



GOVERNMENT OF WEST BENGAL
OFFICE OF THE MEDICAL SUPERINTENDENT cum VICE PRINCIPAL
MAHARAJA JITENDRA NARAYAN MEDICAL COLLEGE & HOSPITAL
SILVER JUBILEE ROAD, COOCH BEHAR - 736101
Email id- msvpcoochbehargmch@gmail.com

Memo No:- 3825

Date: 08/12/2022

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.

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 (Organization - Health & Family Welfare Department) & in <https://coochbehar.nic.in> for any further assistance, please visit 0/0 the Medical Superintendent cum Vice Principal, 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 company personnel only (having Authorization from the company). 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	09/12/2022
2	EOI Document download start date	09/12/2022
3	Bid submission start date	09/12/2022
4	Bid Submission end date	20/12/2022, 4 PM
5	Date of opening of EOI (Technical & Financial Proposal) in presence of the interested bidders / authorized representatives	21/12/2022, 11 AM

3. SUBMISSION OF BIDDER:

The EOI is to be submitted in two bid system. Envelope -1 + Envelope -2 = Envelope - 3 (Super scribed Memo no., Date and subject of the EOI.) and submitted in the Drop Box kept in the Office of the Medical Superintendent cum Vice Principal. MJN Medical College & Hospital, Cooch Behar within 20/12/2022, 4 PM.

4. Technical Proposal (Envelope-1):

A	EMD: Rs. 20,000/- (Twenty Thousand) only as Earnest Money for the whole EO1 Or EMD Exemption NSIC Certificate / SSI (MSME) Acknowledgement must be submitted. Deposition of earnest Money: By any Demand Draft in favour of " Rogi Kalyan Samiti, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar" or through online transfer in A/C No.- 0240011420502 IFSC Code- PUNB0024020, PNB-Cooch Behar Branch.
B	Checklist in the prescribed format
C	Application in the prescribed format given in Annexure 1

OTHER - STATUTORY CONTAINS THE FOLLOWING DOCUMENTS.

(Enclose certified Photocopies)

SL.NO.	Category	CATEGORY Description
A	Certificates	PAN CARD of the Bidder / Authorize Signatory (Digital Signatory Holder) FSSAI LICENSE / Food Safety License from competent authority
B	COMPANY DETAILS	Trade License(Current) GST Registration Certificate(Regular) Professional Tax Registration Certificate of Trade or License in similar Trade
C	CREDENTIAL	The bidder should have at least 1 (one) year of experience in satisfactorily running or serving canteen/catering/food supply experience in a Government/Government undertaking/Private /Public Organizations /Institutes of repute (Preferably in running canteens for Doctors, Staff and Students in Government Medical Colleges/ Pvt. Medical Colleges/ Government Educational Institution.
D	FINANCIAL INFO	Income Tax Returns submitted for the last 3 financial Years i.e. for 2019-20, 2020-21, 2021-22 GST Returns of the last Quarter

Financial Proposal (Envelope -2):

The folder (specified in separate sheet) as "Financial Bid" shall contain: Fixed user charges to be quoted on and below base price i.e. for **Canteen Service specified in separate chart as Annexure-1.**

Selection Criteria

Technical: As mentioned above.

Financial: The technically qualified vendor / agency who will bid the lowest rate in the Annexure-1(from Sl. No.-01 to 53 in total) will be selected i.e. L1 bidder will be selected as a whole for all item (on the base of rate fixed by the authority).

Terms & Condition of EO1:-

1) Minimum Eligibility Criteria-

- The bidder should have at least 1 (one) year of experience in satisfactorily running or serving canteen/catering/food supply experience in a Government / Government undertaking / Private / Public Organizations / Institutes of repute (Preferably in running Canteens for Doctors, Staff and Students in Government Medical Colleges / Pvt. Medical Colleges / Government Educational Institution.
- Vendor /Agency /Supplier (s) insist have FSSAI LIC ENSE and/or Food Safety License from competent authority.

- 2) EMD: Rs. 20,000/- (Twenty 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 Samiti, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar" or through online transfer in A/C No.- 0240011420502 IFSC Code- PUNB0024020 , PNB-Cooch Behar Branch.
 - 3) The unsuccessful Bidder/Tenderer (s) will receive their earnest money back in time. The earnest money will be refunded after the deposit of full amount of security Money of successful Tenderer (s).on receipt of written request.
 - 4) The Earnest money will be forfeited if the bidder/tenderer (s) withdraw (s) the tender after opening of bids.
 - 5) EMD exemption is allowed for those having SSJ (MSME) Part 11 or NSIC certificate.
 - 6) Documents required for Technical Bids are mentioned in specimen Form of Technical Bid.
 - 7) The selected bidder will have to pay
 - a) Electricity bill based on sub-meter,
 - b) Rent as decided by the competent Government Authority from time to time
 - c) User charges (Water etc.)

All the monthly payable charges (rent, electricity bill and/or user charges) will have to pay by the selected bidders within 10th day of every month by cheque / draft/account transfer in favour of "Rogi Kalyan Samiti, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar".
 - 8) Bidders will have to present original requisite documents in support of submitted documents for verification, if asked for.
 - 9) Validity of the EOI will be initially for one year from the date of award of Contract subject to continuous satisfactory performance and in case of failure in this aspect, the authority deserves the right to terminate the contract. The period of one year can be extended for a further period of three year at the discretion of the hospital authority, but not more than three years with the existing terms and conditions.
 - 10) The Tender is valid only for the above mentioned one no. Canteen only under the control of Medical Superintendent cum Vice Principal, MJN Medical College & Hospital, Cooch Behar
 - 11) Earnest Money will be refunded to the unsuccessful bidders on receipt of written request.
 - 12) In case if it is found that two or more bidders have quoted the same rates, the successful bidder will be decided by draw of lottery.
 - 13) Any Co-operative without having proper permission (from Competent Authority for such business) of concerned business will not be entitled to get exemption of EMD security deposit and/or any rate preference.
 - 14) All terms and conditions as mentioned above will have to be accepted by the Bidder/Tenderer (s).
 - 15) EOI should be addressing to the Medical Superintendent cum Vice Principal, MJN Medical College & Hospital, Cooch Behar and they may download tender enquiry documents from the website a) www.wbhealth.gov.in b) <https://coochbehar.nic.in>
 - 16) Any subsequent notice regarding the said EOI shall be uploaded in the above two websites only.
 - 17) Financial Bids are attached herewith (BOQ).
 - 18) The authority reserves the right to accept or reject any tender In part or In full or even cancel the entire tender process at any time prior to the award of contract without assigning any reasons thereof.
- Other Terms & Conditions for FOOD SUPPLY**
- 1) The utensils and other items should of good condition.
 - 2) The Food should be hygienic as per specifications.
 - 3) Timely supply of cooked food should be ensured.
 - 4) Quality should be maintained otherwise supplier will be rejected.
 - 5) **Rates which will be finalized at the time of agreement will be inclusive of all charges**

(Tax, servicing or packaging charges).

- 6) In case of refusal of supply and poor quality or rood, misbehavior of supplier etc. the contract will be terminated.
- 7) Any other packaged items which are not included in the food item list maybe provided as per market price.

Additional Terms & Conditions:

Rules and regulations:

1. Monthly Payables: Rent for Government premises, to be paid monthly as per Government norms.
2. Canteen owner should pay electric bill on monthly basis.
3. User charges as quoted in the bid – on monthly basis.
4. Canteen owner should take care of day-to-day maintenances activity including cleaning of total canteen area wash basins and toilet.
5. Hygiene to be maintained during Cooking and serving of food in the following ways-
 - a) Proper use of gown and gloves
 - b) Proper use of clean utensils
 - c) Cooked food should be kept in covered container
6. Food items will not be same for lunch and dinner. Items for lunch and dinner should be freshly prepared and without repetition of items.
7. Time Slot:

A) Breakfast	- 06 AM	- 11 A.M
B) Lunch	- 12 Noon	- 03 PM
C) Dinner	- 08 PM	- 11 PM


Medical Superintendent cum Vice Principal

MJN Medical College & Hospital

M.J.N. Medical College & Hospital

Cooch Behar

Date:

Memo to:

Copy forwarded for information to:

1. The Sabhadhipati, Cooch Behar Zilla Parishad, Cooch Behar.
2. The District Magistrate, Cooch Behar.
3. The Principal, MJN MCH, Cooch Behar with request to upload the notice in web portal.
4. The CMOH, Cooch Behar.
5. The Chairman, Cooch Behar Municipality, Cooch Behar.
6. The SDO, Cooch Behar Sadar.
7. The Officer in charge – NIC , Cooch Behar with request to upload in NIC web portal
8. The Deputy Superintendent, MJN MCH, Cooch Behar.
9. The Accounts Officer, MJN MCH, Cooch Behar.
10. The all concerned members of the Purchase & Tender Committee, MJN MCH, Cooch Behar.
11. The IT Cell, Dept .of Health & Family Welfare, Swasthya Bhaban, Kol- 91 with request to upload in the official website of the department (www.wbhealth.gov.in)
12. Notice Board, MJN MCH, Cooch Behar.
13. Office copy/Guard File.

Medical Superintendent cum Vice Principal

MJN Medical College & Hospital

Cooch Behar

Annexure-1

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)	15.00
9	Dal Puri, Veg Sabji with mixed pickle	1 piece	10.00
10	Egg Toast	1 pc Egg & 2 pc Bread (35 gram)	20.00
11	Egg & Bread	2 pc Egg & 4 pc Bread (70 gram)	35.00
12	Jelly Bread	2 piece (35 gram)	15.00
13	Egg Boil	1 piece	10.00
14	Cooked Rice (Katari)	550 gram	20.00
15	Extra Cooked Rice (Katari)	Per plate	5.00
16	Cooked Rice (Fine quality Basmati)	550 gram	25.00
17	Cooked Rice (Fine quality Basmati)	Per plate	7.00
18	Masur Daal	150 ml	5.00
19	Veg Daal	150 ml	7.00
20	Mixed vegetable curry	150 gram	10.00
21	Seasonal vegetable curry	150 gram	15.00
22	Alu Paneer	1 plate	40.00
23	Butter / Sahi Paneer	1 plate	50.00
24	Alu Bhaja	1 plate	5.00
25	Katla Fish	1 piece (70 gram)	40.00
26	Rui Fish	1 piece (70 gram)	30.00
27	Japani Puti Fish	1 piece	40.00
28	Chara Pona Fish	1 piece	40.00
29	Choto Machher Jhal	1 plate	25.00
30	Broiler Chicken	4 piece (100 gram)	40.00
31	Desi Chicken	4 piece (90 gram)	80.00
32	Mutton	3 piece (100 gram)	90.00
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	150 ml	20.00
38	Veg. Chowmin	Per plate	40.00
39	Chicken Chowmin	Per plate	60.00
40	Veg. Pasta	Per plate	40.00
41	Chicken Pasta	Per plate	60.00

SL No	Item Name	Quantity	Rate
42	Veg. Pokora	8 piece	25.00
43	Chicken Pokora	8 piece	40.00
44	Egg Roll	Per piece	25.00
45	Chicken Roll	Per piece	40.00
46	Bread Pokora	Per piece	20.00
47	Combo Meal (Fried Rice, Chicken Kosa / Chili Chicken, Chutney, 500 ml Water, Chips)	Boiled rice: 500 gram Chicken: 150 gram	120.00
48	Combo Meal (Polao, Chicken Kosa / Chili Chicken, Chutney, 500 ml Water, Chips)	Pulao: 500 gram Chicken: 150 gram	120.00
49	Combo Meal (Fried Rice, Mutton Curry, Chutney, 500 ml Water, Chips)	Fried Rice: 500 gram Mutton: 120 gram	150.00
50	Combo Meal (Polao, Mutton Curry, Chutney, 500 ml Water, Chips)	Pulao: 500 gram Mutton: 120 gram	150.00
51	Veg Biryani (750 gm)	1 Plate	80.00
52	Chicken Biryani (750 gm)	1 Plate	100.00
53	Mutton Biryani (750 gm)	1 Plate	100.00

Medical Superintendent cum Vice Principal

M.J.N. Medical College & Hospital

Cooch Behar
M.J.N. Medical College & Hospital
Cooch Behar

To be furnished in the official pad of bidder/vendor(s) with proper address & contact no.
Otherwise it will be treated as cancelled.

To
The MSVP
MJN Medical College & Hospital
Cooch Behar

Sub.: Authorization for canteen Services in the premises of MJN Medical College & Hospital, Cooch Behar.
Ref: EOI Notice No.

Having examined the Pre-qualification & other documents published in the EOI, I/we
hereby submit all the necessary information and relevant documents for evaluation.

1. That the application is made by me/us on behalf of.....in the
capacity.....duly authorized and submitted for the offer. The authorization
letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the EOI mentioned above and declare that
we shall abide by it throughout the contract / agreement period.
3. We are offering the rate (user charges) for the following CANTEEN SERVICES with
manufacturing capacity and assured supply to the Medical Superintendent cum Vice Principal,
MJN Medical College & Hospital, Cooch Behar.
4. In the event of being selected, will make the supply within the stipulated period the condition
which is beyond our control,
- s. We understand that:
(a) EOI Selection Committee can amend the scope value of the contact bid under this project.
(b) EOI Selection Committee reserves the right to reject any application without
assigning any reason.

Date:

Full Signature of the Bidder/ Vendor
(Authorised person)
with Seal

- a) Contact:
- b) Mobile:
- c) Email:

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. with date of validity		
11. GST Registration No.(Regular)		
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 <i>any</i> Government Authority /Govt undertaking at any time, if yes, provide details	Yes	No
15. Has the firm or principal has any case pending in any court or any vigilance matter	Yes	No
16. Any litigation against the Firm Or its proprietors or its principals? If yes, providedetails	Yes	No
17. Any other relevant information		
18. Income Tax returns for the last 3 financial year i.e. 2019-20, 2020-21, 2021-22		
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 the General & Special Terms & Condition, including the penal provision, as given in the EOJ documents as per EOJ notice quoted above. I have accepted them and agree to abide them. I have also read the memorandum of agreement and do agree to abide by it if declared successful in my bid.

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 information found incorrect latter on, I the under signatory will be personally responsible for the same.

Date:

Full Signature of the Firm/ Vendor
(Authorised person) with Seal