



DISTRICT EDUCATION OFFICE, BALASORE

At/Po/Dist- Balasore, Odisha, Pin-756001

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No. 703 / Dt. 17/01/2026

Expression of Interest (Eoi)

For shortlisting of agency for Lunch refreshment, Snacks & Water Bottle

Expression of Interest (Eoi) is invited by Collector & District Magistrate, Balasore from intending reputed caterers to provide catering services in **District Level PM SHRI USTAV** under S&ME Deptt. in coordination with Panchasakha Shikhya Setu Sangathan of Odisha, Bhubaneswar scheduled to be organised among the 1089 participants will participate. Interested agencies having experience, food licence, trade licence and valid GST certificate may offer their quotation in sealed envelope latest by **21-01-2026 upto 02:00 PM** which will be opened by a District Level Committee on the same day at **04:00 PM** in the **DPO, SS Conference Hall of DPO, SS, Balasore**. The bidder may remain present or send their authorised representative while opening of quotation. The Eoi in sealed cover are to be dropped in the box placed in the office of **District Education Officer, Balasore** during office hours on working days even holidays and any proposal received after due date will not be entertained. The authority reserves the right to cancel/modify any or all quotations in part or whole without assigning any reason thereof.

Interested and eligible agencies may download Eoi from the district website www.balasore.odisha.gov.in.

A. Menu :

For Refreshment/Breakfast/Snacks to Participant

Refreshment/Breakfast

Upma

Alu Matar Curry

Banana(1 Pc.)

Water bottle (300ml)

Snacks

Biscuit/Chips

Choco Milk Shake/ Badam Milk

Water bottle (300ml)

For lunch/Diner to participant

Rice

Dal fry

Chicken curry/Moter Paneer curry(for Vegetarians)

Tomato/khajuri khata

Chips

Paes

Papad

Water bottle (500 ml)

1. All the above item are little changes as negotiable at the time of bid opening and cost per unit includes GST and Drinking Water bottle to all participants.

2. 10 no. of separate serving arrangement for Refreshment/Breakfast & lunch/Dinner to be arranged which will be inclusive of quoted rate per unit including GST.

B. Evaluation process:

The caterers are to submit all the documents mentioned above including menu chart for lunch for evaluation of the Eoi. During final evaluation and negotiation, the caterer will be finalized by the District Level Food Committee.

C. Document to be submitted by the Agency :

1. GST Registration Certificate

2. Food License Certificate

3. EMD amount of Rs. 50,000/- (Rupees Twenty five Thousands only) in favour of **District Education Officer, Balasore**, in form of Bank Draft (BD) to be deposited by the Agency. The EMD money of unsuccessful bidder will be refunded after finalization of Eoi.

D. Penalty:

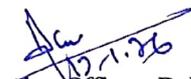
If the quality of the food and services found unsatisfactory during the event then the EMD amount of the selected agency will be forfeited as per the decisions of the DLFC.

Memo No. 704


District Education Officer, Balasore

Date. 17/01/2026

Copy to the Notice Board of District Education Office, /District Project Office, SS/Collectorate, Balasore for wide circulation.


District Education Officer, Balasore

