



Tender Notice No. – 01/2026-27

Tender Notice inviting from Hotel/Catering agency/ related firm For Providing Fooding , Lodging and Cleaning Arrangements For Different Training Programme Conducted By All Three Centers of JASMIN Jharkhand Ranchi.

1. GENERAL INFORMATION

Tender notice is invited from reputed Hotel/Catering agency/related firm for providing fooding, lodging and cleaning arrangement for different training programme conducted by JASMIN office and concerned centers at Ranchi (1) and Hazaribagh (2)”.

The tender document and the detail terms and conditions can be downloaded from the website <http://jharkhandtender.gov.in> & www.jasminjh.org.in from 29/08/2026 duly filled tender should be submitted online on or before 09/09/2026

2. Date sheet.

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|-----|--|---|
| 2.1 | Date of publication of Tender on website | : 31/08/2026 |
| 2.2 | Pre bid meeting | : 07/09/2026 |
| 2.3 | Document download /upload period | : 31/08/2026 to 21/09/2026 |
| 2.4 | Last date and time for online bid submission | : 21/09/2026 |
| 2.5 | Date and Place of Technical Bid Opening | : 25/09/2026 (03:00 PM)
JASMIN
4 th Floor, R.No.405
Krishi Bhawan, Kanke Road,
Ranchi-834008 (JHARKHAND) |
| 2.6 | Address For Communication | : Chief Executive Officer, JASMIN,
4 th Floor, JASMIN Office
Krishi Bhawan, Kanke Road,
Ranchi-834008 (JHARKHAND) |

3. ELIGIBILITY-

- 3.1** Bidders having minimum **05 (Five) years’ experience** in execution of catering, lodging and cleaning services in Government Institutions, Public Sector Undertakings (PSUs), Training Centers, Autonomous Institutions shall be eligible to participate in this tender. **No consortium/joint venture is allowed to participate in the tender and such bidders shall be summarily rejected.** Copies of work orders/experience certificates shall be enclosed with the bid.
- 3.2** The bidder shall compulsorily submit original summarized turnover statement for the last **03 (Three) consecutive financial years i.e. 2023-24, 2024-25 and 2025-26.** The minimum annual turnover shall be **Rs. 300.00 Lakhs** in each financial year from catering, lodging and cleaning services. The summarized turnover statement must be duly certified by a Registered Chartered Accountant with **UDIN**.

- 3.3 Interested agencies may submit their offers on the appropriate tender forms downloaded from website <http://jharkhandtender.gov.in> & www.jasminjh.org.in
- 3.4 The bidder shall furnish an Earnest Money Deposit (EMD) of Rs. 4.00 Lakhs for participation in this tender. The EMD shall be remitted exclusively through online RTGS/NEFT mode. A copy of the payment transaction receipt shall be submitted along with the Technical Bid.
- 3.5 The offers received without EMD will not be entertained. unless the bidder has MSME registration certificate from the concerned officer of Jharkhand Industry Department in the field of catering and lodging related services. The bidder is exempted under the Jharkhand Industrial Procurement Policy & it is entitled for relaxation/exemption in submission of EMD or as per updated Jharkhand Procurement Policy/Rule or any such related amendment.
- 3.6 EMD of the Bidders will be returned without any interest within 15 days after the completion of the tender financial bid process or in the event of cancellation of tender process.
- 3.7 Cheque/fixed deposit receipt, bank guarantee, NSC, money orders etc. are not acceptable.
- 3.8 Successful bidder shall submit a performance guarantee in the form of a Performance Bank Guarantee (PBG) which shall be 5% of the contract value. The duration of the PBG shall be two years from the date of issuance of the PBG.
- 3.9 The EMD/ Performance Guarantee may be forfeited:
 - 3.9.1 If the tenderer withdraws his proposal without consent of competent authority during the validity period of rate contract as specified in this tender document.
 - 3.9.2 If the successful bidder fails to supply the services/material within stipulated period.
 - 3.9.3 If any of the submitted certificates are found to be fake or manipulated.
 - 3.9.4 If the Bidder fails to carry out the work as per the provisions of this Bid document.
- 3.10 The selection of bidder shall be based on a two-stage process. At the first stage, the Agencies will be short-listed on the basis of the technical eligibility criteria given in this tender form. The technical bids of this tender will be opened on **25/09/2026 (03:00 PM)**
- 3.11 At the second stage the financial bids of only the technically short-listed agencies shall be opened on the day decided by the authorized tender committee of JASMIN.
- 3.12 The bidder must sign on each page of downloaded tender paper as acceptance of terms & conditions of this tender. All documents, supporting papers and tender papers should be numbered, signed & bonded together spirally otherwise proposal may not be considered.
- 3.13 Any other separate loose paper/ document will NOT be considered in support of this tender.
4. **Background:-**
Jharkhand Agriculture & Soil Management Institute (JASMIN), Jharkhand Ranchi having **three** centers situated at Nagri Ranchi, Demotand Hazaribagh and Canary Hill Road Hazaribagh is an autonomous body registered under Society Registration Act 21, 1860. The main mandate of JASMIN is to provide training to male and female farmers/youths etc, of the State on different agricultural practices.
5. **Objective:-**
JASMIN requires the services of a Hotel/Catering agency to provide complete Meal (e.g. Morning Tea, Breakfast, Lunch, Evening Snacks & Dinner), special lunch/dinner packets etc and lodging and cleaning arrangements for all the three centers viz. State Level Watershed Training Centre Nagri, Ranchi; Soil Conservation Research & Training Centre Demotand, Hazaribagh and Women Watershed Training Center, Canary Hill Road, Hazaribagh.
6. **Scope of Work: Fooding:-**
 - 6.1 Providing complete meals comprising Morning Tea, Breakfast, Lunch, Evening Snacks, and Dinner for 5 to 8 days training programs/modules, supplying special lunch packets to participants/officers/staff during training programs, meetings, seminars, workshops, exhibitions, fairs, melas, official events, and other departmental programs, as detailed in Annexure-2.
 - a. The Agency shall deploy chef and adequate catering staff, trained and well experienced to ensure timely, efficient and prompt service. The Agency shall provide trained manpower services both in the dining hall and administrative building (class rooms, conference rooms and VIP Lounge). However, sufficient manpower shall be deployed depending upon the number of programmes /events in progress on a day-to-day basis.

- b. The Agency shall ensure that staff deployed in catering services is free from any infection or communicable diseases and arrange their regular Health checkups. The staff should trim their nails regularly and wear caps & gloves at the work place. Smoking, eating or chewing of tobacco/Zarda/gutka etc, spitting is strictly prohibited.
- c. The eatables served by the Agency to the Guests/Trainees shall be completely hygienic, free from any sort of adulteration or foreign ingredients etc. Dishes containing any foreign ingredient shall not be served.
- d. Non-vegetarian dishes shall be made from fresh and good quality mutton, chicken or Fish; and shall be purchased from standard authorized shops. The pieces of non-vegetarian items shall not be too small or too big. Unnecessary shreds and small bone pieces shall be removed. The non-vegetarian items shall be washed and marinated properly before cooking.
- e. Vegetarian and Non-Vegetarian dishes shall be prepared and served separately. Separate utensils shall be arranged by the bidder for this purpose.
- f. All vegetables, fruits etc. used shall be fresh and shall not be rotten or overripe. The Agency shall be responsible for their hygiene and safety. Milk and milk products such as curd, cheese, cream etc. shall be of good quality and should be prepared and served fresh. All the items being used shall be stored properly and used before the expiry. The Bidder shall provide for a proper refrigeration unit for any perishable goods.
- g. Competent authorities will check the quality of grains, oil, vanaspati oil, atta (flour), fruits, vegetables and provisions used or stored in the storeroom for cooking. Any deficiency pointed out shall be promptly removed/replaced.
- h. The Agency shall allow the food inspector/ authorized person of the respective center to inspect the foods items and services for their quality, as per prevailing rules and regulations. The Agency shall abide by all applicable laws.
- i. The Agency shall provide summer and winter uniforms, identity card, name badges and safety items/kits, shoes etc. to its employees, as required under law and as per JASMIN instructions at its own cost and expenses. All personnels of the Agency shall wear the same in clean condition while on duty. Office shall not pay any extra charges to the Agency against these items.
- j. The Agency shall provide Catering Services in premises, including Administrative Building, Hostel, Cafeteria Dining Hall, Hostel rooms etc. or as directed by the center head. The services like cleaning, maintenance, disposal of garbage, provisioning of Potable drinking water or other materials/ consumables etc already included in the above clauses are also applicable under the Catering Services.
- k. The agency shall be solely responsible for compliance with the provisions of various labour and industrial laws, such as, wages, allowances, compensations, EPF, Bonus, Gratuity, ESI etc. relating to personnels deployed by it at the center or for any accident caused to them and the center shall not be liable to bear any expense in this regard. The Agency shall make payment of wages to workers engaged by it by the stipulated date irrespective of any delay in settlement of its bill by the JASMIN for whatever reason.
- l. Fooding/catering services shall be provided by the bidder during the training period or when directed by the Office/Center Head.

6.2 Lodging and Cleaning – The bidder shall arrange and provide lodging (lodging space shall be provided by the Office/Center Head), housekeeping, sanitation, and cleaning services as specified in Annexure-3. The Financial Bid for lodging and cleaning services shall be submitted strictly in the prescribed format of the Financial Bid document.

- a. The quoted rates/prices shall be inclusive of all applicable taxes, GST, duties, freight, transportation, loading/unloading, installation charges, necessary equipment/kits, consumable materials, service charges, and all other incidental expenses, complete in all respects, or as per the provisions of the tender document.
- b. The Agency shall provide House Keeping, Upkeep, Maintenance of premises, including Administrative Building, Hostel, Residential Flats, Cafeteria, Kitchen, corridors, staircases, open areas and terraces as per details given below:

- a. All areas of the administrative building and Trainees Hostel, Conference Room, Guest House, Training Hall, Hostel Rooms, Faculty Rooms & open space etc. which are currently not in regular use are to be cleaned and maintained as and when desired by related center.
- b. All Open areas, pavements, Pucca areas in campus.
- c. The Agency shall ensure cleaning work including sweeping of floor, wet floor cleaning and dusting of wall, doors and windows from inside and outside, ceiling, staircase, dusting of Venetian blinds, cleaning of tables, chairs and cupboards, removing cobweb in building covering floor, ceiling, side balconies, corridors, staircases and terrace etc. in all the buildings on a regular basis.
- d. The Agency shall ensure cleaning/wiping on regular basis to ensure dust free and clean environment
- e. The Agency shall clean the terrace of the building on a weekly basis The Agency shall ensure cleaning and wiping the toilets daily and the washbasins at least thrice a day (in the morning and after every break in the training program) to ensure neat and dry environment., The Agency shall use reputed brand cleaner approved by JASMIN for wiping steel pipes/water taps etc.
- f. The Agency shall ensure cleaning/wiping on regular basis to ensure dust free and clean environment.
- g. Proper and regular care and safe maintenance of fittings, fixtures, electronic equipment, furniture and all other items will be the sole responsibility of the Agency.
- h. Proper and regular care and safe maintenance of fittings, fixtures, electronic equipment, furniture and all other items will be the sole responsibility of the Agency. Any damage and/or loss caused to any equipment/fittings, etc. either by the Agency himself or by any of his employees shall be repaired/replaced by the Agency or compensated by the Agency at his own cost immediately without any burden on center.
- i. The Agency shall ensure disposal of the collected waste on a daily basis. Accumulation of garbage/waste in premises will not be acceptable and should never be kept overnight in the center premises. It shall be the responsibility of the Agency to segregate and dispose off garbage at least twice in a day and/or at any time when garbage is accumulated in a larger quantity than the capacity of dustbin/garbage drum at his own cost and as per prescribed norms / practice by the local Authority, if any.
- j. Competent authority will check the upkeep and maintenance on a regular basis. Check list for the purpose will be maintained by the Agency, which shall be submitted to the competent authority as prescribed.
- k. The Agency shall keep a Complaint/Suggestion Book at Reception to record complaints / suggestions on services rendered by the Agency and such complaints shall be taken note of and acted upon immediately.
- l. The Agency shall provide round the clock service in the Hostel rooms and premises to the guests.
- m. The Agency shall provide two glass tumblers which are hygienically cleaned and wrapped, in the rooms.
- n. Any other work directed by the Office/Center Head.

7 Technical Bid: Mandatory Requirements: -

- 7.1** The bidder shall submit their profile & track record as mentioned in Annexure-1.
- 7.2** The bidder shall submit documentary proof of having a minimum 05 (five) years' experience in providing catering, lodging, and cleaning services in Government Institutions, Public Sector Undertakings (PSUs), Training Centers, and Autonomous Institutions. The bidder shall furnish copies of work orders/contracts received from such institutions during the last five years as evidence of experience. The Hotel/Restaurant/Catering Agency/Firm should have its own operational establishment in the State of Jharkhand. Self-attested photocopies of all supporting documents shall be enclosed with the bid. The bidder should have a valid GST registration number and a valid PAN card. (Attach photocopy of the same).
- 7.3** The bidder shall submit proof of filing GST Returns and Income Tax Returns for the financial years 2023-24, 2024-25, and 2025-26. Copies of GST return acknowledgements, Income Tax

Return acknowledgements, duly self-attested, shall be enclosed with the bid. Non-submission of the required documents may render the bid liable for rejection. **The bidder should upload financial bid proposal in the prescribed form separately along with tender document. In case the bidder attaches the financial bid with the technical bid, the bid shall be summarily rejected.**

- 8 The bidder shall submit an affidavit regarding non-blacklisting of the firm and its Directors/Partners/Proprietor, duly notarized by a Public Notary or attested by a First-Class Magistrate, in the format prescribed at Annexure-5. The affidavit shall be executed on a Non-Judicial/E-Stamp Paper of Rs.100/- or above. The bidder applying for fooding, lodging, and cleaning arrangements shall possess a valid Food License and Labour License issued by the competent authority. Self-attested copies of the valid Food License and Labour License, duly signed by the bidder, shall be uploaded along with the tender documents.

9 General Requirement :-

- 9.1 The bidder applying for fooding, lodging, and cleaning arrangements shall have their own cooking and serving utensils/plates, kitchen equipment including refrigerator, trained staff, and adequate necessary manpower for proper execution of the work.
- 9.2 The bidder shall ensure payment of monthly wages to all manpower deployed under the contract on or before the 5th day of the succeeding month, strictly in accordance with the rates notified by Department of Labour, Employment, Training and Skill Development, Govt of Jharkhand and provisions of applicable labour laws as amended from time to time.
- 9.3 The bidder shall ensure that the food supplied is safe, fresh, healthy, hygienic, and of good quality, prepared in accordance with applicable food safety standards. After selection of the agency and issuance of the work/supply order by JASMIN Jharkhand, Ranchi, the successful bidder shall submit an affidavit to this effect.
- 9.4 Site inspection of the Centre premises, buildings, hostels, kitchen, and other related facilities is optional for all bidders. Interested bidders may visit the Centre for better understanding of the scope of work and existing facilities. If any bidder undertakes such visit, the visit report may be obtained duly signed by the Centre In-charge/Authorized Person as per Annexure-4

10 Financial bid for Catering/ Fooding: -

The bidder shall provide complete meals comprising Morning Tea, Breakfast, Lunch, Evening Snacks, and Dinner, or special lunch packets, to participants, officers, and staff during training programmes, meetings, seminars, workshops, and other official events, as specified in Annexure-2. The Financial Bid for fooding services shall be submitted in the prescribed format of the Financial Bid.

11 Financial bid for Lodging & Cleaning: -

The bidder shall provide lodging and cleaning services as specified in Annexure-3. The Financial Bid for lodging and cleaning services shall be submitted in the prescribed format of the Financial Bid document.

12 Validity:-

The rate quoted by successful bidder shall remain valid for a period of **two years** from the date of commencement of services. the decision to extend the validity of the quoted rate shall be based on the special circumstances, under satisfactory performance and mutual consent falling within the jurisdiction of the JASMIN governing body.

General Conditions for catering, lodging and cleaning: -

- 12.1 The order will be placed with the lowest responsive bidder (L-1) if the agency does not execute the order or violate the terms and conditions, the Performance Bank Guarantee (PBG) shall be forfeited and firm may be blacklisted.
- 12.2 Any effort by a bidder to influence the authorities in its decision on bid evaluation or placement of order may result in rejection of the bidder's offer for such act of the bidder.
- 12.3 **Any legal disputes arising out of this are subject to the jurisdiction of the court located at Ranchi only.**
- 12.4 Notwithstanding, anything contained as above JASMIN reserves the right to accept or reject any or all bid (s) and cancel the bidding process at any time without assigning any reasons.

- 12.5 In case of any deviation from the food quality or cleanliness of campus/ premises the bidder may be debarred from services.
- 12.6 The notice period from either side will be of one month, however in case of gross irregularities or violation of term and condition/ quality of food/services it can be enforced with immediate effect.
- 12.7 CEO JASMIN reserves the right to change any schedule of bidding process or cancel/ modify the tender document without any clarification. Please visit website <http://jharkhandtender.gov.in> or <http://jasminjh.org.in> for the same.
- 12.8 The tender process shall be conducted online for all bidders. Proposals received after the prescribed deadline shall not be considered in this tender process.
- 12.9 Terms and conditions of the procurement contract or the draft of the contract to be executed by the successful bidder.
- 13 Guidelines For Submission:-**
- 13.1 Bidders are advised to submit their proposals in **ONLINE** mode only strictly in accordance with the specifications, terms, and conditions contained in the tender document and any subsequent revisions/amendments, if any, published through newspaper/online.
- 13.2 The bid shall be prepared and submitted by typing or printing in English on white paper inconsecutively numbered pages duly signed by the authorized signatory with company seal affixed on each page. Any part of the tender, which is not specifically signed by the authorized signatory and not affixed with company seal, shall not be considered for the purpose of evaluation.
- 13.3 All the Performa must be on the Bidder official letter head (if specified). Any change in wording of the Performa will not be allowed.
- 13.4 The offer shall contain no erasures or overwriting except as necessary to correct errors made by Bidder. The person signing the offer shall initial such corrections.
- 13.5 The person signing the bid document should must be authorized signatory & has to sign with official stamp on all pages of the tender document otherwise such tender will be summarily rejected.
- 14 Penalties For Non-Compliances, Violation and Non-Performance:**
- 14.1 If the material/services supplied by the bidder does not meet the specific standards. The EMD/PBG will be forfeited and bidder will be blacklisted.
- 14.2 If Bidder raises false bills/ bills without supply of material/services etc.
- 14.3 In the event that the lowest quoted bidder (L1) fails to execute the supply/services/work order within the specified period, or fails to commence/complete the work as per the terms and conditions of the tender, the issued work order shall be liable to be cancelled without further notice.
- 14.4 If any bidder is declared successful and awarded the contract/work order, and at any stage it is found that any document/information submitted by the bidder is false, forged, fabricated, misleading, or malafide in nature, the contract/work order shall be liable to immediate cancellation/rejection by the Chief Executive Officer, JASMIN. The bidder shall also be liable for blacklisting, forfeiture of security deposit, and other legal/administrative action as deemed appropriate.
- 14.5 A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anti-competitive practices to the detriment of Procuring Entity's interests. The bidder found to have a conflict of interest shall be disqualified.
- 15 Other Important Information**
- 15.1 If the Bidder or its director/official in-charge is blacklisted by any State/central govt. or any agency, the Bidder is liable for rejection at any time during the processing of tender.
- 15.2 The Bidder who agrees to all terms and conditions of this tender should participate in tender process.

- 15.3** At the time of supply of material/services the Bidder should supply the items as per the provisions mentioned in this tender and the same should be entered in the bill.
- 15.4** During the tender processing period no escalation price/charges will be accepted. However, changes in any mandatory govt. taxes will be considered.
- 15.5** The Competent Authority may levy a penalty on the bidder if found that supplied components are not conforming to minimum standards/ quality parameter as mentioned in this tender document. The cost of such products/services/materials would be recovered from the EMD/PBG submitted by the Bidder.
- 15.6** The Department Of Agriculture, Animal Husbandry & Co-Operative or the Competent Authority reserves the right to summarily reject an offer received from any agency on national security considerations, without any intimation to the Bidder.
- 15.7** The bidder who has not submitted information in prescribed Performa shall be rejected.
- 15.8** The undersigned reserves the rights to reject whole or part of any or the entire tender document without assigning any reason.
- a. Code of integrity for Public Procurement: The Purchaser as well as bidders, suppliers, contractors and consultants should observe the highest standard of ethics and should not indulge in the following prohibited practices, either directly or indirectly, at any stage during the procurement process or during execution of resultant contracts:
 - b. **“corrupt practice”** Making offers, solicitation or acceptance of bribe, rewards or gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution.
 - c. **“Fraudulent practice”** Any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained or an obligation avoided. This includes making false declaration or providing false information for participation in a tender process or to secure a contract or in execution of the contract.
 - d. **“coercive practice”** Harming or threatening to harm, persons or their property to influence their participation in the procurement process or affect the execution of a contract

16 Affidavit

The successful qualified Bidder shall have to submit letter of acceptance (LoA) & an affidavit on a Non Judicial stamp paper of Rs.100/- within 7 days in a prescribed format stating that they are ready to supply the item as per the term and condition mentioned in this tender documents.

17 Legal Terms And Compliances

17.1 In respect of any dispute arising out of implementation of this tender, the decision of the tender Accepting Authority or the department decision shall be final.

17.2 For any legal remedies, the Honorable High courts at Jharkhand shall only have the jurisdiction.

18 Rights Reserved

The decision of the tender Accepting Authority shall be final in considering or rejecting of any types of services /materials

19 Termination By Default

The competent Authority reserves the right to terminate the tender document of any agency in case of changes in the Government procedures or unsatisfactory services.

20 Force Majeure

Neither party will be liable in respect of failure to fulfill its obligations, if the said failure is entirely due to Acts of God, Governmental restrictions or instructions, natural calamities or catastrophe, epidemics or disturbances in the country.

21 Dispute Resolution

In case of any dispute between the bidders and The CEO JASMIN, Jharkhand, Ranchi & Dy CEO's or directors/agencies the matter shall be referred to precedent JASMIN cum The Secretary/ Secretary/ Principal Secretary/Additional Chief Secretary of the Department of Agriculture, Animal Husbandry & Co-Operative, Jharkhand, Ranchi whose decision shall be final and binding upon both the parties. **Any grievance regarding this tender can be communicated to the CEO, JASMIN or any other person designated by him on his behalf. Such a communication can be made via email on ceojasmin@gmail.com**

22 Selection criterion: -

The duly authorized Tender Committee of JASMIN shall open the Technical Bids on the scheduled date and time in the presence of the bidders or their authorized representatives who choose to remain present

22.1 Only those agencies/bidders who qualify in the Technical Bid evaluation and fulfill all eligibility criteria shall be considered for opening of the Financial Bid. The date and time for opening of the Financial Bid shall be intimated separately to the technically qualified bidders. The minimum rate (L-1) shall be decided on the basis of quoted **grand total** amount as per prescribed format of the Financial Bid.

22.2 In the event that the quoted rates of any two or more bidders are found to be the same, preference shall be given in the following order:

- (a)** MSME registered bidder;
- (b)** Bidder having higher relevant experience and turnover;
- (c)** Bidder having prior work experience in the State of Jharkhand;
- (d)** If the tie still persists, the decision shall be made by the Tender Committee through a transparent method, and the decision of JASMIN shall be final and binding.

**Sd/-
CEO JASMIN
Jharkhand, Ranchi**

(on letter head)

Annexure-1.

Organizational Profile of the Hotel/Catering agency/ related firm
Tender Notice No. – 01/2026-27

Sl. No.	Particulars	Compliance in detail
1	Name of the Hotel/caterer/firm	
2	Complete Postal Address with PIN Code.	
	Mob. No. (Mandatory)	
	Email ID (Mandatory)	
3	Name of the Proprietor/Partners etc.	
4	Registration Number as *	
5	Year of Registration as.....	
6	GST Registration No.	
7	PAN No. of Agency or Proprietor	
8	Name of the Govt. or any other Institutions with whom food catering/lodging has been done earlier.	
9	Year and Period of work done *	
10	Total No. of Staff employed more than 6 month. in FY 2025-26 (Attach ECR/EPF document of 1 st month & 6 th month)	
11	Total GST Deposited in FY 2025-26	
12	Income tax deposited during last three financial years. (2023-24, 2024-25 to 2025-26)	
13	Average turnover based on last three financial years. (2023-24, 2024-25 to 2025-26) (Attach certified copy from auditor/CA in original.)	
14	Name of bank of tenderer	
15	Title of account	
16	IFSC code	
17	Pay ID of firms. (If available)	

NB: * Please enclose the signed photo copy of all the relevant documents like PAN, GST, previous order copies, copy of relevant Registration No. etc.

Signature & seal
(Authorized Signatory)

Annexure-2.
Detail of Food Menu for fooding

Sl. No.	Name of items
1	FOODING- 1. Morning Tea- 6.30 am- 7.30 am 2. Breakfast- 8.00 am- 9.30 am 2. Lunch- 1.30 pm- 2.30 pm 3. Evening Snacks- 5.30 pm- 6.00 pm 4. Dinner - 8.00 pm- 9.30 pm • Morning tea- tea- 1 Cup, Biscuit-2 pc • Breakfast (any one) - Puri & Sabji - 6pc/ or Paratha & Curd/chole -4pc/ or Idly/Bara & Sambhar -4pc/ or Chole Bhature-2pc or Poha etc and tea. • Evening Snacks- Tea/coffee-1cup with Samosa-2pc/ Pakori-100 gm or Equivalent Item. • Working Lunch/Dinner Buffet system (limited to some item as below/) - Plain Fine Rice/Pulao/ Jeera Fried Rice. - Chapati/Paratha/Roti/Kulcha. - Arhar Dal/Chana Dal/Dal Makhani etc - Green Vegetable/ Egg cury-2pc - Dry vegetable - Sweet -2 pc or kheer-1 (100gms) etc - Curd/Raita/ dahi bara (100gms) etc - Salad, Papad, Pickle etc - Paneer Vegetable/ Non Veg menu- (fish/mutton/chicken any 4 pc)- (3days in week, or 2 days for 5days module in lunch or dinner) * Menu can be changed on mutual consent by competent authority. Note- 1. In case of special snacks (Kaju/Pista- 10pc, Sandwich-1/Dhokla-2pc, Cutlet/kachori/samosa-1nos, sweets-2 nos, biscuit-2, fruit-1pc,500 ml mineral water) are served instead of full regular meal (FOODING), payment may be considered at 60% of quoted rate of FOODING as per (Serial No.-1) 2. In case of special one time meal (special Break fast /Lunch/ Dinner etc.) for veg. are served instead of full regular meal (FOODING), payment may be considered at 70% of quoted rate of FOODING as per (Serial No.-1) 3. In case of special one time meal (special Break fast /Lunch/ Dinner etc.) for non veg. are served instead of full regular meal (FOODING), payment may be considered at 85% of quoted rate of FOODING as per (Serial No.-1) 4. In case Special lunch/dinner (with two non veg dishes/ special veg etc. will be charged as one day meal of quoted rate of FOODING as per (SerialNo.-1) 5. Additional items like packed bottle of mineral water, ice-cream, biscuits, cold drink etc. will be supplied on MRP rate.

Signature & seal
(Authorized Signatory)

Annexure-3.

Man power and material to be supplied by the Bidding Firm for Lodging & Cleaning

Sl. No	Particulars	State Level Watershed Training Centers Nagri, Ranchi	Soil Conservation Research & Training Centre Demotand, Hazaribagh	Women Watershed Training Centre, Hazaribagh	Duration
A		Man power (per day) :-			
01	Unskilled (Minimum wages as per contract labour act of GoJ) (Including EPF/ESI/ Service Charge, GST etc.)	Regular 06 Nos./Day- Monthly basis.	Regular 06 Nos./Day- Monthly basis.	Regular 03 Nos./Day- Monthly basis.	Entire duration of the contract period
B		Cleaning Material for Infrastructure available at center :-			
01	Toilet Cleaner e.g. hydrochloric acid (around 10% to 10.5% W/v) etc.	40 ltr /month	40 ltr/month	20 ltr/month	Entire duration of the contract period
02	Floor Cleaner e.g. Benzalkonium Chloride Solution etc.	40 ltr/month	40 ltr/month	20 ltr/month	
03	Naphthalene ball	2 kg/month	2 kg/month	1 kg/month	
04	Bleaching powder	40Kg/month	60 Kg/month	20 Kg/month	
05	Broom (Jharu-soft and Nariyal)	Soft - 8 Nos. & Nariyal -4 /Month	Soft - 8 Nos. & Nariyal -4 /Month	Soft - 4 Nos. & Nariyal -2 /Month	
06	Dust bin with carry bag	Small-12 Nos/ Big (G & B) -6 set per year	Small-12 Nos/ Big (G & B) -6 set per year	Small-6 Nos/, Big (G & B) -03 set per year	
07	Duster (2x2 ft)	40 Nos./month	40 Nos./month	20 Nos./month	
08	Floor Cleaner (Mop)	8 Nos./month	8 Nos./month	3 Nos./month	
09	Colin 500 ml	3 Nos./month	3 Nos./month	2 Nos./month	
10	Detergent/Surf	20 kg/month	20 kg/month	10 kg/month	
11	Toilet Soap	100 Nos/month	100 Nos/month	50 Nos/month	
12	Hand wash	5 ltr./month	5 ltr./month	2 ltr./month	
13	Mosquito repellent (Transfluthrin or Prallethrin for electric liquid refills)	40 Nos./month	40 Nos./month	20 Nos./month	
14	Toilet cleaner brush	10 Nos/ month	10 Nos/ month	5 Nos/ month	
15	Air freshener/hit spray 250 ml	10 Nos./month	10 Nos./month	5 Nos./month	
C	<u>LODGING :-</u> The Bidder shall provide lodging facility for trainees during the training program, including one Bedsheet, one pillow with cover, one mattress and two blankets for each trainees. (clean and washed bedsheet and pillow covers shall be changed mandatory basis) Cleanliness of hostel building, toilet with phenyl of other material, providing mosquito repellent and hand wash for each rooms& bathrooms and dining hall etc. As per para-6.2	Per Trainee/ Day	Per Trainee/ Day	Per Trainee/ Day	During the Training Period or as and when directed by the Office/Center Head

NB: 1. The above material requirement is minimum & indicative but not exhaustive, for neat and clean campus the bidder will be responsible. As per requirement if more man power will be needed the payment of extra labour may be paid accordingly.

Signature & seal
(Authorized Signator)

Annexure-4

AFFIDAVIT

(To be executed only on Non judicial stamp paper/e-stamp paper of Rs.100.00 or above by notary or first class magistrate)

I -----S/o----- Director/Proprietor/
..... of M/S.....having its Registered Office
at do hereby solemnly affirm and declare as Follows:

1. That I am authorized to execute this affidavit on behalf of the Agency/Firm.
2. That the Chief Executive officer, JASMIN Jharkhand, Ranchi vide Advt. **Tender Notice No. PR.** published on in news paper, had invited tender for providing fooding , lodging and cleaning arrangement for different training programme conducted by all 3 centers of JASMIN Jharkhand Ranchi.
3. That neither the bidder nor any of its directors/person has ever been blacklisted by any Govt. agency/Department/Ministry nor convicted for any criminal offence by any court of law.

Solemnly affirmed by the said.....at
on this the-----day of2026.

Deponent : - Identified by me: (signature)

(on letter head)
FINANCIAL BID
FINANCIAL BID FOR FOODING (As per Annexure -2), LODGING & CLEANING
(As Per Annexure-3.)

Tender Notice No. – PR.

Sl. No.	Name of Training Centre	Fooding Morning Tea , Breakfast , Lunch, Evening Snacks , Dinner. (Including all Taxes)	Unskilled labour per month (26 days) (Minimum wages as per contract labour act of GoJ) (Including EPF,ESI,GS T, Service Charge, etc.) As per Annx-3, Section- A	Material cost Per month (including all taxes) As per Annx-3, Section- B	Lodging (Per Trainee/ Day including all taxes) As per Annx-3, Section-C	Total (Rs) In figure & words (Including all taxes etc.)
1	2	3	4	5	6	7
1	State Level Watershed Training Center Nagri, Ranchi					
2	Soil Conservation Research & Training Center Demotand, Hazaribagh					
3	Women Watershed Training Centre, Hazaribagh					
Grand total :-						

- Quoted rate includes all allowances & taxes.
- Minimum wages as per contract labour act of Govt, of Jharkhand, department of Labour, Employment & Training, vide order number
- Lodging includes minimum man power & wages, Maintenance (Actual expenditure) required materials, supply of clean bed sheet, pillow cover, blanket & cleanliness of hostel building, dormitory, toilets etc.
- The minimum rate (L-1) shall be decided on the basis of quoted **Grand total** amount.

Date

Signature & seal
(Authorized Signatory)

Covering Letter
(On the letter head of Agency)

Ref No.....

Dated:

To,

Chief Executive officer, JASMIN
4th Floor, JASMIN Office
Krishi Bhawan, Kanke Road,
Ranchi-834008
Jharkhand.

Subject:- Submission of Tender for Providing Fooding , Lodging Arrangement For Different Training Programme Conducted By All Centers of JASMIN Jharkhand Ranchi

Ref :- Your Tender Notice No. – PR.

Dear Sir,

With the terms & conditions of the purchased/downloaded tender document for "Providing Fooding, Lodging Arrangement For Different Training Programme Conducted By All three Centers of JASMIN Jharkhand Ranchi " have signed with stamp on each pages of the document with authorized person. The tender is being submitted in two separate packets – Technical Bid and Financial Bid.

I also declare and submit an affidavit that neither the agency nor any of its directors/person has ever been blacklisted by any Govt. agency/Department/Ministry nor convicted for any criminal offence by any court of law.

Additionally, I hereby declare that none of our Ultimate Parent/Parent/Affiliate/Group Company has submitted any other bid directly or indirectly in response to this Bid.

Enc.- Total No. of Pages of Technical Bid-

Yours Sincerely,

Signature & seal
(Authorized Signatory)

Name:

Mob. No.

Email id:.....

Date.....

Declaration

(On the Letter Head of the Bidding Agency)

The Agency undertakes that it has not given, offered or promised to give directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the of Procuring Entity, shall also otherwise in procuring the contracts of forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present contract or any other contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other contract with the State Government. Any breach of the aforesaid undertaking by the agency or any one employed by him or acting on his behalf (whether with or without the knowledge of the agency) or the commission of any offers by the office or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Panel Code, 1860 or the prevention of corruption Act, 1986 or any other act enacted for the prevention of corruption shall entitle the buyer to cancel the contract and all or any other contracts with the agency and recover from the seller the amount of any loss arising from such cancellation. A decision of the office or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the agency towards any Officer/Employee of the Buyer or to any other person to this or any other contract, shall render to agency to such liability /penalty as the office may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the office.

Signature & seal (Authorized Signatory)

Name of the Signatory:

Date:

Place: