



OFFICE OF THE DISTRICT HEALTH SOCIETY, DHUBRI
Jail Road, Dhubri, 783301

No: DHS/DHUBRI/TENDER/ACTIVITY-NHM/2024-25/01/ 4702

Date: 06/11/2024

Short Tender Notice

Sealed tenders are invited from authorized firms, suppliers, or agencies for the supply of food items for the District Health Society, Dhubri. Tenders must be submitted with a court fee of Rs. 8.25 (Rupees Eight and Paise Twenty-Five) attached.

Interested bidders can submit their bids in the tender box at the Office of the Joint Director of District Health Services, cum Member Secretary DHS, Dhubri, Assam, on working days between 10:00 AM and 4:00 PM.

Bidders are advised to carefully review all instructions, terms, and conditions provided in the bid documents. Failure to submit all required information or non-compliance with the bid requirements may lead to rejection of the bid.

Address for Submission:

The Joint Director of District Health Services, cum Member Secretary DHS, Dhubri
Jail Road, Dhubri, Assam, 783301

Important Dates:

Starting Date of Bid Submission	06/11/2024
Last Date of Bid Submission	18/11/2024 (Upto 4 PM)
Date and Time of Opening Bid	19/11/2024 from 2:00 PM

A. General Conditions:

- Signature and Seal:** The tenderer must sign and affix the firm's or supplier's stamp on each page of the tender and its annexures as an indication of acceptance of the offer and terms & conditions.
- Contract Duration:** The successful bidder will be responsible for completing the work for the Financial Years 2024-25 and 2025-26 (up to 31.03.2026) from the date of contract award. DHS Dhubri reserves the right to terminate the contract at any time without prior notice. The successful bidder must also be able to supply items on an emergency basis as required.
- Document and Quality Compliance:** If any documents submitted by the firm/supplier/agency are found to be false or if the quality or specifications of supplied articles do not meet the required standards, it will be considered a breach of contract. The competent authority reserves the right to cancel the contract in such cases at any stage.
- Emergency Contact:** The selected firm/supplier/agency must provide the name and mobile number of a key contact person who can be reached at any time, including beyond office hours and on holidays. This person should be capable of receiving orders and arranging for supply on short notice.



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5. **Signature and Seal on Price Bid:** Each page of the price bid must be duly signed by the bidder, along with the office seal.
6. **Rates Quoted:** The bidder must submit the price bid in the format provided in Annexure-III. The quoted price should include all applicable taxes, such as GST. At the time of payment, Income Tax or any other applicable tax will be deducted at source.
7. **TDS/GST Deductions:** TDS/GST may be deducted from the bill as per the applicable norms.
8. **Presence at Tender Opening:** Bidders or their authorized representatives may be present at the date and time of the tender opening.
9. **Responsibility of the Bidder:** The bidder is responsible for serving food to each individual at any program organized by the District Health Society. The bidder is also responsible for cleaning the venue after food consumption by all individuals at any DHS program. The bidder is responsible for supplying food items to any location within the district for programs organized by the District Health Society, Dhubri, with no additional charges.
10. **Bidder Rate:** The Tendering Committee reserves the sole discretion to make decisions regarding the acceptance of item rates from the L1 bidder. **This decision will take into account prevailing market rates, and the Committee will select the rate it finds to be most genuine and beneficial for the commission in comparison to the quoted rate.**
11. **Tender Document Collection:** Tender documents can be collected from the NHM (DPMU) Office, Dhubri issue branch or downloaded from the NIC website.

B. Documents to be Submitted by the Bidder:

The bidder must submit the following documents as part of the tender:

1. **Annexure I:** - Technical Information.
2. **Annexure II:** UNDERTAKING BY BIDDER (To be submitted on Non-Judicial Stamp Paper worth Rs. 100/-).
3. **Annexure III:** PRICE BID.

In addition to Annexures I, II, and III, the bidder must also submit the following documents:

1. GST Registration Certificate.
2. GST Return (Up-to-date).
3. Permanent Account Number (PAN) Card.
4. Experience Certificate (including copies of supply orders from previous government institution supplies)
5. Up-to-date Trade License
6. License/Certificate of Food Safety Registration

Failure to submit all required documents or to comply with the bid requirements may result in rejection of the bid.



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C. Cover for Bid:

The bidder must place all relevant documents together in a sealed cover, clearly labeled as "Tender for the Supply of Food Items for DHS, Dhubri." The cover must also include the name, address, and contact number of the firm/agency. Bidders should submit their bids in the tender box at the Office of the Joint Director of District Health Services, cum Member Secretary DHS, Dhubri, Assam, on working days between 10:00 AM and 4:00 PM.

D. Payment Provisions:

1. No advance payments will be made to the successful bidder.
2. Payment of bills is subject to the availability of funds and necessary approvals.
3. Bills must be submitted in triplicate for the items supplied by the selected firm(s).
4. Payment will be released only after verification that the quantity and quality of items supplied fully meet the satisfaction of this office. If any food items are found to be unhygienic or not of the required quality, they must be replaced immediately at no additional cost. Failure to comply may result in cancellation of the order and prompt action will be taken as necessary.

Joint Director District Health Services Cum
Member Secretary, DHS Dhubri

No: DHS/DHUBRI/TENDER/ACTIVITY-NHM/2024-25/01/ 4703-10

Date: 06/11/2024

Copy to:-

1. The ADC (Health), Dhubri for kind information.
2. The Additional Chief Health & HO (FW), Dhubri for kind information.
3. The Food Inspector, Dhubri for kind information.
4. The DPMU, NHM, Dhubri for information.
5. Office Copy.
6. Notice Board of O/o the Jt. DHS, Dhubri/ NHM. DHS. Dhubri.
7. NIC Dhubri, Assam with a request to upload the copy on the NIC website.

Joint Director District Health Services Cum
Member Secretary, DHS Dhubri

(To be submitted on the official letterhead of the Firm/Agency)

Annexure – I

Technical Information

Sl.No.	Particulars	
Part – I : Bidder Information		
1	Name of Firm/Company/suppliers/Agencies	
2	Official Address with Contact No.	
3	Name and mobile number of a key person, who can be contacted at any time	
Part- II : Documents submitted		
4	GST Registration Certificate.	Enclosed at Page.....
5	GST Return (Up-to-date).	Enclosed at Page.....
6	PAN Card	Enclosed at Page.....
7	Experience Certificate (Previously supplied in Govt. institution) including copies of supply order.	Enclosed at Page.....
8	Up to date Trade License	Enclosed at Page.....
9	License/Certificate of Food Safety Registration	Enclosed at Page.....
10	Undertaking as per Annexure-II	Enclosed at Page.....
11	Annexure – III:- PRICE BID	Enclosed at Page.....

SIGNATURE :
NAME & DESIGNATION :
DATE :
NAME & ADDRESS OF THE FIRM WITH SEAL :

(To be submitted on Non-Judicial Stamp Paper valued at Rs. 100/-)

Annexure – II

UNDERTAKING BY BIDDER

To,

The Joint Director, District Health Services Cum Member Secretary
District Health Society, Dhubri

Tender No.....

For Supply of

Sir,

I, Sri..... on behalf of
M/s.....declare that-

1. I/We are authorized suppliers of food items, duly recognized by the Government of India/State Government/other reputed public institution/body, and have reviewed the tender document, including any amendments/corrigenda, receipt of which is confirmed.
2. I/We hereby offer to supply the specified food items at the prices mentioned in the price bid, with delivery to be made free of charge within the specified time.
3. I/We accept the responsibility to serve food to each individual at any designated program organized by the District Health Society.
4. I/We accept the responsibility to clean the venue after food consumption by all individuals at any DHS program.
5. I/We accept the responsibility to supply food items to any location within the district for programs organized by the District Health Society, Dhubri, at no additional charge.
6. I/We agree to abide by my/our offer during the contract period.
7. I/We have read carefully and understood all the terms & conditions of this tender and shall abide by them.
8. I/We agree that in the event of any dispute or disagreement, the decision of the District Level Tender Committee, Dhubri, shall be final and binding on me/us.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM WITH SEAL :

(To be submitted on the official letterhead of the Firm/Agency)

Annexure – III

PRICE BID

Tender No.

SL. No	Type	Items	Rate (Including all taxes) Rs.
1	Basic Breakfast	Tea or Coffee, Samosa (1 Piece), Boiled Egg (1 piece), and a Half Litre Water Bottle.	Rs...../-
2	Executive Breakfast	Tea or Coffee, Puri Sabji (2 pieces) or Bread Butter (2 slices), Boiled Egg (1 piece), Banana (1 piece), and a Half Litre Water Bottle.	Rs...../-
3	Basic Refreshment	Tea or Coffee, Samosa (1 piece), Boiled Egg (1 piece), Banana (1 piece), Biscuits (2 pieces), and a Half Litre Water Bottle.	Rs...../-
4	Executive Refreshment	Tea or Coffee, Veg Sandwich (1 piece), Veg Cutlet (1 piece), Boiled Egg (1 piece), Apple (1 piece), Rasgulla (1 piece), and a Half Litre Water Bottle.	Rs...../-
5	Buffet Veg Thali	White Rice (Unlimited), Dal (Unlimited), Mixed Vegetables (Unlimited), Vegetable Pakora (3 pieces), Papad (1 large piece), Vegetable Salad (Unlimited), and a Half Litre Water Bottle.	Rs...../-
6	Buffet Non-Veg Thali	White Rice (Unlimited), Dal (Unlimited), Mixed Vegetables (Unlimited), Broiler Chicken Curry (4 medium-sized pieces) or Local Big Fish (1 piece), Papad (1 large piece), Vegetable Salad (Unlimited), and a Half Litre Water Bottle.	Rs...../-
7	Buffet Executive Veg Thali	Main Course: Both White Rice and Veg Fried Rice (Unlimited), Dal (Unlimited), Mixed Vegetables (Unlimited), Paneer Pakoda (2 pieces), Papad (1 large piece), Matar Paneer Curry (Unlimited), Pickle (1 spoon), Vegetable Salad (Unlimited), and a One Litre Water Bottle. Dessert: Gulab Jamun (1 piece) and Rasgulla (1 piece)	Rs...../-

8	Buffet Executive Non-Veg Thali	<p>Main Course: Both White Rice and Chicken Biryani (Unlimited), Dal (Unlimited), Mixed Vegetables (Unlimited), Local Chicken Curry (4 medium-sized pieces), Papad (1 large piece), Egg Curry (1 piece), Pickle (1 spoon), Vegetable Salad (Unlimited), and a One Litre Water Bottle.</p> <p>Dessert: Gulab Jamun and Rasgulla</p>	Rs...../-
9	Buffet VPI/VVIP Non-veg Thali	<p>Starter: Onion Pakora (2 pieces), Veg Cutlet (2 pieces), Veg Puff (1 piece), and a Half Litre Water Bottle.</p> <p>Main Course: Both White Rice and Chicken Biryani (Unlimited), Dal (Unlimited), Mixed Vegetables (Unlimited), Mutton Curry (4 medium-sized pieces), Local Chicken Curry (3 pieces), Papad (1 large piece), Local Big Fish Curry (1 piece), Pickle (1 spoon), Vegetable Salad (Unlimited), and a One Litre Water Bottle.</p> <p>Dessert: Gulab Jamun (1 piece), Gajar Ka Halwa (1 plate), Kaju Katli (1 piece), and Ice Cream (1 cup)</p>	Rs...../-

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM WITH SEAL :