responsible for postal/courier delay if any. The tender received



after the date line & time mentioned above will not be considered & opened. Thus the same shall be deemed to be rejected.

- 15 The BID shall be opened on **12.03.2019 at 4.00PM** in the presence of the Bidders/their authorized representatives.
- 16 If the quotation can be opened due to unforeseen reason, the same will be opened on the next working day at 11 A.M. or as per decision of Chairman of the tender committee.
17. **Penalty**
The food supplied by the Supplier / Caterer shall be strictly according to the specification. Discomforts in food shall be considered as adverse factor towards payment of bills.
18. The Authority may reject any / all proposal without assigning any reason thereof.


Sub-Collector, Puri