



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: msvpcoochbehargmch@gmail.com

Memo No: MJNMC/MSVP/2609

Date: 10 / 07 / 2024

**EXPRESSION OF INTEREST FOR CANTEEN SERVICES AT
MJN MEDICAL COLLEGE & HOSPITAL, COOCH BEHAR**

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 www.coochbehar.gov.in & www.mjnmch.ac.in. For any further assistance, please visit the Office of the Medical Superintendent cum Vice Principal, Maharaja Jitendra Narayan Medical College & Hospital, Silver Jubilee Road, 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	11/07/2024
2.	EOI Document download start date	11/07/2024
3.	Bid submission start date	11/07/2024
4.	Bid Submission end date	25/07/2024, at 05:00 PM
5.	Date of opening of EOI (Technical & Financial Proposal) in presence of the interested bidders / authorized representatives	26/07/2024, at 11:00 AM

3. SUBMISSION OF THE BID:-

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

[A] Technical Bid

[B] Financial Bid


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TECHNICAL BID:-

BID A:-

a) **EMD:- Rs. 10,000/-** (Ten 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, MJN HOSPITAL, COOCH BEHAR" or through online transfer in A/C No. 0240011420502, IFSC CODE- PUNB0024020- Cooch Branch. (Multiple pages to be scanned in single file)

b) **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
5. GST Returns of the last Quarter
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 for staff's, students, patient & patient parties, having experience in a 500 (five hundred) bedded Government Hospital/Medical College, issued not before than 03 (three) months of issuing of this EOI.
8. Income Tax Returns submitted for 2021-22, 2022-23 & 2023-24 Financial Year.

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 53) in total, will be selected as L-1 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 Hospital/Medical College b) Firm /Agency must have FSSAI LICENSE and/or Food Safety License from competent authority.

2) EMD:

Rs. 10,000/- (Ten 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 SAMITI, MJN HOSPITAL, COOCH BEHAR" or through online transfer to A/C No. 0240011420502, IFSC- PUNB0024020, 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.

4) The selected bidder will have to pay -

- a) Electricity bill based on sub-meter.
- b) Rent as decided by the competent Authority from time to time.
- c) User charges (Water & other charges etc.) as decided by the competent Authority from time to time.

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, MJN HOSPITAL, COOCH BEHAR" or through online transfer in A/C No 0240011420502, Cooch Behar Branch.

5) Bidders will have to present original requisite documents in support of submitted documents for verification, if asked for.

6) Validity of the EOI will be initially for 1 (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 contract period can be extended for a further period of 2 (two) year subject to continuous satisfactory performance, which is solely at the discretion of the College Authority, but not more than three years with the existing terms and conditions.

7) The Tender is valid only for the above mentioned one Canteen under the control of the MSVP, MJN Medical College & Hospital, Cooch Behar.

8) 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.

9) Any Co-operative without having proper permission from Competent Authority for such business will not be entitled to get exemption of EMD security deposit and/or any rate preference.

10) All terms and conditions as mentioned above will have to be accepted by the Bidder.

11) Any subsequent notice regarding the said EOI shall be uploaded in the www.wbhealth.gov.in, www.coochbehar.gov.in & www.mjnmch.ac.in websites only.

12) The authority deserve the right to accept or reject any Bid In part or in full or even cancel the entire EOI 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, misbehavior of supplier etc., the contract will be terminated.
- 7) Contract is liable to be terminated, if food and cooking quality is found unsatisfactory based on feedback from faculties, doctors, staffs and students.
- 8) For sale food items, Digital Meter is preferred for Money Receipt.
- 9) Any other packaged items which are not included in the food item list maybe provided as per market price.


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ADDITIONAL TERMS & CONDITIONS:

Rules and regulations:

1. Monthly Payables:

- a. Rent for Government premises, to be paid monthly as per Government norms.
- b. Canteen owner should 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 :	07:00 AM - 11:00 AM
B) Lunch :	12:00 Noon - 03:00 PM
C) Dinner :	08:00 PM - 11:00 PM


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M.J.N. Medical College & Hospital

Memo No: MJNMC/MSVP/ 2609/1(11)

Medical Superintendent cum Vice Principal
M. J. N. Medical College & Hospital
Cooch Behar
Date: 10/07/2024

Copy to forward for Information & Necessary action please-

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


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M.J.N. Medical College & Hospital

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Annexure-I

**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 Medical Superintendent cum Vice Principal,
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 enclosed.
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 as per Annexure-II for the CANTEEN SERVICES and assured supply of all the mentioned items.
4. In the event of being selected, I will make the supply within the stipulated period.
5. We understand that:
 - a) EOI Selection Committee can amend the scope value of the contact bid under this project.
 - b) EOI Selection Committee deserves the right to reject any application without assigning any reason.

Date:

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

a) Contact:

b) Mobile:

c) Email:


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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 experience certificate of satisfactorily running or serving canteen / catering / food supply experience in a Government Hospital/Medical College, issued not before than 03 (three) months of issuing of this EOI.	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 submitted for 2021-22, 2022-23 & 2023-24 Financial Year		
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:

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


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**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	Tea	90 ml	10.00
4	Milk Tea	90 ml	10.00
5	Coffee (Nescafe)	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 (Paalki)	550 gram	20.00
15	Extra Cooked Rice (Paalki)	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

SL No	Item Name	Quantity	Rate
27	Japani Puti Fish	1 piece	40.00
28	Pona Fish	1 piece	40.00
29	Choto Macher Jhal	1 plate	25.00
30	Broiler Chicken	4 piece (100 gram)	40.00
31	Desi Chicken	4 piece (90 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	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
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	160.00
48	Combo Meal (Pulao, Chicken Kosa / Chili Chicken, Chutney, 500 ml Water, Chips)	Pulao: 500 gram Chicken: 150 gram	170.00
49	Combo Meal (Fried Rice, Mutton curry, Chutney, 500 ml Water, Chips)	Fried Rice: 500 gram Mutton: 120 gram	200.00
50	Combo Meal (Pulao, Mutton curry, Chutney, 500 ml Water, Chips)	Pulao: 500 gram Mutton: 120 gram	210.00
51	Veg. Biryani	1 Plate	90.00

SL No	Item Name	Quantity	Rate
52	Chicken Biryani	1 Plate	120.00
53	Mutton Biryani	1 Plate	150.00

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