



**OFFICE OF THE DEPUTY DIRECTOR, A.H.D.S.T.I & E.T.C.,  
BHANJANAGAR**

Email Id: officerincharge007@gmail.com, Office Telephone/Fax .No: 06821241568.



Bid Reference No: **01/AHDSTI & ETC** Date: **07-05-2025**

**Tender Title:**

**Short Tender for "CATERING SERVICES FOR PROVIDING FOODS IN THE A-HELP TRAINING PROGRAMME" FOR 25NOS. OF TRAINEES FOR 17DAYS AT- AHDSTI & ETC., BHANJANAGAR, GANJAM**

**TENDER DOCUMENTS**

**FOR "CATERING SERVICES FOR PROVIDING FOODS IN THE A-HELP TRAINING PROGRAMME" FOR 25NOS.OF TRAINEES FOR 17DAYS AT AHDSTI & ETC, BHANJANAGAR, GANJAM**

**Name & Address of the tender inviting authority:**

Deputy Director, AHDSTI & ETC, Bhanjanagar  
At/Po- K.S.U.B, College, Road, Bhanjanagar, Dist- Ganjam, Odisha, PIN- 761126

**E-mail id**

officerincharge007@gmail.com

**Tender ID or Reference Number:**

**01/AHDSTI & ETC**

**Contact person:**

**Deputy Director, AHDSTI & ETC, BHANJANAGAR**

**Tel- 06821-241568**

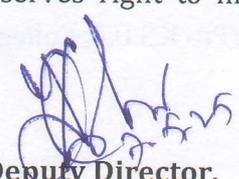
  
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**SECTION I**  
**IMPORTANT DATES OF THE TENDER**

Date of publication of Bid Document in Website	08.05.2025 at 10.00a.m
Date, Time & Place for Pre-Bid meeting	13.05.2025,3.00PM at Office of the Deputy Director, AHDSTI & ETC, Bhanjanagar
Last Date &Time of Receipt of Bid Document	17.05.2025 , 2.00PM
Date & Time of Opening of Tender Technical BID (Cover-A)	17.05.2025 , 3.00PM
Date & Time of Opening of Price Bid (Cover-B)	17.05.2025 , 4.00PM
Finalizing of Bid	17.05.2025 , 5.00PM
Place for Opening of Documents	Office of the Deputy Director, AHDSTI & ETC, Bhanjanagar
Address for Communication For Receipt of Bid Document:	Deputy Director, AHDSTI & ETC, Bhanjanagar At/Po- K.S.U.B, College, Road, Bhanjanagar, Dist- Ganjam, Odisha, PIN- 761126

**N.B\_**

1. The document is not transferable.
2. Though adequate care has been taken for preparation of this document, the applicant shall satisfy himself that the document is complete in all respect. Intimation of any discrepancy shall be given to the undersigned immediately. If no information is received from any applicant within 5 days from the date of issue of this notice, it shall be considered that document is complete in all aspect.
3. The Deputy Director, AHDSTI & ETC, Bhanjanagar reserves right to modify, amend or supplement this application process.

  
**Deputy Director,**  
**AHDSTI & ETC, Bhanjanagar**

## SECTION II GENERAL DEFINITION AND SCOPE OF CONTRACT

### 1. General Definitions.

- **The Deputy Director, AHDSTI & ETC, Bhanjanagar** (Tender Inviting Authority) working under Fisheries & Animal Resources development Department, Govt. Of Odisha requires catering services for providing foods to 25 nos. of trainees for 17 days in the A-Help training programme at AHDSTI & ETC, Bhanjanagar.
- **Bid/Tender Inviting Authority** is the Deputy Director, AHDSTI & ETC, Bhanjanagar who on behalf of the User Institution/Government or the funding agencies calls and finalize bids and ensure supply and procurement under this bid document.
- **Tender Evaluation Committee** are Local Purchase Committee so constituted by the Deputy Director AHDSTI & ETC, Bhanjanagar to select and decide on the procurement of Goods & Services.
- **Blacklisting/debarring** – the event occurring by the operation of the conditions under which the bidders will be prevented for a period of 3 years from participating in the future bids of Tender Inviting Authority/User Institution, the period being decided on the basis of number of violations in the bid conditions and the loss/hardship caused to the Tender Inviting Authority/User Institution on account of such violations.

### 2. Scope:

- The bids are invited for Catering Services for 25 nos. of trainees of A-HELP training for 17 days on daily basis.
- The bidders cannot withdraw their bids after opening of technical bid within the minimum bid validity period and also after accepting the Letter of Award.
- Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking penal provisions and may also lead to black listing.

## SECTION III GENERAL INSTRUCTIONS TO BIDDERS

This tender is floated in 2 Bid systems i.e.:

- A. Technical BID
- B. Financial BID

- **Hence, bidders who are participating shall have to submit sealed price bid and technical bid in separate covers.**
- The price quoted for different items will be valid for one year from the date of approval of the price by the committee.
- At any point of time, the Tender Inviting Authority reserves the right to reject the tender for all items or for any one or more of the items tendered without assigning any reasons thereof.

#### 1.1. AVAILABILITY OF TENDER PAPER:

The tender documents will be available on the website <https://ganjam.odisha.gov.in> which may be downloaded by intending bidders. The Bidders who download the tender documents from the website will have to pay Rs. 1000/- (Rupees One Thousand only) in shape of Demand Draft in favour "AHDSTI & ETC " payable at SBI Bhanjanagar and submit in a separate envelope marked "**Cost for tender Processing Fees**" along with the technical bid. The authority will not be responsible if any portion of the approved documents available in the office of the Deputy Director, AHDSTI & ETC, Bhanjanagar is excluded or modified on the downloaded documents.

The cost of tender processing fees is non Refundable.

  
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### 1.2. ELIGIBILITY CRITERIA:

The bidder should be a reputed caterer/Agency/Firm/individuals/ MSEs/Start Ups having valid License under Food Safety & Standards Act/Rule issued by Govt. Authority and executed at least One such similar types of Works/Orders in the last three years. Documentary evidence in support of eligibility criteria shall be submitted.

### 1.3. Tender processing Fee and EMD:

- a. The bidder shall deposit an amount of **Rs.1000/- (Rupees One Thousand only)** towards cost of tender paper and BID documents processing fees (non-refundable) **in shape of Account payee demand draft.**
- b. The demand draft of **Rs.1000/-** is to be attached with the technical bid documents.
- c. The bidder must furnish, as a part of technical proposal , an earnest money deposit (EMD) amounting to **Rs.5000/- (Rupees Five Thousand) only** towards **BID security** in shape of demand draft from any Nationalized bank in favor of "AHDSTI & ETC" payable at SBI, Bhanjanagar, failing which the tender shall be rejected summarily.
- d. The EMD of unsuccessful bidders shall be refunded without interest after finalization of selection process and award of contract. The EMD of successful bidders will be released only after furnishing of required performance security in shape of demand draft and signing of the contract.

The EMD will be forfeited on account of the following reasons:

- i. Bidder withdraws its proposal during the bid validity period as specified in Request for proposal (RFP). & bidder does not respond to requests for clarification of its proposal.
- ii. Bidder fails to provide required information during evaluation process or is found to be non responsive or has submitted false information in support of its qualification.
- e. If the bidder fails to
  - i. Provide any clarification to the client
  - ii. Agree to the decisions of the contract negotiation meeting.
  - iii. Sign the contract within prescribed time period.
  - iv. Furnish required performance security in shape of BID.
- f. Any other circumstances which holds the interest for the client during the overall selection process.
- g. The Bid security will be returned to the unsuccessful bidders without interest.

### 1.4 Evaluation:

- a. The technical bids will be opened and evaluated by the Tender Evaluation Committee at the prescheduled date and time mentioned in the Tender document.
- b. The successful bidders will be selected on the basis of LCBS method (lowest Cost Based Selection) in the financial bid evaluation.
- c. If the approved lowest eligible supplier fails to supply items within the stipulated period to meet the need, the tender inviting authority reserves right to procure the same from the L2/L3 supplier at L1 rate, if they agree to supply at L1 approved rate or negotiated rate or their respective quoted rates and the differential amount if any will be claimed from the bid security from the approved supplier.

  
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- d. If two or more bidders quotes the same lowest price, then the tender inviting authority reserves right to procure the same from the bidder having more turnover based upon their GST return.

#### 1.5 CLARIFICATION & AMENDMENT:

- I. At any time before submission of bid, the client may, for any reason, modify the tender documents by amendment. The amendment, if any shall be issued through an addendum which shall be kept on the official website of NIC for information of the tenderers who intend to submit quotation. Before submitting the bid the tenderers are advised to go through the NIC website to find out such addendum/errata/corrigendum if any issued by the client. The addendum/errata/corrigendum will be binding on the all the tenderers submitting the quotation. The client also reserves the right without any obligation or liability to accept or reject any or all the quotation at any stage of the process, to cancel or modify the process or any part thereof or to vary terms and conditions at any time without assigning any reason thereof.
- II. Tenderers shall carefully examine the tender documents and the technical specification. If a tenderer find any discrepancies or omissions from the specification or other documents, he should at once intimate the authority and obtain clarification in writing. This, however, does not entitle the tenderers to ask time beyond the due date fixed for receipt of tenderers.
- III. In case any bidder who has submitted the Bid before issue of corrigendum/addendum etc., if desired can submit Bid superscripting as "Revised Bid against Tender Call Notice No. ...." on the envelope containing the tender documents.

#### 1.6 AHDSTI & ETC AUTHORITY RESERVES THE RIGHTS:

- a. To reject or to accept any or all tenders.
- b. The Work Order will be liable for cancellation in the event of un-satisfactory work/non-observance of relevant clauses of the Work Order.

#### 1.7 SETTLEMENT OF DISPUTE:

- i. **Amicable Settlement** : Any dispute(s) or difference(s) arising out of or in connection with the contract shall to the extent possible, be settled amicably.
- ii. **Dispute Resolution:** Decision of competent authority of AHDSTI & ETC, Bhanjanagar shall be final and binding in respect of all matters of dispute arising out of this tender.

#### 1.8 AGREEMENT:

The successful tenderer will be required to execute an agreement in a non-judicial stamp paper worth Rs.20 as applicable as per Odisha Stamp Duty Act as per the prescribed forms with the Deputy Director, AHDSTI & ETC, Bhanjanagar for the contract within 5 days from the date of issue of the Work Order, failing which the order will be cancelled.

- 1.9 **The successful bidder shall not employ for the purpose of this contract any person who is below the age of 14 years.**

1.10 **PROTECTION TO WORKMEN: (Insurance)** It shall be the Contractor's responsibility to protect his workmen against accident during the execution of the work and the successful bidder must take insurance for the purpose.

#### 1.11 JURISDICTION:

All disputes shall be under the jurisdiction of the Bhanjanagar court.

1.12 **Performance Security:** The selected bidder would be required to provide a Performance Security in form of Demand Draft drawn from any Nationalized Bank in favour of the "AHDSTI & ETC" payable at

  
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SBI Bhanjanagar within 05 days from the notification of award, for a value equivalent to @10% of the total work order cost. The performance security should be valid for a period of 60 days beyond the period of contract. The selected bidder(s) shall be responsible for extending the validity date of the performance security as and when it is due on account of non completion of the project and warranty period. In case the selected bidder(s) fails to submit performance security within the stipulated time, the Tender inviting authority, at its discretion may cancel the order placed in favour of the selected bidder(s) without giving any notice. The Tender inviting authority, (Deputy Director, AHDSTI & ETC, Bhanjanagar) shall invoke the performance security in case the selected bidder fails to discharge contractual obligations during the period or the Tender inviting authority incurs any loss due to caterers negligence in carrying out the project as per the agreed terms and conditions. The performance security shall be refunded (without interest) after successful performance of the contract as per the agreement. Irrespective of any status of an entity as a bidder applying for the bid and if awarded for the bid after due selection, have to deposit the performance security deposit within the time schedule.

**1.13** Local MSEs/ Start Ups only registered in Odisha with the respective DICs, Khadi, Village, Cottage & Handicraft Industries, OSIC, NSIC shall be exempted from submission of EMD, subject to submission of the valid registration certificate from the concerned authority. None of the bidders other than those specified above are exempted from submission of EMD.

**1.14** All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. *No overwriting or cutting is permitted in the Financial Bid Form.* In such cases, the tender shall be summarily rejected.

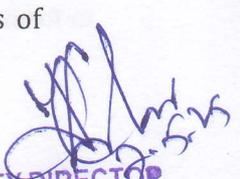
**1.15** The A/C payee demand draft can be made in favour of the following bank particulars of Tender Inviting Authority.

**Name: AHDSTI & ETC**  
**Account No: 11349677587**  
**IFSC: SBIN0000038**  
**SBI Main Branch Bhanjanagar**

#### SECTION IV

#### GENERAL TERMS AND CONDITIONS

1. The intending bidder must have registered under Odisha GST Act.
2. The firm should have adequate man power to supply the food in time.
3. The agency will supply food as per requirement & the payment will be made through NEFT after completion of the relevant programme and within 15 days of receipt of bill. The TDS & GST deduction will be done as per applicability.
4. The firm shall supply the food at the designated venue i.e., at AHDSTI & ETC, Bhanjanagar with crockery, serving dishes and with manpower for serving of food to the attending trainees.
5. The caterer will provide Catering service for the trainees which includes provisions of Breakfast, Lunch, Dinner and tea & Snacks (2 times) as per the schedules stated below.

  
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**6. Schedule:**

- |                  |                |
|------------------|----------------|
| a. Breakfast-    | 8 AM to 9AM    |
| b. Tea & Snacks- | 11:30 AM       |
| c. Lunch-        | 1PM to 2PM     |
| d. Tea & Snacks- | 4PM to 5PM     |
| e. Dinner-       | 8:30PM to 10PM |

7. The firm will have to submit an undertaking in the technical bid that the firm/organization has not been black listed by any Government organization.
8. The firm shall supply the hygienic food and the utensils used shall be clean and sterile.
9. The bidder has to make his own arrangement for transportation of materials, cooking of food, serving of food and supply of necessary disposable buffet plates.
10. After completion of program the bidder has to maintain the cleanliness of the area on daily basis.
11. The staffs of the firm must be well dressed and well behaved.
12. The award will be given to L1 bidder who quote lowest rate for the items including GST.
13. The price for Tiffin/Lunch/Tea/Dinner will be treated as one unit each and the rate should be quoted on Lump sum basis. Selection will be made on lowest price bid basis on the rate quoted for sum of the all categories.
14. The selected firm will execute an agreement with the Deputy Director, AHDSTI & ETC, Bhanjanagar for CATERING SERVICES FOR PROVIDING FOODS IN THE A-HELP TRAINING PROGRAMME" FOR 25NOS. OF TRAINEES FOR 17DAYS AT- AHDSTI & ETC., BHANJANAGAR, GANJAM .
15. After completion of programme the supplier/agency should submit the bill in triplicate along with a copy of work order within 7 days.
16. The firm will be black listed for any deviation of above terms and conditions, if found during contract period.
17. Bidders who qualify technically as per submission of valid relevant documents as asked to be submitted in Technical Bid- Tender Form (Cover A), their Financial Bid (Cover B) shall only be opened.
18. **Any precondition of the bidder for executing the work shall not be acceptable and the tender will be out rightly rejected. The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.**
19. FSSAI CERTIFICATION (LICENCE) MUST BE VALID AND SHOULD BE IN THE NAME OF BIDDER.
20. NO ADULTERATION AND ARTIFICIAL COLOR SHOULD BE USED.



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## SECTION V

## SCHEDULE OF REQUIREMENT

The Caterer has to provide Catering service for the A -HELP trainees which includes provisions of Breakfast, Lunch, Dinner and tea & Snacks (2 times) for 17 days.

NAME OF THE Programme: A-HELP TRAINING PROGRAMME

VENUE: AHDSTI & ETC, Bhanjanagar

Period: The actual date of commencement of programme will be intimated by Deputy Director, AHDSTI & ETC later. The contract period is initially for a period of one year from the actual date of commencement of the work.

## FOOD MENU FOR A-HELP TRAINING

SI No	BREAK FAST (08.00 TO 09.00AM)	Tea & Snacks- 11.30am	LUNCH (01.00 TO 02.00 PM)	EVENING Tea & SNACKS (04.00 PM to 05.00 PM)	DINNER (08.30PM TO 10.00PM)
1	Vegetarian breakfast- with Bada (4 nos) & Idli (2 nos) or Puri (5 nos) & upma (1/2 plate), motor ghuguni or dalma, sambar, chatni, sweet -one & Tea	Snacks (Cookies / Biscuits etc) & Tea	Non veg meal comprises Rice, Dal, Chicken curry/Fish- 2 pieces and with one veg curry, one veg fry with salad/Khata/ sweet curd and pampad.  In veg meal Non veg items will be substituted with paneer or mushroom curry items	Snacks at evening- Bread sandwich / Samosa/ Bada/Alo ochop(2 nos), or pakudi 100gm & Tea	Non veg meal comprises Rice/Roti,Dal/Dalma/Egg Tadka/Egg bhujia/Fish chinchada, veg. Bhaja/Achara, one sweet.  In veg meal non veg Item will be replaced with veg curry/veg tadka/veg chips.

N.B-The Contractor shall ensure the veg item should compensate properly with non-veg items.

**Quantity of the above-mentioned items can be changed anytime as per requirement.**

The firm shall supply the food at the designated venue i.e., at AHDSTI & ETC, Bhanjanagar with crockery, serving dishes and with manpower for serving of food to the attending trainees

**Terms and Conditions for Catering Services**

1. The menu can be changed as per the requirement of the trainees in consultation with the training coordinator.
2. Breakfast; Lunch, Dinner is to be served in dining room only, not in living room of any individual.
3. The caterer make available for inspection by Tendering Authority or his representative regarding the quality and quantity food items at any time if required.
4. The committee authorized by Tendering Authority may conduct random inspection and any deviation will be intimated to the caterer in written for rectification. Any deviation of critical nature will be immediately penalized. For any deviation of non-critical nature, the caterer will be

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given an opportunity to improve it for 2 instances. If repetition is observed in any deviation, then a penalty is deemed that will be imposed on the caterer without any further notice.

5. The caterer shall engage the man power to manage the catering service properly after verifying their antecedent and checkup.
6. The caterer shall intimate the Tendering Authority on any new addition or deletion of man power.
7. The contractor shall ensure peace, maintain silence in the premise and engaged man power's good behavior, proper dealing and appearance of staff in premise.
8. In the event of lack of cleanliness, hygienic condition in premise, the contractor shall be held liable and penalized accordingly.
9. Payment will be made through N.E.F.T within 15 days of receipt of GST Bills and other relevant documents. TDS and GST will be deducted as per applicability.



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## SECTION-VI

**Documents to be submitted with the Technical Bid ( COVER-A):-**

Sl No	Document type (To be self-attested and numbered)
1	Name & Corresponding Address, Email & Contact No.of the Bidder as per Annexure-I
2	Tender Processing Fees in shape of Bank Draft. details to be mentioned Bank Draft No. _____ Dtd.
3	Earnest Money Deposit in shape of BD :Bank Draft (details to be mentioned) Bank Draft No. _Dtd.
4	Self-attested copy of License under Food Safety & Standards Act/ Rule issued by issued by Govt. Authority
5	Self-attested copy of PAN CARD & GST registration certificate.
6	Self-attested copy of latest GST payment receipt.
7	Self-attested copy of latest I.T Return
8	Experience Certificate of One such similar types of Works/Orders executed in the last three years (Annexure-II)
9	An Undertaking by the tenderer, that the tenderer is not black listed. (as per prescribed format in Annexure-III)
10	Declaration that price quoted by them is not more than the open market price.(Annexure-IV)
11	BANK details: Bank name, Account No. IFSC code (Copy of 1 <sup>st</sup> page of bank pass book or a cancelled cheque as proof of Bank details.)
12	Tender documents downloaded must be signed by the tenderer in each page with seal as a token of acceptance of terms & conditions of tender.
13	A declaration by the tenderer, that the tenderer has no relation with any employee serving under AHDSTI & ETC, Bhanjanagar as per Annexure-V
14	No Deviation Statement as per Annexure-VI
15	Bid Security declaration form as per Annexure-VII
16	Any other documents as per the checklist given in Annexure-VIII
17	Declaration as per Annexure-X

  
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Annexure-I

**Technical Bid( COVER-A)**

**Tender Reference. No..... date.....**

**Tender Paper for**

**CATERING SERVICES FOR PROVIDING FOODS IN THE A-HELP TRAINING PROGRAMME" FOR 25NOS. OF TRAINEES FOR 17DAYS AT- AHDSTI & ETC., BHANJANAGAR, GANJAM**

*Name of the firm/Contractor/Agency:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Corresponding Address, with e mail & Contact No.:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Proprietor/ Authorized person  
with seal

  
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**Annexure-II****EXPERIENCE CERTIFICATE****PAST HISTORY OF EXECUTION OF SIMILAR TYPE OF WORKS/ORDERS**

(TO BE FILLED BY THE BIDDER)

SINO.	NAME OF THE CUSTOMER WITH ADDRESS	ORDER NO. /DATE	MONTH/YEAR OF COMPLETION.

Signature of Proprietor/ Authorized person  
with seal

  
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A.H.D.S.T.I. & E.T.C., Bhanjanagar

## Annexure-III

**Undertaking for not being black listed**

I/We.....( Name & Designation) having My/our firm/ agency at..... do hereby declare that I/We have carefully read all the terms & conditions of tender of the DD, AHDSTI & ETC, Bhanjanagr Ganjam, Odisha, for supply of **CATERING SERVICES IN THE A-HELP TRAINING PROGRAMM" FOR 25NOS. OF TRAINEES FOR 17DAYS AT- AHDSTI & ETC,BHANJANAGAR.** I will abide with all the terms & conditions set for in the tender paper Reference no.....

I/We do hereby declare that, I/We have not been de-recognized/ debarred/ blacklisted by any State Govt./ Union Territory/ Govt. of India/Govt. organization/ Govt. Veterinary institutions for supply on Non-Standard Quality (NSQ) items/ part-supply/non-supply.

That, I am not a defaulter in supply of any items to the DD LITC Bhanjanagar Ganjam, Odisha, , or any other indenting officers of the State of Odisha after being Lowest responsive bidder in past three years.

I/We do hereby declare that I/We will supply the approved items as per the terms, conditions & specifications of the tender documents. I/We further declare that my/our performance security deposit will be forfeited if I/we fail to supply any item after getting order from the purchaser. I/we further declare that we will supply the ordered items as mentioned in the bid documents.

I/We agree that the Tender inviting Authority can debar/ blacklist me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection/ verification and is not complying with the Tender terms & conditions.

"I certify that I have not committed any offence-

- (a) Under the Prevention of Corruption Act, 1988; or
- (b) the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
- (c) I have not been debarred by any Central / State Government Organization/Bodies for the last 3 years."

Signature of Proprietor/ Authorized person  
with seal

  
DEPUTY DIRECTOR  
A.H.D.S.T.I.A E.T.C..Bhanjanaga

**Annexure-IV**

**SELF-DECLARATION FOR LOWER THAN MARKET PRICE**

I/We.....( Name & Designation) having My/our firm/ agency at..... do hereby declare that price quoted by me/us is not more than the open market price and lower than the prevailing market rate.

Signature of Proprietor/ Authorized person  
with seal



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**Annexure-V**

**NO RELATION CERTIFICATE**

THIS IS TO CERTIFY THAT, I HAVE NO RELATIONSHIP WITH ANY EMPLOYEE SERVING UNDER AHDSTI & ETC, BHANJANAGAR, ODISHA. IN CASE THE ABOVE STATEMENT IS FOUND TO BE FALSE, I MAY BE DEBARRED FROM ANY PAYMENT DUE ON ACCOUNT OF THIS CONTRACT.

Signature of Proprietor/ Authorized person  
with seal



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Annexure-VI

**NO DEVIATION STATEMENT**

**(To be filled in and signed by the tenderer)**

We/I have carefully gone through the instruction and conditions specified in the bid document and we/I have satisfied ourselves/myself and hereby confirm that our/my offer strictly confirms to the requirements of above without any/with following deviations.

1.

2.

3.

Signature of Proprietor/ Authorized person  
with seal

*N.B.-In case nothing is mentioned in this Annexure, it will be treated that there is "NO DEVIATION".*

  
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**Annexure-VII**

**(To be submitted with Technical Bid)  
BID SECURITY DECLARATION FORM**

Bid Ref No. \_\_\_\_\_

Date \_\_\_\_\_

To  
The Deputy Director, AHDSTI & ETC, Bhanjanagar, Ganjam.

I/We. The undersigned, declare that:

I/We accept that I/We may be suspended to submit bids for contract (s) with you for a period of one year from the date of bid opening if I am/We are in a breach of any obligation under the bid conditions, because I/We

a) Have withdrawn/modified my/our bid during the period of bid validity specified in the form of bid:

or

b) Having been notified of the acceptance of our bid the purchaser during the period of bid validity, i) fail or refuse to execute the contract, or ii) fail or refuse to submit the Performance Security of the amount specified in the bid.

Signature of Proprietor/ Authorized person  
with seal

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**CHECKLIST****Annexure-VIII**

(This Performa should be filled in with all information &amp; should be furnished with tender)

1	Name & Corresponding Address, Email & Contact No. of the Bidder ( Annexure-I)	Yes/No
2	Tender Processing Fees furnished?: Bank Draft details to be mentioned Bank Draft No. _____ Dtd. _____	Yes/No
3	Earnest Money furnished?:Bank Draft(details to be mentioned) DDNo. _____ Dtd. _____	Yes/No
4	Copy of License under Food Safety & Standards Act/Rule issued by Govt. Authority (if any) furnished? LicenseNo. _____ Valid up to Dtd. _____	Yes/No
5	Copy of IT PAN furnished? IT PAN No. _____	Yes/No
6	Copy of GST Registration certificate furnished? GSTIN No. _____	Yes/No
7	Agreeable to terms of payment as mentioned in tender specification: Agreement-Whether agree able to execute agreement in AHDSTI & ETC, Bhanjanagar, Prescribed form	Yes/No
8	Whether agreeable to furnish security deposit	Yes/No
9	Price bid in closed separate envelope	Yes/No
10	Whether agreed to all the terms and conditions of the specification:	Yes/No
11	Whether Copy of earlier Order attached?	Yes/No
12	Original DD enclosed insupport of submission of tender documents	Yes/No
13	Copy of the tender documents signed on each page	Yes/No
14	An Undertaking for firm/agency/individual not being blacklisted.	Yes/No

Signature of Proprietor/ Authorized person  
with seal


DEPUTY DIRECTOR  
A.H.D.S.T.I.& E.T.C.,Bhanjanagar

SECTION VII

Annexure-IX

**Financial Bid/ Price Bid ( COVER-B)**

**Tender Reference.No..... date.....**

**Tender Paper for**

**CATERING SERVICES FOR PROVIDING FOODS IN THE A-HELP TRAINING PROGRAMME”  
FOR 25NOS. OF TRAINEES FOR 17DAYS AT- AHDSTI & ETC., BHANJANAGAR, GANJAM**

*Name of the firm/Contractor/Agency:* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Corresponding Address, with e mail & Contact No.:*

\_\_\_\_\_

\_\_\_\_\_

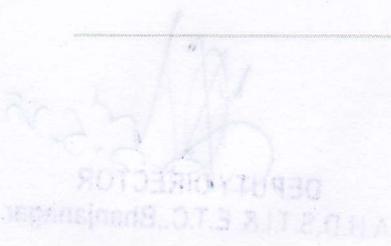
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Signature of Proprietor/ Authorized person

with seal



**DEPUTY DIRECTOR  
A.H.D.S.T.I.& E.T.C., Bhanjanagar**



**COVER-B (PRICE BID)****PRICE BID AGAINST****Tender Reference.No..... date.....****Financial Bid**Agency/Firm name-  
Address

Sl. No	Name of the item	Price quoted per unit in Rs per Day	Total Nos. of Unit for 17 Days	Total Price Rs	GST %	GST (Rs)	Grand Total Rs
1	Catering Services (Arranging, providing, serving of food including lunch, dinner, breakfast, snacks, tea ) to the 25 A-Help trainees						
			<b>TOTAL</b>				

Total:

In Figures: Rs.....

In words :( Rupees ----- )

Place

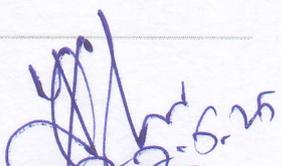
Signature of Proprietor/ Authorized person  
with seal

Date

Full Name:

**N.B:**

1. The price quoted should include all expenses including arranging dishes, gas, food preparation, transportation, man power for serving, buffet plates, cleaning of site etc.
2. The bidder should carefully read the schedule of requirement in section V and quote the rate accordingly.
3. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover here in after called Cover "B" (price Bids) format at **Annexure-IX**.
4. **Cover -B (Price Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee.**
5. The Price Bid should be quoted inclusive of all expenses and GST to be mentioned separately.
6. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period/ agreement period.



DEPUTY DIRECTOR  
A.H.D.S.T.I. & E.T.C., Bhanjanagar.

**DECLARATION**

1. I..... Son/ Daughter/ Wife of Shri..... Proprietor/ Partner/ Director/ authorized signatory of the agency mentioned above state that I am competent to sign this declaration and execute these tender documents.
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. I hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
4. I understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Agency, without incurring any liability to the Bidders.
5. In the event our firm is selected as the Agency for this project we shall enter into a contract with AHDSTI & ETC, Bhanjanagar for a period of 1 Year of signing agreement.
6. The information/ documents furnished along with the above application are true & authentic to the best of my knowledge and belief. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.
7. I/ We do hereby undertake that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law.
8. This is to undertake that our firm/company is capable of providing services to undertake catering services, within the stipulated time period.
9. The entire RFP documents have been affixed with official seal & signature as a token of acceptance to its defined terms & conditions of the RFP.

Place

Signature of Proprietor/ Authorized person

with Seal

Date

Full Name:



DEPUTY DIRECTOR  
A.H.D.S.T.I. & E.T.C., Bhanjanagar