



**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, BALASORE
DISTRICT PROGRAMME MANAGEMENT UNIT, NHM, BALASORE.**



Advt. No: 8617

Date: 25.06.24

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 exclusively for female participants**. 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.odisha.gov.in from 26.06.2024. The bid documents completed in all respect should reach the District Programme Management Unit, O/o the CDM & PHO, Balasore-756001 on or before 09.07.2024 up to 5.30 pm. through Regd. Post or Speed post service super scribing on the top of the envelop as "BID DOCUMENTS FOR TENDER CALL NOTICE NO: 8617.....". The bids will be opened on 10.07.2024 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& snacks)

03. Time Line

- Bid Documents uploaded in the web:26.06.2024
- Publication of Tender Notification in the Newspaper: 26.06.2024
- Tender Duration:26.06.2024 to 09.07.2024
- Last date For Tender Submission: 09.07.2024 up to 5.30 pm.
- Date for Tender opening: 10.07.2024 at 11.30 am.in the O/o the CDM&PHO, Balasore.

04.Tender Fees

- Cost of Tender-Rs.2,500/-Non Refundable
- Amount of EMD-Rs.1,20,000/- Refundable
- Amount of Performance Security: Rs.1,20,000/- 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/Speed post Service.

06.For Queries and other information:

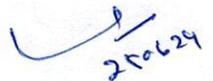
Contact Details: www.balasore.odisha.gov.in

Mob No: 9439989801/9439989800


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Other Terms & Conditions.

1. Incomplete bids are automatically disqualified and claims if any will not be considered.
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. The decision of the District Tender Committee is the final and binding.
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 female 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 with manpower for serving of food. The daily servings must be pre-discussed with the district authority.
9. After completion of the Programme the bidders should submit the bill along with proof of serving of food and accommodation to the participants within 10 days for release of payment.
- 10 The bidder must be a local service provider.
- 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-2021-22 & 2022-23.TheThe copy of the same must be enclosed.
- 16 In support of related experience in Government Sector the bidder has to enclose at least two copies of work order during the year 2023-24 amounting to Rs.10,00,000/- or more each.


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- 17 The bidders must have experience in providing accommodation with food for at least 100-200 nos per day.(Order copy must be enclosed for proof)
- 18 The bidder must have laundry facility for washing, drying and iron.
- 19 The bidder must have adequate rooms to accommodate 100 numbers of participants (approx) with toilet facility.
- 20 The bidder must have uninterrupted supply of electricity and water.
- 21 The bidder must have adequate arrangement for fire safety.
- 22 The bidder must have to ensure the adequate security arrangements in the premises for 24 hours.
- 23 The bidder has to ensure Female attendants for the nursing staffs. (Preferable).
- 24 There should not be any liquor shop/Bar within 100 meters radius of the venue.
- 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 envelop superscripted as "Tender for Supply of Training Hall, Accommodation, Food for training/ workshops/meetings in reference to adv. no 8617". 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 are agreed 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 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


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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.2,500/- as tender cost (Non refundable), Rs.1,20,000/- 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.1,20,000/- 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)

A handwritten signature in blue ink, followed by the date 25/06/24 written below it.

TECHNICAL BID

(Non submission if any of the following 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 Agency	
2	Address of the Agency	
3	Name of Bidder (in block letters)	
4	Name of the authorized signatory if any (in block letters)	
5	Telephone number of Bidder/authorized person	
6	Bank Pass book	(Photo copy to be attached)
7	Valid Food License Certificates (For the provider of food)	(Photo copy to be attached)
8	GST Certificate	(Photo copy to be attached)
9	Valid Trade License Certificates (Registration certificate)	(Photo copy to be attached)
10	EMD of Rs 1,20,000/- in shape of DD	Original DD with DD details
11	Tender fees of Rs 2,500/- in shape of DD for all.	Original DD with DD Details
12	Acknowledgement Copy of IT returns Filed for the financial Year 2021-22 & 2022-23.	(Photo copy to be attached)
13	Proof of related experience in Govt Sector (Two order copy worth of each Rs.10 lakhs or more during 2023-24.	(Photo copy to be attached)
14.	Proof of experience of providing accommodation with food for atleast 100-200 persons per day.	(Photo copy to be attached)
15	Whether all documents submitted with seal & signature of the Bidder/authorized signatory of the Agency (Yes/ No)	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	Specification	Room Charge per day excluding GST (24 hour)	Rate of GST	Total cost including GST
01	Accommodation facility per participant/day	<u>With AC</u>			
02	Accommodation facility per participant/day	<u>Without AC</u>			
03	Training/Meeting Hall with all facility /Day	<u>With AC</u>			
04	Training/Meeting Hall with all facility/Day	<u>Without AC</u>			

Note: All the above price is excluding cost of food .

Sl. No.	Food Per Person	Specification	Rate Per day per Participant (excluding GST)	Rate of GST	Total Cost including GST
01	Breakfast	<u>Per Participants/Day</u>			
02	Lunch	<u>Per Participants/Day</u>			
03	Dinner	<u>Per Participants/Day</u>			
04	Tea & Snacks	<u>Per Participants/Day</u>			

(Signature and seal of the Bidder/Authorized Person)


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