



INTEGRATED TRIBAL DEVELOPMENT AGENCY; JHARSUGUDA
At- Old Tahsil building (Near District Treasury, Jharsuguda),
PO-Kalimandir Road, Jharsuguda, Pin 768202

EMAIL ID itdajharsuguda@gmail.com

No. 980

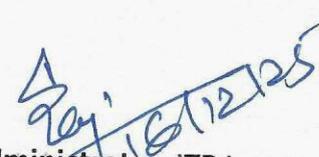
Date. 16.12.2025

BID FOR SUPPLY OF FOOD (Breakfast, Lunch, Evening Snacks, Dinner) FOR "DULDULI" 2026

Bid in the prescribed proforma is invited for supply of Food (Breakfast, Lunch, Evening Snacks, Dinner) including Catering services from reputed "Service provider" (i.e. Restaurants / Hotels / Service Providers / Agencies / SHGs) for "Jharsuguda Zilla Mahotsav, DULDULI-2026" Fest to be held in BTM ground Jharsuguda from Dt-01.01.2026 to Dt-05.01.2026 under the aegis of District Administration, Jharsuguda. Intending bidders may download the Bid document from dt.17.12.2025 to dt.23.12.2025 from the district web site i.e <https://jharsuguda.odisha.gov.in> for detail Terms & Conditions of the Bid. The sealed documents should reach to the Office of the Project Administrator, ITDA, Jharsuguda on or before 24.12.2025 by Regd. Post / Speed Post / Drop Box up to 01.00 PM and the same shall be opened on 24.12.2025 at 3.00 PM in the Office Chamber of PA, ITDA, Jharsuguda.

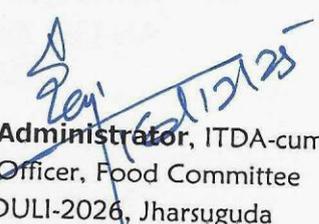
Sl. No.	Place of opening of the Tender Paper	Date of opening sealed Tender paper	Time of opening sealed tender paper
1.	ITDA, Jharsuguda	24.12.2025	3.00 PM

The Bidders or their Authorized representatives may remain present at the time of opening of the sealed tender as per the above schedule. The Authorized representatives should bear the Authorization Certificate to remain present in the Bidding Process.


**Project Administrator, ITDA-cum-
Nodal Officer, Food Committee
DULDULI-2026, Jharsuguda**

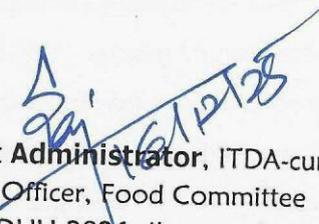
Memo No. 981 Dated: 16.12.2025

Copy to the office Notice Board of the Collectorate, Jharsuguda / CDO-cum-EO, Zilla Parishad, Jharsuguda / Sub Collector, Jharsuguda / Executive Officer, Jharsuguda / Brajarajnagar / Belpahar Municipality / Superintending Engineer, RW Division, Jharsuguda/ Superintending Engineer, R&B Division, Jharsuguda/ Superintending, MI Division, Jharsuguda/ Superintending Engineer, PH Division, Jharsuguda / All Block Development Officers of Jharsuguda District / DIPRO, Jharsuguda for kind information and wide publicity.


**Project Administrator, ITDA-cum-
Nodal Officer, Food Committee
DULDULI-2026, Jharsuguda**

Memo No. 982 Dated: 16.12.2025

Copy to the DeGM, Jharsuguda for information with a request for uploading the enclosed tender call notice in the district website <https://jharsuguda.odisha.gov.in> from dt. 17.12.2025 to 23.12.2025 for wide publicity.


**Project Administrator, ITDA-cum-
Nodal Officer, Food Committee
DULDULI-2026, Jharsuguda**

GENERAL INSTRUCTION FOR BIDDERS

- Sealed tenders are invited to bid system from reputed "Service provider" (i.e. Restaurants / Hotels / Service Providers / Agencies / SHGs) having valid GST Registration for supply of food (Breakfast, Lunch, Snacks & Dinner) including catering services for the **JHARSUGUDA ZILLA MAHOTSAV-DULDULI 2026** to be organized in the BTM Ground from **01.01.2026 to 05.01.2026**.
- The bids complete in every respect should reach the O/o the Tender Inviting Authority by **1.00 PM on Dt-24.12.2025** through Speed Post / Regd. Post / Drop box only.
- Any tender received after the due date & time shall be rejected and this Office shall not be held responsible for any postal delay.
- The bidder(s) shall have to submit their tender in sealed envelopes scribed as "**BID FOR FOOD & CATERING SERVICE FOR JHARSUGUDA ZILLA MAHOTSAV-DULDULI, 2026**" and should be addressed to:

Project Administrator, ITDA, Jharsuguda
At: Old Tahasil Building (Near District Treasury, Jharsuguda),
PO: Kalimandir Road, Jharsuguda, Pin: 768202.
- The Sealed tenders submitted by the bidders shall be opened in the Office of the PA, ITDA, Jharsuguda on **24.12.2025 at 3.00 PM**.
- 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 shall not be debarred his participation in the bidding process.
- The interested bidders can download the entire Tender Document from the website <https://jharsuguda.odisha.gov.in> and submit the tender paper along with required documents and all the requested fees.
- The bidders shall deposit **Rs. 10,000.00 (Rupees Ten Thousand) only** in shape of demand draft at any Nationalized bank in favour of "**Project Administrator, ITDA, Jharsuguda**" towards cost of tender paper.
- An amount of **Rs. 50,000/- (Rupees Fifty Thousand) only** towards **EMD** through Account payee demand draft/ fixed deposit pledged to PA, ITDA, Jharsuguda/bank guarantee from any Nationalised bank need to be submitted along with the bid documents. The EMD form should have validity of at least 30 days beyond the BID Validity period.
- The EMD shall be returned to unsuccessful bidders without interest.
- None of the bidders are exempted from submission of EMD.
- The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

GENERAL TERMS AND CONDITIONS

1. The Service Provider should be registered under GOODS & SERVICE TAX.
2. The Service Provider should have adequate manpower to prepare and supply the food in time.
3. The Service Provider shall supply food as per requirement & the payment shall be made after completion of the relevant programme and receipt of funds from proper quarter after submission of bills.
4. The Service Provider shall supply the food at the designated venue i.e. at BTM Ground with crockery, serving dishes and with manpower for serving of food to the attending participants, delegates and officials.
5. The Service Provider has to prepare food at the site and delivery of pre-prepared and packaged food in plates is not allowed.
6. The Service Provider shall have to submit an undertaking in the bid that the Service Provider/organization has not been blacklisted by any Government organization.
7. The Service Provider shall supply the hygienic food and the utensils used shall be clean and sterile.
8. The Service Provider has to make his own arrangement for transportation of materials, cooking of food, serving of food, water, Tea and supply of necessary disposable buffet plates.
9. The number of persons to take food will be provided well before the event.
10. After completion of program, the Service Provider has to maintain the cleanliness of the area.
11. The staffs of the Service Provider must be well dressed and well behaved.
12. The award shall be given to L1 bidder who quote lowest rate for the items including GST.
13. In case more than one Service Provider quoting same price for one or more items, the Service Provider quoted lowest for maximum number of items shall be selected.
14. The selected Service Provider shall execute an agreement with the **Project Administrator**, ITDA-cum-Nodal Officer, Food Committee for DULDULI-2026, Jharsuguda for supply of breakfast, lunch, Snacks, Dinner, Tea/Coffee and water for five days of the **JHARSUGUDA ZILLA MAHOTSAV-DULDULI 2026** to be organized from **01.01.2026 to 05.01.2026**. If the date will be extended, then the service provider will supply the foods in same price with mutual consent.
15. After completion of programme the supplier/agency should submit the bill in duplicate along with a copy of work order within 15 days.
16. The Service Provider shall be blacklisted for any deviation of above terms and conditions, if found during contract period.
17. Service Provider who qualifies technically as per submission of valid relevant documents as asked to be submitted in Technical Bid- Tender Form (Cover A) their Financial Bid (Cover B) shall only be opened.
18. All legal disputes, if any relating to food services, etc. are subject jurisdiction in the courts of law situated at Jharsuguda.
19. 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.
20. The authority reserves the right to accept /reject all the bids or any part of it without assigning any reason thereof.
21. **FSSAI certification (license) must be valid issued in the name of the bidder.**
22. **No adulteration and color shall be used.**
23. **Packed raw material product must be FSSAI certified and should from reputed brand.**

1. Documents to be submitted with the **Technical Bid** (with Annexure-I in **COVER-A**):

Sl. No.	Documents type (To be self -attested and numbered)
1	Forwarding letter in the pad of the Service Provider with check list of following Documents
2	Tender paper cost as mentioned above
3	Earnest Money Deposit (EMD or BID security fee) as mentioned above.
4	Details name, address, telephone no. e-mail of the Service Provider in the format Annexure-I
5	Copy of PAN CARD & GST registration certificate.
6	Copy of latest GST return filed
7	Copy of latest IT return
8	Proof of registered Office/outlets in Odisha
9	Declaration for not being blacklisted by any Govt. institution in Annexure-II
10	Declaration that price quoted by them is not more than the open market price in Annexure-III .
11	Copy of 1" page of bank pass book or a cancelled cheque as proof of Bank account details.

2. **COVER-B (PRICE BID)**

- a. The tender format giving the quoted rate for the items required should be sent in a separate sealed cover hereinafter called Cover "B" (price Bids) format at **Annexure-IV**.
- b. Cover-B (Price Bid) will be opened only of the bidders who qualify in evaluation of Technical Bid (Cover-A) by the Tender Evaluation Committee.
- c. The Price Bid should be quoted inclusive of transportation, installation, catering and GST.
- d. The bid shall be valid for a period of 30 days from the date of opening of the bid.
- e. The quoted rates shall be final and shall not be subject to any escalation during the bid validity period.

3. **Evaluation:**

- a. The technical bids shall be opened and evaluated by the Tender Evaluation Committee at the schedule date and time mentioned.
- b. If the bidders quoted rate seems to be at higher side, then the rate will be finalized with negotiation among the bidders on the day of opening of tender in presence of the committee.
- c. The successful bidders shall be selected based on the lowest financial bid (L-1).

SCHEDULE OF REQUIREMENT

The Service provider has to supply the attending participants, guests, Officials and delegates with breakfast, lunch, snacks, dinner, tea/coffee & water during 5 days from 01.01.2026 to 05.01.2026.

NAME OF THE EVENT: JHARSUGUDA ZILLA MAHOTSAV-DULDULI 2026

VENUE: BTM Ground, Jharsuguda

DATE: 01.01.2026 to 05.01.2026.

Sl. No.	Food Items Required	Tentative Person to be served per day	Time of Serving	Remarks
1	Breakfast, Tea	100	8 AM to 11AM	Drinking Water Bottle/Jar (sufficiently) of ISI Mark
2	Lunch	100	1 PM to 3 PM	
3	Snacks, Tea / Coffee	500	5 PM to 8 PM	
4	Dinner	500	7.30 PM onwards	

N.B: On dt.01.01.2026, 1500 nos. of tiffin packets (samosa, bara, kachori & any one sweet) at 02.00 PM and 1500 nos. of dinner to be distributed at 6.30 PM beyond the above figures.

FOOD MENU FOR JHARSUGUDA ZILLA MAHOTSAV "DULDULI", 2026

Date	Breakfast	Lunch	Evening Snacks	Dinner
01.01.2026 (Thursday)	Any of two items everyday (Suji Upama with Chana / Puri with Sabji / Idli with Sambar & chutney / Samosa, Bara, Aluchap & chutney) Any one sweet everyday (Jilebi / Gulabjamun) Tea everyday	Rice, Roti, Dal, Khata, Mix Veg, Paneer / Mushroom, Salad, Papad	Veg Cutlet, Sandwich, Dry fruits for VVIPs (100 person) Samosa, Kachori, Jilebi (400 person) Red Tea / Green Tea / Milk Tea / Black Coffee (for all)	Rice, Dal, Roti/Puri, Paneer / Mushroom, Kheer / Sweet / Ice-cream, Mix Veg, Salad, Papad
02.01.2026 (Friday)		Rice, Roti, Dal, Khata, Mix Veg, Paneer / Mushroom, Salad, Papad		Rice, Dal, Roti/Puri, Paneer / Mushroom, Chicken / Egg, Kheer / Sweet / Ice-cream, Mix Veg, Salad, Papad
03.01.2026 (Saturday)		Rice, Roti, Dal, Khata, Mix Veg, Paneer / Mushroom, Salad, Papad		Rice, Dal, Roti/Puri, Paneer / Mushroom, Chicken / Egg, Kheer / Sweet / Ice-cream, Mix Veg, Salad, Papad
04.01.2026 (Sunday)		Rice, Roti, Dal, Khata, Mix Veg, Paneer / Mushroom, Salad, Papad		Rice, Dal, Roti/Puri, Paneer / Mushroom, Chicken / Egg, Kheer / Sweet / Ice-cream, Mix Veg, Salad, Papad
05.01.2026 (Monday)		Rice, Roti, Dal, Khata, Mix Veg, Paneer / Mushroom, Salad, Papad		Rice, Dal, Roti/Puri, Paneer / Mushroom, Chicken / Egg, Kheer / Sweet / Ice-cream, Mix Veg, Salad, Papad

The foods have to be prepared on the site and served as buffet over separate counters to the participants, delegates/ Officials and Guests/VIPs separately with sufficient Drinking Water in Bottle / Jar. Pre-packaged food is not allowed. Freshly prepared items should be served in adequate size paper packets/plates along-with hand napkin.

**Project Administrator, ITDA-cum-
Nodal Officer, Food Committee
DULDULI-2026, Jharsuguda**

COVER-A

Annexure-I

TECHNICAL BID

(To be filled in & returned with all the documents DULY SELF-ATTESTED)

Sl. No.	Documents type to be submitted
1	Forwarding letter in the pad of the Service Provider with all the relevant documents
2	Details of name of the Service Provider and address (Registered Office and Operating Branch) Office: Residence: Mobile: e-mail-Id:
3	Details of Tender Processing Fee
4	Details of amount of Earnest Money Deposit
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	Copy of latest I.T. returns.
9	Declaration for not being back listed.
10	Declaration for price quoted not more than open Market Price.
11	Banks details: Bank Name, Account No. IFSC Code (Copy of Pass Book/ Cancelled Cheque)

DECLARATION

1. 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.
2. I have carefully read and understood all the terms and conditions of the tender and
undertake to abide by them.
3. 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

Annexure-II

DECLARATION for not being black-listed

I/We..... (Name & Designation) having My/our Service Provider at..... do hereby declare that, I/we have carefully read all the term & conditions of tender of the Project Administrator, ITDA, Jharsuguda, Odisha for supply of Food and catering service in the event of Jharsuguda Zilla Mahotsav, DULDULI-2026. I/we shall abide with all the term & conditions set for in the tender paper Reference No.....

I/we do hereby declare that, I/we have not been de-recognized/debarred/ black listed by any State Govt. Union Territory / Govt. of India / Govt. organization Govt. Veterinary institutions for supply on Non-Standard Quality (NSQ) items / part-supply / non-supply.

That, I am not a defaulter in supply of any items to the P.A, ITDA, Jharsuguda, Odisha, or any other indenting officers of the State of Odisha after being lowest responsive bidder in past three years.

I/we do hereby declare that, I/we shall supply the approved items as per the terms, conditions & specifications of the tender documents. I/we further declare that, my/our performance security deposit shall be forfeited if I/we fail to supply any item after getting order from the purchaser. I/we further declare that, we shall supply the ordered items manufactured only by the manufacturers as mentioned in the bid documents.

I/we agree that, the Tender inviting Authority can debar/ blacklist me/us for period of 3 years. If, any information furnished by us is proved to be false at the time of inspection verification and is not complying with the Tender terms & conditions.

Signature of the bidder

Date:

Name & Address of the Service Provider:

Affidavit before Executive Magistrate/ Notary Public

Annexure - III

DECLARATION FOR LOWER THAN MARKET PRICE

I/we, do hereby declare that,
price quoted by me/us is not more than the open market price.

Signature of Bidder/ Authorized Person
With seal

COVER -B

Annexure - IV

FINANCIAL BID

Service Provider Name

Address

Sl. No.	Name of the Item (Including sufficient drinking Water)	Price quoted including GST per unit (in Rs.)
1	Breakfast + Tea	
2	Lunch	
3	Snacks + Tea/Coffee	
4	Dinner	

- N.B:
- 1) The price quoted should include printing of coupon with name of the Mela, dates (to be provided by the Successful bidders to the Office for issuance of coupon).
 - 2) The Bidder who has quoted the minimum in all the above-mentioned category shall be taken in to consideration for consideration of the Lowest Bidder.

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).

Place:

Date:

Signature of Bidder

Full Name:

Seal