



क०रा०बी०नि०  
ESIC  
कर्मचारी राज्य बीमा निगम  
Employees' State Insurance Corporation  
ESIC Hospital, Sector – 9(A), Gurgaon – 122001. (ISO Certified)



0124-2255133 T/F

F. No.....

Date:-.....

To,

M/S-----

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**Sub:- Tender for supply of Green Vegetables, Fresh Fruits, Paneer, Egg, Bread ,Butter and milk for the period from.....**

Sir/Madam,

Sealed tenders are hereby invited on behalf of the Medical Superintendent for supply of Green Vegetables, Fresh Fruits, Paneer, Egg, Bread, milk and Butter in the Department of Dietetics, ESIC Hospital, Sect 9 A, Gurgaon, for the period from..... Cost of tender form is Rs. 100/- (Rupees One Hundred Only) deposited through Pay Order/DD/Banker's Cheque in favour of "ESIC Fund Account No.1 and submitted alongwith this tender documents.

### TERMS AND CONDITIONS

- A. Flat rates should be quoted for Fresh/Green Vegetables. All rates should be quoted F.O.R. At this Hospital.
- B. The delivery is to be made daily or as and when asked. Items such as milk bread, butter fruits, paneer, green vegetables and eggs may be delivered daily or as per orders. Quantities mentioned in the document are only tentative and may increase or decrease as per demand.

#### 1. Earnest Money

- a. Earnest money amounting to Rs.15,000/- (Rupees fifteen Thousand Only) must be deposited alongwith tender form in the form of Banker's cheque/Demand Draft/pay order by any Nationalised Bank/Commercial Bank in favour of "ESIC Fund Account No.1" payable at Gurgaon. Tender/ quotation without earnest money will not be entertained.
- b. In the event of withdrawal/ revocation of the tender before the date of acceptance the earnest money will be forfeited.
- c. The earnest money will, however, be returned without interest to the unsuccessful tenderers.
- d. Tenderers are advised to submit pre-receipt alongwith the application for refund of EMD, which will be released to unsuccessful tenderers as soon as the tender is finalized.

**2. Date and Time of Submission/ Opening of Tender**

Sealed tender quotations complete in all respects numbered, signed with stamp on each page should be dropped in tender box kept in the chamber of Dy. Director (Admin) of Admin Block by **23/06/2011** at 1:00 pm which will be opened at **23/06/2011**, 2:30 pm on same day in the chamber of Dy. Director (Admn.) in the Administrative Block in the presence of tenderers or their authorized representative(s) who may wish to be present. In case **23/06/2011** is declared as holiday, tenders will be accepted and opened on the next working day at the same time. Tenders received late will not be entertained.

**3. Experience**

The contractor/s/ suppliers should have at least minimum 3 years experience of supply of fresh vegetables, fruits, paneer, egg, bread, milk and butter to the Government/Semi-Govt Hospitals/ Organizations.

**4. Period of Contract**

The contract will be valid for one year but the same can be extended by the Medical Superintendent on the existing rates and terms & conditions.

**5. Validity of Rates**

The price will be valid for one year from the commencement of the contract or upto expiry of contract.

**6. Place of Delivery**

Dietary Department, ESIC Hospital, Sector-9 A, Gurgaon.

**7. Delivery Schedule.**

- a. Delivery schedule will be decided by the Medical Superintendent ESIC Hospital, Sector-9 A, Gurgaon or any other person authorized by him on his/her behalf.
- b. Supply will be made available between 10:00 AM to 1:00 PM or any time conveyed by the hospital authorities.
- c. In case supply is not received till 1:00 PM or if the supply is not upto the standard, the supply will be returned back and the hospital authorities may purchase the same from the open market and the additional expenditure incurred due to the rate difference plus cartage charges will be deducted from the bill of the contractor.
- d. The supply for Sunday and holidays should be made on previous working day.
- e. In case of non-supply or late supply due to some logistic problem or unavoidable circumstances, intimation should be given as early as possible to the hospital authorities.

**8. System of Payment**

The contractor will prepare a challan in the form specified by the Medical Superintendent in duplicate each time the supply is made showing inter-alia the date and quantity supplied. The challan will carry the signature of the contractor in token of his having made the supply and also

obtain the signature of the Dietician of the hospital or any other person appointed by the Medical Superintendent in token of his having received the supply. At the end of each calendar month, the contractor will present a bill showing date-wise supplies made by him and the amount that has fallen due to him. The payment of the bill will be made to the contractor after prescribed procedure through **ECS/NEFT/RTGS**. Bank details as per the Mandate Performa.

**9. Freight and Cartage charges**

The freight and cartage charges will borne by the contractor for supplying the items.

**10. Security deposit**

- a. The successful tenderer will have to deposit security amounting to Rs. 50,000/- (Rupees fifty Thousand Only) in the form of Banker's cheque/Demand Draft/ pay order/Bank Guarantee issued by any Nationalized Bank/Commercial Bank in favour of "ESIC Fund Account No.1" payable at Gurgaon before signing the contract agreement.
- b. The successful tenderer/contractor will have to sign contract agreement deed on a non-judicial stamp paper worth Rs.500/- (Rupees Five Hundred Only) and the expenses on this account will borne by the contractor.
- c. On due performance and completion of the contract in all respect the security money deposited will be returned to the contractor without any interest.

**11. Jurisdiction**

All questions, disputes or differences arising under/out of or in connection with the contract shall be settled by sole arbitration of Medical Superintendent or a person appointed by him/her in his/her behalf.

12. Medical Superintendent reserves the right to cancel the tender at any time without assigning any reason, thereof.

**Medical Superintendent**

Terms and conditions mentioned above are acceptable to me.

**(Signature & Seal of Tenderer)**



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**ANNEXURE – A**

S.No.	Name of Vegetables	Specifications	Approx. Monthly Requirement (which may vary)	Rate/kg
1	<b>POTATOES</b>	Not less than 100 gm each	300 kg	
2	<b>ONION</b>	Not less than 80 gms each	150 kg	
3	<b>TOMATOES</b>	Reddish, firm, weight not less than 80 gms	150 kg	
4	<b>GINGER &amp; GARLIC</b>	Fresh	5 kg each	
5	<b>SAFAL MATAR</b>	Frozen	as per requirement	
6	<b>FRESH/GREEN VEGETABLES</b> a. Brinjal b. Bottle Gourd c. Pumpkin d. Spinach e. Carrots f. Tinda g. Tori h. Turnip i. Cauliflower j. Cabbage k. Capsicum l. Beans m. Permal n. Raddish o. Fenugreek Leaves (methi) p. Bittergourd q. Mustard Leaves r. Bathua s. Peas	Fresh	600 kg	

Note. Rate of ginger /garlic and fresh vegetables should be quoted on flat rate basis as no break-up of items/quantity can be given.

(Signature & Seal of Tenderer)



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## ANNEXURE – B

### Supply of Green Vegetables, fruits, Paneer, Egg, milk, Bread and Butter for the year 2011-2012.

#### List of Fruits

S.No.	Name of Fruit	Specifications	Requirement (which may vary) Approx. Monthly	Rate/Kg
1.	ORANGES	Ripe, thin skin, firm, weight between 100-150gm each.	450-500 kg / p.m.	
2.	MAUSMIES	Ripe, yellowish green colour, thin skin, firm, weight between 100-150gm each.		
3.	KINNOW	Ripe, thin skin, firm, weight between 100-150gm each.		
4.	APPLES	Fresh, medium size, weight between 100-150gm each.		
5.	MANGOES	Fresh, firm and ripe, medium size, weight not more than 150gm each.		
6.	BANANA	Ripe, firm without blemishes, weight between 100-150gm each.		
7.	PEAR	Green, thin skin, weight between 100-150gm each.		

(Signature & Seal of Tenderer)



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**ANNEXURE – C**

<b>S.No.</b>	<b>Name of Fruit</b>	<b>Specifications</b>	<b>Approx. Monthly Requirement (which may vary)</b>	<b>Rate/Kg</b>
1.	<b>PANEER</b>	Fresh and of good quality	As per requirement	
2.	<b>PASTEURISED TABLE BUTTER</b>	Amul/ Mother Dairy/ Britannia/Vita (500gm packing), pure, without any off ensive smell.	30-35 kg / month	
3.	<b>Milk</b>	Amul/ mother dairy ( fresh toned milk)	900-1200 lt	
4.	<b>BREAD (White and Brown)</b>	Britannia, Modern, Harvest Gold Fresh in 800gm	200-220 pckts / month	
5.	<b>EGG</b>	Fresh, smooth skin, weight not less than 60gm each without cracks, white	6000 no.	

**(Signature & Seal of Tenderer)**



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**TENDER FOR SUPPLY OF FRESH VEGETABLES, FRUITS, PANEER, EGG,  
BREAD, BUTTER AND MILK IN ESIC HOSPITAL, SECTOR 9 A, GURGAON**

1. Name, Address of firm/Agency/ -----  
Company and Telephone -----  
Number. -----  
-----
2. Registration No. (if any) -----
3. Name, Designation, address -----  
& Telephone No. of authorized -----  
person. -----
4. Please specify as to whether -----  
Tender is a sole proprietor/ -----  
Partnership firm/Private or Limited -----  
Company. -----
5. Name, Address & -----  
Telephone No. of Directors/Partners -----  
Fax No. / Email address -----
6. Copy of PAN card issued by -----  
IT Dept. & copy of previous -----  
Financial Year's IT Return -----
7. Bank details A/c No. ....  
Name of Bank & Branch  
-----  
-----
8. Details of Experience -----

9. Details of Earnest Money Deposit :

- a. Amount: -----
- b. D.D/Pay Order/ -----  
Banker's Cheque No.:
- c. Date of Issue: -----
- d. Name of Issuing Bank: -----

10. Any other Information: -----

**Declaration by the Bidder:**

This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

**(Signature & Seal of Tenderer)**

**NOTE:** Please enclose photocopies of documents mentioned at Serial No. 1 to 8.