

UT Administration of Dadra Nagar Haveli and Daman & Diu
Office of the Dy. Superintendent of Police, (HQ)
Police Head Quarter, Dunetha
Daman – 396 210
(Police Department)

No. **161** /DySP/DMN/PHQ/GNL/Lunch–Dinner–Refreshment/President visit/19– 20/1895013
Dated: - /02/2020

SHORT TERM TENDER NOTICE

Sealed Tenders on behalf of the President of India by the undersigned are hereby invited by the undersigned from the from interested Hotelier or reputed food & beverage institutions having capacity to supply **Lunch - Dinner – Refreshment – Water Bottles in Food packets** of approximately 1700 persons, as per approved standard ingredients fixed for hygienic and nutritional food products, to various forces to be deployed from UT/other state(s)/CPMF(s) for performing security duty during visit of the Hon'ble President of India so as to reach to the O/o the undersigned on or before on or before **14/02/2020 up to 17.00 hrs** by RPAD/Courier, or in person. The tender has been published on the websites of <http://daman.nic.in> and <http://ddpolice.gov.in> along with terms and conditions for information purpose.

Sr. No.	Name of the work	₹. 500/- Tender Fee – Non – refundable in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque from any of the Banks in favour of DIGP DNH and Daman & Diu payable at Daman	₹. 9000/- EMD in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks in favour of DIGP DNH and Daman & Diu payable at Daman
1	Providing <u>Food packets of Lunch - Dinner – Refreshment – Water Bottles (500ml)</u>		

<p><u>Last date for submission of Tender.</u> Bidders will have to submit their physical Tender with schedule and specification mentioned in the Tender document, at below mentioned address.</p> <p>Dy. Superintendent of Police (HQ), Police Head Quarters, Airport road, Daman – 396 210.</p> <p>The Tender document shall reach at the above mentioned address without fail, Tender</p>	<p>On or before 14/02/2020 up to 17.00 hrs.</p>
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received after due date <i>will summarily be rejected.</i>	
The purchase committee reserves the right to accept/ reject any or all or part Tender without assigning any reasons thereof.	
The Tender along with all details including schedule, specifications and terms & conditions can be downloaded from the web site http://daman.nic.in and http://ddpolice.gov.in	


Deputy Superintendent of Police, (HQ)
Police Head Quarters
DNH – Daman & Diu
Daman

Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on <http://daman.nic.in>
2. All Head of Office, DNH – Daman & Diu (U.T.) for wide publicity
3. Copy to all Firms/ agencies/ manufactures for information and necessary action.
4. Daman & Diu Police website <http://ddpolice.gov.in> for Publishing on the website, pleas.

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General Terms and conditions

(These terms and conditions are generic in nature, which have been mentioned for the knowledge of the bidders and bidders are advised to read carefully before submitting their bid(s))

No. /DySP/DMN/PHQ/GNL/Lunch – Dinner - Refreshment/President visit/19 – 20/
Dated: - /02/2020

1. The envelope containing Tender should be super scribed the word "*Tender for providing **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** to the Police Department of UT of DNH – Daman & Diu on 17/02/2020*".
2. The price bid shall be inclusive of all levies/ taxes like GST, Packaging, Transportation, Support Service etc. No extra charges for packaging, forwarding and insurance etc. will be paid on the rates quoted in the price bid.
3. All **Refreshment** should be free delivered within stipulated time period as mentioned below.


Description	Date	Timings	No. of food packets
Lunch	17/02/2020	10:30 Hours	1700 Food packets
Water Bottles	17/02/2020	10:30 Hours	3400 Nos.
Refreshment / Snacks	17/02/2020	03:30 Hours	500 Refreshments.
Water Bottles	17/02/2020	05:30 Hours	500 Nos.

4. The Local Purchase Committee of Police Department of Daman & Diu - Daman, reserves the right to accept or reject any bid, or all bids at any time prior to placing of purchase order without informing any reason/ ground(s).
5. The Purchase Committee of Police Department, of Daman & Diu - Daman may, at its sole discretion, waive any minor infirmity, nonconformity in a bid which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.
6. The Bidder is expected to examine all instructions, forms, terms & conditions and specification in the bidding document. Failure to furnish all required information may

result in the rejection of its bid.

7. The bid should be quoted only for the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** items specified in the schedule list of requirements and should be for the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** edible items of given specifications confirm to the standard(s) requirements of the given specification/mark.
8. Rates quoted for items other than required items mentioned in the schedule, will not be considered.
9. The quality of the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** should be standard and if any incident occurs due to the quality of the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets**, it will be the sole responsibility of the Hotelier/supplier supplying the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets**.
10. All participating bidder(s) should send in advance or enclose Earnest Money Deposit along-with physical Tender for an amount of ₹.9000/- (Nine Thousand Rupees Only) by drawing a Fixed Deposit Receipt (FDR)/Bank Guarantee (BG)/ Demand Draft (DD) on any scheduled Bank, in favour of DIGP DNH and Daman & Diu payable at Daman. *Tenders without Earnest Money Deposit and Tender Fee will be summarily rejected.*
11. The E.M.D. Deposited by the bidder(s) will be returned to bidder(s), whose Tender are not accepted.
12. No interest will be payable on EMD and EMD shall also stand forfeited in the event of premature withdrawal of the Tender(s) by any of the bidder(s).
13. The bidder must submit details of certificate, indicating his past experience in the execution of similar types of works with govt. or private agencies.
14. If any time after placing supply order for **Lunch – Dinner – Refreshment – Water Bottles in Food Packets**, Purchase Committee shall for any reason what so ever not required the whole or part of the quantity where or has specified in the order the Purchase Committee, Daman shall give notice in writing of the facts to suppliers who shall have no claim to any payment/compensation, what so ever on account of any profit or advantages, with suppliers might have derived in consequence of the full quantity of the articles, not having been purchased nor shall have any claim for compensation by reason of any alteration having been made in the original instructions, which shall involve any curtailment of the supply as originally contemplated.

15. All bills should be in triplicate and should invariably be mentioned the number and date of supply order and bill **should carry PAN Card and GST Number on the top or bottom of the bill.**
16. All bills should be pre-receipted on a revenue stamp of proper value. Bills which are not pre-receipted on revenue stamp will not be accepted for payment
17. Each bills in which GST is charged shall not be more than what is payable under the provision of relevant act of the rules made there under.
18. All the legal matter pertaining to this Tender will be handled \ settled in Daman district jurisdiction only.
19. No separate agreement will be required to be signed by the successful bidder for the purpose of the contract for supply **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** on the rates mentioned in the price bid by the bidder.
20. If there are any corrigendum/clarifications, this may be obtained through the Police site, or through the contact details. Bidder should take into account the corrigendum published before submitting the bids online. .
21. The successful joint venture/ consortium/ partnership/Hotelier or reputed food & Beverage institutions having capacity to supply Food (Lunch & Dinner & Refreshment) Refreshment) of 1700 persons for providing Food (Lunch & Dinner & Refreshment) in a one day.
22. Those Hotelier or reputed food & beverage institutions found fit, in preliminary checking about submission of Tender fee, E.M.D and other relevant document their technical bid will be opened. Commercial bid will be opened, only of those Hotelier or reputed food & beverage institutions, who qualify in the technical bid. All the Tenderer should submit the Tender before the last date and time mentioned in the Tender document.


Deputy Superintendent of Police, (HQ)
Police Head Quarters
DNH – Daman & Diu
Daman

Agreement Form

[To be submitted along with Technical Bid]

Tender ID No:

To,
The Dy. Superintendent of Police, (HQ)
Police Head Quarters,
DNH – Daman & Diu
Airport road, Nani Daman
Daman – 396 210

Sir

I/We the undersigned _____

hereby offer my/our rates as mentioned in the price bid and I/We hereby unconditionally accept the terms & conditions attached with this Tender and promise to supply the **Lunch – Dinner – Refreshment – Water Bottles in Food Packets** at rates mentioned Price bid.

The corrigendum(s) issued from time to time by your organisation too have all been taken into consideration, while submitting this agreement letter.

In case any provisions of this Tender are found violated, then your organisation shall without prejudice to any other right or remedy be at liberty to reject this my/our bid including the forfeiture of Earnest Money Deposit.

Signature of the bidder(s)
With Seal and Stamp



ANNEXURE – A**TECHNICAL SPECIFICATIONS FOR FOOD PACKETS (REFRESHMENT)**

Sr. No.	Description	Quantity	Specification
1.	Providing <u>1700Nos. Lunch – Dinner –</u> <u>500 Nos. Refreshment –</u> <u>3900Nos. Water Bottles(500ml)</u> <u>in Food Packets</u>	For 1700 Persons	Shall be of Good Quality and as per approved standard ingredients fixed for hygienic and nutritional food products,


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SCHEDULEANNEXURE – B

**COMMERCIAL / PRICE SCHEDULE FOR SUPPLY OF FOOD Packets
(REFRESHMENT) ITEMS FOR THE POLICE DEPARTMENT OF DNH - DAMAN AND
DIU AT DAMAN**

Sr. No	Food & Refreshment	Total No. of Quantity required	Rate per Food Packet	GST	Total Amount including GST
1.	Food packets of Veg. Sabji – Paneer Sabji – 6 piece Puri – Dal – Jeera Rice – Raita – Sweet – Papad - Salad	1700 Nos.			
2.	Refreshment - Fruity – Samosa – Cup Cake – Banana	500 Nos.			
3.	Water Bottles – 500ml	3900 Nos.			

- IMPORTANT: The Hotelier or reputed food & beverage institutions having capacity to supply 1700 Food Packets (Refreshments) in a one day shall quote bid.
- The successful Hotelier or reputed food & beverage institutions shall have to deliver the food packets at the various locations given by the Department.
- For delivering the Food packets at various locations in Daman, L1 bidder should use their own conveyance.


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CHECK LIST

Other information for Bidder

All the participating Hotelier or reputed food & beverage institutions are requested to upload and send self attested legible documentary proof of the following documents with their bid. In the absence of any of the following documents, the bid will be disqualified/rejected straightway without any further clarification:-

SI No	Description	Yes/No
1.	E.M.D. of ₹. 9000- in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks in favour of DIGP DNH and Daman & Diu payable at Daman	
2.	Tender Fee ₹. 500/- in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks in favour of DIGP DNH and Daman & Diu payable at Daman	
3.	Only GST (IGST/CGST/SGST/UGST) registered Hotelier or reputed food & Beverage institutions are eligible to fill this Tender. Have the firm attached registration certificate?	
4.	The successful Hotelier or reputed food & Beverage institutions having capacity to supply 1700 Food Packets in a one day are eligible to fill this Tender.	
5.	Have the firm attached an undertaking for non-blacklisting of firm and non-registration of criminal case?	
6.	Have the Firm attach the legible copy of valid Registration Certificate with DGS&D/NSIC/MSME, if claim for EMD exemption with the bid.	
7.	Copy of PAN Card	
8.	Details of Aadhar Card No.	
9.	GST (IGST/UGST/UGST) registered Number	
10.	Bank details as follows	
	Name of the Bank/ Branch	
	Account No. of Bidder	
	Type of Account	
	IFSC Code of the Bank	
	MICR Code of the Bank	

Signature of the bidder(s)

With Seal and Stamp