

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: KAMRUP: AMINGAON
(REFRESHMENT CELL, PANCHAYAT ELECTION ,2018)

No. KSL.94/2018/3

Dated Amingaon the 8th November 2018

NOTICE INVITING TENDER
(PANCHAYAT ELECTION URGENT)

Sealed tenders (technical and financial bid) affixing court fee stamp of Rs.8.25 (Rupees eight and twenty five paise) only are hereby invited from experienced catering firm / hotel and restaurant owners having sufficient manpower and managerial ability to supply food/cooked food items for providing Light Refreshment and Meal to the officers and staff engaged in duties in connection with the conduct of **PANCHAYAT ELECTION,2018** with the terms and conditions as detailed below.

The tenders shall be received in office of the Deputy Commissioner, Kamrup, up to 3-00 PM on 14/11/2018 and shall be opened on the same day at 4-00 PM.

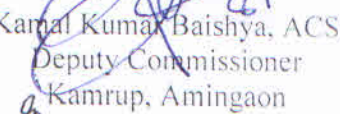
Intending bidders may obtain the tender papers (technical and financial bid) from Food, Civil Supplies and Consumer Affairs Branch of the Deputy Commissioner's office, Kamrup Amingaon during office hours up to 13/11/2018 and also can be downloaded from the website www.kamrup.nic.in.

Terms and Conditions

1. Intending bidders must have GST registration.
2. The nature/ quantum of food items for supply shall be at the discretion of D.C Kamrup, Amingaon. Further issuance of supply order shall be only in the event of essentiality as decided by this office and mere selection of the catering firm/ hotel/restaurant through this short tender notice shall not entitle any right what so ever or placement of supply orders.
3. The D.C Kamrup, Amingaon reserves the right in all circumstances to accept or reject any tender without assigning any reason thereof, besides the rights of accepting tender of more than one supplier (provided the rates are found justifiable). In the event of any emergency and also based on the demand of the situation or any other eventuality the Deputy Commissioner, Kamrup reserves the right to procure food items from other sources.
4. The rates should be quoted inclusive of all taxes.
5. The supplier firm must have sufficient manpower and managerial ability to supply the food items against time to time on requisition to all persons engaged in election duties.
6. Transportation cost incurred in supply of food items shall have to be borne by the suppliers. No vehicle shall be provided for carrying food items from one place to another.
7. The suppliers shall have to arrange cookware and other cooking utensils at their own. No cost shall be borne by the District Administration in this connection.
8. All food items shall have to be served to the election related persons per day as per requirement fixed by the refreshment cell. The refreshment cell shall issue coupons/orders against all persons to whom refreshment shall be served and shall not be responsible for payment of any bills for serving unauthorized food to any persons without coupon/orders at any period of time.

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9. All works related to supply of food items, cooking process and serving to election related personnel shall be done by the suppliers under strict supervision of Inspector /Sub-Inspector of Food Civil Supplies & Consumer Affairs or any other Officer / persons duly authorized by the i/c ADC, refreshment cell. Authorized officers may give directions time to time to ensure smooth distribution of food to the personnel engaged election duties maintaining quality of food and supplier have to comply with such directions and non compliances of directions resulting untoward situation leads to cancellation of contract at any time.
10. All food items (readymade or Cooked) must have to be tested by the Food Safety Officer or any other persons duly authorized by Deputy Commissioner , Kamrup before serving to any person engaged in election duty.
11. The supplier must be a experienced person having minimum 5(five) years experience in dealing with supply of food items /cooked food and shall have to enclose a copy of experience certificate along with the quotation .
12. All people to be engaged by the suppliers should obtain Identity Cards from the i/c Identity Cards cell well in advance for security reason.
13. All bills to be submitted by the suppliers must be accompanied either by supply orders issued daily by the authorized officials of refreshment cell or by the certificates issued by the authorized officers of the refreshment cell.
14. The selected suppliers shall have to sign a MOU with the Deputy Commissioner or his representative prior to starting the work.
15. The suppliers must be a duly registered firm / contractor dealing with above items and should have labour registration / license as well GST registration, Pan card along with the attested copies of up to date Income Tax clearance certificate from the competent authority with the technical bid. Bidders without said documents shall be rejected.
16. The bidder shall have to deposit a sum of Rs 20,000/-(twenty thousand) in the form of Bank Draft from any Nationalized Bank pledged in favour of Deputy Commissioner, Kamrup Amingaon as security money which shall be refundable on satisfactory completion of the assigned job.
17. If the suppliers fail to execute their responsibilities on time with quality of job, the Deputy Commissioner, Kamrup reserves the right of rejecting and no compensation shall be paid for such rejection and the security money shall also stand forfeited.

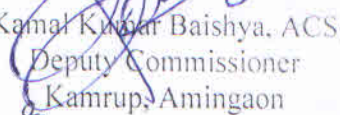

 (Kamal Kumar Baishya, ACS)
 Deputy Commissioner
 Kamrup, Amingaon

Memo No. KSL.94/2018/

Dated Amingaon the 8th November, 2018

Copy to:

1. The District Information & Public Relation Officer, Kamrup, Amingaon, for information and for wide publicity through local dailies.
2. The DIO, NIC, Kamrup, Amingaon for uploading the details in the respective district website.
3. Notice Board of the Deputy Commissioner's Office, Kamrup, Amingaon.


 (Kamal Kumar Baishya, ACS)
 Deputy Commissioner
 Kamrup, Amingaon

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GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: KAMRUP: AMINGAON
(REFRESHMENT CELL, PANCHAYAT ELECTION, 2018)

No. KSL.94/2018/4

Dated Amingaon the 8th November 2018

TENDER FORM
(TECHNICAL BID)

(Ref: Notice Inviting tender dtd 08/11/2018 issued by Refreshment Cell,
PANCHAYAT ELECTION, 2018)

1. Name of the bidder :
2. Name & Style of the Firm :
3. Full address :
 - (a) Residential :
 - (b) Place of business Establishment:
4. Contact No. :
5. Proprietorship/ Partnership :

1	Past Election Experience	
2	Manpower details with registration from Labour deptt.	
3	GST Registration	
4	Whether existing restaurant / hotel owner	
5	Whether possesses Food Safety Licence	

Note; Please use Ball pen with blue ink.

(Copy of relevant document is to be submitted whenever applicable)

I /We do hereby declare that the information stated above are true to the best of my knowledge and belief and anything found wrong will attract rejection of my/our tender. Further declare that I/We have carefully read and thereby accept the terms & Conditions laid down in the tender notice under reference.

Sig. of Proprietor /Partner
of the firm with Seal

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: KAMRUP: AMINGAON
(REFRESHMENT CELL,PANCHAYAT ELECTION,2018)

No. KSL.94/2018/5

Dated Amingaon the 8th November 2018

TENDER FORM
(FINANCIAL BID)

(Ref: Notice Inviting tender dtd 08/11/2011 issued by Refreshment Cell, PANCHAYAT
ELECTION, 2018)

1. Name of the bidder :
2. Name & Style of the Firm :
3. Full address :
(a)Residential :

(b)Place of business Establishment:

4. Contact No. :
5. Proprietorship/ Partnership :

1. **LIGHT REFRESHMENT** (shall include the following food items of good quality).

SL No	Name of the Item	Rate quoted (inclusive of all taxes)
1	Red Tea with 2 pcs Biscuits (salted/sweet) - per cup	
2	Milk Tea with 2 pcs Biscuits (salted/sweet)- per cup	
3	Coffee – per cup	
4	Sweets (Rasgolla or such other sweets)- per pc.	
5	. Kasuri/ Samocha- Per Pcs.	
6	Egg (Boiled)-per pc	

7	Omlet –per pc	
8	Puri with sabji (vegetable)-4pcs.	
9	Paratha with sabji (Vegetable) per Pcs.	
10	Rooti with sabji (Vegitable) -2 Pcs.	
11	Bread with butter/Jam- 4 pieces	
12	Sandwich (veg) per pc	
13	Sandwich (non-veg) per pc	

2. **LUNCH AND DINNER** (shall include the following food items of good quality).

SL No	Name of the Item	Rate quoted (inclusive of all taxes)
1	Veg Packet lunch (containing the items like vegetable Fried rice / polao , Paneer item , Salad etc.)with spoon and Napkin – per pkt	
2	Non -Veg Packet lunch (containing the items like chicken/mutton Fried rice / polao , Salad etc.)with spoon and Napkin – per pkt	
3	Meal (Veg)-Containing Plain rice, Dal, Mixed Vegetable , Brinjal fry ,Salad , Papad, Pickles,lemon etc –per plate	
4	Meal (Non –Veg Fish)-Containing Plain rice, Dal, Fish Curry, Mixed Vegetable , Brinjal fry,Salad , Papad, Pickles, lemon etc –per plate	
5	Meal (Non –Veg Chicken)-Containing Plain rice, Dal, Chicken Curry, Mixed Vegetable , Brinjal fry,Salad , Papad, Pickles, lemon etc –per plate	
6	Meal (Non –Veg Mutton)-Containing Plain rice, Dal, Mutton Curry, Mixed Vegetable , Brinjal fry, Salad , Papad, Pickles, lemon etc –per plate	

3. **OTHERS** : (shall include the following food items of good quality).

SL No	Name of the Item	Rate quoted (inclusive of all taxes)
1	Pkgd drinking water (½ ltr) per bottle	
2	Pkgd drinking water (1 ltr) per bottle	
3	Pkgd drinking water (20 ltrs jar) per bottle	
4	Kaju Plain –per kg	
5	Kaju Salted –per kg	
6	Real/ Tropicana juice- per pkt	

Note; Please use Ball pen with blue ink.

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Sig. of Proprietor /Partner
of the firm with Seal