

OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER,
BALASORE



(DISTRICT PROGRAMME MANAGEMENT UNIT)

Email:-dpmubal@gmail.com



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DISTRICT PROGRAMME MANAGEMENT UNIT



Advt. No: 10558

Date: 05.07.2021

TENDER CALL NOTICE

Sealed Tenders are invited from registered agencies/Hotel owners/Individuals having expertise in Event management to provide Venue having all ancillary facilities for conducting **Residential Training of 105 days duration**. Hence the prospective bidders may apply to the undersigned as per the required terms and conditions of the Tender Notification which can be downloaded from the district website www.balasore.nic.in. from 06.07.2021. The bid documents completed in all respect should reach the District Programme Management Unit, O/o the CDM & PHO, Balasore on or before 15.07.2021 up to 5.00 pm. through Regd. Post or courier service super scribing on the top of the envelop as "BID DOCUMENTS FOR TENDER CALL NOTICE NO:.....". The bids will be opened on 16.07.2021 at 11.30 am. The Undersigned reserves the right to cancel or accept all or any Tender without assigning any reason thereof.

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Chief District Medical & Public Health Officer, Balasore



TERM AND CONDITIONS FOR Providing Training Hall with Accommodation, Food (Breakfast, Lunch, dinner and Tea & snacks) with other ancillary requirements to conduct 105 days long residential training for the Office of the CDM & PHO-CUM-DMD, Balasore.

01.Purpose

Complete arrangement (Both Facility and Logistic) for conducting a Residential Training specifically for LADIES (Nursing Officer).

02.Requirement

- Well equipped Training/Convention/Meeting Hall. Seating Capacity-70 members.
- Accommodation for the Trainees .Approx-60 beds with adequate Toilet facility.
- Food provision for Trainees. (Breakfast/Lunch/Diner with two times Tea)

03. Time Line

- Bid Documents uploaded in the web:06.07.2021
- Publication of Tender Notification in the Newspaper:06.07.2021
- Tender Duration:06.07.2021 to 15.07.2021
- Last date For Tender Submission: 15.07.2021 up to 5.00 pm.
- Date for Tender opening: 16.07.2021 at 11.30 am.in the O/o the CDM&PHO, Balasore.

04.Tender Fees

- Cost of Tender-Rs.3,000/-Non Refundable
- Amount of EMD-Rs.10,000/- Refundable
- Amount of Performance Security: Rs.80,000/- Applicable only for Successful Bidder.

05.Disqualification of Bid:

- Bid without Tender cost & EMD.
- Incomplete Bids
- Late receipt Bids
- Bids received not through Regd Post/Courier Service.

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Other Terms & Conditions.

1. Those Bidders have not submitted required documents with the bid they are automatically disqualified and claims if any will not be considered in future.
2. Late receipt bids will not be opened and will be returned on written request of the bidder addressing to the undersigned.
3. The TENDER once accepted/approved will be valid up to one year from the date of approval and the rate will be valid as mentioned in the financial bid.
4. The committee has full rights to accept or reject all or any tender without assigning any reason thereof.
5. As the supply of food is an integral part of the tender, the bidder should have valid food license or has to undertake the said aspect on behalf the third party supplier.
6. The bidder should have adequate man power for overall management of the event in all respect. The engaged staff must be well behaved and descent to the participants as it is purely ladies based residential training.
7. Residential facilities must be highly sanitized and cleaned on regular basis. Cleaned toilet with 24 hrs running water facility must be ensured. Any failure in this regard must be restored immediately with the help of stand by arrangements.
8. The bidder shall supply and serve the food at the designated venue with crockery, serving dishes and with manpower for serving of food as per the pre decided menus.
9. After completion of the Programme the bidders should submit the bill along with a copy of supply order within 7 days for release of payment.
10. The bidder must be Local supplier within Municipality area of Balasore District. Bidders from Outside Municipality area of Balasore District will not be accepted.
11. No price escalation will be entertained.
12. Proper hygiene should be maintained, cleaning and waste disposal will be the responsibility of the supplier.
13. The Performance security will be forfeited if the bidder will not supply the food in time as per the supply order. Quality aspect of served food must be ensured.
14. The bidder must have registered under GOODS & SERVICE TAX.
15. The bidder must have filed I.T return for the F.Y-2019-20.

A handwritten signature in blue ink, appearing to be the name 'A' followed by a long horizontal stroke.

A handwritten mark in black ink, resembling a stylized 'S' or a checkmark.

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16. The bidder must have laundry facility for washing, drying and iron.
17. The bidder must have adequate rooms to accommodate **60-70 numbers of nursing staff** with toilet facility.
18. The bidder must have uninterrupted supply of electricity and water.
19. The bidder must have adequate arrangement for fire safety.
20. The bidder must have to ensure 24 hours the check out system.
21. The bidder must have to ensure the adequate security arrangements in the premises for 24 hours.
22. The bidder has to ensure Female attendants for the nursing staffs. (Preferable).
23. There should not be any liquor shop/Bar within 100 meters radius of the venue.
24. The bidder must have to ensure Covid-19 protocol of the Government at all stages & in every aspect.
25. **Instruction for submission of Tender:** The tender will be in two parts i.e. Technical Bid (Cover-A) and Price Bid (Cover-B). The bidders should submit their technical and price bid separately in two envelopes and these two envelopes should be put into another cover envelope superscripted as "Tender for Supply of Training Hall, Accommodation, Food for training/ workshops/meetings in reference to adv. no _____". The Technical & Price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: The Office of the Chief District Medical & Public Health Officer, Balasore- 756001, Odisha. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
26. That the Bidders agree to abide by all terms & conditions of tender notification.
27. The blacklisted agencies either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender during the blacklist period.
28. If the selected bidder is failed in his part in any respect as far as the terms and conditions of the tender notification is concerned the contract will be cancelled along with forfeiture of Performance Security and the next bidder in the panel will be assigned for the same. The food quality will be

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randomly checked by a team consisting of CDM&PHO, Balasore, DPHO and Food Inspector of the district.

29. As it is ladies based training, the residential rooms of the trainees (Nursing staff) must be separated from the general one.
30. If the successful Bidder fails to execute the order, the performance security will be forfeited and action will be taken to blacklist the firm. In such case, CDM & PHO, Balasore shall have the liberty to purchase those items from other sources and the excess amount which CDM & PHO, Balasore may have to incur on account of purchase of the items from other sources shall be recovered from the successful bidder by forfeiting the Performance Security deposited by the successful bidder.
31. The bidder shall submit the original tender document with seal and signature on each page before the last date. Tender documents in any other form and not completed in all respect shall be summarily rejected.
32. The bidder has to submit a demand draft of Rs.3,000/- as tender cost (Non refundable), Rs.10,000/- as EMD in favor of "ZSS NON NRHM A/C" payable at Balasore from any scheduled bank along with the technical bid only.
33. The successful bidder will have to submit a Performance Security of Rs.80,000/- in shape of DD drawn in favor of "ZSS NON NRHM A/C" payable at Balasore. Which will be submitted prior to the commencement of the WORK.
34. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected along with forfeiture of EMD by communicating clearly the reason of failure. No further communication will be entertained in this regard.

(Signature and seal of the Bidder/Authorized signatory)

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TECHNICAL BID

(Non submission if any of the documents will lead to rejection of the bid.)

(The documents are to be arranged serially as per the order mentioned below)

1	Name of the Firm	
2	Address of the firm	
3	Name of Bidder authorized signatory (in block letters)	
4	Name of the authorized signatory if any (in block letters)	
5	Telephone number of authorized signatory / Firm	
6	Bank Pass book	(Photo copy to be attached)
7	Valid Food License Certificates	(Photo copy to be attached)
8	GST Certificate and latest GST return copy	(Photo copy to be attached)
9	Valid Trade License Certificates (Registration certificate)	(Photo copy to be attached)
10	EMD of Rs 10,000/- in shape of DD	Original DD
11	Tender fees of Rs 3,000/- in shape of DD for all.	Original DD
12	Acknowledgement Copy of IT returns Filed for the financial Year 2019-20.	(Photo copy to be attached)
13	Whether all documents submitted with seal & signature of the Bidder/authorized signatory of the firm (Yes/ No)	

DECLARATION

I / we hereby certify that the terms and conditions given with the said tender notification have been read carefully and acceptable to me/us and that the information furnished above is true and correct to the best of my /our knowledge. I / we understand that in case of any false information /deviation in the above statement at any stage, my Firm/Agency will be blacklisted and will not have any dealing with the organization in future in this regard.

(Signature and seal of the Bidder/Authorized signatory)

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PRICE BID

Sl. No.	Room Type	Room Size (in Sq. Ft.)	Room Charge per day excluding GST (24 hour)	Rate of GST
1	Single Bed (General)			
2	Double Bed (General)			
3	Single Bed (with TV)			
4	Double Bed (with TV)			
5	Single Bed (with TV & AC)			
6	Double Bed (with TV & AC)			
7	Single Bed (with TV, AC & Geyser)			
8	Double Bed (with TV, AC & Geyser)			
9	Single Bed(with TV, AC, Geyser & Sofa for guest)			
10	Double Bed(with TV, AC, Geyser & Sofa for guest)			
11	Triple Bed (General)			
12	Triple Bed(with TV)			
13	Triple Bed (with TV & AC)			
14	Training/Meeting Hall (60-70 Participants)			
15	Training/Meeting Hall With AC(60-70 Participants)approx			

Note: All the above price is excluding fooding and laundry etc.

Sl. No.	Food Per Person	Specification/Items	Charge excluding GST	Rate of GST
1	Breakfast			
2	Lunch			
3	Tea & Snacks			
4	Dinner			

(Signature and seal of the Bidder/Authorized signatory)