



**OFFICE OF THE DISTRICT MEDICAL OFFICER (MS) CUM  
SUPERINTENDENT**

**DIST. HEAD QUARTERS HOSPITAL KORAPUT at JEYPORE-764001**

**(An ISO 9001:2008 Certified Hospital) Certificate No.9624**

**Email - [dhhkptjeyapore@gmail.com](mailto:dhhkptjeyapore@gmail.com)**



*Advt. No. 1484/21*

*Date: 05/08/21*

**SHORT TENDER CALL NOTICE**

Sealed tenders are invited from registered Agencies/ Hotels/ NGOs of Jeyapore town for providing hotel rooms on daily rent basis to DMO (MS) CUM SUPERITENDENT, DHH KORAPUT at JEYPORE for accommodating participants of training/workshop/meeting. The details regarding specifications, terms and conditions may be downloaded from district website [www.koraput.nic.in](http://www.koraput.nic.in). The bids in sealed envelope should reach the office of the undersigned by 04:00 pm on 09.08.2021 along with all relevant documents only through Speed post/Regd/Courier. Category of supply must be super-scribed in the top of the Bid envelop and addressing clearly to the DMO (MS) CUM SUPERITENDENT, DHH KORAPUT at JEYPORE. The tender will be opened on 05:00 pm on 09.08.2021 in presence of bidders or their authorized representatives in the office chamber of the DMO (MS) CUM SUPERITENDENT, DHH KORAPUT at JEYPORE. Incomplete and late receipt bids will be summarily rejected. The undersigned reserves the right to reject any or all the tenders without assigning any reason.

**Eligibility Criteria:**

The following are the minimum eligibility Criteria for the applicant to participate in the tender "for providing accommodation services to (MS) CUM SUPERITENDENT, DHH KORAPUT at JEYPORE on daily rent basis.

- Having GST Registration Certificate/ PAN Registration
- A declaration to the effect that the Hotel/Firm/Agencies/Person has not been blacklisted by any of the Organization at any point of time and no criminal/civil case is pending against the said service provider.

Interested bidders may obtain details terms and conditions from the website for taking up this assignment. The interested bidder may download the tender document from district website: **[www.koraput.nic.in](http://www.koraput.nic.in)**.

*[Signature]*  
DMO-(MS) Cum-Superintendent  
DHH, Koraput, at Jeyapore  
Koraput-Jeyapore

**TENDER DOCUMENT FOR HOTEL ACCOMODATION FOR**  
**TRAINING/WORKSHOP/MEETING**  
**TERMS AND CONDITIONS.**

1. Those tenderers who have not submitted required documents with the bid they are automatically disqualified and cannot claim future.
2. The hotel should be situated in municipality jurisdiction of Jeypore.
3. The hotel should be registered under Good & Service Tax.
4. The hotel should have valid trade license.
5. The hotel should have filed I.T return for the F.Y-2019-20.
6. The hotel should have own laundry facility for washing, drying and ironing.
7. The hotel should have adequate rooms to accommodate 60nos participate with adequate space by maintaining covid appropriate guideline.
8. The hotel should have adequate arrangement for fire safety.
9. The Hotels with in one Km radius or at a walk able distance from district headquarters hospitals will be given priority as the trainees and trainers cannot be provided with additional transport.
10. In case any hotel will be providing the transportation facility to the accommodate persons from hotel to district headquarters hospitals, koraput at jeypore within the room rent then above condition will be treated as par with sl.no.9.
11. Proper hygiene should be maintained and basic facilities like 24\*7 water, Security service, uninterrupted power supply must be ensured along with Table & chair for study purpose at each room.
12. The checkout system of the hotel should be 24 hours.
13. The award will be given to L1 bidder who quote rate excluding GST subject to fulfilling all the conditionality.
14. The selected firm will enter into agreement with DMO (MS) cum Superintendent, koraput at Jeypore for providing rooms on daily rent basis for a period of one year from the date of signing of contract.
15. The firm will be black listed for any deviation of above terms and conditions found during contract period.
16. After completion of the programme the supplier/agency should submit the bill along with a copy of supply order within 7 days for release of payment.
17. The committee has full rights or reject any tenderer without any reason thereof.
18. Bidders who qualify 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.
19. Instruction for submission of Tender: The tender will be in two parts i.e. technical Bid (cover-A) and price Bid (cover-B). The bidders should submit their technical and price bid separately in two envelopes and these two envelopes should be put in to another cover envelope super scribed as "Tender

  
DMO -cum- Superintendent  
DHH, Koraput-Jeypore

- of room rent for training / workshops / meetings". The Technical & price Bid envelopes should be clearly marked as Technical Bid & Price Bid on the top of the relevant envelopes. The tenders should be addressed to: The office of the DMO (MS) cum Superintendent, Phullobado, Jeypore, Koraput. 764002 Odisha.
20. The last date & time of submission of tender is dt. 09.08.2021, 04.00pm. The tenders shall be opened on the same day at 05.00 pm in the office chamber of the DMO (MS) cum Superintendent, Koraput at Jeypore in the presence of tenders or their authorised representative who may wish to be present.
21. DMO (MS) cum Superintendent, Koraput at Jeypore reserves the right to consider / reject any such proposal without assigning any reason thereof.

**Documents to be submitted:-**

1. Application form dully filled & Signed
2. Copy of PAN ( Self attested )
3. Up to date GST certificate
4. Affidavit
5. Financial BID in prescribed format dully filled & Signed
6. EMD – Rs.5000/- (Security)
7. Tender Paper cost with DD of Rs.1500/- (Non-refundable)

  
DMO-(MS) Cum Superintendent  
DHH, Koraput, at Jeypore  
DMO -cum- Superintendent  
DHH, Koraput-Jeypore

## TECHNICAL BID

(The documents are to be arranged serially as per the order mentioned below)

1.	Name of the Hotel	
2.	Organization name	
3.	Address of the Hotel with ward no.	
4.	Name of authorized signatory (in block letters)	
5.	Telephone number of Hotel	
6.	Telephone number of authorized signatory	
7.	GST Registration Certificate	(Photo copy to be attached)
8.	Valid Trade License Certificates (Attach photocopy of registration certificate )	(Photo copy to be attached)
9.	Income Tax Return filing acknowledgement for the F.Y 2019-2020	(Photo copy to be attached)
10.	Whether all documents submitted signed by the authorized signatory of the firm ( Yes/ No)	
11.	Whether DG facility is available	
12.	Whether security facility is available	
13.	Whether fire safety facility is available	
14.	Whether hotel have own laundry facility	
15.	Whether hotel have 24 hour check out facility	
16.	Whether hotel have the capacity to accommodate 60 participants.	

### DECLARATION

I/ we hereby certify that the terms and conditions given with the short tender call notice have been read carefully and acceptable to me/us and that the information furnished above is full and correct to the best of my/our knowledge. I/ we understand that in case of any false information /deviation in the above statement at any state, my Firm/Agency will be blacklisted and will not have any dealing with your organization in future.

  
(Signature and seal of the authorized signatory)  
DMO -cum- Superintendent  
DHH, Koraput-Jeypore

