



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, ANGUL
(NTEP. WING)

Letter No. 611 /TB

Date : 13/06/2025

TENDER CALL NOTICE

Sealed tenders are hereby invited by the CDM&PHO, Angul from the reputed and experienced Individual / Firms / Transport Agency / Courier Agencies for distribution of Nutritional Food Basket at doorstep of TB Patients and their family members as per the specifications. The bidders must apply in double cover system i.e. (Cover-A: Technical Bid and cover-B: Financial Bid). Both the bids completed in all respect and put in a single cover must be super scribed as "**TENDER DOCUMENTS FOR HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY ITEM'S FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA**" should be sent through Courier/Speed Post/Regd. Post only so as to be received by the undersigned up to 05:00 P.M on dated 03/07/2025. All the bid so received will be opened on 04/07/2025 at 10:30AM in the office chamber of the CDM&PHO, Angul.


CDM&PHO, Angul

**Chief District Medical &
Public Health Officer
Angul**

N.T.E.P.

**TERMS, CONDITIONS & SPECIFICATION FOR
HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY
ITEM'S FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL
DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA**

Name of the District / Health Institution: Angul
(HEALTH & F.W. DEPT., GOVT. OF ORISSA)

Bid Reference No. -C.D.M. & P.H.O. Angul (611 / 13.06.2025)

**TENDER DOCUMENT:
HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY
ITEM'S FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL
DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA**

Bid document may be downloaded from Web site : www.angul.odisha.gov.in

LAST DATE & TIME OF RECEIPT OF BID
DOCUMENTS : Dt. 03.07, 2025
till 05:00 PM

DATE & TIME OF OPENING OF TECHNICAL BID : Dt. 04.07, 2025
at 10:00 AM

DATE OF OPENING OF FINANCIAL BID : Dt. 04.07, 2025
at 11:30 PM.

PLACE OF OPENING OF BID DOCUMENTS
AND
ADDRESS FOR COMMUNICATION
AND
RECEIPT OF BID DOCUMENTS : O/o CDM & PHO, Angul

District HQ Hospital
At/Po/Dist - Angul
PIN - 759122

Tel: 06764 - 231150

Email id: dtooragl@rntcp.org

OFFICE OF THE CDM & PHO: ANGUL



**Chief District Medical &
Public Health Officer
Angul**

TENDER DOCUMENTS FOR HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY ITEM's FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA

Eligibility Criteria

The firms/agencies must have:

- Individual / Firms / Transport Agency / Courier Service agencies with Shop & Setups in Odisha
- Valid PAN Number
- Valid GST Registration Certificates
- Preference will be given to the Individual / Firms / Transport Agency / Courier Agencies having experience in material transportation to Govt./Residential schools, Colleges/ Govt. institutions/PSU

Terms & Conditions

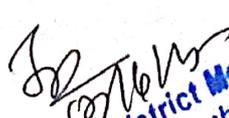
- Sealed Quotations are invited from interested reputed Individual / Firms / Transport Agency / Courier Service Agencies having adequate experience in distribution. The firm/ agency should have valid PAN No., GST registration certificate, etc. as detailed mentioned in technical bid of Tender Form (part-1). Photo copy of all documents should be submitted along with bid documents.
- The tender document should reach in prescribed format to the office of "Chief District Medical & Public Health Officer, District Headquarter Hospital, Angul-759122" only through Speed Post / Regd. Post / courier on or before Dt. 03/07/2025 till 5.00 P.M. The envelope must be super scribed by "**TENDER DOCUMENTS FOR HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY ITEM's FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA**". The tender shall be opened on Dt. 04/07/2025 at 10:30 AM at O/o the CDM&PHO, Angul in the presence of bidders or their authorized representative.
- Interested bidders can obtain detailed terms and conditions from the website for taking up this assignment. The bidder can download the Tender documents from district website www.angul.odisha.gov.in. (Address of district website).
- Bid will be submitted in two parts i.e. **Technical Bid (Cover – A)** and **Financial Bid (Cover – B)**. The bidders should give their technical and financial proposal separately in two envelopes and both should be put into third cover which should be super scribed as "**TENDER DOCUMENTS FOR HIRING OF AGENCY FOR DISTRIBUTION OF FOOD/GROCERY ITEM's FOR TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA, KANIHA & TALCHER BLOCK) UNDER PMTBMBA**".
- Bidder is required to submit tender documents in the sequence provided in Technical Bid Cover – A after assigning annexure nos. to the photo copy of documents submitted otherwise bid submitted will be rejected. Bids received with changes in the formats published will be liable to be rejected.


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6. If any bidder changes the format of either Technical Bid (Cover – A) or Financial Bid (Cover – B) then his bid will be out rightly rejected without assigning any reason thereof.
7. There should not be any overwriting, corrections in the tender. If a figure is to be amended, it should be neatly scored out and then revised figure should be written above and the same should be attested with full signature of the part and date. In the absence of the attested signature the tender is liable to be rejected.
8. If there is any contradiction between price quoted in figure and word then price quoted in word shall prevail over price quoted in figure
9. Bidder has to quote single rate for a single item in the financial bid. If any bid found with multiple rates for single item, then it will be out rightly rejected without any further arguments.
10. The average annual turnover of the organization must not be less than Rs 12,00,000/- (Rupees Twelve Lakhs Only) during last three financial years i.e. 2021-22, 2022-23 & 2023-24. A certificate duly filled by the Auditor/Chartered Accountant (as per annexure) must be submitted along with the tender document.
11. Photocopy of GSTIN certificate & latest *GST return* should be submitted with tender documents.
12. Organization will have to submit photocopies of audit reports for last 3 financial years i.e. for F.Y-2021-22, 2022-23 & 2023-24 along with IT return copies of said years.
13. Bidder will have to submit Demand Draft of Rs. 2,000/- (Rupees Two Thousand only) as tender paper cost (non-refundable) in favour of ZSS, Non-NRHM, Angul along with bid document.
14. Bid documents must be accompanied with EMD of Rs 12,000/- (Rupees Twelve Thousand only) in shape of Demand Draft drawn on any Nationalized Bank in favour of ZSS, Non-NRHM, Angul payable at Angul. Bid documents without EMD will be summarily rejected. EMD of unsuccessful bidders will be returned without interest on finalization of tender. EMD of successful bidder will be retained as Security Deposit & will be refunded without interest only after completion of one year from the date of finalisation of tender. Security deposit is liable to be forfeited if bidder violates or fails to comply with the terms and conditions of the tender.
15. The firm having valid MSME registration certificate are exempted to deposit EMD. However, photocopies of registration certificate & exemption certificate must be submitted along with the technical bid. But after selection, the L1 bidder should submit Rs 12,000/- (Rupees Twelve Thousand only) in shape of Demand Draft drawn on any Nationalized Bank in favour of ZSS, Non-NRHM, Angul payable at Angul as security deposit.
16. The organization will have to submit a Single Affidavit with following clauses: -
 - a. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of Income Tax Act, GST or any other law of India.
 - b. That the organization agrees to abide by all terms & conditions of the tender.
 - c. That the organization had never refused to supply any item after receipt of work order from this office for any reason.
17. All documents submitted must be signed by the authorised signatory of the organisation with seal.


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18. Order for distribution of Food Baskets will be done throughout the year in phase manners and not in a single works contract during the valid period of contact as per requirement. **The Food Basket will be delivered at the doorstep of TB Patients and their family members of Angul District (Pallahara, Kaniha & Talcher Block) within a stipulated time frame.**
19. The organization will quote prices inclusive of all taxes, charges, loading & unloading for distribution of food basket. The CDM & PHO, Angul will have no liability regarding transportation, loading, unloading of food basket in good condition and fixing the material at institution level as per order. The delivery must be actual as per quantity ordered which will be verified after delivery and no process damage will be entertained.
20. It is not compulsory on the part of the undersigned to distribute the items for which the tender is being called. The supply order will be placed as per requirement. The contractor is required to distribute the quantity of articles as mentioned in the supply order, as per the terms and conditions.
21. **The Food Baskets must have been delivered at doorstep of the TB Patients and the family members within 5 working days from the date of delivery of the items to respective Block's/CHC's.**
22. **Conditional bids are liable to be rejected.** In the event of acceptance, CDM & PHO, Angul decision will be final. Bids which are not as per required specifications will not be considered.
23. The CDM & PHO, Angul will not pay any advance payment to the organisation. The organisation will have to carry out the entire job on its own and the amount will be paid only after satisfactory completion of the job and submission of bill in this regard. The approved agency shall have to submit the photographs & received statement from each TB Patients and family members which is certified competent authority after completion of works at block level for release of payment.
24. Selection of the agency will be on the basis of bid documents submitted by them by the committee members wherever applicable.
25. Bidders are not allowed to check bid documents of another bidder in any circumstances.
26. The documents submitted by the bidders must have page numbered serially.
27. **The rate approved will be valid for one year from the date of finalisation of tender.** The successful bidder is required to distribute the materials at doorstep of the TB Patients and the family members as per requirements placed by CDM & PHO, Angul during the valid period of tender.
28. If the contractor fails to distribute the Food Baskets within the timeline stipulated in the letter of acceptance/supply order issued by the undersigned, the undersign shall be at liberty to distribute the food baskets from the other agencies of market or get the rest of the contact completed by any other person/firm/agencies and the difference of price, if any, shall be deducted from the EMD/Security Deposit and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay the excess amount
29. Only bidder himself or his authorised representative is allowed to remain present during opening of the tender. No authorised representative is allowed without proper authorisation from bidder.
30. In case the time and date of opening of tenders is changed, the same will be displayed on the CDM&PHO, Angul Notice Board and district website.


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31. On acceptance of the tender it will become a contract and the contractor shall be bound by the terms and conditions of the tender and the provision of G.F.R.
32. The CDM & PHO, Angul reserves the right to accept or reject all or any of the bid documents without assigning any reasons thereof.
33. All legal disputes are subject to the jurisdiction of Angul Court only.


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RFP FORMATS

**HIRING OF AGENCY FOR DOORSTEP DISTRIBUTION OF FOOD BASKETS
TO TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA,
KANIHA & TALCHER BLOCK) UNDER PMTBMBA**

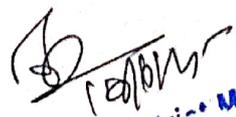
TECHNICAL BID



**Chief District Medical &
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Angul**

Cover – A
Technical Bid

Sl No	Particulars	(Clearly mention complete details required, don't mention only yes / no or annexure no here)	Page No.
1.	Name of the Individual / Firms / Transport Agency / Courier Agencies		
2.	Address of the Organisation		
3.	Name of the Authorised Signatory (In capital letter)		
4.	Telephone No/ Mobile No of the Authorised Signatory/ Organisation.		
5.	MSME (<i>Attach photo copy of MSME registration certificate</i>)(if any)		
6.	PAN No. Of Wholesaler/Retailers/Firms/ Agencies(Attach photo copy of PAN Card)		
7.	GST registration certificate (Attach photo copy of registration certificate)		
8.	Latest GST return copy (Photocopy to be attached)		
9.	Auditor/Chartered Accountant certificate in support of average annual turnover of Rs 12,00,000/- (Rupees Twelve Lakhs Only) or more during last three financial years i.e., 2021-22, 2022-23 & 2023-24 (Attach photo copy of CA certificate)		
10.	Audit reports for last 3 financial years (i.e., for F.Y-2021-22, 2022-23 & 2023-24) along with IT return copies of said years (Attach photo copies of Audit reports & IT return copies)		
11.	<p><u>The organization will have to submit Single Affidavit in Rs 20/- non-judicial stamp paper with following clauses:-</u></p> <ol style="list-style-type: none"> 1. It has not been blacklisted by any Government Organization. The organization does not have any legal suit / criminal case pending against it for violation of IT, Service tax, GST or any other law. 2. That the organization agrees to abide by all terms & conditions of tender. 		


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3. That the organization had never refused to supply any item after receipt of work order from this office for any reason.												
12. Tender paper cost in shape of Demand Draft of Rs. 2,000/- (Rupees Two Thousand only)	<table border="1"> <tr> <th colspan="2">Details of Demand Draft along with details of Drawee Bank</th> </tr> <tr> <td>Draft No:</td> <td></td> </tr> <tr> <td>Name of the Bank :</td> <td></td> </tr> <tr> <td>Branch address:</td> <td></td> </tr> <tr> <td>Amount (Rs.):</td> <td></td> </tr> </table>	Details of Demand Draft along with details of Drawee Bank		Draft No:		Name of the Bank :		Branch address:		Amount (Rs.):		
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Draft No:												
Name of the Bank :												
Branch address:												
Amount (Rs.):												
14. Whether all documents submitted signed by the authorised signatory of the organisation (Yes / No)												

DECLARATION

I / We hereby declare that, the terms and conditions, specification etc. given with the tender notice have been read carefully and it is acceptable to me/us and that the information furnished above is full and correct to the best of my / our knowledge. I/ We understand that in case of any deviation in the above statement at any state, the Individual / Firms / Transport Agency / Courier Agencies will be blacklisted and will not have any dealing with it in future.

Place :
Date :

Seal & Signature of authorised Signatory
Mobile No. 

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TO TB PATIENTS & FAMILY MEMBERS OF ANGUL DISTRICT (PALLAHARA,
KANIHA & TALCHER BLOCK) UNDER PMTBMBA**

FINANCIAL BID


**Chief District Medical &
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Financial Bid (Cover-B)

Sl No	Particulars	Specification	Quantity	Rate to be quoted as a whole (Inclusive of all taxes, Loading, Unloading & transportation Charges)
1	Cost for Transportation of Food Basket from CHC's/ Block to Door Step of Patients	Each Food Basket may contain items which approximate weight is 6 KG	1 No Food Basket	

Note: Approximately total 1000 no of Food Baskets to be distributed every month in 3 blocks (Pallahara, Kaniha & Talcher) & each patient receive maximum 4 no of Food Basket..

Place :
Date :


Seal & Signature of authorised Signatory
Mobile No:

**Chief District Medical &
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