



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

No: 225 -MDC/MUT-1/21

Date: 14.01.2021

## NOTICE INVITING QUOTATION

NIQ.NO: FOOD (MU)-01/2 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 (Lunch, Dinner), refreshment with tea & coffee for Milan Utsav from the period 1<sup>st</sup> to 5<sup>th</sup> February, 2021 at Park Circus Maidan, Kolkata.

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). Last date of Dropping  
Tender : 22.01.2021 up to 5:00 PM

iv) Date of opening Tender : 22.01.2021 at 5:30PM

v).Time of Completion : As per work order.

### 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.



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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.

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) Deployment of 12 no. of service boys out of which 4 no. of service boys dedicated for VIPs.
- d) Conditional rate will not be accepted.
- e) Performance Guarantee: 10% of total work order value to be deposited within three days from the date of issue of work order in favour of WBMDFC payable at Kolkata which is refundable after satisfactory completion of work. This security deposit will bear no interest.
- f) Multiple quotations by a single agency will not be entertained.
- g) The items shall have to be supplied in good condition and at punctual time frame.
- h) Quality and other related things shall not be compromised.
- i) Sample of food to be submitted in the Office of WBMDFC Salt Lake, Sector-I, Kolkata – 700064.
- j) All condiments and cooking medium used should be procured in sealed and branded packets/ tins/ containers and conform to Age mark Grade 1.
- k) All food supplied should conform to all the provisions of **The Food Safety and Standards Act, 2006**, as amended from time to time.



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- l) The agency will be responsible for providing all food items mentioned in LIST OF ITEMS.
- m) 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.
- n) The food menu may be changed as per requirement of WBMDFC on daily basis within same rate.
- o) TDS will be deducted as per financial norms.
- p) No price escalation will be allowed during period.
- q) 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.
- r) 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.
- s) All corrections are to be initialled. 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: 225 -MDC/MUT-1/21

Date: 14.01.2021

**Copy forwarded for information and circulation to the:**

Directorate of Madrasah Education,  
Secretary Urdu Academy,  
Departmental website

  
Managing Director

No: 225 -MDC/MUT-1/21

Date: 14.01.2021

**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)-01/2 of 20-21

**Name of the work** Supplying of food packets (Lunch, Dinner), refreshment with tea & coffee for Milan Utsav from the period 1<sup>st</sup> to 5<sup>th</sup> February, 2021 at Park Circus Maidan, Kolkata.

Sl. No.	Description of Item	Quantity	Unit	Rate (including all statutory taxes) (Rs.)	Amount (Rs.)
1	Supplying of working lunch /dinner packet including spoon and napkins as per actual daily requirement with the following menus or similar food packet to be approved by the competent authority of WBMDFC, price not more than Rs.150.00 (including all statutory taxes)				
	i) Veg. Packet Containing a) Rice/Roti b) Dal c) Common Sabji d) Special Sabji e) salad f) Papad g) Chutney h) Sweet.	150	Nos.		
	ii) Non veg. Packet Containing a) Rice/Roti b) Dal c) Common Sabji d) fish/ Chicken e) salad f) Papad g) Chutney h) Sweet.	150	Nos.		
2	Supplying of Combo Meal (Buffet layout system) for corporate and other personnel (80 head/ day) including spoon and napkins for the programme (including all statutory taxes) as per requirement and direction of the concerned officer-in-charge of WBMDFC. Menu details: a) Veg Pulau b) Kulcha, c) Dal Makhni d) Paneer Butter Masala e) Aloo Dum f) Salad g) Raita h) Chutni i) Papad j) Rosogolla k) Gulab Jamun	300	Nos.		
3	Supplying of Fish Thali (8 CP Container) for corporate and other personnel (80 head/ day) including spoon and napkins of the programme (including all statutory taxes) as per requirement of and direction of the concerned officer-in-charge of WBMDFC. Packet Containing: a) Rice-150 gm b) Salad				



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	c) Veg Dal, d) Mix Veg, e) Rohu/katla f) Chatni g) Sweet	400	Nos.		
4	Supplying fitting & fixing in position 2 nos. Tea & Coffee Machines on hire basis (including materials and Cups) with 4 nos. distribution boy for 600 head (100 ml Cup) daily for 5 days as per requirement direction of the concerned officer-in-charge of WBMDFC.	3000	Nos.		
5	Supplying packets of mutton Biryani including spoon and napkins at Park Circus Maidan, Kolkata. Food packet should be supplied as per direction of the concerned officer-in-charge of WBMDFC. Packet Containing: Rice-125 gm Mutton -2pc (80 gm) Potato-2pc (90gm) Egg-1pc	600	Nos.		
6	Supplying packets of Chicken Biryani including spoon and napkins at Park Circus Maidan, Kolkata. Food packet should be supplied as per direction of the concerned officer-in-charge of WBMDFC. Packet Containing: Rice-125 gm Chicken pc -1pc (80gm) Potato-2pc (90 gm) Egg-1pc	400	Nos.		
7	Supplying Tiffin packet for breakfast Menu detail of menus in a Packet are follows: korai sutir/Hing Kochuri -4pcs, Aloo Dam/Cholar Torkari and Sweet-1pcs and the quoted rate should not be more than Rs 55/- per packet. Sample packet to be approved by the authority of WBMDFC prior to its supply.	600	Nos.		

Managing Director