



OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER: MAYURBHANJ

No 06

Date 30/05/25

REQUEST FOR PROPOSAL FOR ACCOMMODATION FACILITY FOR TRAINEES UNDER VARIOUS TRAINING IN BARIPADA MUNICIPALITY AREA UNDER ZSS, MAYURBHANJ.

Sealed tenders are invited for accommodation facility for different training/ workshop/ meeting under ZSS Mayurbhanj. Intending bidders may obtain Tender paper containing Terms & Condition in the district website i.e., <https://mayurbhanj.odisha.gov.in>. The sealed tender papers to be submitted to the CDM & PHO, Mayurbhanj on or before dt:16/06/2025 by Regd. post/Speed post/Courier up to 01.00 PM and the same will be opened on dt:17/06/2025 at 12.15 PM at NHM Conference Hall, Baripada, O/o the CDM & PHO, Mb. j.

| Sl. No. | Place of opening of the Tender Paper               | Date of opening sealed Tender paper | Time of opening sealed tender paper |
|---------|----------------------------------------------------|-------------------------------------|-------------------------------------|
| 1.      | NHM Conference Hall, O/o the CDM & PHO, Mayurbhanj | 17/06/2025                          | 12.15 PM                            |

The Bidder or his Authorized representative may remain present at the time of opening of the sealed tender as per the above schedule programme. Authorization certificate will be submitted by the bidder to authorize his representative to attend the bidding process.

The authority reserves the right to accept or cancel any or all tenders without assigning any reason thereof.

**Terms & Conditions**

1. The firm should submit an EMD of Rs.5,000/- (Five Thousand Only.) in shape of Demand Draft in favour of ZSS NON NRHM FUND Mayurbhanj, payable at Baripada.
2. The firm should submit Tender fees of Rs.1,000/- (One Thousand Only.) in shape of DD in favour of ZSS NON NRHM FUND Mayurbhanj, payable at Baripada.

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3. The Hotel/Firm must be situated in **Baripada Municipality Area**.
4. The Hotel/Firm must have **GST Registration certificate & Trade License**.
5. The Hotel/Firm should have adequate security arrangement and uninterrupted supply of electricity and water.
6. The Hotel/Firm should have parking area of four-wheeler, two-wheeler, and closed boundary wall for safety measures.
7. The Hotel/Firm must have at least 10 no's of rooms for accommodation purposes.
8. The firm should have PAN.
9. CDM & PHO-cum-District Mission Director, Mayurbhanj reserves the right to consider/reject any such proposal without assigning any reason thereof.
10. The contract would be initially for 1 year which will be extended for another 1 year based on satisfactory performance.
11. No price escalation will be entertained.
12. Instruction for submission of Tender: The tender will be in two parts i.e. Technical Bid (Cover-A) and Price Bid (Cover-B). The bidders should submit their technical and price bid separately in two envelopes and these two envelopes should be put into another cover envelop super scribed as "REQUEST FOR PROPOSAL FOR ACCOMMODATION FACILITY FOR TRAINEES UNDER VARIOUS TRAINING IN BARIPADA MUNICIPALITY AREA UNDER ZSS, MAYURBHANJ with reference to Adv. no \_\_\_\_\_". The Technical & Price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: The Office of the Chief District Medical and Public Health Officer, Baripada, Mayurbhanj, 757001, Odisha.
13. Eligible bidders should submit their tender documents to the CDM & PHO, Mayurbhanj through Speed Post / Registered Post/ Courier on or before dt:16/06/2025 by 01.00 P.M and will be opened on dt:17/06/2025 at 12.15 PM.
14. Those Bidders who will qualify in the technical bid, their Financial Bid (Cover B) shall only be opened.
15. That the organization agrees to abide by all terms & conditions of tender.
16. If any information or documents furnished by the bidder is found to be incorrect or misleading at any stage, the tender will be rejected.



17. Payment will be released through E-Payment only after satisfaction of the services.
18. The blacklisted agencies: either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting. (Details in Annexure – D)
19. If the successful Bidder fails to execute the order, the EMD will be forfeited and action will be taken to blacklist the firm.
20. The bidder shall submit the original tender document with seal and signature on each page within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.

(Signature and seal of the authorized signatory)

## TECHNICAL BID FOR ACCOMODATION FACILITY

(The documents are to be arranged serially as per the order mentioned below)

|    |                                                                                                                               |  |
|----|-------------------------------------------------------------------------------------------------------------------------------|--|
| 1  | Name of the Firm                                                                                                              |  |
| 2  | Address of the firm                                                                                                           |  |
| 3  | Name of authorized signatory (in block letters)                                                                               |  |
| 4  | Telephone number of authorized signatory/ Firm                                                                                |  |
| 5  | EMD of Rs 50,000/- in shape of DD                                                                                             |  |
| 6  | Tender paper fees of Rs 1,000/- in shape of DD.                                                                               |  |
| 7  | Bank Pass book. (Xerox Copy to be attached)                                                                                   |  |
| 8  | Organization PAN. (Xerox Copy to be attached)                                                                                 |  |
| 9  | Valid registration certificate (Xerox Copy to be attached)                                                                    |  |
| 10 | Valid trade License (Xerox Copy to be attached)                                                                               |  |
| 11 | Self-Declaration regarding quote the rates for individual items inclusive of GST and all other charges if any (Annexure – C). |  |
| 12 | Whether all documents submitted signed by the authorized signatory of the firm ( Yes/ No)                                     |  |
| 13 | Financial Bid (Annexure – B)                                                                                                  |  |
| 14 | Not Black listed Certificate (Annexure – D)                                                                                   |  |

## DECLARATION

I / we hereby certify that the terms and conditions given with the short quotation call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of by /our knowledge. I / we understand that in case of any false information /deviation in the above statement at any stage, my Firm/Agency will be blacklisted and will not have any dealing with the organization in future.

(Signature and seal of the authorized signatory)

**ANNEXURE-B**

| Accommodation with AC |                              |                                                               |                                                 |                                                  |
|-----------------------|------------------------------|---------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------|
| Sl. No                | Purpose                      | Inclusion                                                     | Rate per Room (Single Room) inclusive all taxes | Rate per Room (Twin Sharing) inclusive all taxes |
| 1                     | Accommodation (Non-AC Rooms) | 2 Nos. of one-liter mineral water bottles in each room daily. |                                                 |                                                  |
| 2                     | Accommodation (AC Rooms)     | 2 Nos. of one-liter mineral water bottles in each room daily. |                                                 |                                                  |
| 3                     | Accommodation (Suit Rooms)   | 2 Nos. of one-liter mineral water bottles in each room daily. |                                                 |                                                  |

Signature of the Bidder with seal

DECLARATION

(Filled by the Bidder)

I / We \_\_\_\_\_ do hereby declare that, I / We  
have quoted the rates for individual items inclusive of GST and all other charges (if any).

Signature of the Bidder with seal



DECLARATION

(Filled by the Notary)

I / We \_\_\_\_\_ do hereby declare that I / We have not been **de-recognized / black listed** by the Tender inviting authority or by any state Govt. or Central Govt. organization for supply of Not of Standard Quality Items / non-supply.

I / We agreed that the Tender Inviting Authority can forfeit the Earnest Money Deposit and blacklist me / us for a period of 3 years if, any information furnished by me / us proved to be false at the time of inspection / verification and not complying with the Tender terms & conditions.

Seal & Signature of the Notary

