

**ZILLA SWASTHYA SAMITI, CUTTACK**  
**TENDER CALL NOTICE**

Sealed tenders are invited from eligible parties for supplying buffet lunch and tiffin to the office of the undersigned. Interested bidder may submit offers in detail as per prescribed format. Details regarding application format, terms and conditions may be downloaded from <https://cuttack.odisha.gov.in>. The bid in the prescribed format along with all relevant documents should reach to the office of the undersigned on or before 11.11.2025 within 2 P.M through Regd. Post / Speed Post / Courier only. The tender will open at 3.30 P.M on 11.11.2025. The bidders or their authorized representative may present in the opening on scheduled date and time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

CDM & PHO cum-District Mission Director  
District Health Mission, Cuttack

# TERMS AND CONDITIONS FOR SUPPLY OF BUFFET LUNCH AND TIFFIN FOR TRAINING/ WORKSHOP/MEETING

## Following documents should be submitted by the bidder.

1. The firm should have valid food licence.
2. The firm should have valid PAN.
3. The firm should have valid GST with appropriate HSN to deal such business.
4. Bank account in the trade name.
5. Copy of GSTIN return file for Q1 and Q2 of F.Y – 2025-26.
6. Copy of income tax return file for the financial year 2024-2025.
7. The firm should submit an EMD of **Rs.5,000/-** in shape of DD in favour of ZSS Deposit Account Cuttack payable at Cuttack.
8. Valid Address Proof of registered office/production unit/franchise in CMC area.
9. The firm should submit notarised affidavit in non-judicial stamp paper that imposition of black listing by any State/Central Govt. authority is not valid as on date of bid opening.

## TERMS AND CONDITIONS

1. The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Bidders who have not submitted required documents with the bid are automatically disqualified and no claim will be entertained. The bid not submitted as per given format will be rejected.
2. The firm shall supply the food at the designated venue with crockery, serving dishes and with serving boy as per intimation from CDM & PHO, Cuttack. The quoted price for all the items must be excluding GST.
3. All the ingredients used by the seller for preparation of food should be fresh, good quality & have reputed brand.
4. The food quantity must be sufficient and may cater additional 10 % of the participants on emergency situation.
5. The firm shall supply the hygienic food on buffet basis through disposable plates and the utensils used shall be clean and sterile. The waste disposal is liability of the supplier.
6. The staffs of the firm must be well dressed and well behaved.
7. The selected firm will enter into agreement with the CDM & PHO, Cuttack for supply of buffet lunch and ancillary food supply for a period of one year from the date of signing of contract and may be extended against satisfactory performance. The price, specification and quality must not be deviated within the contract period.
8. After completion of the programme the supplier / agency should submit the bill in duplicate along with a copy of work order/requisition slip within 3 days. The payment will be made with due deduction of statutory dues.
9. The firm quoting highest number of items within the stipulated price and specification will be selected as H1 and other bidders will be empanelled if agreed to supply as per price and specification of H1 bidder.
10. The bidding documents complete in all respect should reach to the O/o. - CDM&PHO Cuttack (District Programme Management Unit.), Cantonment Road, Buxi Bazar, Cuttack - 753001 by 2.00 P.M of 11.11.2025 through Speed Post / Regd. Post / Courier only and super scribed as **"BID DOCUMENTS FOR SUPPLY OF FOODING"**. The authority has no liability regarding postal delay. The bid will be opened on 11.11.2025 at 3.30 P.M in the office chamber of the undersigned.
11. The firm will be black listed for any deviation of above terms and conditions found during the contract period.
12. CDM&PHO, Cuttack reserves the right to consider/reject any such proposal without assigning any reason thereof.

**TECHNICAL DETAILS**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Descriptions</b>
1	Name of the Bidder	
2	Details of Registered Address of bidder	
3	Name of the Authorised Signatory	
4	Contact No. of the signatory	
5	FSSAI Regd. No. (Proof to be attached)	
6	PAN Detail (Proof to be attached)	
7	GST Detail (Proof to be attached)	
8	E.M.D Detail (Attach original D.D)	
9	Bank details of the Bidder (Attach cancelled cheque)	
10	Copy of GSTIN return file for Q1 and Q2 of F.Y – 2025-26.	
11	Copy of income tax return file for the financial year 2024-2025.	
12	Notarised affidavit in non-judicial stamp paper (Attach original notarised affidavit)	
13	Whether all the documents submitted are signed by the authorized signatory of the firm (Yes/ No)	

**Signature of the bidder**



**PRICE BID FORMAT**

Group	Item List	Quantity	Price	Put tick mark for quoted items
<b>Buffet</b>	Plain fine Rice	150 Gram		
	Dal Fry / Dalma	100 Gram		
	Veg Chips / Alu Chutney / Saga Vaja	50 Gram		
	<b>Khata</b> (Tamato/Pineapple/Khajara)/Ambula Rai/Dahi Baigan/Dahi Pachedi/Boondi Raita/Dahi Vada	25 Gram		
	Mix Veg / Veg Curry	100 Gram		
	Salad / Papad	30 Gram /2 Pcs.		
	Butter Paneer / Mushroom Besar / Fish / Chicken Curry	150 Gram		
	Roti/Puri	40 Gram /2 Pcs.		
	Khir / Sweet Curd / Ice Cream	80 Gram		
	Rasgoola / Golap Jamun / Jeelabi	70 Gram		
<b>Tiffin</b>	(Bara, Aluchop, Singada, Kakara and Sweet)	200 Gram / Packet		
<b>Tea</b>	Tea (2 times)	50 ml / Cup		
<b>Drinking Water</b>	Water Bottle (2 times)	300 ml / Bottle		
<b>Extra Item</b>	Name of Item -			

**Note:**

1. Weight of the above items indicates the weight of their main ingredient. The items highlighted in grey colour are base items and must be quoted.
2. The total price of all the above items is fixed within Rs.250/- (Exclusive Tax). The vendors quoted highest no. of items within the price will be selected.
3. Bidder should put price of individual items and place the tick mark in corresponding box which he can provide within this stipulated price i,e Rs.250/- (Exclusive Tax).

**DECLARATION**

I/We hereby declare that the above information given by me/us are true complete and correct to the best of my/our knowledge and belief. I/We have read the terms and conditions of the tender and completely agree with it. In the event of any information found false or incorrect before or after selection then my/our bid will be cancelled and appropriate action can be taken by the authority.

**Signature of the bidder**

