

**OFFICE OF THE PRINCIPAL,  
S.C.B. DENTAL COLLEGE & HOSPITAL, CUTTACK**  
Telephone: 0671-2970975, Email — dentalscb2@gmail.com

**TENDER CALL NOTICE FOR RUNNING OF CANTEEN AT  
SCB DENTAL COLLEGE & HOSPITAL, CUTTACK**

1. Cost of Tender Paper **Rs.1,000/-**  
(Rupees One Thousand only)
2. Date of Sale of Tender Paper **16.08.2022 to 05.09.2022**
3. Last date of receipt of tender paper **05.09.2022 up to 5.00 PM**
4. Date & Time of opening of technical bid - **06.09.2022 at 11.30 AM**
5. Place of opening of tender Office of the Principal  
S.C.B. Dental College &  
Hospital, Cuttack- 753007.
6. Address for Communication - Office of the Principal  
S.C.B, Dental College &  
Hospital, Cuttack-753007.

## TERMS & CONDITIONS

### CONDITION — 1:

1. Sealed tenders are invited for running the Canteen at S.C.B. Dental College & Hospital, Cuttack.
  - a. Technical Bid containing, the information regarding the business, turn over, experience and other details of the Firm, to judge the suitability of the caterer for running the Canteen at SCB Dental College & Hospital, Cuttack as per Table:1.
  - b. Price Bid containing the rate of monthly maintenance charges to be offered to the Institution (Table: 2).
  - c. The 2<sup>nd</sup> party shall pay the service charges every month to the 1<sup>st</sup> party within 1<sup>st</sup> week of every month. On failure of submission of payment in time, extra 10% will be charged for each week.
  - d. If the 2<sup>nd</sup> Party fails to deposit the Service Charges for consecutive 2 months, the Tender will be terminated by the 1<sup>st</sup> Party without any prior notice and the EMD will be forfeited.
  - e. The bidders must write their full address along with mobile number and mail id on the main envelope.
2. The Price Bids of only those who are qualifying in the Technical Bid & found suitable by the Committee for the purpose will be opened on a date/time to be decided later on and communicated to such eligible bidders.
3. All the documents of Technical Bid are to be kept in a sealed envelope marked as "Envelope— A" & the documents of Price Bid are to be kept in another sealed envelope marked as "Envelope-B". Both "Envelope-A & Envelope-B" are to be kept in another sealed envelope marked as "Envelope-C" is to be superscribed as "Tender for running the Canteen at SCB Dental College & Hospital, Cuttack".
4. The application form of quotation / tender containing detailed Information and Terms conditions for running the Canteen will be available in the office of the Principal, SCB Dental College & Hospital, Cuttack on payment of Rs.1,000/- (Rupees One Thousand) from 16.08.2022 to 05.09.2022 or can be downloaded from Website [www.scbdental.nic.in](http://www.scbdental.nic.in) In case the application form is downloaded from the website, the applicant shall furnish a Demand Draft of an amount Rs.1,000/- (Rupees One Thousand) only in favour of "*Principal, SCB Dental College & Hospital, Cuttack*" towards the cost of the Tender Paper. Tender documents must reach the office of the undersigned on or before 06.09.2022 either by Registered/ Speed post or Courier only.
5. EMD of Rs. 10,000/- (Rupees Ten Thousands only) in shape of Bank Draft in favour of "*Principal, SCB Dental College & Hospital, Cuttack*" should be submitted in the Technical Bid.
6. The successful tenderer who is awarded the contract shall have to make a performance security of Rs. 50,000/- (Rupees Fifty Thousand) only in shape of fixed deposit / NSC (Post Office) duly pledged in the name of "*Principal, S.C.B. Dental*

*College & Hospital, Cuttack*" which will be returned deducting the dues if any, after completion of the tenure or termination of contract without any interest.

7. If the firm fails to running the Canteen in time, the EMD will be forfeited and the firm will be blacklisted for two years.
8. The tender, who is awarded the contract, shall be bound to execute and implement it from the date of award of contract by signing an AGREEMENT on the non-judicial stamp paper of the value of Rs. 100/- at his own cost.
9. Bidder should sign all the pages of duly filled tender document in testimony of having read all the terms & conditions laid down in the tender documents.
10. The contract will valid for one year from the date of the order and may be extended/renewed by the committee for another one year on the basis of satisfactory performance of the bidder. The contract is terminable by giving one month's notice by either side.
11. The authority reserves the right to accept / reject any part thereof or all the bids & without assigning any reason thereof.

**Note:**

Further communication regarding tender and corrigendum notice if any should be displayed in the website of SCB Dental College & Hospital, Cuttack. i.e. [www.scbdental.nic.in](http://www.scbdental.nic.in)

**CONDITION 2: Award of Mess Operation Contract.**

1. The bidders qualifying the technical evaluation criteria (Table no 1) will be called for opening the price bid.
2. The bidders whose bid is accepted will be notified for the award of the contract by the institute. The terms and conditions of the accepted offer shall be incorporated in the contract.
3. The bidder should have all the kitchen equipment, utensils and furniture to equip however some of the furniture should be provided by us. The accepted bidders are responsible for maintenance of the same failing of which the said firm may be penalized.
4. All disputes shall be subject to Cuttack jurisdiction only.

**CONDITION 3: General Terms and Conditions**

- i. Maintaining safety, healthy and hygienic conditions in and around the canteen will be the responsibility of the bidder. The Authority's suggestions/ actions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the bidder.
- ii. The bidder and canteen workers have to behave politely with all staff, student, patient, patient attendant and visitors of hospital.
- iii. The bidder must have to submit the EPF details of the Employee appointed.
- iv. Smoking and intoxication (Drug, alcohol, gutkha, Tobacco etc.) is strictly prohibited.
- v. One month notice is required on either side for the termination of the contract service if such a condition arises during the contract period.

- vi. If the canteen management of the bidder is not up to the mark or the quality of the food is found below standard or unhealthy or unhygienic, then Principal, SCB Dental College & Hospital, Cuttack is fully empowered to terminate the contract with a short notice of at least one week.
- vii. The food, raw materials, ingredients etc. are to be of good quality, clean, fresh, nutritious, hygienic and edible. Any type of cooked food shall not be stored / Preserved after meals.
- viii. The utensils are to be cleaned with hot water using detergent powder soap after every meal.

Table – 1 (Technical Bid)

Sl. No.	Particular	
1	Must have experience for undertaking catering services in state/ central Government institutions.	Details of previous contracts (Work order and successful execution certificates)
2	Last 3 years turnover	Attach necessary proof (Audited Statement of last 3 years)
3	Name of the applicant/ Firm:	Attach necessary proof
4	Registered Office:	Attach necessary Proof
5	Year of Establishment:	Attach necessary proof
6	Name of the proprietor, partners/ Directors of the Firm with address and phone number	Attach necessary proof
7	Food license no.	Attach necessary proof
8	Pan No./ TIN / Adhar No.	Attach necessary proof
9	IT Return of last 3 financial year	Attach necessary proof
10	GST Registration No.	Attach necessary proof
11	Form –I Undertaking	Yes/No
12	Form -2: Tender/ Conditions acceptance letter	Yes/ No
13	Form – 3 : Certificate of Ethical Practices	Yes/ No
14	Form – 4 Affidavit mentioning that he/ she was not blacklisted earlier	Yes/ No
15	Tender Fees (Rs. 1,000/-)	Yes/ No
16	EMD (Rs. 10,000/-)	Yes/ No

Sd/-

**Principal**  
**S.C.B. Dental College & Hospital,**  
**Cuttack**

FORM NO-1

(UNDERTAKING)

I/We hereby undertake that if any information given in the Technical Bid / Tender document is found false / incorrect at any stage after opening of the Tender , the Bid shall be rejected and EMD/BID Security shall be forfeited and in case of successful bidder, the Performance Security will be forfeited by the Principal SCB Dental College and Hospital, Cuttack.

Name and Signature of the Bidder  
Or  
Authorized Signatory  
With seal of the Agency / Company

FORM NO – 2

TENDER/CONDITIONS ACCEPTANCE LETTER  
(To be given on Company Letter Head)

Date.....

Place.....

To

The Principal  
SCB Dental College & Hospital, Cuttack

Sub: Acceptance of Terms & Conditions.

Sir,

1. We have purchased/ downloaded the tender documents for the above mentioned Tender work from the Principal, SCB Dental College & Hospital, Cuttack website- [www.scbdental.nic.in](http://www.scbdental.nic.in) as per your advertisement, given in the above mentioned website.
2. I/We hereby certify that I/We have read entire Terms and Conditions of the Tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like Table, Forms Annexures, Schedules, etc.) which form part of the contract agreement and I/We shall abide hereby the Terms/ Conditions/ Clauses contained therein.
3. I/We hereby unconditionally accept the Tender condition of above mentioned tender documents/ corrigendum in its totality/ entirely.
4. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this Tender/Bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/ right against organization in satisfaction of this condition.

Yours faithfully,

(Signature of the bidder, with official seal)

FORM NO – 3

CERTIFICATE OF ETHICAL PRACTICES

(This document shall be duly signed by the tenderer and to be attached with Technical Bid)

1. I/ We assure the Principal, SCB Dental College & Hospital, Cuttack that neither I/We nor any of my/ our workers will do any acts, which are improper/ illegal during the execution of the contract awarded to us.
2. Neither I/We nor any body on my / our behalf will indulge in any corrupt activities/ Practices in my/our dealing with the organization / institution.
3. I/We will have no conflict of interest in any our work/ contract at the institution.
4. We will keep the canteen and its surrounding hygienic, neat & clean. It is our responsibility.

Yours faithfully,

Place:

Date:

(Signature of the Bidder, with official seal)

FORM NO-4

(To be furnished on non-judicial stamp paper duly attested)

I/We/M/s \_\_\_\_\_ are registered as Contractor /Service provider as per Registration Certificate No. \_\_\_\_\_ issued by \_\_\_\_\_ having registered office at \_\_\_\_\_ and manufacturing/ supply base not been Black-listed, nor mine/ our Tenders or Contract have ever been cancelled by any State/ UT/ Central Government or any partner of shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/ our inform nor any legal proceeding have ever been initiated/ pending or any penalty has ever been levied due to delay of non completion of work/ catering service/ supply order by any State/ UT/ Central Government or by any authority.

Place: \_\_\_\_\_  
Dated: \_\_\_\_\_

DEPONENT

Verification

I/We do hereby solemnly declare and the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place: \_\_\_\_\_  
Dated: \_\_\_\_\_

DEPONENT



**TABLE – 2: PRICE BID**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Data to be furnished</b>
1.	Name of the Bidder	
2.	Full Address	
3.	Mobile No.	
4.	Monthly maintenance Charges to be offered by the Bidder to the Institution.	In figure: In words:

Signature of Bidder