

TENDER FOR “PROVIDING MESS CATERING SERVICE TO HOSTEL OF BPNSI” AT SUKINDA

Sealed tenders are invited through speed post/ in hand from interested and eligible firms/companies/individuals to provide mess catering service to Boys Hostel of the Institute as mentioned below. The tender document is available in www.bpnsi.org and can be downloaded from the website of Biju Patnaik National Steel Institute, Sukinda.

1. List of Annexures

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2. The major events under the bid process:

List of Key Events	Critical Dates
Tender Notification Date	BPNSI/BH/MESS TENDER/2026 Dtd. 09/09/2026
Last Date of submission of Tender	16/10/2026 upto 2:30PM
Date of Opening of Technical Bids	16/10/2026 at 3:00PM
Date of Opening of Financial Bids	To be intimated to the technically qualified bidders
Method of Selection	Least Cost Selection (LCS)

The proposals received beyond the last date and time will be rejected without assigning any reason. Prospective bidders are advised to regularly visit BPNSI website (www.bpnsi.org) for any Updates/Corrigendum/Amendment. Any subsequent updates will be announced on the BPNSI portal. The authority reserves all the rights to reject any/ all proposals at any stage without assigning any reason thereof.

Sd/- (_____)

Director, BPNSI

BIDDING DOCUMENTS AND INSTRUCTION FOR RUNNING MESS

Tender Notification Date	BPNSI/BH/MESS TENDER/2026 Dtd. 09/09/2026
Nature of work	Running Mess in BPNSI' Hostel
EMD Amount	Rs.20,000/-(Rupees Twenty Thousand) only
Period for contract	Initially for a period of 1 year that may be extended on mutually agreed basis for a similar or lesser period on same terms and conditions as mentioned in the Tender Documents.
Last Date of submission of Tender	16/10/2026 upto 2:30PM
Date of Opening of Technical Bids	16/10/2026 at 3:00PM
Date of Opening of Financial Bids	To be intimated to the technically qualified bidders
Address for the submission	Director, Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda, Jajpur, Odisha PIN-755018
Scope of Work	The contract is essentially for providing following Messing services to the boarders in Hostel of BPNSI, Sukinda. The scope of work, covered in the contract, described below: a. Cooking and serving meals- Breakfast, Lunch and Dinner b. Delivering hot/steaming food from its base kitchen nearer to the hostel building at Jamuposhi,Sukinda at the stipulated time instructed by the Institute. c. Cleaning of dining and auxiliary areas which includes nearby area also for food waste and garbage related tonit.. d. Deployment and supervision of required manpower for the above-mentioned job.

Note: The details of tender documents along with terms and conditions may be downloaded from the Institute website <http://www.bpnsi.org> and must reach the office of the Director, Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda on or before Dt 16/10/2026 upto 2.30PM, either by Registered / Speed Post/by hand.

Conditions of Tender documents for Running the Mess Facility in Hostel of BPNSI,Sukinda

CONDITION 1

1. Sealed tenders are invited for running the mess in the Hostel of BPNSI,Sukinda for one year, in two bids:
 - a. **Technical Bid** containing, the information regarding the business, turn over, experience and other details of the firm, to judge the suitability of the caterer for' Hostel mess of BPNSI, Sukinda (**Refer table:1**)
 - b. **Financial Bid** containing the price of the items of full day menu etc.
2. The Technica Bids will be opened in the presence of authorized representatives of bidders. The bidders who are found techno commercial ly suitable as per the terms of reference of tender twill be intimated the date and time of opening of financial bid..
3. **The bidder should submit the Technical Bid, Earnest Money Deposit and Financial Bid in SEPARATE sealed envelopes super scribing "Technical Bid", " EMD" and "Financial Bid", respectively.** These three envelopes should be then put in an envelope and sealed properly and super scribed **"Tender for Mess of Hostel of BPNSI, Sukinda"**.
4. Bidders must submit Earnest Money Deposit of **Rs.20,000/-(Rupees Twenty Thousand O n l y)** through Demand Draft/NEFT to "BIJU PATANAIAK NATIONAL STEEL INSTITUTE", SB Account No: 0241010086312, IFS Code: PUNBO150320, BRANCH NAME: PUNJAB NATIONAL BANK, ODISHA LEGISLATIVE ASSEMBLY (Khordha) Odisha.Tenders should be addressed to **Director, Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda-755018**, who reserves the right to reject any or all the tenders or accept them in part or full without assigning any reason(s) thereof. For eligibility criteria, qualifications, price, bid evaluation criteria and other information etc., interested agency(s) / Firms(s) may visit the institute Website at <http://www.bpnsi.org>. Before submission of tender, the bidder may visit the mess area (site where food to be served) for obtaining clarification along with the Institute's representative if any. After submission of tender,no querry/additional condition/complaint will be entertained. The interested bidders may contact the following official during working hours (9.30AM to 6 PM) from Monday to Friday :
Shri R.S.Mohanty,Asst.Manager(A&L)
Biju Patnaik National Steel Institute,
Skill Development Centre, Sukinda
Tel.No: 06726-221901
5. The successful tenderer will be issued the letter of intent (LOI) with a condition to submit interest free security deposit amounting Rs. 1,00,000/- (Rupees One Lakh only) through a Demand Draft, issued by any Nationalized Bank, drawn in favour of **Biju Patnaik National Steel Institute**. payable at Bhubaneswar, valid up to one year beyond the date of

all contractual obligations along with his letter of acceptance (LOA) within 7 (Seven).days failing which their bid will be cancelled without any further communication and entertainment of any request/conditions and EMD will be forfeited and they will be debarred for two years from participating in any future tenders of the Institute.

6. The interest free Security deposit will be refunded within sixty days after completion of contractual obligation related to the tender and deducting penalties if any.
7. The tenderer should quote the rate and amount in figures as well as in words as tendered by them for each item.
8. The tender is not transferable under any circumstances at any stage.
9. Telegraphic, conditional or incomplete tender forms / bids shall be summarily rejected. Canvassing or influence of any kind, direct or indirect, shall lead to disqualification of the tenderer.
10. Bids in any form other than the prescribed form issued by this institute or incomplete bids will not be entertained and will be summarily rejected.
11. The tenderer who is awarded the contract shall be bound to execute and implement it from **the date of award of contract by** signing an AGREEMENT on the non-judicial stamp paper of the value of **Rs.100/-** as per the format provided by the Institute at his own cost. On acceptance of the tender by **Director, Biju Patnaik National Steel Institute a**, it will constitute a binding agreement between **Director, Biju Patnaik National Steel Institute** and the person so tendering whether such formal contract is or is not subsequently entered into within **07** days of the date of AWARD of contract. Failure to comply with the above conditions will lead to cancellation of the contract and forfeiture of his earnest money. In the event of any tenderer backing out before the actual award or execution of agreement, the contract being awarded to him, **Director, Biju Patnaik National Steel Institute** will have discretion to forfeit the Earnest Money in full.
12. Bidder should **sign and stamp all the pages** of duly filled tender document in testimony of having read all the terms & conditions laid down in the tender document.
13. **The Bidder should have full-fledged base kitchen nearer to the Institute's hostel at Jamuposhi,Sukinda and should have facility for transporting the food to the hostel at their own cost**
14. The interested bidders can drop their sealed tenders in the tender box kept in the reception area of the Institute.No personal handing over of tender documents to anybody in the Institute will be entertained.

CONDITION 2. Award of mess operation contract:

- I. The financial bid of the bidders qualifying the Technical Evaluation Criteria (Table 1) will be opened.
- II. The tender documents contain page number **1 to 19**.
- III. Notwithstanding the above, **Director, Biju Patnaik National Steel Institute** reserves the right to accept or reject any tender and to cancel

the bidding process and reject all the quotations at any time prior to the award of contract. Also, the Director, BPNSI reserves the right to select or reject any bid without assigning any reason thereof.

- IV. The bidders whose bid is accepted will be notified for the award of the contract by the institute. The terms and conditions of the accepted offer shall be incorporated in the contract..
- V. In case of the L1 (lowest bidder) party fails backs out or disqualified then **L2** bidder will be invited to match the L1 rate or negotiate and take over the contract.
- VI. All disputes shall be subject to Sukinda court Jurisdiction only,

Note1: Bidder who do not comply the above points will be treated as irresponsive and no Communication will be given in that regard and allotment will be offered to the next bidder in the merit list.

Note2: If the price of each meal quoted by more than one bidder is same then the following criteria will be given priority for tie-breaking,

- A) Higher experience in the catering services
- B) Higher annual turn over
- C) Higher bank solvency

CONDITION 3: General Terms and Conditions:

Mess bidder will be finalized based on his / her experience, contracts executed earlier, capacity to prepare food of all regions, managerial abilities and other relevant factors as considered appropriate by the tender committee. If required, a team of Hostel management may also take visits to check up the quality of food being served etc. by the bidder at the place of his / her current contract of catering / mess / canteen services. Mess Bidder (hereinafter referred as bidder) is required to note that health, hygienic safety and satisfaction of the Hostel boarders is the prime concern of the institution authority. On behalf of the students of Hostel, the office hereby lays down the following terms and conditions which shall be binding to the bidder.

1. This mess contract is for the period of **One Year** initially. If Hostel boarders and Institute authority is satisfied with the performance of the bidder, the contract period may be extended without inviting the tender.
2. The caterer must start the mess within **SEVEN** days after getting the work order.
3. The rates quoted should be inclusive of all taxes.
4. Mess service should be provided at the designated Hostel/canteen space of BPNSI without any extra charge.
5. Terms of Payment: The successful bidder will raise the invoice in the first week of every succeeding month for the month of operation of mess and the same will be released within seven working days if there are no discrepancies.
6. Tender documents can be download from the institute website **<http://www.bpnsi.org>** and must reach the office of the Director, Biju Patnaik National Steel Institute on or before **16/10/2026 up to 2.30PM** either by Registered / Speed post only or dropped by hand in the tender box.

7. Postal delay will not be considered and the Tender received late will be rejected.
8. The maintaining safety, health and hygienic conditions in and around the mess will be the responsibility of the bidder. Hostel In charge's suggestions / actions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the bidder.
9. The bidder is required to keep minimum one mess supervisor (**contact point**) for effective functioning and management of the mess. The age of every mess worker must be between 18 to 50 years.
10. The bidder and mess workers have to behave politely with Hostel boarders.
11. Smoking and intoxication (drug, alcohol, Tobacco, etc.) is strictly prohibited in the mess as well as institute premises.
12. **One month notice** is required on either side for the termination of the contract service if such a condition arises during the contract period.
13. The bidder must put complain register at the entrance of the mess which will be checked by In Charge of Hostel and/ or Director on regular basis.
14. If the mess management of the bidder is not up to the mark or, the quality of the food is found below standard or unhealthy or unhygienic, then the Director, BPNSI or his authorized representative is fully empowered to **terminate the contract with a short notice of one week**. The In charge of Hostel and Director's opinion is final so far as the food quality / mess management is concerned.
15. The food, raw materials, ingredients etc. are to be of good quality, clean, fresh, nutritious, hygienic and edible. Any type of cooked food shall not be stored / preserved after meals, not following Hostel In charge(authorized representative of Director) suggestions / instruction in such matters shall be considered as violation of terms and conditions of contract and shall invite penalty for the same.
16. Mess workers and cook should be healthy and medically fit.
17. Sample daily menu to be followed by the bidder is attached with this document. Mess Menu will be prepared in consultation with Hostel management committee. Menu can be changed, to suit the availability of seasonal vegetables and their market supply.
18. The meals should be served at following timing:

Breakfast- 7.30 AM to 8.30 AM

Lunch --1.00 PM to 2.00 PM

Dinner -- 8.00 PM to 9.00P.M

Timings may be changed as and when such circumstances arise.

19. Minimum number of meals in a month: -
 - a) In a normal month the number of minimum meals will be calculated for 25 days (Unless a student is not keeping well & admitted in hospital or going for academic or sports activities deputed by the institute and he submits application thorough proper channel well in advance before leaving).
 - b) The month in which the mess runs partially, the minimum number of meals will be calculated proportionately.
 - c) The mess will remain closed during declared vacation & gazette holidays observed by the Institute during which no meal will be charged.
 - d) In addition to the above during natural calamities and officially

declared closure of the Institute, no mess bill will be charged.

20. Bidder shall provide light food to the **sick student(s)** during his sickness period and **no extra charge** will be paid for the same.
21. Subletting of contract is strictly not allowed which can lead to termination of the contract.
22. At present this mess contract period is for one year from the date of award of contract. If BPNSI authority is satisfied with the performance of the bidder, the contract period may be extended without inviting the tender.
23. The mess utensils are to be cleaned with hot water using detergent powder / soap after every meal.
24. The bidder is required to maintain the details / records of all his employees / mess workers. This information along with their photographs and Aadhaar card shall be submitted to the Asst.Manager (Admn. & Liaison) in the prescribed format.
25. Liability / responsibility in case of any accident-causing injury / death to mess worker(s) or any of his / her staff shall be of the bidder. BPNSI authority shall not be responsible by any means in such cases.
26. Bidder shall be solely responsible in case of incidence(s) of food poisoning and shall bear the complete expenditure arising out of this for medical treatment of the Hostel boarders. In addition, penalty may be imposed on the bidder as decided by the Director, BPNSI for such incidence(s) which will be final and binding.
27. The bidder shall not employ any mess worker whose track record is not good. He should not have involved in any crime / offence / police case.
28. Quality control will be done by committee members consisting of designated faculty and administrative officials. Monitoring of quality of food, hygiene, cleanliness, etc. in the mess operation area will be carried out on weekly basis or as and when required.
29. Storage / consumption of any alcoholic drink / liquor are strictly rohibited. The bidder shall not serve any of such substance / drink in mess / Hostel. Smoking, consuming gutkha, tobacco, pan etc. is also prohibited in Hostel premises.
30. The bidder has to follow all labor laws / government laws in regard of employing the mess workers. The bidder shall be solely responsible for any dispute / violation of labour laws / government laws.
31. The bidder shall be completely responsible for appropriate behavior of the mess workers. If it is found that any worker has misbehaved with any of the Hostel boarders' / Hostel staff and/or BPNSI employees, he has to take action as suggested by the Hostel In charge/Asst.Manager (Admn. & Liaison) or any other official designated by the director.
32. The following brands of grocery items are permissible to be used.
 - a) Atta: Fortune/ Ashirwad/ Ganesh/ Rista atta as per approval by Committee
 - b) Cotton seed oil/ Sunflower: Fortune / Saffola / Freedom as per

- approval by Committee
 - c) Mustard Oil: - Kachi Ghani / Double Hiron / Engine as per approval by Committee
 - d) All type of Masala: Gruhasthi / Everest / MDH / Ruchi / Bharat/ Tata as per approval by Committee
 - e) Ghee / butter: Amul / Omfed / Britannia / Mother Dairy / as per approval by Committee
 - f) Salt: Tata / Annapurna / Ashirwad / as per approval by Committee
 - g) Besan: Rista / Ruchi/ Tata as per approval by Committee
 - h) Rice: Good quality / any other equivalent to this / Dal: Non-Polished as approved by Committee
 - i) Milk/Curd: Amul/Omfed/Pragati /Milky Moo as per approval by Committee
33. Mess will be closed as per the prior instructions of competent authority during vacation.
34. Bidder shall enter into an agreement for execution of this contract as per prevalent rules and regulations of Government of India or Government of Odisha and shall bear full cost for the same.
35. Drainage line to be maintained / repaired in case of blockage due to wastage of food material by the bidder at his / her own expenses in the hostel.
36. Responsibility of providing Medically-Fit Mess Staff - The contractor shall ensure that all employees engaged by him / her are free from communicable
/ Infectious disease and are also medically fit to work at mess.
37. The contractor shall not appoint any sub-contractor for the work assigned to him without the written permission of the Monitoring Committee. Also, no part of the contract, nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or whosoever.

Penalties for the violation of following rules:

- a) Unavailability of complaint register on the counter / discouraging the complaint would lead to a fine of Rs.1,000/- on the caterer or as decided by the Hostel Monitoring Committee in presence of vendor's representative.
- b) 3 or more complaints of insects/foreign items found in any meal would invite a fine of Rs.2000/- on the caterer or as decided by the Hostel Monitoring Committee in presence of vendor's representative.
- c) 10 or more complaints of unclean utensils in a week would lead to a fine of Rs.2,000/- on the caterer or as decided by the Hostel Monitoring Committee in presence of vendor representative.
- d) If Hostel Monitoring Committee in presence of vendor representative agrees that certain meal was not cooked properly then a fine of Rs.1,000/- would be imposed on the caterer or the amount as decided by the Hostel Monitoring Committee in presence of vendor representative, if such complaints is repeated in a month the authority will take appropriate action as deemed fit.

- e) If food for any meal is not ready within timings of mess and waiting time is more than 25 minutes then a fine of Rs.1000/- or as decided by the Hostel Monitoring Committee in presence of vendor representative would be imposed on the caterer.
 - f) Changes in menu without permission of Hostel Monitoring Committee in presence of vendor representative would result in a fine of Rs.2,000/- on the caterer or as decided by the Hostel Monitoring Committee in presence of vendor representative.
 - g) Fine on any discrepancy (personal hygiene of workers serving the students) will lead to fine of Rs.2,000/- on caterer or as decided by the Hostel Monitoring Committee in presence of vendor representative.
 - h) If the left-over food and other wastes are not disposed from the premises within the same day then a penalty of Rs. 2,000/ will be imposed for each occasion.
 - i) For any rules stated in the agreement - First violation of the rule implies fine as per the rule. - Second violation of the same rule in the same calendar month will attract triple the initial amount of fine for the caterer or as decided by the Hostel Monitoring Committee in presence of vendor representative.
 - j) All subsequent violations of the same rule would invite five times the initial amount of fine.
 - k) Absence of proprietor from Hostel Monitoring Committee in presence of vendor representative meeting (which will be held once every month). Without obtaining prior approval from Hostel In charge in case of emergency will attract a fine of Rs.5000/- on caterer or as decided by Hostel Monitoring Committee in presence of vendor representative
 - l) As and when Hostel Monitoring Committee in presence of vendor representative proposes a fine it will inform the representative of the caterer or mess manager and fine will be imposed with consent of the Hostel In charge.
- 38. Safety Regulations** - In respect of all labor, employed directly or indirectly by contractor to perform the assigned job as part of the agreement, the contractor shall make necessary arrangements for the safety and security of workmen at his own cost as per safety codes of the CPWD, Indian Standards Institution, the Electricity Act, various safety regulations, rules and orders made there under and such other acts as applicable.
- 39. No worker below the age of 18 (eighteen) years shall be employed for the mess work.**
- 40. Accident or Injury to Workmen-** the institute shall not be liable for any damage or compensation payable in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the contractor through claim from

insurance company. The contractor shall indemnify and keep the Institute indemnified against all such damage and compensation whatsoever in respect or in relation thereof.

41. At any circumstances the staff / employee of bidder / contractor shall not have any claim what so ever for any type of employment with BPNSI, Sukinda



Biju Patnaik National Steel Institute, Near Sukinda Bhawan, Sukinda, Jajpur, Odisha

website: - www.bpnsi.org, E-mail id:- bpnsi@bpnsi.org

Tender Notice No- BPNSI/ BH/MESS TENDER/2026

Dated- 10/10/2026

BID DOCUMENT

SAMPLE MESS MENU And MESS TIMINGS

Breakfast- 7.30 AM to 8.30 AM

Lunch --1.00 PM to 2.00 PM

Dinner -- 8.00 PM to 9.00P.M

DAY	BREAKFAST	LUNCH	DINNER
Monday	Idli,Chutney,Sambar	Rice,Dalma,Potal Kurma, Dahi Baigan.	Rice/Roti, Dal, mix veg,
Tuesday	Poori,Dalma /Googhni	Rice,Dal,(Arhar/moong)/ Paneer Curry, Papad	Rice/Roti, Dal, Kobi Aloo matar curry/Potol Aloo curry,
Wednesday	Chakuli Chutney,Sambar	Rice,Dal, Egg Curry/ Mushroom Curry, Dahi salad	Rice/Roti, Dal, / Veg Tadka,salad
Thursday	Poori,Allo Tarkari	Rice,Dal, Chips, Mix Vegetable, Dahi Bundi, Aloo Bharta	Puri, matar aloo curry, Simei Kheer,
Friday	Idli,Chutney,Sambar	Rice,Dal, Egg Curry/ Paneer Curry, Chips Papad	Rice/Roti, Dal, Soya bean Aloo Curry
Saturday	Chakuli Chutney,Sa mbar	Rice,Dal, Chana dal ghanta, Aloo Tomato Brinjal Bharta,	Rice/Roti, Dal, Aloo Kabuli Chana Curry/Paneer potal curry, Sweet (1 piece)
Sunday	Poori,Allo Tarkari	Rice,Dal, Paneer curry/ Mushroom Curry, Dahi salad	Rice/Roti, Dal, Veg Manchurian

QUANTITY OF FOOD

Sl. No	Details of Food Items	Quantity per day per boarder
1	Roti	6 Nos (diameter 6")
2	Puri	8 Nos
3	Idli	4 Pcs (100 gm Dry)
4	Chakuli	4 Pc
5	Egg	2 Nos
6	Mushroom	100 gm Dry
7	Paneer	50 gm Dry
8	Vegetables	150 gm
9	Matar/ Lal chana/ Kabuli Chana	75 gm
10	Dal	30 gm Dry Minimum
11	Papad (Round Type Medium Standard)	1 Pc
12	Rice	Unlimited

Note: Minimum Strength of boarders – 50

Sd/-
Director
BPNSI,Sukinda

TABLE:1 TECHNICAL / QUALIFICATION BID**Annexure- II**

Sl. No.	Particular	
1	Must have minimum 1 years' experience and technical expertise in undertaking works exclusively with Catering services, preferably at large institutional establishments.	Details of Previous Contracts (Work order and successful execution certificates)
2	Last any 3 year's Turnover (Minimum 15 Lakhs per year)	Attach necessary Proof (Audited Balance sheet of last 3 years)
3	The Agency shall furnish details of any legal case or any issues, if any, pending in any court of law against them or the concerned authorities, especially with regard to any violation in the statutory laws, etc. The bids of such tenderers having any pending/ongoing/contemplated issues relating to Income Tax, Sales tax etc. and on concealment of any such information will be liable to be rejected straightaway without any notice.	Attach necessary Proof
4	Name of the applicant / Firm:	
5	Registered Office:	Attach necessary Proof
6	Year of establishment:	Attach necessary Proof
7	Type of Organization: (Whether proprietorship, partnership, Private Ltd., Certified copy of a Partnership deed / Certificate of Incorporation / Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case may be enclosed)	Attach necessary Proof
8	Name of the Proprietor, Partners/ Directors of the Firm with Address and Phone Number	Attach necessary Proof
9	Food License Number	Attach necessary Proof
10	PAN No. / TIN / Aadhar No.	Attach necessary Proof
11	IT return of last Two Financial Year	Attach necessary Proof
12	GST Registration No.	Attach necessary Proof
13	"Police Record" of last two years (Preferably) [Certified copy to be attached from local Police station]	Attach necessary Proof
14	Affidavit mentioning that he / she was not blacklisted earlier	FORM 5: AFFIDAVIT (To be furnished on non-judicial stamp paper duly attested)

15	Labor license	Attach necessary Proof
16	The EMD of Rs.20,000/- in the form of Demand Draft in favor of "Biju Patanaik National Steel Institute", payable at Bhubaneswar	DD NO. / DATE / BANK NAME
17	Bank Solvency Certificate of the bidder on Bank's Letter Head	Format of Certificate given in Annexure- III
18	Form 1: Details of Current/Previous Contracts	Yes / No
19	Form 2: Undertaking	Yes / No
20	Form 3: Tender/Conditions acceptance Letter	Yes / No
21	Form 4: Certificate Of Ethical Practices	Yes / No

Place:

Date: (Name, Designation and Signature with Seal of the Company)

FORM 1: DETAILS OF PREVIOUS CONTRACTS

Period of Contract		Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks
From	To				

Give details of current/previous contracts, if any, of similar services being rendered by you and which will be available for inspection by our officials:

Period of Contract		Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks
From	To				

Place:

Date:

SIGNATURE OF THE TENDERER WITH SEAL

FORM 2: Undertaking

I / We hereby undertake that if any information given in the Technical Bid / Tender Document is found false / incorrect at any stage after opening of the tender, the bid shall be rejected and EMD / Bid Security shall be forfeited and in case of successful bidder the Performance Guarantee will also be forfeited by the Institute. .

Name & Signature of the Contractor or its
Authorized signatory
With seal of the Agency / Company

FORM 3: TENDER / CONDITIONS ACCEPTANCE LETTER

(To be given on Company Letter Head)

To

Date: -----

Place: -----

Subject: Acceptance of Terms & Conditions.

Dear Sir,

1. We have downloaded the tender document(s) for the above mentioned "Tender / Work" from the www.bpnsl.org website as per your advertisement, given in the above-mentioned website.
2. I / We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. ___ to ___ (including all documents like table, forms annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirely.
5. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against organization in satisfaction of this condition.

Yours faithfully,

(Signature of the Bidder, with Official Seal)

FORM 4: CERTIFICATE OF ETHICAL PRACTICES

(This document shall be duly signed by the tenderer and to be attached with Technical Bid)

1. I / We assure that neither I / We nor any of my / our workers will do any act(s), which are improper / illegal during the execution of the contract awarded to us.
2. Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities / practices in my / our dealing with the organization / institute.
3. I / We will have no conflict of interest in any of our work / contract at the institution.
4. We will keep the messes and its surroundings hygienic, neat & clean. It is our responsibility.

Yours faithfully,

Place:

Date:

(Signature of the Bidder, with Official Seal)

FORM 5: AFFIDAVIT
(To be furnished on non-judicial stamp paper duly attested)

I / We / M/s_____are registered as Mess Contractor / Service Provider as per Registration Certificate No._____issued By_____having registered office at_____and manufacturing/ supply base at_____do hereby declare and solemnly affirm that I / We have not been Black-listed, nor mine / our Tenders or Mess Contract have ever been cancelled by any State / UT / Central Government or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my / our firm nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied due to delay of non-completion of work / catering service/supply order by any State / UT / Central Government or by any authority.

Place: _____

DEPONENT

Dated: _____

Verification

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place : _____

DEPONENT

Dated : _____

**FORMAT FOR SOLVENCY CERTIFICATE
(On Bank's Letter Head)**

Annexure- III

Ref. No _____

Date _____

To Whom It May Concern

This is to certify that to the best of our knowledge and information,
M/s _____

_____ (Bidders name with complete
address), a customer of our bank, is respectable, and is capable of executing
orders to the extent of Rs. _____ (Rupees
_____) as disclosed by the information
and records which are available with us.

M/s _____ have been our customer
since _____ to date and has been granted the following limits, at
present, against various facilities granted by the bank
_____.

This certificate is issued without any guarantee, risk or responsibility on behalf
of the bank or any of its official. This certificate is issued at the specific request
of the customer for the purpose of participating in BPNSI Boys' Hostel Mess
Tender No- **BPNSI/BH/MESS TENDER/ 2026**.

Signature of Authorized Person Name

Date: _____

Seal

Annexure- IV

Financial Bid

DAILY MESS RATE: Rates Quoted (As per Sample Menu Attached in this tender Document)

Description	Rate in Figure	Rate in Words
Rate per day-per student as per sample menu		
* These prices include all kind of material & transportation cost, GST and profit margin of contractor. In case of any correction, the same must be attested by the bidder with full signature; however, no over-writing is permissible.		