



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE MEDICAL SUPERINTENDENT cum PRINCIPAL  
MAHARAJA JITENDRA NARAYAN MEDICAL COLLEGE & HOSPITAL  
Silver Jubilee Road, Cooch Behar -736101  
Email: msvpcoochbehargmch@gmail.com

Memo No: 183 /MSVP/MJNMCH/CBR/2026

Date: 13 /01 /2026

**EXPRESSION OF INTEREST FOR CANTEEN SERVICES**

Medical Superintendent cum Vice Principal, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar invites Bids through EOI in Two bid system (Technical & Financial) for "CANTEEN SERVICES" at Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar (Hospital Side).

**GENERAL INSTRUCTIONS:**

For Details and Downloading the EOI, interested intending Bidders may please visit and download the EOI Documents free of cost from the website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) (Organization - Health & Family Welfare Department ), in [www.coochbehargov.in](http://www.coochbehargov.in) & [www.mjnmch.ac.in](http://www.mjnmch.ac.in). For any further assistance, please visit the Office of the MSVP, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar.

**1. SUBMISSION OF BIDS:**

Both Technical Bid & Financial Bid are to be submitted concurrently duly signed by the Proprietor / authorized representative of the Firm. All papers must be submitted in English Language with page marking.

**2. TIME & SCHEDULES FOR THE EOI:**

Sl. No.	Particulars	Date & Time
1.	Date of publishing of EOI	14/01/2026
2.	EOI Document download start date	15/01/2026 from 1:00pm
3.	Bid submission start date	15/01/2026 from 1:00pm
4.	Bid Submission end date	28/01/2026 at 2:00pm
5.	Date of opening of EOI (Technical & Financial Proposal) in presence of the interested bidders / authorized representatives	Will be notified later

**3. SUBMISSION OF THE BID:-**

The EOI is to be submitted in a two Bid System.

[A] Technical Bid

[B] Financial Bid

**TECHNICAL BID:-**

**BID A:-**

a) EMD:- Rs. 50,000/- (Fifty Thousand) only as Earnest Money for the whole EOI or EMD Exemption NSIC Certificate / SSI (MSME) Acknowledgement must be submitted. Deposition of earnest Money: By any Demand Draft in favour of "Rogi Kalyan Samity" Maharaja Jitendra Narayan Medical College & Hospital" or through online transfer in A/C No. – 0240011420502, IFSC Code- PUNB0024020, PUNJAB NATIONAL BANK -Cooch Behar Branch. (Multiple pages to be scanned in single file)

**) The Technical Bid must accompany the following documents:-**

**Self attested copy of following documents to be submitted.**

1. PAN CARD of the Bidder / Authorize Signatory (Digital Signatory Holder)
2. FSSAI LICENSE / Food Safety License from competent authority.
3. Up to date Trade License
4. GST Registration Certificate (if any)
5. GST Returns of the last Quarter (if any)
6. Professional Tax Registration Certificate of Trade or License in similar Trade.
7. At least 1 (One) year experience certificate of satisfactorily running or serving canteen / catering / food supply experience in a Government/Government undertaking / Private / Public Organizations / Institutes of repute (Preferably for in Government Medical Colleges/ Pvt. Medical Colleges/ Government Educational Institution).
8. Income Tax Returns submitted for the last 3 Financial Years i.e. for 2022-23, 2023-24, 2024-25.

### **FINANCIAL BID:**

#### **BID B:-**

The folder as “**Financial Bid**” shall contain fixed user charges to be quoted on and below base price for **Canteen Service specified in separate chart as Annexure-II.**

### **SELECTION CRITERIA:**

**TECHNICAL:** As mentioned above.

**FINANCIAL:** The technically qualified Firm /Agency who will bid the lowest rate as specified in the Annexure-II (from Sl. No.- 01 to 100) in total, will be selected as L1 bidder.

### **TERMS & CONDITION OF EOI:-**

#### **1) Minimum Eligibility Criteria-**

- a) At least 1 (One) year experience of satisfactorily running or serving canteen / catering / food supply experience in a Government/Government undertaking / Private / Public Organizations / Institutes of repute (Preferably for in Government Medical Colleges/ Pvt. Medical Colleges/ Government Educational Institution).
- b) Firm /Agency must have FSSAI LICENSE and/or Food Safety License from competent authority.

#### **2) EMD:**

**Rs. 50,000/- (Fifty Thousand)** only as Earnest Money for the whole EOI. EMD will be Exempted for those who will have NSIC Certificate or SSI [MSME] Certificate (copy must be submitted).

**a) Deposition of earnest Money:** By Demand Draft in favour of “**Rogi Kalyan Samity**” MJN Medical College & Hospital or through online transfer to A/C No. – 0240011420502, IFSC Code- PUNB0024020, PUNJAB NATIONAL BANK -Cooch Behar Branch.

- b) The unsuccessful Bidder will receive their earnest money back on receipt of written request. For successful bidder earnest money will be refunded after the deposit of full amount of security Money.
  - c) The Earnest money will be forfeited if the Bidder (s) withdraw (s) the tender after opening of bids.
- 3) Documents required for Technical Bids are mentioned in specimen Form of Technical Bid.

## ADDITIONAL TERMS & CONDITIONS:

### Rules and regulations:

#### 1. Monthly Payables:

- a. Rent for Government premises, must be paid monthly as per Government norms.
  - b. Canteen owner must pay electric bill on monthly basis.
  - c. User charges (Water & other charges etc.) will be paid on monthly basis.
2. Canteen owner should take care of day-to-day maintenances activity including cleaning of total canteen area, washing basins and toilet.
3. Proper hygiene to be maintained during washing, food preparation and serving of food in the following ways-
- a) Proper hand washing
  - b) Proper use of gown and gloves.
  - c) Proper use of clean utensils.
  - d) Cooked food should be kept in covered container.
4. Food items should be freshly prepared in Breakfast, Lunch and Dinner.
5. Time Slot:           **A) Breakfast :**           **07 AM - 11 AM**  
                                  **B) Lunch :**               **12 Noon - 03 PM**  
                                  **C) Dinner:**              **08 PM - 11 PM**

*S. Ray*  
13/01/26

Medical Superintendent cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar

Memo No: 183 /1(11)/MSVP/MJNMCH/CBR/2026

Date: 13/01/2026

Copy to forward for Information & Necessary action please-

1. The DME, Govt. of West Bengal, Swasthya Bhawan, Salt Lake, Kolkata-91
2. The DHS, Govt. of West Bengal, Swasthya Bhawan, Salt Lake, Kolkata-91
3. The District Magistrate, Cooch Behar
4. The Principal, MJNMCH, Cooch Behar
5. The CMOH, Cooch Behar.
6. The Chairman, Cooch Behar Municipality, Cooch Behar
7. The SDO, Cooch Behar Sadar.
8. The Addl. Medical Superintendent, MJNMCH, Cooch Behar.
9. The Accounts Officer, MJNMCH, Cooch Behar
10. IT Cell, Department of H & F.W. Swasthya Bhawan- **with a request to upload this notice in the Health Departmental website.**
11. The DIO, NIC, Cooch Behar - **with a request to upload this notice in the District website.**
12. The IT Cell, MJNMCH - **with a request to upload this notice.**
13. **Notice Board, MJNMCH, Cooch Behar.**
14. Office copy.

*S. Ray*  
13/01/26

Medical Superintendent cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar

**All points are to be filled up and no places are to be kept vacant**

1. Name of Work	
2. Demand Draft No./Online Transfer Certificate for EMD	
3. Are you claiming exemption of EMD (Y/N)	
4. Name of the bidder in block letters	
5. Full Address of the bidder	
6. Legal entity of the bidder whether Firm/Society/Company/other entity	
7. Name & Address of banker of the bidder	
8. Trade License No. of the bidder with validity	
9. Pan Card No.	
10. FSSAI Registration No. / Food Safety License No. with date of validity	
11. GST Registration No.	
12. Professional Tax Registration Certificate of Trade or License in similar trade.	
13. 1 (One) year of experience in satisfactorily running or serving canteen/catering/food supply experience in a Government/Government undertaking /Private /Public Organizations /institution of repute (Preferably in running canteens for Doctors, Staff and Students in Government Medical Colleges/ Pvt. Medical Colleges/ Government Educational Institution of repute/ Pvt. Educational Institution of repute)	Yes No
14. Black Listed by any Government Authority /Govt. undertaking at any time, if yes, provide details	Yes No
15. Has the firm or proprietor has any case pending in any court or any vigilance matter	Yes No
16. Any litigation against the Firm Or its proprietors? If yes, provide details	Yes No
17. Any other relevant information	
18. Income Tax returns for the last 3 financial year i.e. 2022-23, 2023-24, 2024-25	
19. GST Returns of the Last Quarter	

I have gone through the eligibility criteria for participating in the tender and certify that all the conditions have been fulfilled. I have read and accepted the General & Special Terms & Condition, including the penal provision, as given in the EOI document as per EOI notice quoted above.

Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, false and fabricated and in case of any information found incorrect later on, I, the under signatory, will be personally responsible for the same.

Date:

  
 13/01/26  
**Full Signature of the Firm / Vendor**  
**(Authorized person) with Seal**  
 C.N. Medical College & Hospital  
 Cooch Behar

**Annexure-II**  
**Item chart**

SL No	Item Name	Quantity	Rate
1.	Black Tea	60 ml	5.00
2.	Milk Tea	60 ml	5.00
3.	Black Tea	90 ml	10.00
4.	Milk Tea	90 ml	10.00
5.	Coffee	100 ml	15.00
6.	Mineral Water	1 Ltr.	15.00
7.	Mineral Water	500 ml	10.00
8.	Puri & Dal	2 piece puri (Standard Size)	20.00
9.	Dal Puri, Veg Sabji with mixed pickle	1 piece	10.00
10.	Egg Toast	1 pc Egg & 2 pc Bread (35 gram)	25.00
11.	Boiled Egg& Bread	2 pc Egg & 4 pc Bread (70 gram)	40.00
12.	Bread& Jam	2 piece (35 gram)	15.00
13.	Boiled Egg	1 piece	15.00
14.	Cooked Rice (Katari)	200 gram	20.00
15.	Extra Cooked Rice (Katari)	Per plate	10.00
16.	Cooked Rice (Fine quality Basmati)	200 gram	25.00
17.	Cooked Rice (Fine quality Basmati)	Per plate	10.00
18.	Masur Daal	1 bowl	10.00
19.	Veg Daal	1 bowl	12.00
20.	Mixed vegetable curry	1 plate	10.00
21.	Seasonal vegetable curry	1 plate	15.00
22.	Alu Paneer	1 plate	45.00
23.	Butter / Sahi Paneer	1 plate	55.00
24.	Alu Bhaja	1 plate	10.00
25.	Katla Fish	1 piece (70 gram)	50.00
26.	Rui Fish	1 piece (70 gram)	40.00
27.	Japani Puti Fish	1 piece	40.00
28.	Chara Pona Fish	1 piece	40.00
29.	Choto Machher Jhal	1 plate	30.00
30.	Broiler Chicken	4 piece (100 gram)	60.00
31.	Desi Chicken	4 piece (100 gram)	90.00
32.	Mutton	3 piece (100 gram)	110.00
33.	Mango Juice	200 ml	60.00
34.	Apple Juice	200 ml	50.00
35.	Mosambi Juice	200 ml	40.00
36.	Orange Juice	200 ml	50.00
37.	Boiled milk	200 ml	25.00
38.	Veg Chow mein	Full plate	30.00
39.	Egg Chow mein	Full plate	40.00
40.	Chicken Chow mein	Full plate	50.00
41.	Mixed Chowmein	Full plate	60.00
42.	Veg. Pasta	Full plate	40.00
43.	Chicken Pasta	Full plate	60.00
44.	Veg. Pokora	8 pc	30.00
45.	Chicken Pokora	8 pc	55.00

  
 Medical Superintendent / Joint Vice Principal  
 M.J.N. Medical College & Hospital  
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46.	Paneer Pokora	8 pc	35.00
47.	Egg Roll (Single Egg)	Per piece	30.00
48.	Chicken Roll	Per piece	50.00
49.	Bread Pokora	Per piece	10.00
50.	Combo Meal (Fried Rice, Chicken	Fried rice: 200 gram	110.00
51.	Combo Meal (Pulao, Chicken Kosa /	Pulao: 200 gram	110.00
52.	Combo Meal (Fried Rice, Mutton	Fried Rice: 200 gram	160.00
53.	Combo Meal (Pulao, Mutton Curry,	Pulao: 200 gram	160.00
54.	Veg Biryani	1 Plate	60.00
55.	Chicken Biryani	1 Plate	90.00
56.	Mutton Biryani	1 Plate	120.00
57.	Milk Corn flex	1 Bowl	25.00
58.	Dosa with Sambar & Chutney	1 pc	40.00
59.	Masala Dosa with Sambar & Chutney	1 pc	50.00
60.	Idli with Sambar & Chutney	3 pcs	35.00
61.	Veg Sandwich	1 pc	15.00
62.	Egg Sandwich	1 pc	20.00
63.	Chicken Sandwich	1 pc	25.00
64.	Samosa	1 pc	10.00
65.	Sweet	1 pc	10.00
66.	Egg Omlate / Poach	1 pc	15.00
67.	Tawa Roti & Sabji	3 pc	20.00
68.	Combo Meal (Steam Rice, Dal, Vaja,	1 Veg Thali	40.00
69.	Combo Meal (Steam Rice, Dal, Vaja,	1 Egg Thali	45.00
70.	Combo Meal (Steam Rice, Dal, Vaja,	1 Fish Thali	70.00
71.	Combo Meal (Steam Rice, Dal, Vaja,	1 Chicken Thali	80.00
72.	Combo Meal (Steam Rice, Dal, Vaja,	1 Mutton Thali	120.00
73.	Papad	1 plate	5.00
74.	Veg Momo	8 pc	30.00
75.	Chicken Momo	8 pc	45.00
76.	Fried Veg Momo	8 pc	35.00
77.	Fried Chicken Momo	8 pc	50.00
78.	Dhoka Dalna	1 plate	25.00
79.	Plain Tarka	1 plate	25.00
80.	Egg Tarka	1 plate	30.00
81.	Chili Chicken	4 pcs	40.00
82.	Chili Paneer	4 pcs	35.00
83.	Chicken Manchurian	4 pcs	40.00
84.	Veg Manchurian	4 pcs	30.00
85.	Chicken kosa	4 pcs	70.00
86.	Country Chicken Kosa	4 pcs	80.00
87.	Mutton Kosa	4 pcs	100.00
88.	Veg Soup	1 Bowl	30.00
89.	Chicken Hot & Sour Soup	1 Bowl	50.00
90.	Chana Masala	1 plate	20.00
91.	Alu Dam	1 plate	10.00
92.	Chola Bhatara	2 pc	40.00
93.	Cold Drinks	1	On MRP
94.	Curd	1	On MRP

13-01-26  
 Dr. [Signature]  
 Medical College & Hospital  
 Dharwad

95.	Ice Cream	1	On MRP
96.	Veg Burger	1 pc	25.00
97.	Chicken Burger	1 pc	35.00
98.	Paratha with Sabji	1 pc	10.00
99.	Butter Toast	2 pc	20.00
100.	Bread & Ghugni	1 plate	25.00

*Day*  
*13/10/26*

Medical Superintendent cum Vice Principal  
M.J.N. Medical College & Hospital  
Cooch Behar  
Cooch Behar