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क० रा० बि० निगम अस्पताल / ESIC HOSPITAL

(UNDER MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)

आदित्यपुर, जमशेदपुर झारखण्ड :831013/ ADITYAPUR, JAMSHEDPUR, JHARKHAND-831013

(ISO 9001:2008 प्रमाणित अस्पताल) / (AN ISO 9001-2008 CERTIFIED HOSPITAL)

PHONE: 0657-2383866, FAX: 0657-2383866



No.: 603-B/15/15/2010-Genl.

Date: 21.02.2013

Notice inviting Re-Tender for Running of Canteen for Hospital and Visitors

Sealed quotations are invited under two bids system (in separate covers) from Reputed and experienced Firm/Registered company, Reputed Organization, Reputed agencies fulfilling eligibility criteria as mentioned in tender form for **Running of Canteen for Hospital and Visitors** in the premises of ESIC Hospital, Adityapur on contract basis for a period of Three years (which is extendable for another one year on mutual consent and satisfactory performance).

Bid Documents can be obtained from the office of the Medical Superintendent ESIC Hospital, Adityapur during working hours **from 23.02.2013 to 14.03.2013** on all working days between 10:00am to 3:00 pm (Saturday 10.00 am to 12.30 pm) on payment of a non refundable cost of the tender form of Rs.1000/- in the form of DD in favour of "ESI Fund A/C No. 1" payable at SBI Adityapur Bazar Branch".

Details of the Tender Document may also be downloaded from the ESIC's website www.esic.nic.in. In case tender document is downloaded from website cost of tender document i.e. Rs.1000/- in the form of DD in favour of "ESI Fund A/C No. 1" payable at SBI Adityapur Bazar Branch" is to be submitted along with tender document, failing which the tender will not rightly be rejected.

Last date for submission of duly filled in Tender form is: **14.03.2013 @ 02.15 PM**

Date of opening of tender: **14.03.2013 @ 02.30 PM**

EMD to be deposited with Tender form is Rs. 20000/- (Rupees Twenty Thousand only) in the form of DD drawn in favour of "ESI Fund A/C No.1" payable at SBI Adityapur Bazaar Branch. All other terms and conditions are enclosed with Tender Document.

ESIC reserves the right to reject any or all tenders without assigning any reasons.

Sd/-
Medical Superintendent

Tender issued to _____

M/s _____

Signature



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No.: 603-B/15/15/2010-Genl.

Date: 21.02.2013

TENDER FORM

FROM:

The Medical Superintendent
ESIC Hospital, Adityapur
Jamshedpur, Jharkhand.

Sub: Re-Tender for Running of Canteen for Hospital and Visitors

Sir(s)

Sealed quotations are invited under two bids system (in separate covers) from reputed and experienced Firm/Registered company, Reputed Organization, Reputed agencies fulfilling eligibility criteria as mentioned in tender form for running of canteen for hospital and visitors on contract basis for a period of three years (which is extendable for another one year on mutual consent and satisfactory performance).

A. Tender Schedule:

Date of issue of tender form	23.02.2013 to 14.03.2013 (11AM)
Last date of submission of tender form	14.03.2013 @ 02.15 PM
Date and opening of tender	14.03.2013.2013 @ 02.30 PM

Period of Contract - 03 years extendable to another one year on satisfactory performance and on mutual consent and can also be short closed by serving one month notice of its intention by either party.

Estimated value of contract- 09 Lakhs per Annum (approx)

(Note: The envelope containing the tender as well as subsequent communication shall be addressed and delivered to "The Medical Superintendent". ESIC Hospital, Adityapur, , Jamshedpur- 831013. All communication must be addressed to the office named above by title and not by name).

B. Scope of Work

1. The present tender is being invited for **running canteen for patient admitted in hospital as well as visitors.**
2. The inpatient diet includes morning tea, breakfast, lunch, evening tea and dinner. As per requirement and order detailed at financial bid ANNEXURE -II
3. Timing of supply of Inpatient diet :
Lunch Hour – 12 Noon to 1.30 PM
Dinner Hour – 7.30 PM to 9.30 PM
Morning Tea - 7.30 AM
Breakfast: - 9.00 AM
Evening Tea - 5.00 PM

Signature

4. The Contractor shall also make provision for Tea, Snacks, Lunch, Breakfast & Dinner For visitors at reasonable time as per rate approved by Medical Superintendent , ESIC Hospital Adityapur basing on the quotation made by the contractor in annexure – III
5. **The Canteen shall remain open from 7.00 AM to 9.30 PM**

C. ELIGIBILITY CRITERIA:

1. The agency shall be a reputed and experienced and have experience of handling the similar work in reputed organization, Government, Public, Private Sector for at least for 3 years Proof regarding fulfilling of this clause shall be attached in form of Satisfactory Performance Certificate from clients along with Tender document..
2. The agency shall have at least one running contract of RS 6 Lakhs or 2 (two) running contract of RS 4 lakh or 3 running contract of Rs. 3 lakh during last two years . Proof regarding fulfilling this clause shall be attached along with the tender document in form of self attested photo copy of relevant work order. If work value is not mentioned then certificate should be furnished from the client, for which work has being done.
3. The agency shall have annual turnover of Rs 10 lakhs in last completed financial years i.e 2011-12 .The copy of self attested balance sheet and profit and loss account along with income tax clearance certificate for last 3 years shall be attached with the tender document towards proof.
- 4 The agency shall have registration under ESI Act, EPF Act, Income Tax, Service Tax, and shall comply with all relevant laws & statutory requirements for providing above nature of job. Self attested copies of license/certificate under this clause shall be attached with tender document.
5. Details of ESI & EPF payment for the last 06 Months (from 01.04.2012 to 30.09.2012) along with return are to be enclosed (covered under period).
6. The Agency shouldn't have been blacklisted by any Central/State government agency in the past three years. (Self certificate has to be attached along with tender document).
7. The Agency must be carrying a PAN and Bank account in Nationalized Bank/ SBI and they will furnish their Bank account details along with tender document.
8. The Tender submitted in open i.e. open technical bid or open financial bid shall be rejected.

Note:

1. The Agency shall have valid registration under various Acts, Department as detailed above on the date of submission of tender document, merely submitting acknowledgement of application for registration will be deemed at par with non-registration under the said Act /Department. The license certificate/not having renewal as on date of submission of tender will be treated at par with non registration under the said act/department.
2. The candidature of Agency not fulfilling all or any of the above eligibility criteria is liable to be rejected.

D Earnest Money Deposit (EMD):

Earnest Money Deposit (EMD) is Rs.20000.00 (Rupees Twenty Thousand only) in the form of Demand Draft in favour of "ESI Fund A/C No. 1," payable at SBI, Adityapur Bazaar Branch" EMD shall be submitted along with the duly filled in tender document. In the absence of EMD, the tender shall be rejected summarily. The earnest money shall be refunded without interest to the unsuccessful Tenderers after finalization of the contract and realization of amount in ESIC Hospital Adityapur Bank account. In the event of the withdrawal /revocation of tenders before the date specified for acceptance, the earnest money shall stand forfeited.

E. Performance Security Deposit:

The successful tenderer will have to deposit a Performance Security Deposit of Rs.50000.00 /- (Rupees Fifty thousand only) in the form of Demand draft in favour of " ESI fund A/c No.1", payable at SBI, Adityapur Bazaar Branch" within 10 days from award of work order. Otherwise the offer will be cancelled and EMD will be forfeited. The EMD will also be forfeited in event if the successful bidder declines the offer. In the event of acceptance of the offer, the earnest money may be adjusted towards the amount of performance security required to be deposited by the agency in terms of clause mentioned above.



F. INSTRUCTIONS TO TENDERERS

1. Submission of Bid

The Tenderers are required to submit the tender in the form as defined below.

The envelope no. 1 shall contain DD of Rs.20000/ (Rupees Twenty thousand only) towards EMD drawn in favour of “ ESF Fund A/C No. I,” payable at SBI, Adityapur Bazaar Branch and the word “EMD for ” Tender for Running of Canteen for Hospital and Visitors be super scribed on the top of the envelope. In case tender document is downloaded from website cost of tender document i.e Rs.1000/- in the form of DD in favour of “ESF Fund A/C No. 1” payable at SBI Adityapur Bazar Branch” shall be submitted alongwith EMD, Failing which the offer will outrightly be rejected.

The envelope no. 2 shall contain technical bid dully filled in annexure – I A& I B along with dully signed (on all pages) tender document as well as self attested (in case of photocopy of document) with supportive document. The word/phrase “**Technical Bid for Running of Canteen for Hospital and Visitors in esic hospital Adityapur**” must be super scribed on the top of the envelope.

The envelope no. 3 shall contain the financial bid annexure – II & annexure -III and the word/phrase “**Financial bid for Running of Canteen for Hospital and Visitors in esic hospital Adityapur**” should be super scribed on the top of the envelope.

All the three sealed envelope shall also carry the name and address of the tenderer and all the 03 (three) sealed envelope shall be kept in fourth big envelope” should be super scribed **Tender for Running of Canteen for Hospital and Visitors in esic hospital Adityapur** on the top of the envelope as well as name and address of sender on the bottom of envelope. This sealed fourth envelope (containing the envelope of EMD, Technical Bid, Financial bid) shall be dropped in the tender box place in the office of the “The Medical Superintendent, ESIC HOSPITAL, ADITYAPUR- 831013 on or before **14.03.2013 to 02.15 PM.**

Tender must reach this office not later than the time and date notified in the tender form stated in the schedule of tender. In the event of tender received after scheduled date and time, the tender will not allowed in bidding and it will be rejected summarily.

2. All entries in the Tender form shall be legible and filled clearly. Any overwriting or cutting which is unavoidable shall be signed by the authorized signatory.
3. Tender incomplete in any form will be rejected out rightly. Conditional Tenders will be rejected out rightly.
4. No Tenderer will be allowed to withdraw after submission of the tenders within the bid validity period; otherwise the EMD submitted by the tendering firm would stand forfeited.
5. Each page of the Tender document shall be signed and stamped by authorized representative of Tenderer in token of acceptance of the terms and conditions laid under the Tender Document.
6. The financial bid & technical bid received without the signature of authorized person will not be entertained and will be rejected summarily.
7. The rates quoted in financial bid shall be in Indian currency and as per details furnished in Financial bid i.e. **Annex-II & III**

G. Opening of Bid:

1. The Technical Bids will be opened **at 2.30 PM on 14.03.2013** in the presence of such tenderers or their authorized representatives who may choose to be present at the time of opening of technical bid.
2. The envelope no.1 containing EMD (also cost of Tender form i.e. Demand Draft of Rs.1000.00 in the event, if form is downloaded from website) shall be opened first. Envelope no.2 (containing technical bid) shall be opened only if the bidder submits EMD as stated in clause ‘ D ‘ of this form (also cost of form i.e. demand draft of Rs.1000.00 in the event if form is downloaded from website).without EMD & cost of form (in case if it is downloaded from website) the tender will not be entertained & will be rejected summarily.
3. The envelope no. 2 i.e., “Technical Bid” of only those bidder shall be opened who has fulfilled the terms & condition as stated above (i.e condition laid under clause G (2). The Technical bid will be evaluated by Technical Evaluation Committee and shortlist the eligible technically qualified bidder as per terms & conditions of tender document. The financial bid of only technically qualified bidder shall be opened later on. The date & time of opening of financial bid shall be communicated to all technically qualified bidder.

4. The financial bid shall be opened in presence of technically qualified bidder or their authorized representative who choose to be present on the date & time of opening of financial bid.

H. Selection of Eligible Tenderer

The selection of successful bidder shall be made on the rate offered by the bidder keeping in the view of terms and condition laid under tender document.

In case the bidders quote different rates for different type of diets and there is no obvious **L 1** then calculation of **L 1** rate will be done as per following weightage. (This weightage is assigned on the recent trend of diet being ordered).

Sl. No.	Type of Diet	Percentage of Weightage (%)
1	Normal	70
2	Liquid diet	3
3	Soft Diet	13
4	Hi Protein Diet	10
5	Diabetic Diet	3
6	Weaning Diet	1

Illustration:

If three bidder participates in tender and they quote the rates as under :

Sl No.	Name of Tenderer	Normal diet	Liquid diet	Soft diet	High protein diet	Diabetic diet	Weaning Diet
1	Party A	60	50	58	65	60	50
2	Party B	55	65	60	70	65	51
3	Party C	62	62	61	66	67	52

Cost of 100 Pax in ratio i.e weightage (70 : 3 : 13 : 10 : 3 : 1)

Sl No.	Name of Tenderer	Details of Calculations	Total	Remark
1	Party A	$60 \times 70 + 50 \times 3 + 58 \times 13 + 65 \times 10 + 60 \times 3 + 50 \times 1$	5984	L2
2	Party B	$55 \times 70 + 65 \times 3 + 60 \times 13 + 70 \times 10 + 65 \times 3 + 51 \times 1$	5771	L1
3	Party C	$62 \times 70 + 62 \times 3 + 61 \times 13 + 66 \times 10 + 67 \times 3 + 52 \times 1$	6232	L3

I. Reservation.

The Medical Superintendent ESIC Hospital, Adityapur reserves the right to reject all or any tender in whole, or in part, without assigning any reason thereof.

J. Validity of tender:

The tender should be valid for three years from the date of award of the tender unless short closed before that by the Medical Superintendent. The rate quoted in financial bid shall remain in force for 01 year from date of award of contract. The rate may be reviewed after expiry of 01 year from date of award of contract on written request with justification to the Medical superintendent, ESIC hospital Adityapur.MS on receipt of request will consider the revision of rates based on merits and prevailing market rates

K. General Terms & conditions:

The successful bidder shall give its acceptance within 07 days & shall deposit performance security within 15 days from award of work order and required to enter into an agreement with Medical Superintendent, ESIC Hospital, Adityapur on bond paper of Rs.100/ (Rupees One hundred only) . The cost of bond paper will be borne by successful bidder. In case, if successful bidder fails to give acceptance or deposit performance security deposit or enter into agreement within stipulated time, the award of contract will be deemed to be cancelled and EMD amount will be forfeited. The successful/bidder who chose to enter into agreement after fulfilling the criteria are required to abide by following conditions.

Signature

1. The Contractor / Agency shall get their firm registered under contract labour (R &A) Act 1970 for the personnel to be engaged at ESIC hospital canteen and shall strictly comply with the provisions of the Act.
2. The canteen personnel engaged shall be the employees of the Contractor, and all statutory liabilities shall be paid by the contractor such as ESI, EPF, Workmen's Compensation Act, etc
3. The Contractor at all times shall indemnify ESIC against all claims, damages or compensation under the provisions of Payment of Wages Act, 1936; Minimum Wages Act, 1948; Employer's Liability Act, 1938; the Workmen Compensation Act, 1923; Industrial Disputes Act, 1947; Maternity Benefit Act, 1961; or any modification thereof or any other law relating thereto and rules made there under from time to time. ESIC will not own any responsibility in this regard.
4. **The agency shall submit periodical return of ESI & EPF in r/o personnel deployed at ESIC Hospital.**
5. The tender should be valid for three years from the date of award of the tender unless short closed before that by the Medical Superintendent. The rate quoted in is shall remain in force for 01 year from date of award of contract. The rate may be reviewed after expiry of 01 year from date of award of contract on written request with justification to the Medical superintendent, ESIC hospital Adityapur.MS on receipt of request will consider the revision of rates based on merits and prevailing market rates.
6. The personnel engaged shall be of good health and project an image of utmost discipline. They have to be extremely courteous with pleasant mannerism in dealing with the Officer (s)/Staff (s)/Visitor(s).
7. The Medical Superintendent may order variations in the scope or quantum of work through a written variation order. The payment for the variation shall be worked out on the basis of contract rates for manpower.
8. In case any public complaint is received attributable to misconduct/misbehavior of contractor's personnel, a penalty of Rs.500/-for each such incident shall be levied and the same shall be deducted from contractor's bill
9. In case the contractor fails to commence/execute the work as stipulated in the agreement or in case of unsatisfactory performance or does not meet the statutory requirements of the contract, The Medical Superintendent or ESIC, Hospital, Adityapur reserves the right to impose the penalty of Rs 500 for each default.

10. Payment Procedure: The payment of the inpatient diet bill shall be made through ECS only by ESIC HOSPITAL ADITYAPUR. The Contractor shall prepare bills on calendar month basis (1st to 30th /31st) and shall be submitted (in triplicate) upto 7th of following month along with details of payment of statutory liabilities like ESI, EPF , Services tax etc of preceding month with all the relevant certificates/documents . The agency must make the payment to their workers through Bank transaction on or before 7th of each month and this payment shall not be linked to the clearing of the bill by ESIC office. Payment of the bill will be based on Computerized print outs in standardized proforma approved by ESIC. In event it is found that there is intentional under payment as per contract labour law and minimum wages act to canteen staffs, the action including forfeiture of security deposit and cancellation of contract may be taken.

All the payment (including that of Advance) to the workers to be made by the agency through Bank transactions only. Cash payment is strictly prohibited. If the agency does not make payment to its workers through bank the contract is liable to be terminated.

The bill shall be submitted with the following documents :

(a.) The wages of workers for last month credited to their Bank Account on _____ and the details of payment along with Bank Account No shall be uploaded by the agency on the website, if there is no website of the agency, it is to be sent by mail to the appropriate authority for uploading on the website. No cash payment is permissible & such payments are to be treated at par with non-payment of wages. There must be no deviation whatsoever in this regard.

(b.)

- I) ESI Contribution for the month of _____ amounting to Rs _____ has been paid on _____
- II) EPF Contribution for the month of _____ amounting to Rs _____ has been paid on _____
- III) Service tax for the month of _____ amounting to Rs _____ has been paid on _____
- IV) Other Statutory Liabilities if any for the month of _____ amounting to Rs _____ has been paid on -----
(Copy of challan to be enclosed.)

(c.) Employee-wise details of ESI, EPF contribution paid shall be submitted every quarter.

(d.) Wages of workers were credited to their Bank account on (Date)_____

(e.) Undertaking to the effect that all Statutory Labour Laws including Minimum wages Act is being complied with.

11. In the event of any breach/violation or contravention of any terms and conditions contained herein by the Contractor, a penalty of Rs 500/- shall be levied (if penalty amount is not specifically mentioned in particular clause) & in event of repeated breach/violation or contravention of the terms & condition the medical superintendent reserves the rights to forfeit the Security Deposit & terminate the contract.

12. Any liability arising out of any litigation (including those in consumer courts) due to any act of contractor's personnel shall be directly borne by the contractor including all expenses/fines. The concerned contractor's personnel shall attend the court as and when required.

13. If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event. Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations. The obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceases to exist. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

14. If the contractor is a Registered Company / partnership of two or more persons, all such persons shall be jointly and severally liable to the ESIC Hospital, for the fulfillment of the terms of the contract. Such persons shall designate one of them to act as authorized signatory with authority to sign.

15. During the course of contract, if any contractor's personnel are found to be indulging in any corrupt practices or causing any loss of property to the ESIC Hospital, Adityapur, Jamshedpur shall be entitled to terminate the contract and forfeiting the contractor's Performance Guarantee (Security Deposit).

16. The contractor shall not engage any sub contractor or transfer the contract to any other person in any manner.

17. The contractor shall get canteen staff screened for visual, hearing, gross physical defects and contagious diseases and will provide a certificate to this effect for each personnel deployed. The Medical Superintendent ESIC Hospital will be at liberty to get anybody re-examined in case of any suspicion. Only physically fit personnel shall be deployed for duty.

18. The personnel deployed shall ensure to minimize the wastage of electricity, water & other resources of the hospital.

19. The ESIC Hospital shall not be responsible for providing residential accommodation to any of the employee of the contractor.

20. The Medical Superintendent ESIC Hospital shall not be under any obligation for providing employment to any of the worker of the contractor after the expiry of the contract. The Medical Superintendent ESIC Hospital does not recognize any employee employer relationship with any of the workers of the contractor.

21. The contractor shall provide the copies of relevant records during the period of contract or otherwise even after the contract is over whenever required by the ESIC Hospital.

22.

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorized representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Medical Superintendent ESIC, Hospital, Adityapur.

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, the Contractor shall not be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Jamshedpur only.

23. The Courts at Jamshedpur shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.

24. ESIC reserves the right to impose any terms or condition at any time during the course of contract as per administrative convenience.

L. Risk Clause

(a). The Contractor shall at all times have standby arrangements for carrying out the work under the Contract in case of any failure of the existing arrangement. All liabilities arising out of accident or death while on duty shall be borne by the contractor.

(b.) In the event of loss/damage of equipments etc. at the premises of the ESIC due to negligence/carelessness of Contractor staff, then the Contractor shall compensate the loss to ESIC.

(c.) The Contractor shall, in performing its part of this Agreement, ensure the safety of the building and the persons working in or visiting the ESIC's premises and shall indemnify ESIC for any loss or damage caused by any act of the Contractor or its employees or staff etc.

Sd/-
MEDICAL SUPERINTENDENT





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(UNDER MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)

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SPECIAL TERMS AND CONDITIONS FOR CANTEN SERVICE ON CONTRACT

- 1.0. The bidder should have experience of running the canteen in a reputed organization. Suitable documentary evidence to be supported along with the Tender application.
- 2.0. The hospital shall also provide free water for drinking and washing of the utensils and free electricity for general illumination, refrigeration and aeration of the kitchen / canteen / store but no electricity will be permitted for cooking.
- 3.0. The hospital will provide suitable space for Kitchen & eating within the hospital campus.
- 4.0. Canteen shall be meant for serving refreshments, snacks, tea, meals etc. and such other items and at such prices, as may be settled between the contractor and the hospital authority.
- 5.0. The services of the staff canteen will be at the disposal of the staff of this hospital including bona fide visitors & diet to the patient as per order and specification of the hospital authority. The users of the canteen shall be paying for the services directly to the tenderer and hospital authority will not responsible for payment of the services/goods. The hospital will only be responsible for payment of patient diet ordered by its authority.
- 6.0. The staff canteen will run on all days including Sundays & Holidays and shall remain open during such hours as may be decided by the hospital.
- 7.0. The contractor selected for canteen service, will be required to maintain highest level of cleanliness and standard of hygiene with regard to the persons under his employment and utensils for serving the food.
- 8.0. The personnel appointed by the tenderer must have proper and clean uniformed with name badges for their identification. The personnel so appointed should have the basic knowledge of personal hygiene and safe & clean methods of food handling.
- 9.0. The quality of the raw materials to be used for preparation of food in the staff canteen should be of highest standard and fresh.
- 10.0. The fuel to be used for cooking **will only be LPG meant for purpose and** shall be arranged by the contractor.
- 11.0. The contractor will be responsible for maintaining adequate number of persons engaged in cooking, distribution of food and disposal of garbage and left over food.
- 12.0. The contractor should keep the staff canteen complex clean. If, at any point the Canteen & it's premises are found to be unclean, the contractor shall be held responsible and action deemed fit shall be taken by the competent authority.
- 13.0. The contractor shall bear at the expenses for running the canteen and the Hospital shall not in any manner be liable for any damage caused on incidents like theft, burn, fire, electric shock or bear any compensation for damage or injury or injury caused to its workmen during discharging their duty.
- 14.0. The contractor shall not be entitled to use the accommodation allotted by the hospital for any other purpose or business other than staff canteen.
- 15.0. The contractor shall not use the name of the ESI Corporation in business dealing with other persons or traders.
- 16.0. The contractor must possess the requisite valid license issued by the competent authority for carrying out the business and shall be responsible for complying all laws pertaining to the services in question as well as those pertaining to employment of persons under him.
- 17.0. The persons associated with preparation and distribution of food will be required to undergo periodical medical checkups to rule out the possibilities of communicable disease / infection diseases and anybody found suffering from such has to be kept out of engagement till he / she is fully recovered.
- 18.0. The list of personnel deployed for food preparation, handling and serving have to be intimated to the authority from time to time.
- 19.0. There shall be no compromise on the quality of food supplied by the tenderer and if any such incidence or food adulteration is found, action deemed fit, including black listing the firm, shall be taken by the Competent Authority and all the rules of Prevention of Food Adulteration Act (PFA Act) will apply.
- 20.0. The agency will be responsible for complying with payment of minimum wages (State or Central whichever is higher) and other Social Security benefits including prescribed number of leave / holidays and prescribed hours of work Schedule as per

Signature

Labour Laws in force from time to time to its employees deployed in the hospital, all laws related to Social Security (ESI & P.F,etc.), Service Tax wherever applicable & other Labour legislations, pollution control and such statutory orders from time to time as regards to treatment & disposal of garbage, and the contractor will be liable for any consequences resulting from violation of any such rule / provision.

- 21.0. The contractor will be responsible for such conduct of the persons engaged by him in the hospital, which will be conducive for maintaining the harmonious atmosphere in the hospital and will be responsible for any act commission & omission of such persons.
- 22.0. The agency while submitting their tender form shall enclosed certified Photostat copies of experience, trade license essential for carrying out the activities under reference, license under contract Labour Act, and any other documents in support of carrying out the activities under reference from Competent Authority.
- 23.0. The successful bidder / tenderer shall obtain a valid license under the Contract Labour (R & A) Act, 1970 and rules framed there under and shall continue to hold it till completion of the contract. The contractor should be registered with E.P.F., E.S.I., and Service Tax authorities and shall possess valid Registration Number.
- 24.0. All pages of the tender and related papers are to be duly authenticated by tenderer or authorized signatory on behalf of tenderer.
- 25.0. Raw materials, cooking medium, fruits, biscuits and other eatables should be as desired.
- 26.0. The Hospital Campus is a **"NO SMOKING ZONE"**, hence sale and use of tobacco is prohibited.
- 27.0. The sale and use of Liquor (alcohol) is also strictly prohibited in canteen area.
- 28.0. The contractor shall never engage child labour.
- 29.0. The agency has to ensure to minimize the wastage of electricity, water & other resources inside the Canteen premises.
- 30.0. The diet ordered for the patient shall comply with the specification it shall be delivered to the patient at their respective beds in the ward. The Medical superintendent or person authorized by him may at any time examine & taste the quality of the food being supplied.
- 31.0. In case if any deficiency is found in quality/quantity/specification of diet or any default of conditions mentioned above, a penalty of Rs 500/- for each occasion shall be imposed. A repeated default may lead to the forfeiture of security deposit including that of termination of Contract & Blacklisting of the firm.
- 32.0.. A token rent of Rs 100/ per month shall be levied from the contractor & it shall be recovered from the monthly bills of the contractor.

Sd/-
MEDICAL SUPERINTENDENT



ANNEXURE: I A

TECHNICAL BID

Tender for Running of Canteen for Hospital and Visitors

1	NAME OF TENDERING COMPANY / FIRM / ESST./INDIVIDUAL OWNERSHIP	
2	NAME & ADDRESS OF OWNER / PARTNERS/ DIRECTORS	
3	FULL PARTICULARS OF TENDERING/ FIRM/ESST./INDIVIDUAL OWNERSHIP	
(A)	ADDRESS	
(B)	TELEPHONE NO.	
(C)	FAX NO.	
(D)	E-MAIL ADDRESS	
4	DETAILS OF EARNEST MONEY DEPOSIT	
(A)	DD NO. & DATE AMOUNT RS.	
(B)	DRAWN ON BANK & VALID UPTO	
5.	REGISTRATION	
A	ESI REGISTRATION NO.	
B	EPF REGISTRATION NO.	
C	PAN/GIR NO.	
D	SERVICE TAX REGISTRATION NO.	
E	Whether agency is black listed by any Cent./State Govt if not attached self certificate	

6. Annual Turnover (Self attested copy of audited balance sheet , Income tax return, Income tax clearance certificate are to be enclosed)

Annual Turnover of the tenderer for last financial years	2011-12

7. Details of payment of ESI & EPF : Whether Return for last six months is attached YES /NO

8. Work experience:

Work order from reputed organization covering last 3 years

Sl. No.	Name & address of reputed Organization

Prayee

9. Period of contract and value thereof.

Sl. No.	Work order	Value of contract	Name & address of the Reputed Organisation	Period of contract	Amount
1.	01 (one) work contract	Rs.6 Lakh during last financial year or current financial year			
2.	02 (Two) work contract	Rs.4 Lakh during last financial year or current financial year			
3.	03 (Three) work contract	Rs.3 Lakh during Last financial year or Current financial year			

10. Any other information.

Place:

Date:

Signature of Owner/Managing Partner/Director

Name:

Seal



UNDERTAKING

Annexure I B

(TO BE TYPED ON A LETTER HEAD OF THE TENDERER)

To
The Medical Superintendent,
ESIC Hospital,
Adityapur, Jamshedpur,
Jharkhand- 831013

Subject: Tender for Running of Canteen for Hospital and Visitors

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
3. I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Act, Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per DGR rates/ Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
4. I/We shall deploy only physically & mentally fit personnel.
5. I /we undertake that I /we have gone through the entire tender document line by line & agree to abide by all terms & conditions laid under tender document.

**Name and Address of the Bidder.
Telephone No.**



FINANCIAL BID

ANNEXURE-II

RATE QUOTATION OF DIFFERENT TYPE OF PATIENTS' DIET:

1. <u>NORMAL DIET</u>		<u>RATES:-</u>
<u>Timing</u>	<u>Items</u>	
07.30 a.m	Tea (150 ml), Biscuit (2 nos. [Marie / Cream Crackers]).	
09.00 a.m.	Roti (4 nos.), Veg. (150 gms.), Banana (2 nos.)/ Sprouts (50 gms.)	
12.30 p.m.	Rice (200 gm.), Dal (150 ml), Veg. (100 gms.), Salad (1 Plate), Roasted Papad(1 No.).	
05.00 p.m.	Roasted Chura (100 gms.)/ Boiled Channa (50 gms.)/ Bread Toasted (2 Pcs.).	
05.00 p.m.	Tea (150 ml.)	
08.30 p.m.	Roti (6 nos.), Veg. (150 gm.),	
08.30 p.m.	Milk (200 ml.)	

Note:- Once a week Fish / Chicken has to be supplied.

2. <u>SOFT DIET</u>		<u>RATES:-</u>
<u>Timing</u>	<u>Items</u>	
07.30 a.m	Tea (150 ml), Biscuit (2 nos. [Marie / Cream Crackers]).	
09.00 a.m	Bread (04 pcs.), Banana (02 nos.).	
12.30 p.m	Well cooked Rice (200 gm.), Smashed Potato(Chokha), Curd (100 ml.) Veg.(boiled).	
05.00 p.m	Bread (04 pcs.), Salted Mathaa (200 ml.).	
08.30 p.m.	Khichadee (200 gm.), Aaloo Chokha, Curd (100 ml.), Roasted Papad.	

Note:- Avoided list, Oily and Spicy food.Raw Vegetables (like Salad).Fatty and fast foods.

3. <u>HIGH PROTEEN DIET</u>		<u>RATES:-</u>
<u>Timing</u>	<u>Items</u>	
07.30 a.m	Tea (150 ml), Biscuit (2 nos. [Marie / Cream Crackers]).	
09.00 a.m	Roti (04 Nos.), Veg. (100 gm.), Egg Boiled (01 no.), Banana (01 no.).	
12.30 p.m	Rice (200 gm.),Dal (150 ml), Veg.(100 gm), Egg Curry (01 No.), Sprouted Salad .	
05.00 p.m	Bread Toasted (02 pcs.)/ Roasted Chura (150 gm.)/ Boiled or Roasted Chana (100 gm.).	
05.00 p.m	Tea (150 ml.)	
08.30 p.m.	Roti (6 nos.), Veg. (150 gm.), Dal (100 ml.)	
08.30 p.m.	Milk (200 ml.)	

Signature

4. DIABETIC DIET		<u>RATES:-</u>
<u>Timing</u>	<u>Items</u>	
07.30 a.m	Tea (150 ml.[without sugar]), Biscuit (2 nos. [Marie / Cream Crackers]).	
09.00 a.m	Roti (02 Nos.), Veg. (100 gm.), Sprouted Salad .	
12.30 p.m	Roti (04 pcs.),Dal (150 ml), Green Veg.(100 gm. [without Potato]), Roasted Papad, Plain Curd (100 ml.) .	
05.00 p.m	Boiled or Roasted Chana (100 gm.).	
05.00 p.m	Tea (150 ml. [without sugar]).	
08.30 p.m.	Roti (4 nos.), Dal (100 ml.), Green Veg.(100 gm. [without Potato]).	
08.30 p.m.	Toned Milk (200 ml.)	

Note:- Avoided list,

Veg. = Potato, Sweet Potato, Oal, Kachu, Row Banana, Radish, Carrot, Kadima, Ripe Katahal etc.

Snacks.= Poorie, Paratha, Samosha, Kachorie, Chop, Katlet, Roll etc.

Milk = Cows/ Buffalo Cream Milk.

Others = All Items of sweets, Jam, Jelly, Sweet & Salty biscuits etc.

5. WEANING FOOD DIET		<u>RATES:-</u>
<u>Timing</u>	<u>Items</u>	
07.30 a.m	Biscuit (4 nos. [Gooday]).	
09.00 a.m	Roti (02 Nos.), Milk (200 ml.), Banana (01 no.).	
12.30 p.m	Sego Porridge (200 gm.), Banana (01 no.)/ Boiled Potato .	
05.00 p.m	Biscuit (4 nos. [Gooday]).	
08.30 p.m.	Semolina Porridge (150 gm.), Boiled Egg (01 no.).	

Thayne

6. LIQUID DIET		RATES:-
Timing	Items	
07.30 a.m	Sego Porridge (200 gm.).	
09.00 a.m	Juice (200 ml.).	
12.30 p.m	Sego Khichdee (200 gm.).	
05.00 p.m	Lassi (200 ml.)/ Milk (200 ml.).	
08.30 p.m.	Vegetable Soup (150 ml.).	
08.30 p.m.	Sego Khichdee (200 gm.).	

Date:-

Signature of the Tenderer:-

Place:-

Full Name:-

Designation:-

(Office seal of the Tenderer)

Note : The selection of successful bidder shall be made on the rate offered by the bidder keeping in the view of terms and condition laid under tender document. In case the bidders quote different rates for different type of diets and there is no obvious **L 1** then calculation of **L 1** rate will be determined as per calculation method illustrated at "H" (SELECTION OF ELIGIBLE BIDDERS).of tender document.

Signature

**ANNEXURE- III****PLEASE QUOTE YOUR RATE**

Offer of rates to be submitted in following sub-heads and shall be inclusive of all charges, statutory obligations and any other expenses related to or incident to performance of the hob under reference and with regards to terms and conditions specified herein before.

1. GENERAL ITEMS:

MENU				
Items code	Menu / Name of Item	Composition / Description / Quantity	Unit	Rates quoted
1.	Tea	Standard Cup (200 ml)	Per Cup	
		Special (200 ml)	Per Cup	
2.	Coffee	Standard Cup (200 ml)	Per Cup	
3.	Chop	Vegetable	Per Piece	
4.	Samosa	Vegetable	Per Piece	
5.	Snacks	Pakoda (200 gm)	Per Plate	
		Bonda (Per piece)	Per Piece	
		Seb (200 gm)/BHUIJA	Per Plate	
6.	Cake	Fruit Slice Cake	Per Piece	
7.	Sweet	Laddu	Per Piece	
		Gulab jamun	Per Piece	
		Rasgulla.	Per Piece	
		Jalebi	Per Piece	
		Bundiya (200 gm)	Per Plate	
8.	SOUTH INDIAN	Masala Dosa (with Sambhar and Chutney)	Per Plate	
		IDLI	Per Plate	
		VADA	Per Plate	
9.	Soft Drinks	Mineral Water	Per Piece	
		Cold Drinks	Per Piece	

<u>BREAKFAST</u>				
10.	Toast	One Plain Bread	Per Piece	
		One Bread with Butter	Per Piece	
		Sandwich	Per Piece	
		With Egg (One Egg & Four Breads)	Per Plate	
11.	Puri & Sabji	Four Puri & One service spoon Chhola/Dal/ Ghuguni/ Sabji.	Per Plate	
12.	Plain Paratha & Sabji	Two Paratha & One service spoon Chhola/Ghughni / Sabji.	Per Plate	
13.	Plain Paratha	One Paratha	Per Piece	
	Sattu Paratha	One Paratha	Per Piece	
	Aallu Paratha	One Paratha	Per Piece	
14.	Plain Roti & Sabji	Four Roti & One Service spoon Sabji	Per Plate	
15.	Plain Roti	One Roti	Per Piece	
16.	Ghughni	One standard Plate	Per Plate	
17.	Hot Milk	One Cup (250ml)	Per Cup	
18.	Curd	Misti Dahi, Plain Dahi (one cup 250ml.)	Per Cup	
<u>LUNCH DINNER</u>				
19.	Meals	Vegetable Meals (Rice, Bhaji, Dal, Sabji, Chutney, Papad, Salad)	Per Meal	
		Special Vegetable Meals (Rice, 2 nos. Roti, Bhaji, Dal, Special Sabji, Chutney, Papad, Salad)	Per Meal	
20.	Egg	One Piece Egg with Curry	Per Plate	
		Omelette (One Pc. Egg)	Per Plate	
		Boiled (One Pc. Egg)	Per Plate	
21.	Fish	One Piece Fish with Curry	Per Plate	
22.	Chicken	Chicken Curry (4 Pcs.) [120gm]	Per Plate	
23.	Mutton	Mutton Curry (3 Pcs.) [120gm]	Per Plate	
24.	Sabji	Mixed Veg.	Per Plate	
25.	Bhaji	Special Bhaji	Per Plate	
26.	Rice	Standard Rice (Normal [250gms.])	Per Plate	

Note- 1. Apart from the above any packed item shall not be sold on price exceeding MRP.

2. The rate quoted shall not exceed prevailing market rate .the rate quoted for above item shall not be considered for deciding L1

Date:-

Signature of the Tenderer:-

Place:-

Full Name:-
Designation:-
(Office seal of the Tenderer)

Signature