



ଜିଲ୍ଲା ମୁଖ୍ୟ କୃଷି ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ଝାରସୁଗୁଡ଼ା

OFFICE OF THE CHIEF DISTRICT AGRICULTURE OFFICER, JHARSUGUDA

Near SP Office, OMP line, Jharsuguda – 768204

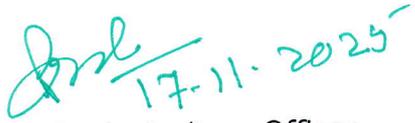
e-mail: ddajhar.dag@nic.in

Tender Notice No. 3582 /

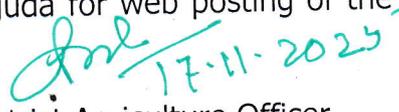
Dt. 17.11.2025

TENDER CALL NOTICE

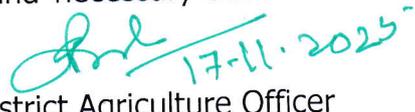
Chief District Agriculture Officer, Jharsuguda has invited sealed tender from interested firms/ agencies/ restaurants for supply of tea, tiffin, lunch for **DISTRICT LEVEL FARM MECHANISATION MELA 2025-26** which is going to be organized from 7.12.2025 to 11.12.2025 at Manmohan ME School Field, Jharsuguda. The request for proposal along with detailed specification and eligibility criteria of the said event is available on the notice board of CDAO, Jharsuguda, & official website of Jharsuguda www.jharsuguda.odisha.gov.in. The last date for submission of documents and necessary papers is 25.11.2025 up to 10.00 AM in the address: Office of the Chief District Agriculture Officer, Jharsuguda, P.O: OMP Line, Jharsuguda 768204 by speed post or registered post/courier. In case of any Addendum/ Clarification/ Corrigendum / Extension regarding this tender call notice the same will be published in the above website. Authority reserves the right to accept or reject any tender and to cancel procurement process at any time prior to the award to the contract with assigning any reason thereof. For any clarification related to tender document interested bidder can contact ddajhar.dag@nic.in.


17.11.2025
Chief District Agriculture Officer
Jharsuguda

Memo no: 3583 CDAO(JSG)/Dt. 17.11.2025
Copy to the District Informatics Officer, NIC, Jharsuguda for web posting of the tender .


17.11.2025
Chief District Agriculture Officer
Jharsuguda

Memo no: 3584 CDAO(JSG)/Dt. 17.11.2025
Copy to the D.I.P.R.O, Jharsuguda for information and necessary action with a request to publish the tender in local news paper.


17.11.2025
Chief District Agriculture Officer
Jharsuguda

Memo no: 3585 CDAO(JSG)/Dt. 17.11.2025
Copy submitted to the PA to the Collector for kind information of Collector and District Magistrate, Jharsuguda.


17.11.2025
Chief District Agriculture Officer
Jharsuguda

CHIEF DISTRICT AGRICULTURE OFFICER.
JHARSUGUDA

Tender for "SUPPLY OF TEA, TIFFIN, LUNCH FOR DISTRICT LEVEL FARM
MECHANISATION MELA 2025-26

Name and Address of the Tender inviting Authority:

CHIEF DISTRICT AGRICULTURE OFFICER, JHARSUGUDA

Maximum Tender Value: 5,00,000/-

Email - ddajhar.dag@nic.in

SECTION I
IMPORTANT DATES OF THE TENDER

Date of publication of Bid Document in Website	:	18.11.2025
Last Date & Time of Receipt of Bid Document	:	25.11.2025 10 AM
Date & Time of Opening of Tender	:	25.11.2025, 10:30
Place for Opening of Documents, Pre-Bid Conference And Address For Communication for Receipt of Bid Document	:	Office Chamber of the Chief District Agriculture Officer, Jharsuguda

SECTION II GENERAL DEFINITION AND SCOPE OF CONTRACT

1. General Definitions

- ❖ Department means Department of Agriculture & Farmers Empowerment, Govt. of Odisha.
- ❖ Government means Government of Odisha.
- ❖ Bid/Tender Inviting Authority is the CDAO, Jharsuguda who on behalf the Government or the funding agencies calls and finalize bids and ensure supply and procurement under this bid document.
- ❖ Tender Evaluation Committee are Committees so constituted by the CDAO, Jharsuguda to decide on the tender/

2. Scope:

- ❖ The bids are invited for supply of tiffin, meals, tea along with water bottles on the eve of District Level Farm Mechanisation Mela 2024-25 from 7.12.2025 to 11.12.2025 at Manmohan ME School Field Jharsuguda. (on 7th December 2025 tiffin, meals, tea along with water bottles for 700 participants & for 400 participants on each day from 8th to 11th December 2025
- ❖ The bidders cannot withdraw their bids after opening of technical bid within the minimum bid validity period and also after accepting the Letter of Award.
- ❖ Withdrawal or non-compliance of agreed terms and conditions after the execution of agreement will lead to invoking penal provisions and may also lead to black listing

SECTION III GENERAL INSTRUCTIONS TO BIDDERS

Sealed tenders are invited for supply of tiffin, meals, tea along with water bottles on the eve of District Level Farm Mechanisation Mela 2025-26 from 7.12.2025 to 11.12.2025 at Manmohan ME School Field Jharsuguda. (on 7th December 2025 tiffin, meals, tea along with water bottles for 700 participants & for 400 participants on each day from 8th to 11th December 2025

- ❖ The bids complete in every respect should reach the O/o Chief District Agriculture Jharsuguda in sealed envelope with both physical and Financial bid separately by **25.11.2025 10AM by the address Chief District Agriculture Officer, Jharsuguda P.O: OMP Line Jharsuguda Near S.P Office, Jharsuguda PIN:768204**
- ❖ Any tender received after the due date & time will be rejected and this Office shall not be responsible for any postal delay.

- ❖ The bidders or their duly authorized representative's may remain present during the opening of the tender. However absence of a bidder or his representative will not debar his participation in the bidding process.
- ❖ The interested bidders can download the entire Tender Document from the website <https://jharsuguda.nic.in> and submit the tender paper along with required documents and all the requested fees.
- ❖ The bidders can deposit Rs 500.00 (Rupees five hundred only) in shape of demand draft at any Nationalized bank in favour of "Project Director ATMA, Jharsuguda towards cost of a tender processing fees.

The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

SECTION IV GENERAL TERMS AND CONDITIONS

1. The firm should be registered under GOODS & SERVICE TAX.
2. The firm should have adequate man power to supply the food in time.
3. The agency will supply food as per requirement & the payment will be made after completion of the relevant programme and within 15 days of receipt of bill.
4. The firm shall supply the food at the designated venue i.e. at Mammohan ME School field Jharsuguda with manpower for serving of food to the attending farmers, delegates and officials.
5. The caterer has to prepare food at his/her own arrangement.
6. The firm will have to submit an undertaking in the technical bid that the firm/organization has not been black listed by any Government organization.
7. The firm shall supply the hygienic food and the utensils used shall be clean and sterile.
8. The bidder has to make his own arrangement for transportation of materials, cooking of food, serving of food and supply of necessary disposable buffet plates.
9. The award will be given to the bidder who quote lowest rate for the items including GST.
10. In case more than one firm quoting same price for one or more items, the firm quoted lowest for maximum number of items will be selected.

After completion of programme the supplier/agency should submit the bill in duplicate along with a copy of work order within 3 days.

11. The firm will be black listed for any deviation of above terms and conditions, if found during contract period.
12. All legal disputes, if any will be resolved in the office of the CDAO Jharsuguda.
13. If the approved lowest eligible supplier fails to supply items within the stipulated period the Tender Inviting authority reserves the right to procure the same from the L2/L3 supplies at L1 rate, if they agree to supply at L1 approved rate or negotiated rate and claim the performance security amount by invoking the rights conferred in Banker's Guarantee form.

14. The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.

15.No adulteration and color will be used

SECTION V DETAILS FOR REQUIRTMENT

The Caterer has to supply the attending farmers, Officials and other participants Tiffin, tea, lunch and water bottle everyday from 7.12.2023 to 11.12.2023.

NAME OF THE EVENT: District Level Farm Mechanisation Mela, 2025-26

VENUE: Manmohan ME School Field, Jharsuguda

DATE: 7.12.2025 to 11.12.2025.

Sl	Food Items Required	Quantity per day	Total Quantity for 5 days	Time of Serving	Remarks
1	Tiffin	First day:700 Rest 4days @400/per day	2300	9 AM	In case of deviation of time it will be intimated
2	Lunch	First day:700 Rest 4days @400/per day	2300	1PM	
3	Tea	First day:700 Rest 4days @400/per day	2300	9AM	

MINIMUM MENU OF BREAKFAST (Package)

1.VADA.1

2.SAMOSAS-1

3.ALUCHAP-1

4.SWEET.I

5. Drinking Water Bottle/Jar (sufficiently)-ISI Mark

Freshly prepared items should be packed in adequate size paper packets and given to the participants along with hand napkin.

MINIMUM MENU OF LUNCH (Package)

From 7 th to 9 th December 2025	On 10 th & 11 th December 2025
1.Rice	1.Rice
2. Dal	2. Dal
3. Mix vegetable curry	3. Mix vegetable curry
4. Bhaja	4. Chicken
5. Khata	5. Khata
6. Papad	6. Papad

Physical Bid

SL No	Documents type to be submitted
1	Forwarding letter in the pad of the firm with all the relevant documents
2	Details of name of the firm and address (Registered Office and Operating Branch) Office: Residence: Mobile: e-mail-Id:
3	Details of Tender Processing Fee
5	GST Registration number(Enclose Photo copy of PAN)
6	Income Tax Account No. (Enclose Photo copy of PAN)
7	Copy of Latest GST payment receipt.
8	Declaration for not being back listed.
9	Declaration for price quoted not more than open Market Price.
10	Banks details: Bank Name, Account No. IFSC Code (Copy of Pass Book/ Cancelled Cheque)

Financial Bid

Agency/ Firm Name

Address

Sl No	Name of the Item	Price quoted per unit in Rs.	Total Units Rs.	Total Price Rs.	GST Rs.	Grand Total Rs.
1	Tiffin					
2	Lunch					
3	Tea					

Place:

Signature of Applicant

Date:

Full Name:

Seal

DECLARATION

I.....Son/ Daughter/ Wife of
Shri.....Proprietor/ Partner/ Director
authorized signatory of the agency mentioned above state that I am competent to sign
this declaration and execute this tender documents.

I have carefully read and understood all the terms and conditions of the tender and
undertake to abide by them.

The information/ documents furnished along with the above application are true & authentic to the best of my knowledge and belief. I/ We do hereby undertake that furnishing of any false information fabricated document would lead to rejection of my tender at any stage besides accruing of liabilities towards prosecution under appropriate law.

Place

Date

Signature of Authorized person

Full Name:

Seal:

DECLARATION FOR LOWER THAN MARKET PRICE

We, M/S..... declare that price quoted by us is not more than the open market price or also under GeM Rate Contract/CGHS/NPPA or rates fixe by Govt. of India where such rate exists.

Signature of Proprietor/ Authorized Person
With seal of

Signature of Authorized person

Full Name:

Seal: