



West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

No: 269 -MDC/MUT-1/21

Date: 16.01.2021

NOTICE INVITING QUOTATION

NIQ.NO: **FOOD (MU)-02/2 of 2020-21**

WBMDFC invites sealed quotations from the willing bonafide & resourceful suppliers/firms/agency having expertise in similar nature of work to undertake the following work, as per particulars given below:-

- i). Name of Work : Supplying of food packets, refreshment to the dignitaries & participants of Milan Utsav- 2021 from 1st to 5th February, 2021, at Park Circus Maidan, Kolkata-17.
- ii). Eligibility of Agencies/
Suppliers /Firms :
- a. Valid Trade licence.
 - b. PAN Card.
 - c. GST Registration certificate.
 - d. FSSAI Certificate.
 - e. Income tax return for last two years.
 - f. Firm/Company registration certificate.
 - g. Minimum one year experience of rendering similar natural of work under the establishment of State/Central Govt./ of State/under Govt. or any autonomous body of the Govt.
- iii) Earnest money : An amount of Rs 10,000/-(Ten Thousand) only will be deposited in favour of WBMDFC in form of DD from any schedule of Bank.
- iv) Refund of EMD : The Earnest money of all the unsuccessful quotationer will be refunded after finalisation of the Tender.
- v). Last date of Dropping
Tender : 25.01.2021 up to 5:00 PM
- vi) Date of opening Tender : 25.01.2021 at 5:30PM
- vii).Time of Completion : As per work order.



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Guarantee on quality of goods:

- 1) The supplier shall have to guarantee the quality of goods supplied, strictly as per specification of contract/ purchase orders.
- 2) If the material supplied is found not as per contract/purchase order specification, the material shall be liable for rejection. The agency shall have to arrange replacement of material as per specification, if the supplier delays/ fails to make arrangement to replace the goods. Any extra expenditure incurred on this alternative arrangement shall be debited to the account of supplier under contract.
- 3) If supplier fails to make good this loss, the same shall be recoverable from the pending bills or security deposit.
- 4) The agency shall not indulge in supplying the rejected/returned packets. If the agency is found indulging such practice the work order shall be liable for cancellation, forfeiture of security deposit and black listing of firm/agency etc.
- 5) No advance payment would be released for such supply. However payment shall be released only after completion of Milan Utsav-2021.

Packaging & Transport:

- 1) The outer box must be marked with Name & address of manufacture/marketed by (if any), Weight (Gross/ Net), ingredient, expiry/ best before Period, month & Year of mfg, storage condition (if any), Nutritional Information, lot/batch/code number, any information required under FSSAI, Weight & Measures Act.
- 2) Material should not be in unsealed, damaged or wet condition or with any foreign matter present.
- 3) Carrier vehicle should be free from dust, dirt, any foreign matter as cement, cow dung etc & should be free from any objectionable smell.
- 4) All material in the carrier vehicle should be placed on a clean tarpaulin & should be covered properly from top with a tarpaulin.

GENERAL TERMS & CONDITION:

- a) Suppliers/Firms/Agency will have to offer their rates in item basis inclusive of G.S.T both in figure and in words in their letter pad in accordance with the attached work schedule
- b) Serving of meals through buffet system.
- c) Conditional rate will not be accepted.
- d) Multiple quotations by a single agency will not be entertained.
- e) The items shall have to be supplied in good condition and at punctual time frame.
- f) Quality and other related things shall not be compromised.
- g) Sample of food to be submitted in the Office of WBMDFC Salt Lake, Sector-I, Kolkata – 700064.
- h) All condiments and cooking medium used should be procured in sealed and branded packets/ tins/ containers and conform to Age mark Grade 1.



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- i) All food supplied should conform to all the provisions of **The Food Safety and Standards Act, 2006**, as amended from time to time.
- j) The agency will be responsible for providing all food items mentioned in LIST OF ITEMS.
- k) In case of any food poisoning/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/Contamination.
- l) The food menu may be changed as per requirement of WBMDFC on daily basis within same rate.
- m) TDS will be deducted as per financial norms.
- n) No price escalation will be allowed during period.
- o) Performance Guarantee: 8% of total work order value to be deposited in favour of WBMDFC payable at Kolkata which is refundable after satisfactory completion of work. The security deposit will bear no interest.
- p) The bid shall remain valid for a period not less than 45 days (Forty Five days) from the last date of submission of financial bid/sealed bid. If the bidder withdraws the bid during this period of bid validity, his earnest money deposit will be forfeited.
- q) The agency will have to carry out his work in coordination with the work of other agency selected by WBMDFC to complete the work in scheduled time.
- r) All corrections are to be initialed. All participants are requested to be present during opening of sealed quotation.

Managing Director, WBMDFC reserves the right to reject any application/quotation or all applications/quotations without assigning any reason thereof.

Managing Director

No: 269 -MDC/MUT-1/21

Date: 16.01.2021

Copy forwarded for information and circulation to the:

Directorate of Madrasah Education,
Secretary Urdu Academy,
Departmental website

Managing Director

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Copy forwarded for kind information to the:

PA to Hon'ble Chairman, WBMDFC
PA to Secretary, MA & ME Department, Govt. of West Bengal

Managing Director



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WORK SCHEDULE

NIQ.NO: FOOD (MU)-02/2 of 20-21

Name of the work: Supplying of food packets for refreshment for Milan Utsav- 2020-21 from the period 1st to 5th February, 2021, at Park Circus Maidan, Kolkata-17.

Sl. No.	Description of Item	Quantity	Unit	Rate (including all statutory taxes) (Rs.)	Amount (Rs.)
2	Supplying of food packets for refreshment including spoon and napkins for Milan Utsav- 2020-21 from the period 1 st to 5 th February, 2021, at Park Circus Maidan, Kolkata-17 (including all statutory taxes) as per requirement and direction of the concerned officer-in-charge of WBMDFC. Menu details: a) Veg Sandwish-1Pc b) Laddu Small-(40gm) c) Vegetable Patties (25 gms)/Fruit Slice cake (65gm) d) Dry Sweets -2pcs e) Frooti-1pcs(100 ml) f) Bhujia pkt. (45 gm)	3000	Nos.		
3	Supplying of food packets for refreshment including spoon and napkins for Milan Utsav- 2020-21 from the period 1 st to 2 nd February, 2021, at Park Circus Maidan, Kolkata-17 (including GST) as per requirement and direction of the concerned officer-in-charge of WBMDFC. Menu details: a) Cheese cron roll-1pcs (90gm)/Cheese sandwich-1Pc(100gm) b) Misti sukh-1pc c) Paneer puff- 1pc (60gm) d) Dry Sweets -2pcs e) Madira sliice-100gm /Data walnut slice-1pcs(100 gm) f) Bhujia pkt. (45 gm)	3000	Nos.		


Managing Director