

**ROGI KALYAN SAMITI; DISTRICT HEAD QUARTER HOSPITAL; JAJPUR**

No. 1510 / RKS / Jaj

dt. 18/12/18

**ADVERTISEMENT**

Expression of interest is hereby invited from Agencies registered in India as a Company, Firm, Society, Trust or a Charitable Trust for operation and management of **Cafeteria** in MCH building of District Head Quarter Hospital, Jajpur on following conditions.

- Agency should be 3 years old as on 1.12.2018 and must be ISO certified.
- The RKS will provide free space for Cafeteria which can be renovated by the Agency without any loss/damage of Govt. property. Water supply and Electricity will be provided by the Department.
- The Agency has to provide services free of cost to the Patients and their Attendants visiting the Hospital.
- All the expenses will be met by the Agency for the interest of Public Service.
- Neither the Public nor the RKS will be responsible for payment / reimbursement of expenditure made by the Agency for these benevolent services.
- The Agency can't sell any value added services in the Cafeteria/ Campus of the Hospital and also restricted for any type of advertisement of Goods and services for any means.
- The Agency can only make the branding of it's esteemed Organization inside the Cafeteria only.
- Other Terms and Conditions as depicted in Annexure-II.

Interested Agencies shall have to submit their proposals to the undersigned alongwith the following documents by 24<sup>th</sup> Dec'2018 during Office hour to participate in the Selection process.

- Agency Profile
- Earnest Money Deposit: Rs.1,00,000/- (Rupees One Lakh only) in form of DD or Banker's Cheque in favour of RKS DHH Jajpur payable at Jajpur.
- Project Proposal [List of Services to be provided on free of cost, service period (duration/day), no. of manpower to be engaged etc.]
- Affidavit certifying that Entity/Promotor(s)/Directors/Partner(s) of Entity are not black listed.
- Duly filled in Undertaking in non-judicial Court Paper (Annexure-I)
- Agreement copy (Annexure-II)

The proposals will be opened on 26<sup>th</sup> Dec 2018 at 11 AM in the Office Chamber of the undersigned.

The undersigned reserves the right to cancel or reject any/all proposals without assigning any reason thereof.

Memo No. 1511 / RKS / Jaj

  
Asst. Dist. Medical Officer (Med.)  
DHO (MS) cum Superintendent,  
DHH Jajpur  
cum- Member Secretary, RKS,  
D.H.H., Jajpur

dt. 18/12/18

Copy forwarded to the DIO, NIC, Jajpur for web hoisting in the district website [www.jajpur.nic.in](http://www.jajpur.nic.in) for wide publication.

Copy to Notice Board of Collectorate, Jajpur, DRDA Jajpur, CDMO Office, all Block Offices and CHCs for wide publication.

  
DHO (MS) cum Superintendent,  
Asst. Dist. Medical Officer (Med.)  
DHH Jajpur  
cum- Member Secretary, RKS,  
D.H.H., Jajpur

UNDERTAKING

I/We have read the terms and conditions of the tender clearly and I/we agree to abide by them fully. On the acceptance of the offer I/we will operate and manage the Cafeteria, MCH Building, DHH Jajpur in compliance with the terms and conditions thereof.

Signature of Head of the Organization

Name: .....

Address: .....

Phone / Mobile No.: .....

Email Id: .....

**TERMS AND CONDITIONS FOR OPERATION AND MANAGEMENT OF  
CAFETERIA**

1. The Establishment (Cafeteria) in the Hospital is the facility for the Public who are the Patients & their attendants of MCH Wing, DHH Jajpur. The whole purpose of the establishment is to facilitate the stay of the Patients with amenities of high standard at Zero expenditure.
2. The proposal should be submitted in sealed envelopes. It should be legibly filled in ink or typed neatly giving full address of applicant. Any alteration / over writing etc. shall be duly attested by the Applicant.
3. Applications should be signed by applicants himself.
4. An amount of Rs.1,00,000/- (Rupees One Lakh only) as EMD in form of DD or Banker's Cheque in favour of RKS DHH Jajpur payable at Jajpur will be required alongwith the proposal.
5. Any other Fee / Charges will be notified from time to time
6. The contract shall be for a period of two years from the date of signing contract deed and an agreement on a non judiciary Stamp Paper of Rs.100/-
7. Thereafter the contract may be renewed with mutual consent of terms and conditions.
8. The Cafeteria will serve items like warm/hot water, Tea and Milk etc. free of cost.
9. The Agency should maintain hygiene and cleanliness of the service area.
10. The conduct, behaviour and cleanliness of all attendants will be the responsibility of the Agency.
11. If in the opinion of RKS there is any defect or deficiency in the performance of the contract, the RKS may terminate the contract or impose a suitable fine on the Agency on misuse of the premises for commercial purpose or any other vested interest on each occasion. Such fine will be deductible from the deposited amount (EMD money).
12. Complaint book should be maintained and submitted every month to RKS. The Cafeteria will be supervised and checked by the person as authorized by the Member Secretary of RKS as and when required.
13. Sudden closure of premises and stoppage of work without prior permission of RKS may result in cancellation of contract and forfeiture of EMD deposit.
14. The EMD money is refundable only after successful completion of contract period.

15. The RKS has the right to reject any or all proposals without assigning any reason thereof.
16. After occupancy of space if Cafeteria is not started within 7 days, the contract can be cancelled.
17. On acceptance of the offer/tender the agreement of contract deed is to be signed by the Agency within 10 days of acceptance of the offer.
18. Selection is based on the evaluation of the proposal.
19. Any form of canvassing or influencing the decision of Authorities will result in disqualification of the proposal.
20. RKS can alter any condition of the tender at any time after notification in the Office Notice Board.
21. Any damage caused to the infrastructure must be replaced or repaired by the Agency.
22. The Agency should ensure the maintenance and upkeep of the area provided by the Hospital.
23. Agency should not cook anything which may hurt religious feelings of any community.
24. The employees of the Agency should not cause any nuisance or annoyance to the beneficiaries/Hospital Staff and if caused the decision of the RKS should be final.
25. The Agency will have to make his own arrangements for gas connections and refilling. Adequate safety measures against fire and electricity hazards must be taken.
26. The contract can be terminated by either side by giving one month notice.
27. Any other terms and conditions fixed from time to time will be conveyed.
28. The final authority for dispute will rest with the Member Secretary of the RKS.
29. The Agency shall not sub-contract the Cafeteria to any other Party. No commercial or immoral activity shall be undertaken in the Hospital Campus.
30. The Agency shall be under the discipline of the Hospital and follow the instructions issued from time to time.
31. The Agency has to maintain the Bio-Waste Management Protocol in the Cafeteria.
32. Agency shall in no case disturb the working of the Hospital. The employees would remain decent and courteous.
33. Any of his employees indulging in any act of indiscipline, misbehaviour or violent act(s) or abets other in doing so, and if is prima facie proved, then the Agency shall remove the employee concerned from the premises immediately on receipt of verbal or written communication from the Authorities of the Hospital.

34. Only a few requisite staff of Cafeteria will be allowed to stay in the Cafeteria after working hours (under special circumstances) with authorization of the RKS Member Secretary.
35. Any dispute / litigation is subject to Jajpur Jurisdiction.
36. Any terms and conditions not covered in the agreement will be decided by the Member Secretary of RKS and decision on the same will be final and binding.

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