

DEPARTMENT OF DIETETICS
JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH
PUDUCHERRY – 6
(Institution of National Importance under the Ministry of Health & Family Welfare, Govt. of India)

No.JIP/DIET/STORE/2022-23

Dated: 09/06/2022

TENDER NOTICE

Sub: Supply of Vegetables for the year 2022-23

Sealed tenders are invited for the supply of Vegetables to the department of dietetics for the period from 18th July 2022 – 17th July 2023.

1. Scope of work : Annual contract for supply of Vegetables to the Department of Dietetics, JIPMER.
2. Value of tender : Annual Approximate Cost Rs.40.00 Lacks
3. Duration of the contract : One year from date of award. And may be extended further up to one year subject to satisfactory performance with willingness of both the parties with same rates, terms & conditions.
4. Last date of receipt of the tender : 12.00 Noon on 30th July 2022
5. Date of opening of Tender : 03.00 PM on 30th July 2022
6. Address for receipt of Tender : The Director,
JIPMER,
Puducherry – 605 006.
7. Earnest Money Deposit : Rs. 80,000/- as EMD shall be paid through SBI collect only.
The EMD shall be returned to the non-successful tenders after acceptance of award of contract to the successful tenderer.

* Bidders have to submit physical copy of proof of payment of EMD through SBI collect only or documentary proof for EMD exemption within the above mentioned date and time

NOTE:

1. The bid should be submitted in a sealed envelope superscribed “**TENDER FOR THE SUPPLY OF VEGETABLES FOR THE PERIOD FROM 18th July 2022 – 17th July 2023**” .
2. The tender should be addressed to “**THE DIRECTOR, JIPMER, PUDUCHERRY**” and the sealed envelope should be addressed to “**THE OFFICER IN CHARGE, Department of Dietetics, JIPMER, Dhanvanthri Nagar, Puducherry – 605 006.**”
3. The vendor has to furnish the complete postal address including valid E-mail id, phone numbers and mobile numbers on the envelope as well as in the tender document for future correspondence if any.

PROFILE OF THE BIDDER

| Sl. No. | Description | |
|---------|--|--|
| 1 | Name of Tendering Company/Firm | |
| 2 | Name of the Owner/Partners/Directors | |
| 3 | Full particulars of Office/Shop | |
| 4 | Address | |
| 5 | Telephone No./Fax, Email Address | |
| 6 | Full particulars of the Bankers of Company/Firm, with full Address/Tel. No. 1. Name of the Bank 2. A/c No. 3. Branch 4. IFSC Code 5. Telephone No. 6. Email address | |
| 7 | PAN/GIR No. | |
| 8 | GST Registration No. | |

Signature of the owner/Managing
Partner/Director

Name:

Seal :

Date:

Place:

**PRICE BID FOR THE SUPPLY OF VEGETABLES
FOR THE DEPARTMENT OF DIETETICS, JIPMER, PUDUCHERRY – 605 006
FOR THE YEAR 18th July 2022 – 17th July 2023**

To

**THE DIRECTOR
JIPMER, PUDUCHERRY – 605 006**

Sir,

Sub: Submitting the quotation for the supply of Vegetables for the year
18th July 2022 – 17th July 2023– reg.

Ref: Tender Notice No.JIP/DIET/STORE/2022-23 Dt.09-06-2022

As per the reference cited above, we are quoting our valuable price for the vegetables given in the list.

List of items:

| Sl. No. | Item | Unit | Willingness % of discount for all the items(Percentage of discount to be quoted is to be same for all the items) | Annual estimated quantity |
|----------------|----------------------------|-------------|---|----------------------------------|
| 1 | Vegetables (list enclosed) | Per Kg. | | Separate list enclosed |

Note: Need not mention rate for any item. Just mention only the percentage of discount in the statistical rate given by the directorate of economics and statistics department, Government of Puducherry.

➤ **Percentage of discount to be quoted is to be same for all the items.**

Signature of the owner/Managing
Partner/Director

Name:

Seal :

Date :

Place:

Scope of Work: Supply of Vegetables for the department of Dietetics, JIPMER, Puducherry, for the period from 18th July 2022 – 17th July 2023 with the General Conditions of contract mentioned in the tender conditions.

CHECK LIST FOR SUBMISSION OF TENDER

(To be filled by the tenderer and submitted along with the bid)

| Sl. No. | Particular | Yes / No |
|----------------|--|-----------------|
| 1 | Tender Form duly signed and stamped | |
| 2 | Bid security declaration form | |
| 3 | Copy of Supply orders/Completion certificate in support of Eligibility condition 1 and 2 | |
| 4 | Copy of PAN Card | |
| 5 | Copy of Valid registration of the agency/firm under Shop & Establishment Act | |
| 6 | Copy of last three years Income Tax Return statement with assets and liabilities, income and expenditure balance sheets & Profit & Loss A/c i.e. 2018-19, 2019-20, 2020-21 | |
| 7 | Copy of GST Registration Certificate | |
| 8 | Authorization letter for signing tender documents if other than the Owner, Partner, Managing Director. | |
| 9 | Declaration as per Annexure I | |

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us and have the authority to bid a tender.

Signature of the owner/Managing
Partner/Director

Name:
Seal :

Date :
Place:

DECLARATION

On non-Judiciary stamp paper of Rs.100/-

NAME OF WORK: TENDER FOR SUPPLY OF VEGETABLES FOR THE DEPARTMENT OF DIETETICS, JIPMER, PUDUCHERRY – 605006 FOR THE PERIOD FROM 18th July 2022 – 17th July 2023

Dear Sir,

1. I / We _____ hereby submit the tender application for the above mentioned works.
2. I /We hereby declare that I/we have perused and understood the tender document and accept all the terms and conditions, stipulated by JIPMER in connection with the tender for supply of Vegetables for Dietetics Department, JIPMER, Puducherry for a period of one year.
3. I/we confirm that all cuttings and over-writings have been deleted and re-written afresh and initialed wherever required.
4. Each and every page of the tender document has been signed and seal/stamp of the firm/Agency/Company affixed.
5. Firm/Agency/Company has not been blacklisted / debarred by any government / public sector organization in last 7 years.

Signature of the owner/Managing
Partner/Director

Name:
Seal :

Date :
Place:

N.B.: The above declaration, duly signed by the authorized signatory of the company, should be enclosed with the bid.

TERMS & CONDITIONS OF TENDER

1. Estimated tender value: - Rs.40,00,000/- (approx.) (Rupees forty lakhs only) for 12 months.
2. Period of contract: The contract shall initially be for a period of 12 months and may be extended further for a period up to one year subject to satisfactory performance, on the same terms and conditions on acceptance of both the parties. The rates approved shall remain unchanged during the period of contract.
3. Earnest Money Deposit: Rs.80,000/- (Rupees Eighty thousand only) to be deposited, through SBI collect only. No other form of payment such as demand draft or cheque is acceptable.
4. The registered vendors of JIPMER and Micro and Small Enterprises submitting appropriate proof of status are exempted for EMD as per JIPMER purchase manual.
5. Last date of submission: Last Date for submission of the tender is on or before **30th June 2022 at 12.00 Noon.**
6. Date of opening the tender: The tender will be opened on **30th June 2022 at 03.00 PM.**
The tender shall be opened in presence of the bidders who choose to be present during opening of bids at the Department of Dietetics, JIPMER
7. **The Sealed Tender documents should be dropped in Tender collecting box kept in the Senior Dietician Room, Dietetics Department, JIPMER, between 9.00 A.M to 4.00 P.M. Sealed Tender documents submitting by hand is not accepted**
8. Pre Bid Meeting: A pre bid meeting shall be held on **17th June 2022 at 02.30 PM** in the Institute Council room, JIPMER.
9. **Supply of Vegetables: The supply of Vegetables should be in Daily basis as per our requirement.**
10. **Any addendum and corrigendum will be published in CPP Portal and JIPMER website only.**

Eligibility conditions of bidders:

1. The bidder should be a company/firm engaged in supply of vegetables for Hospital / Govt. Office /Govt. Canteen / Pvt. Canteen. On a regular (**daily**) basis through the year of contract in India for at least three years, during last seven years, till publishing of this tender.
 - (a) The bidder should enclosed a copy of completion certificate for one year of contract of supply of items to a company/firm engaged in supply of vegetables for Hospital / Govt. Office / Govt. Canteen / Pvt. Canteen.
2. The bidder should have successfully completed the following works in the last 3 years.
 - a) One similar nature of work of value not less than 20 Lakhs over one year period.
or
 - b) Two similar nature of works of value not less than 10 Lakhs over one year period.
or
 - c) Three similar nature of works of value not less than 7 Lakhs over one year period.
3. The bidder must have an average annual turnover of Rs.10,00,000/- (Rupees ten lakhs only) each during the last three financial years i.e. 2018-19, 2019-20 and 2020-21.
4. The bidder must have its warehouse in Puducherry/Tamil Nadu or should open and maintain a warehouse in Puducherry/Tamil Nadu within a 100 km of radius after award of order.

INSTRUCTIONS FOR THE BIDDER

1. Tender form shall be completed in all respect. Incomplete or tenders without bid security declaration form shall be treated as invalid.
2. Bidders have to ensure that all the documents are properly filled.
3. The Competent Authority of JIPMER reserves the right to accept or reject (fully or partially) any tender or all tender without assigning any reason.
4. Conditional tenders are liable to be rejected.
5. **The successful bidder shall have to deposit an amount 3% of the annual approximate cost as Performance Security Deposit (PSD) within two weeks after award of contract, by way of a SBI Collect payable at Puducherry in favour of “The Accounts Officer, JIPMER, Puducherry”.**
6. Bids received and found valid will be evaluated by JIPMER to ascertain the complete work/services under the specification and documents. The bidder should take care to submit all the information sought by JIPMER in prescribed formats.
7. Incomplete, conditional telephonic bids or tenders submitted after the due date and time will not be considered and summarily rejected. No grounds whatsoever for late submission shall be entertained such as, but not restricted to, postal, train or flight delays, strikes or agitations of any nature etc. Vendors are, therefore, advised to submit their bids well on time.
8. **The bidder should quote for all the items mentioned in the list, partially quoted quotations will not be accepted.**
9. **The rate will be as per the statistical rate given by the directorate of economics and statistics department Government of Puducherry or the discounted rate quoted by the vendor whichever is lower. For the items that not covered by the directorate of economics and statistics department the prevailing market rate with discount will be accepted.**
10. **The vendor who quotes the highest percentage of discount from the statistical rate given by the directorate of economics and statistics department, Government of Puducherry will be selected. The vendor need not mention the rates for each items.**

AWARD OF WORK:

- a. The selection of the agency will be at the sole discretion of the JIPMER who reserves its right to accept or reject any or all the proposals without assigning any reason thereof.
- b. The contract for supply of vegetables for Department of Dietetics shall be awarded to the lowest tender.
- c. Upon evaluation of offers the decision on the award of contract will be intimated to the successful bidder.

GENERAL CONDITIONS OF CONTRACT

1. All the items supplied by the successful tenderer should be of good quality and neatly packed in crates.
2. If any product is found substandard in the terms of that product packaging and at the time of use, the told quantity mentioned in supply order is to be replaced immediately including consumed items without any extra cost to the hospital.

3. The bidder would be wholly responsible for the supply of vegetables to kitchen of Dietetics Department, JIPMER without any extra charges.
4. Statutory documentation such as Sales Tax/VAT/GST etc., are the sole responsibility of the supplying agency/firm.
5. The bidder at all times should indemnify JIPMER against all claims, damages or compensation under various statutory vegetables.
6. In case of breach of any terms and conditions of the contract, the Performance Security Deposit of the Contractor will be liable to be forfeited by JIPMER besides annulment of the contract.
7. Indent will be issued to the agency/firm as and when required by the department of dietetics.
8. Indent should be executed by the agency/firm within the stipulated time mentioned in the indent. In case the indent is not executed satisfactorily within the stipulated time the institution reserves the right to purchase the item from any other sources including open market and recover the difference in cost from the firm including from performance security, unpaid bills and any other amounts due to the vendor, besides initiating other legal action for recovery of the money. In addition a penalty of @25 % cost of supply per occasion shall be imposed. In case there is default in supply for more than two occasion then it will be awarded to the next lowest firm as mentioned in the “Risk Clause”
9. **The rate will be as per the statistical rate given by the directorate of economics and statistics department Government of Puducherry or the discounted rate quoted by the vendor whichever is lower. For the items that not covered by the directorate of economics and statistics department rate the prevailing market rate with discount will be accepted.**
10. **The vendor who quotes the highest percentage of discount from the statistical rate given by the directorate of economics and statistics department Government of Puducherry will be selected. The vendor need not mention the rates for each item.**

PAYMENT PROCEDURE:

Payment will be considered on monthly basis. The contractor shall submit bill in triplicate by the 7th day of each month for the executed up to end of previous month in a prescribed format. Bill must be raised based on the rate quoted in tender.

After submission of error free monthly bill complete in all respect by the contractor every effort shall be made to ensure that the payment will be made within 60 days.

No advance payment will be considered.

TDS will be deducted as per provision of Income Tax Act, GST Acts and other statutes as relevant.

LIQUIDATED DAMAGES:

Whenever and wherever it is found that the supply of items by the supplying agency is not up to the mark, it will be brought to the notice of the agency and agency is responsible to replace the item immediately. If it is not replaced within the stipulate time the institution shall buy the item from any other sources including open market and recover the difference in cost from the firm including from performance security, unpaid bills and any other amounts

due to the vendor, besides initiating other legal action for recovery of the money. In addition a penalty of @25 % cost of supply per occasion shall be imposed. In case these is default in supply for more than two occasion and it will be awarded to the next lowest firm as mentioned in the “**Risk Clause**”. The decision of Director JIPMER shall be final, in this regard.

RISK CLAUSE:

The contractor shall at all times have standby arrangements for carrying out the work under the contract, in case of any failure of the existing arrangements. JIPMER reserves the right for termination of the contract at any time by giving 90 days written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected bidders at the cost, risk and responsibilities of contractor and excess expenditure incurred on account of this will be recovered by JIPMER from the contractor’s Security Deposit or pending bills or by raising a separate claim. During the notice period the supplier shall continue the supply.

MISCELLANEOUS

All necessary reports and other information will be supplied on a mutually agreed basis and regular meetings will be held with the department.

In the event of loss/damage of the item at the premises of the department premises due to negligence/carelessness of contractor staff, then the contractor shall compensate the loss to JIPMER.

TERMINATION CLAUSE:

During the period of agreement if it is found that the agency is not providing proper services, the JIPMER reserves rights to make the vendor forfeit the security deposit deposited with JIPMER or part thereof in favour of JIPMER and agreement will be terminated after giving 90 days’ notice. Furthermore, in such situations, tender can be allotted to second lowest bidder and the difference in cost shall be recovered from the earlier vendor who is breach of the contract. In addition in case it is found that the supplier is charging by fraudulent means or indulging in criminal activities the contract will be terminated immediately.

Jurisdiction of the courts for settlement of disputes:- Jurisdiction for the settlements of disputes if any is Puducherry only.

In above mentioned conditions Director JIPMER reserves all the rights.

For Director
DEPARTMENT OF DIETETICS
JIPMER, Puducherry – 605 006

LIST OF ITEMS TO BE SUPPLIED

| Sl.No | Item Name | Qty in Kgs, Daily requirement | Qty in Kgs, Annual requirement |
|-------|--|-------------------------------------|--------------------------------------|
| 1 | Ash Gourd | 40 – 100 Kgs | 4000 |
| 2 | Beans | 20 – 50 Kgs | 3000 |
| 3 | Beet Root | 80 – 100 Kgs | 6000 |
| 4 | Broad Beans (Pattai Avaraikai) | 20 – 50 Kgs | 3000 |
| 5 | Broad Beans (country) | 20 – 50 Kgs | 4000 |
| 6 | Bitter Gourd (small / big) | 20 – 30 Kgs | 1500 |
| 7 | Brinjal | 40 – 100 Kgs | 7000 |
| 8 | Cabbage | 20 – 100 Kgs | 16000 |
| 9 | Carrot | 20 – 100 Kgs | 10000 |
| 10 | Chow Chow | 40 – 100 Kgs | 12000 |
| * 11 | Cucumber | 10 – 80 Kgs | 15000 |
| 12 | Cauliflower | 20 – 30 Kgs | 2000 |
| 13 | Drums Stick | 30 - 40 Kgs | 3000 |
| * 14 | Green Chilly | 2 - 4 Kgs | 5000 |
| 15 | Green Plaintain (without stem) | 50 – 100 Kgs | 8000 |
| * 16 | Greens (Mulikeerai/Thandukeerai) | 20 – 30 Kgs | 8000 |
| 17 | Raw Mango | 30 - 40 Kgs | 5000 |
| * 18 | Ginger | 0.5 - 3 Kgs | 1300 |
| 19 | Lady's Finger | 20 – 40 Kgs | 4000 |
| 20 | Knol Khol | 30 - 40 Kgs | 4000 |
| * 21 | Onion Bellary (Big Size) Not less than 100 gm | 50 – 120 Kgs | 30000 |
| * 22 | Onion Bellary (Medium Size) Not less than 50 gms | 50 – 120 Kgs | 20000 |
| 23 | Potato (Big Size) Not less 100 gms | 20 – 100 Kgs | 20000 |
| 24 | Pumpkin | 40 – 100 Kgs | 12000 |
| 25 | Radish (Red) | 40 – 100 Kgs | 4000 |
| 26 | Radish (White) | 30 – 40 Kgs | 4000 |
| 27 | Bottle Gourd (Surakai) | 40 – 100 Kgs | 14000 |
| 28 | Snake Gourd | 70 – 100 Kgs | 14000 |
| * 29 | Tomato (sadha) | 60 – 150 Kgs | 50000 |
| 30 | Turnip | 30 – 40 Kgs | 1000 |
| 31 | Yam | 90 – 100 Kgs | 15000 |
| 32 | Capsicum | 40 – 50 Kgs | 5000 |
| 33 | Kovaikhai | 20 – 40 Kgs | 5000 |
| 34 | Coconut (Big size) (In numbers) | 30 – 60 Kgs | 4000 |
| 35 | Colacasia | 20 – 30 Kgs | 2500 |
| 36 | Cluster Beans | 20 – 30 Kgs | 2500 |
| 37 | Green Karamanikhai (Phaithangha) | 20 – 30 Kgs | 2500 |
| 38 | Sweet Potato | 40 – 50 Kgs | 3000 |
| * 39 | Curry leaves | 1 Kg | 400 |
| * 40 | Coriander leaves | 1 Kg | 600 |
| * 41 | Pudhina leaves | 1 Kg | 600 |

***S.No. 11, 14, 16, 18, 21,22, 28, 38, 39, 40 and 41 To be supplied Daily**

**For Director
DEPARTMENT OF DIETETICS
JIPMER, Puducherry – 605 006**