



Memo No: IDBGH/2422

Date: 15/06/2022

### **TENDER NOTICE**

Sealed tenders are hereby invited by the Principal, ID & BG Hospital, Kolkata, from the interested bidders for setting up and operation of **Canteen Service** at this hospital, for the patient's relatives, OPD patients, hospital employees and other persons coming to this hospital.

This tender will have two bids envelop system. I) Technical Bid, II) Financial Bid. Technical Bids will be opened first. Financial Bid of any bidder will be opened if that bidder qualifies the technical bid. No bid will be accepted if any bidder failed technically.

- I) Technical Bid –
  - a) Comprising of bidding firm's details, as per prescribed format attached herewith (Annexure - I)
  - b) Certificates as demanded in the tender notice by the tender inviting authority.
  - c) A Demand Draft of Rs. 10000/- (Rupees Ten Thousand only), payable in favor of 'PRINCIPAL ID & BG HOSPITAL' (Bank Account No: 127701001006, Bank Name: ICICI Bank, RTGS/NEFT IFS Code: ICIC0001277) has to be submitted along with technical bid as EMD. The EMD of successful bidder will be transferred to Security Deposit Money and EMD of all unsuccessful bidders will be refunded.
  
- II) Financial Bid - Financial Bid will be opened for technically qualified bidders only, Financial Bid will have to be submitted as per Annexure - II attached with the tender document. The rate should be clearly understood. Overwriting will not be accepted.

#### **Terms & Conditions: -**

- 1) The Hospital Authority will provide a shaded area for the canteen. The selected bidder has to develop the canteen as per their requirement.
- 2) Engagement of third party by the selected vendor will not be allowed to run the canteen.
- 3) A water connection will be given in canteen, free of cost.
- 4) A sub- meter will be installed and the electrical bill has to be paid by the selected bidder as per usage.
- 5) The selected bidder has to pay a rent for the canteen area as per H1 rate.
- 6) Interested bidders must have the following certificated, photo copy of which documents will be submitted along with Technical Bid-
  - a) Trade License
  - b) Food License
  - c) GST Registration
  - d) PAN Card
- 7) The selected bidder has to come into an agreement (at their own cost) with the hospital authority.

- 8) Only commercial LPG Gas will be allowed to use for the said canteen.
- 9) Preference will be given to those bidders who are experienced in the similar field in any Government organization or any reputed private organization. Interested self-help group will also get preference.
- 10) No child labor can be engaged in the canteen.
- 11) The selected bidder will be responsible for maintenance of proper cleanliness and hygiene of the canteen area.
- 12) If the bidder fails to run the canteen or violates any terms and conditions, his/her EMD of Rs. 10000/- will be forfeited and the authority will have the right to cancel the agreement without any prior notice.
- 13) Initially the agreement will be done for a period of 2 (two) years, which may be extended further if the service is found satisfactory.

**Bid submission: -**

- 1) The tender document is available in the departmental website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and [www.wbidbghospital.com](http://www.wbidbghospital.com).
- 2) Sealed bid to be submitted in the tender box kept at the office of the Principal, ID & BG Hospital, 57 Beliaghata Main Road, Kolkata-10 from **16.06.2022** to **24.06.2022** up to 4 PM.
- 3) Two separate sealed envelopes to be used for Technical and Financial bids. Write, 'Technical Bid' clearly on the envelope specified for Technical Bid and 'Financial Bid' clearly on the envelope specified for Financial bid and both the envelopes to be put into another sealed envelope for submission.
- 4) Technical bids will be opened on 27.06.2022 at 1PM in presence of interested bidder. Based on the evaluation of the technical bid, financial bid will be opened on 27.06.2022 at 2 PM.

*Animo Adde*  
Principal *15.06.2022*  
ID & BG Hospital, Kolkata @

Memo No: IDBGH/2422/1(8)

Date: 15/06/2022

**Copy forwarded for information & necessary action to:**

1. The MSVP, ID & BG Hospital, Kolkata.
2. The Accounts Officer, ID & BG Hospital, Kolkata.
3. The Nursing Superintendent, ID & BG Hospital, Kolkata.
4. All Assistant Superintendents, ID & BG Hospital, Kolkata.
5. The Facility Manager, ID & BG Hospital, Kolkata.
6. The In charge of IT-Cell, Dept. of Health & FW, Swasthya Bhaban, GN- 29, Salt Lake, Kolkata 700091 for publication in the department's website.
7. Office copy.
8. Notice Board.

*Animo Adde*  
*15.06.2022*  
Principal  
ID & BG Hospital, Kolkata @

**Annexure – I: Particulars of the Firm**

A	Name of the firm :	
B	Complete postal address of the Firm :	
C	Name of the Proprietor with complete postal address (Address proof to be enclosed) :	
D	Contact No: (Mobile No/Telephone no) :	
E	e-mail address :	
F	Give details of any Government Contracts executed during last 2 years or any other work experience (supporting documents must be attached) :	
G	Any other information which you consider necessary to furnish :	
H	Name and address of your Bankers stating the name in which the Account stands :	
I	PAN Number (Photo copy to be enclosed) :	
J	Valid Trade License No. (Please enclose a copy of License)	
K	Valid GST Registration (Photo copy to be enclosed) :	
L	Valid Food License (Photo copy to be enclosed) :	

## Annexure – II

FORM FOR SUBMISSION OF FINANCIAL BID

TENDER NO. ....

The Canteen premises rent will be selected per square ft, whose tenderer quoted highest rate subject to the minimum base rent per square ft per month: Rs. 52/- for utilization of 400 square ft area of the canteen premises at ID & BG Hospital, Kolkata.

Financial bid to be submitted by the bidder as mentioned format.

To,  
The Principal,  
ID & BG Hospital, Kolkata.

Sir/Madam,

I do hereby submit the offer rate for opening and running of the canteen services in canteen premises within the campus of ID & BG Hospital, Kolkata, at the rate quoted below abiding by the terms and condition of the tender notice no: IDBGH/2422 dated 15.06.2022.

Name, Address and contact no of the tenderer	Base Rent as per govt. rate (Rs.52/- per square ft area for 400 square ft in canteen premises.)	Offer Rent by the Bidder for 400 square ft area in Canteen premises
	Rs. 20,800/-	

Yours faithfully

Full signature and designation with  
official seal of the tenderer