

**OFFICE OF THE PRINCIPAL-CUM-SUPERINTENDENT, DR ABHIN CHANDRA  
HOMOEOPATHIC MEDICAL COLLEGE AND HOSPITAL, UNIT-III,  
KHARAVELNAGAR BHUBANESWAR**

**TENDER FOR**

**SUPPLY OF DIETARY ARTICLES FOR INDOOR PATIENTS OF DR ABHIN  
CHANDRA HOMOEOPATHIC MEDICAL COLLEGE & HOSPITAL, BHUBANESWAR  
(FOR THE YEAR 2020-2021)**

**Invitation to Bid:**

Dr Abhin Chandra Homoeopathic Medical College & Hospital, Unit-III, Kharavel Nagar Bhubaneswar functioning under Department of Health and Family Welfare, Government of Odisha, invites tender from the eligible registered dietary articles suppliers or catering firms having valid GST registration certificate to supply dietary articles. Women Self Help Groups [SHGs] can also apply. The bid is invited as per the decision of Department of Health and Family Welfare for supply of dietary articles to the indoor patients on annual contract basis to the eligible firms.

This bid is open to agency/agencies, firms and women Self Help Groups [SHGs] satisfying the criteria laid down in this bid document who have the required operational experience in supply of dietary articles to different Govt and non-government organisation. Interested bidders are invited to submit their bid for supply of dietary articles as per the standard norm and procedure of Government of Odisha. The hospital administration is not bound to accept any bid/s, and reserves the right to terminate the selection process at any time prior to the award of the contract, without showing any reason thereby. Keeping the greater interest of in-door patients in mind, the contract of the selected /awarded agency may also be terminated by the hospital administration if prescribed quality standards are not adhered to. However, hospital administration is not bound to show any reason for cancellation of the bidding process or termination of contract. The bidder is expected to examine all instructions, forms, terms, specifications, and other information in the bid / tender document. Failure to furnish all information required for bidding or to submit the bid it will be rejected. The bidder would bear all costs in connection with the preparation of the bid and its submission. The hospital administration would not bear any bid preparation cost and cost for submission of the bid. In case of requirement, the hospital administration would provide required information, based on the request of the bidder, which is necessary for preparing the bid. This bid / tender does not commit to award the contract or to engage any agency through negotiations. Further, no reimbursable cost may be incurred in anticipation of award and in such cases; hospital administration would not be responsible to bear such costs incurred by the bidder. The information of the bid and the institution is given below.

Name of the Health Institution: Dr Abhin Chandra Homoeopathic Medical College & Hospital,  
Unit-III, Kharavel Nagar, Bhubaneswar

Tel: 06742391737

Email: [drachmch@gmail.com](mailto:drachmch@gmail.com)

Web site: [www.drachmch.nic.in](http://www.drachmch.nic.in)

**Date of sale of Tender paper**

**from 04-12-2020 during office hours**

**Last date of sale of Tender paper**

**Dt 28-12-2020 Up To 5 P.M**

Last Date & Time of Receipt of Bid Documents: On Or Before

**Dt 28-12-2020 Up To 5 P.M**

Date & Time of Opening of Tender paper

**Dt 29-12-2020 At 11.30 A.M.**

Place of Opening of Bid Documents: O/o. Principal-Cum -Superintendent

Address For Communication: O/o Principal-Cum -Superintendent

And Receipt of Bid Documents

Dr Abhin Chandra Homoeopathic Medical College & Hospital,  
Unit-III, Kharavel Nagar, Bhubaneswar

Dist. - Khordha, Pin – 751001, Phone: 06742391737

### **Eligibility Criteria:**

The bidder / outsourced agency should have relevant experience in supply of dietary articles for hospital or similar Government and/or non-Government establishments. If the agency has provided similar type of services in any public /private health institution/s, it would be the added advantage. The agency should provide required evidence in this regard. The agency must be a registered body under appropriate law of the State or central Government and having the documentary evidence in this regard. In case of Women SHGs, the hospital administration is free to take suitable decision and may consider relaxation in the overall eligibility criteria. The bidder or the personnel employed by him should not have any criminal background.

### **SALE OF TENDER / BID DOCUMENT**

The tender papers along with the list of articles, term and condition etc. will be available to the parties in the office of the **Principal-cum-Superintendent**, Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar **from 04-12-2020 during office hours** on payment of tender papers is **Rs.500/ (five hundred rupees)** only in shape of Demand Draft in favour of **Principal-cum-Superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Bhubaneswar** from any Nationalized Bank payable at Bhubaneswar which is non-refundable and cannot be claimed by the bidder in future. The bidders should specifically super scribe, **“TENDER FOR SUPPLY OF DIETARY ARTICLES FOR INDOOR PATIENTS FOR THE YEAR 2020-2021.”** on the top of the outer envelope enclosed with **Technical Bid** and **price Bid** separately and the Tender cost fee & the EMD amount should be submitted in Demand Drafts in favour of Principal-cum-superintendent, Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar during submission of the Bid. In case of any bid amendment and clarification, the same will be notified in the website as well in the notice board of the hospital. It is the responsibility of the bidders to follow the same from the website and in the notice board

### **Number of Bids:**

The bidder can apply only one bid in this tendering / bidding process.

### **Bid Validity:**

The bid would remain valid for a period of 120 days from the date of submission.

### **Tenure of Contract:**

The selected agency / bidder would be initially contracted for a period of **one year from the date of award of the contract**. Based on the performance and feedback from different stakeholders, the contract may be renewed for another one year.

### **Payment Schedule:**

The agency would be paid once within the first seven working days of each month, based on the submitted bills / vouchers in the prescribed format. The hospital administration would verify the bills, vouchers and other supporting and do the needful for payment of the dues within seven working days of submission of bills / vouchers / supporting documents. All payments will be done only through e-banking. No claim shall be made against the first party in respect of interest **on EMD & SD**.

### **EARNEST MONEY DEPOSIT:**

The Earnest Money Deposit (EMD) shall be of **Rs. 7000/- (Rupees seven thousand) only**. The Earnest Money Deposit must be paid in the shape of Demand Draft in favour of **Principal-cum-Superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Bhubaneswar** from any Nationalized Bank payable at **Bhubaneswar**. EMD in any other form other than Demand Draft will not be accepted. The EMD of the unsuccessful bidders will be returned back soon after publication of the approved list without interest. The EMD of the successful Bidder will be returned back only after submission of the Bank Guarantee / Performance Security. The EMD will be forfeited, if the Bidder withdraws the tender after publication of approved list or fails / refuses to execute the work order.

### **SECURITY DEPOSIT / PERFORMANCE SECURITY:**

The agency, after selection, has to deposit “security money” in shape of **N.S.C/ Bank FD/ Bank guarantee** amounting **Rs.18000/ (Eighteen thousand rupees)** only (approx. 5% of the total reimbursable amount in a year) within 15 days of signing the contract. It would remain valid initially till the end of the initial contract period and will be extended if the contract gets extension. The Security Money (performance security) will be returned back to the Bidder after the expiry of agreement period / in case of renewal agreed by both parties the bank guaranty needs to be revalidated for the renewal period.

### **Last Date for Submission of Bid:**

The bid would be submitted in an appropriate form in a sealed envelope by **Regd. Post/ Courier/ Speed Post** only on or before dated **28-12-2020 at 5.00 P.M.** The bids received after the due date and time would not be accepted and liable for rejection.

### **Bid Withdrawal:**

After the submission of the bid, if so, wished by the bidder, she/he may withdraw the bid with a payment of non-refundable amount of **Rs.500/- (Five Hundred only)** towards withdrawal processing fee. In case of single tender received the decision will be taken as per bylaw for tendering process.

### **Right to Accept or Reject the Bid:**

The administration of the Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar reserves the right to accept or reject any Bid and the bidding process and reject all such bids in part / full at any time prior to award of contract, without showing any reason there by.

### **Opening of Bids:**

The bids will be opened on the specified date, time and venue in the presence of Tender selection committee constituted the same purpose by the authority and in presence of the bidders. The bidders would be requested to attend the bid opening and all present bidders shall put their signature on the bid as an evidencing of their attendance. During the opening of bid, the bidders will produce the original form of all documents which have been submitted by him. In case of representatives to attend the meeting must have the authorisation letter from the concerned Bidder.

### **Bid Evaluation Criteria:**

The bids would be evaluated on cost and quality basis i.e. the cost quoted by the bidder for supply of dietary articles to be supplied to the patients in the hospital. The lowest quoted bidder adhering to the specified quality would be awarded the contract.

### **Disqualification:**

The Tender Selection Committee of the Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar seeking this bid, reserves under its sole discretion to disqualify any bid document if;

1. The bidder submits the bid after the last date of submission of bid;
2. Required documents as per annexure III are not attached to the bid document.
4. The bidder is blacklisted by any Govt. agency [declaration in this regard is to be given by the bidder]
5. Non attachment of DD towards proof of tender fee Rs.500/-
6. Bid documents not signed on each page by the bidder or without seal.
7. Non attachment of DD towards EMD of Rs.7000/-of the tender

### **Adequacy of Information:**

Once the bidder submits the bid document signed on all pages it will be assumed that the bidder has carefully examined the bid document to his / her entire satisfaction. Once the agency is selected on the basis of its submitted bid, the agency would be responsible to fulfil his/her obligation as per the submitted bid.

### **Address for Submission of Bid:**

The bid should be addressed to the following;

**The Principal-Cum -Superintendent,  
Dr Abhin Chandra Homoeopathic Medical college And Hospital,  
Unit-III, Kharavelnagar, Bhubaneswar,  
Dist. - Khordha, Pin – 751001  
Phone: 06742391737**

### **Clarification on the Bid:**

In case the bidder seeks further clarification, she/he may contact the following designated person for correspondence and providing clarification on the bid.

Name: **Mr Premananda Singh** (Head clerk-cum-Accountant) -**06742391737, 9337103803**

### **General Information to Bidder.**

- The successful bidder (also referred here as the agency or outsourced agency) would operate in the campus of the Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar and required basic infrastructure would be provided by the health institution to facilitate the smooth operation of the agency.
- The agency would be abided by the cost and quality norms/standards as mentioned in the bid, dietary articles guidelines and / or other communication to them from time to time by the

administration of Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar.

- The agency would supply dietary articles adhering to the quality norms specified by the health institution. The agency should also supply different types of dietary articles as per the indent placed by the health institution keeping in mind the dietary articles requirement of different category of patients.
- The agency would be responsible for procurement of different items required for preparing dietary articles and storing it properly. The health institution would not be responsible for any loss of procured items.
- Perishable items would be supplied / procured on daily basis.
- The health institution would have the right to monitor the quality of items purchased and used in the diet preparation process.
- The agency would prepare and update the accounts details and maintain other related documents that are required for reimbursement of the expenses on monthly basis.
- In case of incomplete documents, the hospital administration would not reimburse the incurred cost. The documents to be prepared should be supplied by the health institution beforehand and maintained by the agency on daily basis.
- The financial and non-financial documents would be subject to audit.
- The agency would be responsible to make alternative arrangements in cases of situations such as staff strike, local strike ([Bandh/ Hartal) etc. ensuring that the patients get dietary articles in the appropriate time.
- The agency would be abided by different Government notification, circulars, written instructions etc. published from time to time with regard to the subject.
- In case of requirement, the hospital administration would provide required clarity to the agency on the related notification, circular etc.
- For any grievance, the agency would approach to the designated person of the Principal-cum-superintendent, Dr. Abhin Chandra Homoeopathic Medical College & Hospital, Bhubaneswar and apprise them in written about the problem. It is the responsibility of the Principal-cum-superintendent, to comply with the grievance and solve it within a maximum of one-month time and decision should be communicated to the agency in the written form.
- Any dispute arising in the process of supplying the dietary articles, both the party i.e. the outsourced agency and the hospital administration would discuss and take appropriate decision that is mutually agreeable. The hospital administration reserves the right to cancel or renew the contract of the outsourced agency with prior notification of 30 days without assigning any reason thereof.
- Suitable space to store the raw materials shall be provided by the Principal-cum-superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Unit-3, Bhubaneswar.
- Tenders should be typed neatly without any over writing. In case of any correction/over writing in the tender, the same should invariably be attested by full signature with date and seal before submission. For preparation of diet for the indoor patients, the Bidder should collect the indent from the Diet medical officer on the day before to supply of dietary articles.
- If the selected Bidder fails to supply the necessary requirements of dietary articles to the patients in time the required items will be purchased from open market as per the prevailing rate for regular supply to the indoor patients & the differential cost in any of the items so purchased will be deducted from his/her dietary articles bill at the time of payment.
- The earnest money deposit (EMD) shall be equal to **Rs 7000/ (seven thousand only)** only for supply of dietary articles on the tender which will be paid in form of Demand Draft drawn in favour of **Principal-cum-Superintendent, Dr Abhin Chandra Homoeopathic Medical College &**

**Hospital, Unit-III, Kharavel Nagar Bhubaneswar payable at Bhubaneswar** which will be sent with tender paper. EMD in other form i.e. Cheque / Cash etc. will not be accepted.

### **GOVERNING LANGUAGE**

The contract shall be written in English language. English language version of the contract shall govern its interpretation. All correspondence and other documents pertaining to the contract which are exchanged by the parties shall be written in English.

### **ACCEPTANCE OF TENDER:**

The **Principal-cum-Superintendent**, Dr Abhin Chandra Homoeopathic Medical & College and Hospital, Unit-III, Bhubaneswar, Odisha reserves the right to reject the tenders or to accept the tenders for supply of dietary articles without assigning any reason thereof and will be at liberty to terminate without assigning any reasons the contract.

### **PENALTIES:**

If the successful Bidder fails to execute the agreement or deposit the required security amount within the specified time or withdraws his tender after acceptance of his tender owing to any other reasons/ he is unable to undertake the contract, his contract will be cancelled and the **Earnest Money Deposit** deposited by him with the tender will be forfeited. He will be liable for all losses sustained by the **Principal-cum-Superintendent**, Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar, Odisha, by reasons of such breach, such as fail to execute the work or delay in executing the order & will be liable to pay any difference between the prices accepted by him and those ultimately paid for the work done by other. Such damages shall be assessed by the Authority, whose decision is final & binding in this matter. Non-performance of tender terms & conditions will disqualify an agency to participate in the tender for the next three years. In the event of any dispute arising out of the tender, such disputes would be subject to the jurisdiction of the Civil Court, Bhubaneswar. Unsatisfactory performance if any detected, a penalty of 5 % proportionately payment shall be deducted from the monthly payment. Repeated irregularity and unsatisfactory performance shall entail in termination of agreement.

### **AGREEMENT**

The Bidder whose tender is accepted shall execute an agreement on non-judicial stamp paper worth of Rs. 20/- (stamp duty to be paid by the Bidder) with the Principal-cum-Superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Unit-III, Kharavel Nagar, Bhubaneswar within 10 days from the date of receipt of work order failing which the Principal-cum-Superintendent has the right to cancel the work order. The specimen form of agreement will be supplied by the Principal-cum-Superintendent,

**Annexure- 1**

**TERMS AND CONDITIONS FOR ACCEPTANCE OF TENDER FOR SUPPLY OF DIETARY ARTICLES FOR INDOOR PATIENTS OF DR ABHIN CHANDRA HOMOEOPATHIC MEDICAL COLLEGE & HOSPITAL, UNIT-III, KHARAVELNAGAR, BHUBANESWAR, ODISHA”**

- **Sealed tenders should reach in the office of the Principal-cum –Superintendent, Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar, Odisha, on or before at 5 P.M on dt 28-12-2020**
- Tender received beyond the aforesaid time & date will be returned to the sender unopened.
- All the tender papers must be submitted **by Regd. Post/ Courier/ Speed Post** only.
- The sealed tenders submitted by the Bidder will be opened by the selection committee of Dr Abhin Chandra Homoeopathic Medical College and Hospital, Unit-III, Bhubaneswar in the office of the Principal-cum-Superintendent, **on Dt 29-12-2020 at 11.30A.M.** The Bidder or his duly authorized representatives will be allowed to remain present during opening of the tenders if they so like. If the Bidder or his authorized representative fails to be present at the time of opening of the tender that will not bar the authority from opening the tender or carrying on the subsequent tendering process.
- Reputed Firms / Agencies having appropriate & proper valid registration are eligible to participate in the tender and quote for all the items.
- Sealed envelope containing the tender document in the prescribed form should be submitted in two separate sealed envelopes i.e. Envelope-A (**Technical Bid**) & Envelope-B (**Price bid**) as described. Both the envelopes should be put into a third envelope, which should be superscribed as **“TENDER FOR SUPPLY OF DIETARY ARTICLES FOR INDOOR PATIENTS FOR THE YEAR 2020-2021.”**The Envelope-A (**Technical Bid**) consists of all the required documents includes information sheet, Xerox copy of pan card, Aaddar card, copy of annexure-I(terms and conditions), annexure II (declaration by the Bidder), annexure III(check list) , GST registration certificate , GST clearance certificate, IT return of last financial year, experience certificate if any, tender paper purchasing DD (original), Demand draft of rupees **Rs. 7000/** for EMD, and the Envelope-B (Price bid) consist of price list of diet articles (**Annexure-iv**) given by the Bidder for supplying (in two copies)
- Tenders should be typewritten / computerized and every correction in the tender should invariably be attested by full signature of the Bidder with date before submission, failing which the tender will be ineligible for further consideration. Corrections done with correcting fluid should also be duly attested.
- The rates should be quoted in Indian currency only both in words & figures against each item. However, the rates quoted in words shall prevail if there is difference between words and

figure. The Bidder shall not quote his own rates for any item other than the item specified in this list. Price quoted in any other currency will be rejected.

- The rates quoted and accepted will be binding on the Bidder for the stipulated period of one year and any increase in the price will not be entertained till the completion of the agreement for the tender period.
- At the opening of the tender, Bidder shall not be allowed at any time on any ground whatever to claim any revision of or modification in the rates quoted by him due to clerical or typographical error, committed by the Bidder in the tender forms. Conditions such as "SUBJECT TO AVAILABILITY" will not be considered under any circumstance and the tenders those who have given such conditions shall be treated as incomplete and for that reason, shall be summarily rejected.
- The terms, conditions and the quoted price of the tenders shall remain valid for a period of 12 months from the date of agreement or the extended period for another one year subject to satisfactory supply if any whichever is later.
- If any information or documents furnished by the Bidder along with the tender papers are found to be misleading or incorrect at any stage, steps will be taken to blacklist the said agency for three years & legal actions will be taken against the agency as per law.
- In the event of the date being declared as a holiday for Govt. of Odisha the due date of submission of bids and opening of bids will be the following working day at the scheduled time & place.
- Each tender must be accompanied by an earnest money of **Rs. 7000/ (rupees seven thousand only)** which will be returned to the Bidder whose tender is not accepted.
- The earnest money deposit of the successful tender will be forfeited by the government in case he fails to deposit the security deposit **Rs. 18000/ (eighteen thousand)** only and fails to sign the contract within 10 days from the date of acceptance of the tender.
- All weights and measures should be in metric system.
- The tender should fill up items serial wise in the official tender list in rate quoted + GST column legibly otherwise the tender is likely to be rejected.
- When the tender is accepted a stamped contract in the approved form will be executed by the Bidder (L 1) within 10 days from the date of acceptance of his tender failing which the next tender (L 2) will be accepted.
- The required documents are to be furnished with the tender paper. If not furnished, an undertaking must be submitted along with the tender to submit the required documents before one hour of opening of tender paper

Signature of the Bidder



**DECLARATION FORM**

I/We..... having my / our office..... at ..... do declare that I / We have carefully read all the general information and terms & conditions of tender of the **Principal-cum -Superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Unit-III, Kharavel Nagar, Bhubaneswar, Odisha** for supply of DIETARY ARTICLES for a period of one year from the date of approval of rate contract. I will abide by all terms & conditions set forth in the tender paper for the year 2020-2021. I promise to replace any damage or distortion occurs to the store room. I/we promise to maintain the behavioural norm to the staff of the hospital & office of the Principal-cum -Superintendent, Dr Abhin Chandra Homoeopathic Medical College & Hospital, Unit-III, Kharavel Nagar, Bhubaneswar, during of supply of dietary articles. Further to declare that I/we have not been convicted any court of law and no criminal case is pending against me /us or not blacklisted by any Govt. agency.

Date:

Signature of the Bidder:  
Name & Address of the Firm:

## **CHECK LIST OF THE DOCUMENTS TO BE SUBMITTED**

Sl no	Description	Write “Submitted” or “Not Submitted”	Remarks
1.	Covering letter (Annexure-5) duly filled and signed by the Bidder		
2.	Check list ( <b>Annexure -III</b> ) duly filled & signed by the Bidder with seal		
3.	Submitted documents should be serially arranged as per Annexure-III and should be securely tied & enclosed in Envelop – A, and price list (annexure IV) in duplicate duly signed by the Bidder should be enclosed in Envelop- B (Price Bid ). Both Envelop A & B should be enclosed in another envelop with superscripted as described in tender book.		
4.	Demand draft of rupees <b><u>Rs.7000/-</u></b> for Earnest Money Deposit,		
5.	DD of Rs 500/- for purchased tender paper.		
6.	Information sheet duly filled and signed by the Bidder with seal		
7.	Proof of PAN card of the Bidder duly signed by the Bidder with seal.		
8.	Proof Aadhar Number of the Bidder duly signed by the Bidder with seal.		
9.	Proof of GST registration Certificate		
10.	Proof of similar job done previously in any Govt. Hospital / organization etc. If any.		
11.	Copy of Tender book duly signed by Bidder at the bottom of each page with his official seal duly affixed.		
12.	<b>Annexure-1</b> duly signed by the bidder with seal		
13.	Declaration form ( <b>Annexure -II</b> ) duly signed by the Bidder with seal		
14.	Proof of Up-to-date photocopy of valid GST clearance certificate		
15.	Price Schedule ( <b>Annexure -IV</b> ) duly signed by the Bidder with seal in duplicate enclosed envelope B with sealed (Financial Bid)		

**N.B:-The tender paper will be rejected if the bidder changes or omit any clause or Annexure of the bid document.**

Signature of the Bidder

**DR ABHIN CHANDRA HOMOEOPATHIC MEDICAL COLLEGE AND HOSPITAL, UNIT-III,  
KHARAVEL NAGAR BHUBANESWAR, ODISHA”**

**LIST OF DIETARY ARTICLES**

Sl no	Name of the articles	Quantity	Rate inclusive of GST	Remarks
1	Rice fine(boiled)	Per kg		
2	Arhar dal	Per kg		
3	Mung dal	Per kg		
4	seasonal fresh vegetable ( Green leaves, brinjal potal, papaya, tomatoes, etc)	Per kg		
5	Spices (phutan, jeera, mustard etc)	Per kg		
6	White salt (iodized)	Per kg		
7	Suji ( best quality)	Per kg		
8	Sugar	Per kg		
9	Onion	Per kg		
10	Mustard oil	Per lit		
11	Fresh Loaf/bread	Per kg		
12	Atta (asirbad)	Per kg		
13	Chuda	Per kg		
14	Sago	Per kg		
15	Fresh water fish	Per kg		
16	Chicken (fresh)	Per kg		
17	Egg (hen)	Per doz		
18	Lemon	Per doz		
19	Omfed milk (actual rate + commission)	Per lit		
20	Turmeric powder	Per kg		
21	Indane Gas+ commission	Per 19 kg cylinder (19		
22	Ginger,	Per kg		
23	Garlic	Per kg		
24	Potato	Per kg		
25	Refine oil	Per lit		
26	White peas	Per kg		
27	Banana	Per doz		
28	Biscuits (thin arrowroot/ parley G)	Per kg		
29	Paneer	Per kg		
30	Chhole (Kabuli Chana)	Per Kg		

Signature of the Bidder

# INFORMATION SHEET

(TO BE FILLED BY THE BIDDER IN CAPITAL LETTER)

**1. NAME OF THE PROPRIETOR/ OWNER**

**2. NAME OF THE STORE/ORGANISATION/FIRM**

**3. PERMANENT ADDRESS**

**4. PRESENT ADDRESS**

**5. MOBILE NUMBER**

**6. AADHAR NO**

**7. E mail address-**

**8. PAN NO**

**9. EMD DEMAND DRAFT NUMBER**

**DRAWN BANK NAME**

**10.TENDER PAPER MONEY RECEIPT NO**

Signature of the Bidder with seal

**COVERING LETTER***Location-**Date-***To****The Principal-cum-Superintendent****Dr Abhin Chandra Homoeopathic Medical College & Hospital, Bhubaneswar**

Sub : Tender for supply of dietary articles for indoor patients of Dr Abhin Chandra Homoeopathic Medical College & Hospital, Bhubaneswar (for the year 2020-2021)

Dear Sir,

I, the undersigned, offer to participate in the tender process to provide services for supply of dietary articles for indoor patients of Dr Abhin Chandra Homoeopathic Medical college & Hospital, Bhubaneswar (for the year 2020-2021 in accordance with your Tender Notice No..... : Dated..... . We are hereby submitting our proposal, which includes Technical Proposal and Financial Proposal sealed in separate envelopes.

I hereby declare that all the information and statements provided in the technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal.

I, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the tender book. In case any provision of this tender are found violated, then your office shall have the rights to reject our proposal including forfeiture of the earnest money deposit absolutely.

Yours faithfully,

**Authorized Signatory**  
***with Date and Seal***

**Name and Designation:****Address of the Bidder:****Phone and Mobile No.& Email address :**