

ROGI KALYAN SAMITI, CHC KANAS, PURI- 752017

DIET TENDER NOTICE

Rogi Kalyan Samiti, CHC Kanas, Puri invites tender from the eligible registered diet preparation and catering firm/agency/SHGs to the indoor patients admitting at CHC Kanas, Puri on annual contract basis. Details of tender paper and term of reference will be available online at <https://puri.odisha.gov.in> and official website of CHC Kanas <https://chckanaspuri.in>. The sealed tender should be reached before **2.00 PM on dated 18/08/2025** at the address of “**Superintendent, CHC Kanas, Puri -752017**” by speed post/ regd. Post/by hand. The Tender will be opened before the Diet Committee on 18/08/2025 at 3.00 PM.

-Sd-

**Superintendent-cum- Member Secretary
Rogi Kalyan Samiti, CHC Kanas, Puri**

TENDER DOCUMENT (REQUEST FOR PROPOSAL) RFP FOR SUPPLY OF DIET TO THE INDOOR PATIENTS OF CHC KANAS, PURI

NOTICE INVITING PROPOSAL

Rogi Kalyan Samiti, CHC Kanas, Puri invites tender from the eligible registered diet preparation and catering firm/agency/SHGs to the indoor patients admitting at CHC Kanas, Puri on annual contract basis.

SECTION – I

SCHEDULE OF EVENT

- 1) Period for available of Tender Document in website- 07/08/2025 to 17/08/2025
- 2) Pre Bidding Meeting – 08/08/2025 at 3 PM at CHC Kanas
- 3) Last Date for submission of proposal – 18/08/2025 before 2 PM at CHC, Kanas, Puri (Proposal should submit through Speed post/ Regd. Post/ By Hand)
- 4) Date, Time and Venue for opening of Tender – 18/08/2025 at 3 PM in Conference Hall of CHC Kanas, Puri (Bidder/ Representative should present during the opening of the tender)

SECTION – II

INSTRUCTION TO THE BIDDER

2.1 Scope of Proposal

- a) Interested bidders fulfilling eligibility criteria may submit their bid for CHC Kanas. The Bids are to be submitted at office of the Superintendent, CHC Kanas by hand/ speed post/ regd post during working hours in due date.
- b) The selection of the agency shall be on the basis of an evaluation by the diet selection committee of CHC Kanas through the selection process specified in the RFP/document, Bidders shall be deemed to have understood and agreed that no explanation justification for any aspect of the selection process will be given and that the decision of diet committee is without any right of appeal whatsoever.
- c) The bidder shall submit its proposal in the form of manner specified in this RFP. Upon selection the agency shall be required to enter into an agreement with the Superintendent, CHC Kanas.

2.2 Eligibility Criteria

- a) The bidder must be registered in India as a company/Firm/Society/Trust or SHG/SHG Federation and must have registration certificate under relevant act/Rule of the state/ central Govt.
- b) The Bidder must have a registered/operating office in Kanas.
- c) The Bidder must have minimum 1 year experience in diet preparation, supply & management of diet services in Govt, Private Health facility/other govt Institutions. The bidder shall furnish the detail of the past performance in the required format (Form-T5) supported with the work order/contract copies.
- d) In case of SHG /SHG Federation the diet selection committee is to take decision in view of their past experience supported with the worker order/ contract copies for at least minimum year of experience.
- e) The bidder applying for CHC must have minimum average annual turnover of Rs. 5 lakh per year for last three years. The bidder has to furnish the details of their annual turn over certificate by CA/ IT return form.
- f) The bidder must have valid labour registration certificate.
- g) The Bidder must have PAN.
- h) The Bidder must have GST registration.
- i) The agency should have valid food license.

2.3 Proposal Submission

- a) Interested bidders fulfilling eligibility criteria may submit their bid as follows.
 - Part -A- Tender Documents cost Rs. 1000/-, EMD as of Rs. 5000/- in shape of DD.
 - Part- - Technical Proposal as per the format set out in RFP
- b) The proposal shall be typed or written in legibly in indelible ink and shall be signed the authorized representative of the bidder.
- c) Any interlineations, erasures or overwriting shall be valid only if the person or persons signing the proposal have put his/their initial prior to submission of the same.

2.4 Bid Document Cost

- a) All Bidders are required to pay **Rs. 1,000 (Rupees One Thousand only)** towards Tender Paper cost in the form of Demand Draft drawn in favour of the Rogi Kalyan Samiti, CHC Kanas payable at Kanas. The Tender Paper cost is Non-Refundable and cannot be claimed by the tendering agency.
- b) In the absence of the bid document cost, the technical proposal of the bidder shall be rejected. There is no exemption in submission of bid document cost. .

2.5 Earnest Money Deposit (EMD)

- a) The bidder must have submit an EMD of **Rs.5,000/-** (Five Thousand) only in shape of DD in favour of Rogi Kalyan Samiti, CHC Kanas payable at Kanas.
- b) In absence of the EMD, technical proposal of the bidder shall be rejected.
- c) The EMD Shall be returned to unsuccessful bidders within a period of 4 weeks from the date of announcement of the successful bidder.
- d) The EMD shall be forfeited if the bidder withdraw its proposal during the interval between the proposal due date and expiration of the proposal validity period or on in case of successful bidder, if does not executive the agreement.

2.6 Packing, Sealing and Making of Proposal

- a) The tender document cost and EMD (Cover A) and Technical Proposal (Cover B) Must be inserted in separate sealed envelopes, along with applicant's name and address in the left hand corner of the envelope and super scribed in the following manner.
 - **Cover A-** Tender Document Cost & EMD for supply of Diet to CHC Kanas
 - **Cover B-** Technical Proposal for supply of Diet to CHC Kanas
- b) The two envelopes i.e envelope for Part A and Part B must be packed in a separate sealed outer cover and clearly superscribed with the following:
 - Proposal for supply of Diet to CHC Kanas
 - The Bidders Naem & Address shall be mentioned in the left-hand corner of the ouster envelope.
- c) The inner and outer envelopes shall be addressed to the Superintendent, CHC Kanas, AT/PO-Kanas, Puri- 752017.

2.7 Content of the Proposals

a) Cover A (Tender Document Cost and EMD)

- I. Bid document cost of Rs. 1000/- in shape of DD
- II. EMD cost of Rs. 5000/- in shape of DD

b) Cover B (Technical Proposal)

The bidders are requested to submit a detail technical proposal with respect to this RFP in conformity with the Term of Reference Forming part of this RFP.

1. Form T1 (Checklist)
2. For T2 (Technical Tender Submission Form)
3. Photocopy of the Registration Certificate of the agency
4. Photo copy of PAN
5. Photo copy of GST
6. Photocopy of Food license.
7. Form T3 (Details of the Bidder)
8. Form T4 (Turnover Certificate from the CA)
9. Photocopy of Income Tax Return
10. Form T5- Relevant experience details in managing diet services in any institution
11. Photo copy of work order / contract executed in support of the information furnish in form T5
12. Form T6- Affidavit certifying that the bidder is not blacklisted
13. Any other details of bidder if the bidder like to include in the proposal.

SECTION - III

Modality for Diet Services

1. The successful bidder [also referred here as the agency or outsourced agency] would operate in the campus of the concerned health institution and required basic infrastructure would be provided by the health institution to facilitate the smooth operation of the agency.
2. The agency would be abided by the cost and quality norms/standards as mentioned in the bid, diet guidelines and communicated to them from time to time by the concerned health institution.
3. The agency would recruit required number of staff for cooking and serving so that diet can be supplied to the in door patients in time.
4. The agency would take up free health check-up of the cooking and serving staff from time to time, at least once in three months.
5. The maintenance of kitchen and equipment would be the responsibility of the agency and the agency should ensure that proper care is taken in this regard.
6. The agency would prepare and supply diet adhering to the quality norms specified by the health institution. The agency should also prepare different types of diet as per the indent placed by the health institution keeping in mind the diet requirement of different category of patients.
7. The agency would be responsible for procurement of different items required for preparing diet and storing it properly. The health institution would not be responsible for any loss of procured items.
8. Perishable items would be supplied / procured on daily basis and for that supplier /suppliers would be identified jointly by the designated person of the health institution and the outsourced agency.
9. The health institution would have the right to monitor the quality of items purchased and used in the diet preparation process.
10. The agency would manage kitchen waste in a scientific manner with due consultation with the concerned hospital administration.
11. At any point of time i.e. during procurement of raw materials, processing, preparation of diet, serving the diet to the patients and cleaning the utensils / instruments, the dietician and/or any person from the health institution can visit and interact with concerned person. The agency should not have any restriction to this rather the agency would facilitate such process to improve the service quality.
12. The agency would prepare and update the accounts details and maintain other related documents that are required for reimbursement of the expenses on monthly basis. In case of incomplete documents, the hospital administration would not reimburse the incurred cost. The documents to be prepared should be supplied by the health institution before hand and maintained by the agency on daily basis. The financial and non-financial documents would be subject to audit.
13. The behaviour of the serving staff of the agency towards the patients should be conducive and disciplinary action would be taken by the hospital administration, in consultation with the concerned agency, against the person/s violating the behavioural norm.
14. The agency would be responsible to make alternative arrangements in cases of situations such as staff strike, local strike [Bandh/Hartal] etc. ensuring that the patients get diet in the appropriate time.
15. The agency would be abided by different Government notification, circulars, written instructions etc. published from time to time with regard to the subject. In case of requirement, the hospital administration would provide required clarity to the agency on the related notification, circular etc.

16. For any grievance, the agency would approach to the Superintendent, CHC Kanas, Puri and appraise them in written about the problem. It is the responsibility of the health institution to comply with the grievance and solve it within a maximum of one month time and decision should be communicated to the agency in the written form.
17. Any dispute arising in the process of managing the diet preparation and supply, both the party i.e. the outsourced agency and the hospital administration should discuss and take appropriate decision that is mutually agreeable otherwise the decision of the Chairman E.C RKS is final. The hospital administration reserves the right to cancel or renew the contract of the outsourced agency with prior notification of 7 days without assigning any reason thereof. The same condition is also applicable for the outsourced agency in case the agency wants to quit its service.
18. The outsourced agency would provide **uniform** embedded with its logo to all the staff recruited by the agency. The agency would ensure that the recruited staff attend their duty with clean uniform and keeping themselves neat and clean while on duty

19. **Timing of Diet Supply:**

The timing of diet supply to the patients is mentioned below for adherence. In no case, there should be deviation in time, not exceeding 0.30 hrs for each category of diet timing. The diet preparing and distributing contractor would be advised accordingly

1. Breakfast: Between 7.30 am to 8.00 am
2. Lunch: Between 1.00 pm to 2.00 pm
3. Dinner: Between 8.00 pm to 9.00 pm

Note: Timing of diet and times of diet provision may vary based on the diagnosis and as per the recommendation / prescription of the dietician / doctor. The Junior Assistant / person designated for the management of dietary services would adhere to the timing as prescribed by the doctor / dietician. Timing for patients prescribed for “full liquid diet” under therapeutic diet may vary based on the advice of the dietician / doctor.

20. **Clear Liquid Diet** would be provided to the patients in the pre or post operative stage for one or two days or based on the advice of the doctor and dietician. This diet should be completely free of any solids even those found in the milk. Only clear liquids such as tea or coffee without cream or milk, clear soup etc. should be given. This diet is to be used for a very short period of time. Full liquid diet should be given for all acute conditions before diagnosis.
21. **Soft diet** is intermediate between a full liquid and light diet. It should be served to patients who are convalescing from surgery, gastro-intestinal disturbances and acute infections. This diet should be nutritionally adequate and planned on the basis of a normal diet. The food should be soft in texture and consistency, easy to chew and should contain low roughage. The diet would be made of simple, easily digestible foods and should contain no harsh fiber and no rich or highly flavored foods. It should be a high calorie-high protein diet. A slight modification of this diet may be mechanically softened or dental soft diet which requires little or no chewing.
22. **The Light Diet** would be very similar to a soft diet in addition to simple salads such as fruits or sliced tomato.

23. **Therapeutic diet** should be prepared for six different patient categories i.e. persons suffering from [1] Diabetes Mellitus [2] Cardio-Vascular [3] Acute & Chronic Renal Diseases [4] Cancer [5] TB and [6] Burning cases.
24. **Period of Engagement** – The period of engagement is for two years and initially the contract shall be signed for a period of one year which may be extended for another year if performance of the agency is found satisfactory as per due assignment.
25. **Award of Contract-** One evaluation o technical evaluation of the RFP and decision thereon by the diet selection committee, the selected bidder shall have to execute a contract with Superintendent within 15 days from the date of acceptance of their bid is communicated to them. This request for proposal along with documents and information provided by the bidder shall be deemed to be integrated part of the agreement.
26. **Performance Security:-** The selected firm shall have to deposit a performance security of Rs. 10,000/- (Rupees Ten Thousand) in the shape of demand draft in favour of Rogi Kalyan Samiti, CHC Kanas payable at Kanas. The performance security submitted by the selected bidder shall be retained for the year contract period.
27. **Payment & Price Validity:** The agency would be paid once in a quarter based on the case load and number of meals supplied subject to availability of Govt. allotment. The number of diets prepared during “lunch” would be considered as the benchmark for calculation of number of patients/days or any such norms that is suggested and agreed upon mutually by the hospital administration and the outsourced agency / bidder. The hospital administration would verify the bills, vouchers and other supporting and od the needful for payment of dues within 21 days of submission of bills / vouchers.
28. **Penalty :** (a) A penalty of Rs. 10,000/- shall be deducted for bad quality of food and for each occurrence noticed during the inspection of hospital officials. (b) For not wearing of uniform/gloves/cap/shoes or not possessing identify card a penalty of Rs. Per person / day shall be deducted from the bill as penalty. (c) An penalty of Rs. 5000/- in a month shall be deducted for not using the required quantity of meals/foods by the agency. (d) A penalty of cost per meal per person for shortfall of meals shall be recovered from the agency. (e) The amount of penalty shall be deducted from the bill of the agency.
29. **Termination / Suspension of Contract:** (a) The hospital authority may by a notice in writing suspend the agreement if the selected agency fails to perform any of his obligations including carrying out the service provided that such notice of suspension (i) shall specify the nature of failure and (ii) shall request remedy of such failure within a period of not exceeding 15 days after the receipt of such notice.
- (b) The hospital authority after giving 30days notice in writing expressing the intension of termination by starting of the ground on the happening of any of the events, may terminate the agreement after giving reasonable opportunity of being heard to the service provider. (i) if the agency do not remedy a failure in the performance of his obligations within 15 days of receipt of notice or within such further period as the hospital authority have subsequently approved in writing. (ii) if the agency becomes insolvent or bankrupt.

30. **Settlement of Dispute:** If dispute or difference of any kind shall arise between the hospital authority and agency in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultation. If the parties fail to resolve their dispute or difference by such mutual consultation within 21 days of its occurrence, then such dispute or difference shall be referred to the sole arbitration of Secretary to Health, Govt. of Odisha whose decision shall be final.
31. **Right to accept and reject any proposal:** The Diet selection committee/ Hospital Authority reserve the right to accept or reject any proposal at any time without any liability or any obligation for such rejection or annulment and without assigning any reason.
32. **Jurisdiction of Court:** Legal proceedings if any shall be subject to the concern District Jurisdiction only.
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SECTION -IV

4.1 Category of Diets and It's Price

As per Govt resolution No. 18461/H dated 03/08/2023 the following category of diet shall be provided to the indoor patients of all Govt health instructions.

Sl. No	Category of Diet	Proposed diet rate per patient (Breakfast, Lunch and Dinner) per day
1	General Diet	Rs. 110/-
2	Paediatrics Diet	Rs. 95/-
3	High Protein Diet	Rs. 120/-
4	Dry Diet	Rs. 95/-
5	Liquid Diet	Rs. 110/-

(The diet rate per patient per day (Breakfast, Lunch & Dinner) to be paid to the agency shall includes all cost relating to food stuffs, raw vegetable, spices, edible oils for cooking, fuel (LPG), stove, burners, cooking, distribution, & cleaning, kitchen equipment, utensils, stainless steel diet trays for patients, food trolley, manpower cost for cooking,/ distribution. Cleaning and service charges.)

4.2 Diet Menu

4.2.1 Non-Therapeutic Diet:

This general or routine diet must be nutritionally adequate either to maintain adequate nutrition or to improve the nutritional status. This general or full diet may be served to ambulatory patients who are not under therapeutic diet. This diet should contain minimum number of rich foods and foods that require longer time for digestion, since hospital patients are physically less active than average normal persons. Patients who need adaptations or modifications in their diet, due to illness, accident or injury, may be served a modified diet until they become ambulatory patients who can be served the general diet. The composition of general diet highlighted below.

4.2.1.1 Full Diet [Adult]

1. This is for all adult patients who are not on therapeutic or modified diet.
2. The dietician should prepare a weekly diet calendar keeping the nutritional value intact

Table 1: Full Diet			
SN	Food Items	Vegetarian	Non-Vegetarian
A	Calories	2500	2500
B	Protein	75 gm	80 gm
C	Fat	60 gm	70 gm
D	Carbohydrates	420 gm	400 gm
	Diet Specification		
1	Cereals	350 gm	350 gm
2	Bread	50 gm	50 gm
3	Pulses	50 gm	25 gm
4	Milk/Curds	550 ml	300 ml
5	Green & other Vegetables	300 gm	300 gm
6	Potato or substitutes	100 gm	100 gm
7	Butter	10 gm	10 gm
8	Fats & oils	20 gm	30 gm
9	Sugar	50 gm	50 gm
10	Seasonal fruit	150 gm	150 gm
11	Meat/Fish/Chicken or Egg	-	100 gm; 2 egg
12	Tea / Coffee	7 gm / 15 gm	7 gm / 15 gm
13	Salt	10 gm	10 gm
14	Condiments	15 gm	15 gm
Note: Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm			

Table 2: General Diet menu for Adult

Day	Breakfast	Lunch	Dinner
	7.30 Am to 8.00 AM	1.00 PM to 2.00 PM	8.00 PM to 9.00 PM
Sunday	Veg Suji Upama- 100gm Ghuguni- Matar 50g+ sabji Apple/Banna-1	Rice-100gm Dal- 50gm Fish/Egg Curry- 2 nos Salad- 50g	Roti-3pc Santula- 250gm Milk- 500ml
Monday	Chuda Upama- 100gm Dalama- Dal 50gm+veg 100gm Apple/Banna-1	Rice-100gm Dal- 50gm Soya Curry- 150gm Veg fry-veg 50g+patato50g)	Roti-3pc Veg curry- 250gm Chhena- 200gm/ Milk- 500ml
Tuesday	Suji Halwa- 100gm Fruits(Bannana/Apple/Guava)- 100gm Boil egg- 2 Nos Biscuit-1	Rice-100gm Dalma- [Dal 50gm + Veg 150gm], Veg potato fry [Veg 50gm + Potato 25gm] Khata/Chatni-	Roti-3pc/ Rice-100gm Dalma- [Dal 50gm + Veg 150gm], Milk- 500ml
Wednesday	Veg Suji Upama- 100gm Ghuguni- Matar 50g+ sabji Apple/Banna-1	Rice-100gm Dal- 50gm Curry Fish /Chicken /Egg 2 Salad- 50g/Khata	Roti-3pc Santula- 250gm Milk- 500ml]
Thursday	Chuda Upama- 100gm Dalama- Dal 50gm+veg 100gm Apple/Banna-1	Rice-100gm Dal- 50gm Soya Curry- 2 nos Veg fry-veg 50g+patato50g)	Roti-3pc Veg curry- 250gm Milk- 500ml
Friday	Veg Suji Upama- 100gm Ghuguni- Matar 50g+ sabji Apple/Banna-1	Rice-100gm Dal- 50gm Egg Curry- 2 nos Salad- 50g	Roti-3pc Santula- 250gm Milk- 500ml]
Saturday	Suji Halwa- 100gm Fruits(Bannana/Apple/Guava)- 100gm Boil egg- 2 Nos Biscuit-1	Rice-100gm Dalma- [Dal 50gm + Veg 150gm], Veg potato fry [Veg 50gm + Potato 25gm] Khata/Chatni-	Roti-3pc/ Rice-100gm Dalma- [Dal 50gm + Veg 150gm], Milk- 500ml

Note:

The diet menu is suggestive and may change as per the availability of the proposed items. The concerned dietician / medical officer would be the final authority to take appropriate decision on the menu without compromising the quality

4.2.1.2 General Diet for Children [From Six Months to Three Year]

Table 3: General Diets for Children [From Six Months to Three Years]

SN	Food Items	Quantum
A	Calories	1150
B	Protein	40 gm
C	Fat	55 gm
D	Carbohydrate	125 gm
	Diet Specification	
1	Milk	1 lt.
2	Bread	50 gm
3	Egg	One

4	Sugar	50 gm
5	Orange	One
6	Banana	One
7	Butter	10 gm

Note:

Attending mother of the child below six months would be provided with normal adult diet if the child is dependent upon mother's milk.

4.2.1.3 General Diet for Children [3-9 Years]

Table 4: General Diets for Children		
SN	Food Items	Quantum
A	Calories	1450
B	Protein	50 gm
C	Fat	65 gm
D	Carbohydrate	125 gm
Diet Specification		
1	Milk	1.25 lt.
2	Bread	50 gm
3	Egg	One
4	Sugar	50 gm
5	Orange or Banana	One
6	Tea	7 gm
7	Butter	100 gm
8	Salt	10 gm
9	Green & other leafy vegetables	150 gm
10	Potatoes [for soup]	50 gm
Note: Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm		

4.2.1.4 General Full Diet [Children]

Table 5: General Full Diet [Children]			
SN	Food Items	Vegetarian	Non-Vegetarian
A	Calories	2000	2000
B	Protein	68 gm	75 gm
C	Fat	45 gm	55 gm
D	Carbohydrate	350 gm	340 gm
Diet Specification			
1	Cereals	250 gm	250 gm
2	Bread	100 gm	100 gm
3	Pulses	25 gm	25 gm
4	Milk/Curds	750 ml	450 ml
5	Green & other vegetables	150 gm	150 gm
6	Potato or substitute	50 gm	50 gm
7	Butter	10 gm	10 gm
8	Fats & oil	10 gm	10 gm
9	Sugar	50 gm	50 gm
10	Tea / Coffee	7 gm / 15 gm	7 gm / 15 gm
11	Seasonal fruits	150 gm	150 gm
12	Meat/Fish/Chicken or Egg		100 gm; 2 eggs
13	Salt	10 gm	10 gm
14	Condiments	10 gm	10 gm
Note: Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm			

4.2.1.5 Full Soft Diet [Children]

SN	Food Items	Vegetarian	Non-Vegetarian
A	Calories	1800	1800
B	Protein	55 gm	65 gm
C	Fat	55 gm	55 gm
D	Carbohydrate	275 gm	260 gm
Diet Specification			
1	Cereals	100 gm	100 gm
2	Pulses [Dal]	50 gm	50 gm
3	Bread	100 gm	100 gm
4	Milk/Curds	750 ml	450 ml
5	Green & other vegetables	150 gm	150 gm
6	Potato or substitute	50 gm	50 gm
7	Butter	10 gm	10 gm
8	Fats & oil	10 gm	10 gm
9	Egg or Paneer	25 gm	One
10	Sugar	50 gm	50 gm
11	Tea / Coffee	7 gm / 15 gm	7 gm / 15 gm
12	Seasonal fruits	150 gm	150 gm
13	Meat/Fish/Chicken or Egg		100 gm; 2 eggs
14	Salt	10 gm	10 gm
15	Condiments	10 gm	10 gm

Note: Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm

Day	Breakfast	Lunch	Dinner
Sunday	Apple one and Bread-100gm	Rice-50gm Dalma- [Dal 15 Gm + Veg50 Gm +Potato 25 Gm] Veg Potato fry- [Veg 50gm+ Potato 25gm]	Rice-50gm Dalma- [Dal 15 Gm + Veg50 Gm +Potato 25 Gm] Veg Potato fry- [Veg 50gm+ Potato 25gm]
Monday	Apple one and Bread-100gm	Roti/Rice-50gms, Dal-15gm, Vegetable-50gm, Potato-25gm, Paneer-25gm	Roti/Rice-50gms, Dal-15gm, Vegetable-50gm, Potato-25gm, Paneer-25gm
Tuesday	Orange one and Suji Kheer	Rice-50gm Dalma- [Dal 50gm + Veg 150gm], Veg potato fry [Veg 50gm + Potato 25gm]	Rice-50gm Dalma- [Dal 50gm + Veg 150gm], Veg potato fry [Veg 50gm + Potato 25gm]
Wednesday	Banana one and Suji Kheer	Rice Khichdi [Veg 100gm + Rice 25] Potato Varta- [Potato 50gm]	Rice Khichdi [Veg 100gm + Rice 25] Potato Varta- [Potato 50gm]
Thursday	Apple one and Simei kheer	Rice-50gm Dalma- [Dal 15gm + Vegetable 75gm + Potato-25gm] Veg fry- 100gm	Rice-50gm Dalma- [Dal 15gm + Vegetable 75gm + Potato-25gm] Veg fry- 100gm
Friday	Orange one and Custard	Rice-50gm Dal-15gm Egg Curry- [Egg one]	Rice-50gm Dal-15gm Egg Curry- [Egg one]
Saturday	Banana one and Bread-100gm	Rice-50gm Dal-15gm Soyabean-20gm	Rice-50gm Dal-15gm Soyabean-20gm

Note:
The diet menu is suggestive and may change as per the availability of the proposed items. The concerned dietician / medical officer would be the final authority to take appropriate decision on the menu without compromising the quality

4.2.2 Therapeutic Diet:

The progressive therapeutic diet is classified as follows:

1. Liquid Diets: [i] Clear liquid and [ii] Full liquid
2. Soft diets
3. Light diets

4.2.2.1 Liquid Diet-Clear / Full Liquid Diet

Clear Liquid Diet is for patients in the pre or post operative stage for one or two days. This diet should be completely free of any solids even those found in the milk. Only clear liquids such as tea or coffee without cream or milk, clear soup etc. should be given. This diet is nutritionally inadequate but to be used for a very short period of time. Full liquid diet should be given for all acute conditions before diagnosis

SN	Food Items	Vegetarian
A	Calories	1500
B	Protein	45 gm
C	Fat	60 gm
D	Carbohydrates	190 gm
Diet Specification		
1	Milk	1 lt.
2	Bread	100 gm
3	Butter	20 gm
4	Egg / Milk	One / 100 ml milk [Veg.]
5	Green & other Vegetables [for soup]	150 gm
6	Potato or substitutes	100 gm
7	Sugar	50 gm
8	Seasonal fruit	150 gm
9	Tea / Coffee	7 gm / 15 gm
10	Salt	10 gm
Note:		
1. Patients who do not take egg may be given 100 ml of milk		
2. Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm		

Liquid diet is suitable for the conditions such as [1] Head injuries [2] Gastrostomy cases [3] Paralytic Syndrome and other conditions where patients are unable to swallow [4] First 24-48 hrs in cardiovascular disorders [5] Post operative cases [6] Severe burns etc.

SN	Particular	Diet	Quantum
A	Diet of 1000 Calories	Milk	750 ml.
		Sugar	50 g
		Fruit for juice	200 g
		Dal/protein hydrolysate*	25 g
		Oil	10 g
Approx. Nutritive Value			
		Calories	980
		Protein	30 g
		Fat	40 g
		Carbohydrate	125 g
Note -if milk is not tolerated, equal amount of curd can be given; * Any high protein product.			

B	Diet of 1500 Calories	Milk	1 Litre
		Sugar	100 g
		Fruit for juice	200 g
		Vegetables for soup	200 g
		Dal/Egg	50 g
		Oil	10 g
		Approx. Nutritive value	
		Calories	1510
		Protein	50 g.
		Fat	50 g.
		Carbohydrate	215 g.
		Note -if milk is not tolerated, equal amount of curd can be given	
C	Diet of 2000 Calories	Milk	1 litre
		Curd	250 g
		Fruit for juice	2000 g
		Sugar	100 g
		Vegetables	200 g
		Rice (for gruel)	75 g.
		Cream	50 g.
		Dal/ Egg	60 g.
		Approx. Nutritive Value	
		Calories	1965
		Protein	65 g.
		Fat	65 g.
		Carbohydrate	280 g.
		Note: Liquid jelly, custard etc. can be included	

Table 10: Menu of Full Liquid Diet

Breakfast	Milk-300ml
Mid-Morning [10.00 AM]	Plain Custard Milk-150ml 30gm Custard Sugar-5gm to 7gm
Lunch [1.00 PM]	Grinded & Stained Rice + Dal + Oil [5ml] rich in MUF & DUF
Evening Tea [4.00 PM]	Milk with/without sugar 300ml
Dinner [7.00 PM]	Rice & porridge (30gm Rice / suji sugar-5gm, milk-100ml)
Bed Time [10.00 PM]	Barley Water [15gm Barley+150ml milk] vol. 300ml
Note: The diet menu is suggestive & may be changed based on the recommendation of the dietician / medical officer	

4.3 Soft Diet

This diet is intermediate between a full liquid and light diet. It should be served to patients who are convalescing from surgery, gastro-intestinal disturbances and acute infections. This diet can be nutritionally adequate when planned on the basis of a normal diet. The food should be soft in texture and consistency, easy to chew and contain low roughage. The diet would be made of simple, easily digestible foods and should contain no harsh fibre and no rich or highly flavoured foods. It should be a high calorie-high protein diet. A slight modification of this diet may be mechanically softened or dental soft diet which requires little or no chewing.

Table 11: Full Soft Diet

SN	Food Items	Vegetarian	Non-Vegetarian
A	Calories	2250	2250
B	Protein	60 gm	65 gm
C	Fat	55 gm	60 gm
D	Carbohydrates	360 gm	360 gm
Diet Specification			
1	Rice or Dalia	200 gm	200 gm
2	Bread	50 gm	50 gm
3	Pulses	100 gm	100 gm
4	Milk/Curds	500 ml	200 ml
5	Egg or Paneer	25 gm	One
6	Green & other Vegetables	300 gm	300 gm
7	Potato or substitutes	100 gm	100 gm
8	Butter	10 gm	10 gm
9	Fats & oils	20 gm	30 gm
10	Sugar	50 gm	50 gm
11	Seasonal fruit	150 gm	150 gm
12	Meat/Fish/Chicken or Egg	-	100 gm; 2 egg
13	Tea / Coffee	7 gm / 15 gm	7 gm / 15 gm
14	Salt	10 gm	10 gm
15	Condiments	15 gm	15 gm

Note:

1. Vegetables should be cooked, Mashed [Pureed] and sieved, Dieticians should prepare a detail weekly diet calendar without altering the nutritional and calorie norm
2. Dietician should prepare a weekly diet calendar in accordance to the calorie and nutritional norm

Table 12: Weekly Semi-Solid Diet menu

Day	Breakfast	Lunch	Dinner
Sunday	Bread-100gm Milk-250ml	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula-250gm Kheer/Milk-250ml
Monday	Suji Halwa-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti/Rice-50gms,Dal- 15gm, Vegetable-50gm,Potato- 25gm,Paneer-25gm
Tuesday	Bread-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula-250gm Kheer/Milk-250ml
Wednesday	Semia-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula-250gm Kheer/Milk-250ml
Thursday	Custard-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula-250gm Kheer/Milk-250ml
Friday	Rice-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula-250gm Kheer/Milk-250ml
Saturday	Sugar-100gm	Khichdi(Rice-100gm+Dal50gm),Sntula Bharta(Mixed/Brinjal bharta-100gm),Kheer- 150gm	Roti-100gm Dalma-150gm/Santula- 250gm Kheer/Milk-250ml

Note:

The diet menu is suggestive and may change as per the availability of the proposed items. The concerned dietician / medical officer would be the final authority to take appropriate decision on the menu without compromising the quality

4.4 Light Diet:

This diet is very similar to a soft diet and includes all foods mentioned in the soft diet in addition to simple salads such as fruits or sliced tomato.

4.5 Fuel for Cooking

1. The kitchen should have LPG connection to be provided by the agency for diet preparation with additional cylinder provision.
2. Coal and Wood must not be used for cooking exclusive emergency cases.

4.6 Diet Certification

Diet prepared (Cooked/dry diet) on day to day basis should be certified by the dietician/doctor before its distribution. The diet certification would be with regards to quality, test and its adherence to the specified menu.

4.7 Constitution of Diet Vigilance Committee (DVC)

For monitoring and supervision of diet preparation, distribution, ensuring diet quality and overall management of diet, Diet Vigilance Committee (DVC) will be constituted with BDO, Superintendent, CDPO, PHEO, Jr, Clerk, Nursing officer I/C, 2 RKS Members. The DVC shall meet once in a month to discussion matters related to present diet services, and proposes changes if necessary.

4.8 Role and Function of Dietetics Section of Health facility

The dietetics section would be expected to perform important functions in dietary services and management. The basic responsibility would be;

- 1) Menu Planning
 - 2) Requisition of needed supplies
 - 3) Establishment and maintenance of safe food storage practices.
 - 4) Selection, training, assignment of duties, supervision of personnel
 - 5) Supervision of departmental sanitation
 - 6) Establishment of adequate records and supervision of record keeping, budget planning etc.
-

SECTION - V

Criteria for Selection

Evaluation of Technical proposals based on eligibility criteria shall be made on the tender opening day by Diet selection committee.

In the first stage, the Technical Proposal will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Only those bidders whose technical proposals becomes responsive based on the eligibility criteria shall qualify for further detail technical evaluation for awards of the marks based on the following criteria:

5.1 Evaluation of Technical Proposals for Award of Marks

The Technical proposal of the bidders shall be evaluated and awarded marks based on the following criteria:

Sl.	Criteria	Total Marks (50)	Marking as per criteria	Marks obtained
1	Work experience	20	No work experience= 0	
			Work experience other than hospital = 5	
			1 or more years work experience in Govt Hospital of bed 16 to 30 = 10 marks	
			1 or more years work experience in Govt Hospital of bed 30 and above = 20 marks	
2	Annual Average Turnover	20	<u>For bidders other than SHG</u>	
			Below Rs. 3 Lakh =0	
			Between Rs. 3 to 5 Lakh = 10	
			Mor than Rs. 5 lakh = 20	
			<u>For SHG / SHG Federation</u>	
below Rs. 1 lakh = 0				
Between Rs. 1lakh to 3 lakh = 10				
Above Rs. 5 lakh = 20				
3	Quality Certification	10	Food license= 5 GST=5	

5.2 Award of Contract

- 1) The bidder who will secure highest total marks in the technical bid evaluation shall be awarded the contract.
- 2) In case the total marks secured by two or more bidders become equal, then the bidder having annual turnover shall be awarded the contract.

Note :- There is no financial proposal to be submitted in the bid, as this is a fixed cost based tender. Details of fixed cost (Diet Rate) to be paid per patient/day for different types of diet menu and is mentioned in this tender document at section -IV

Format T1

(To be furnished in the technical proposal envelope)

Checklist (Technical Proposal)

Please check whether following have been enclosed in the respective cover, namely Technical Proposal

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

Sl. No	Item	Whether included (Yes/No)	Page No
1	Format – T1 (checklist)		
2	Bid Document cost as DD of Rs. 1000/-	DD No _____ Date _____	
3	Earnest Money Deposit (EMD) in shape of DD of Rs. 5000/-	DD No _____ Date _____	
4	Format -T2 (Technical Proposal submission form).		
5	Format – T3 (Details of Bidder)		
6	Format- T4 (Annual Turnover Statement by CA		
7	Copies of the annual audited statement/ annual report for last 3 years		
8	Format – T5 (Performance Statement during last year years		
9	Copies of work orders/ end user certificates in support of the information furnished in format T5		
10	Copy of Quality certificate – Food license / Registration		
11	Format- T6 (Format of Affidavit regarding the firm is not blacklisted		
12	Copy of the Registration certificate		
13	Copy of the GST registration certificate		
12	Copy of PAN		
15	Income return filing acknowledge for the Assessment year 2024-25.		

Format T2

(To be furnished in the technical proposal envelope)

Technical Tender Submission Form

(On the letter head of the firm)

To

The Superintendent, CHC Kanas

Sub:- Submission of Proposal for selection of agency for supply of Diet (Dry, Liquid, Cooked) to the indoor patient of CHC Kanas

Dear sir,

We the undersigned offer to provide services for the work: Selectin of the agency for supply of Diet to indoor patients of CHC Kanas.

We are hereby submitting our proposal which includes this Technical Proposal sealed under a separate envelope.

We hereby declare our confirmation of acceptance of the condition of contract mentioned in the RFP/Tender documents for the purpose.

We hereby declared that all the information and statements made in this proposal are true and accepted that any of our misrepresentations contained in it may lead to our disqualification.

We undertake that our proposal shall remain valid for 180 days after the date of bid opening for the purpose of bid evaluation/ finalization of contract.

I hereby declare that my company has not been debarred/ black listed by any Government/ semi Govt organization. I further certify that I am the competent authority in my company authorized to make this declaration.

We understand you are not bound to accept any proposal you receive.

Yours sincerely

Authorized Signatory

Name of Person signatory

Name of Agency/Firm/Company/SGH

Address with seal

Format T3

(To be furnished in the technical proposal envelope)

Details of the Bidder

(On the letter head of the firm)

1.	NAME OF THE BIDDER		
2	REGISTERED OFFICE	AT-	PO-
		PS-	DIST-
		MOBILE NO-	
		EMAIL ID-	
3	Contact Person detail	Name	
		Designation in the agency	
		Mobile No	
		Adhar No	
4	Address for communication	AT-	PO-
		PS-	DIST-
		MOBILE NO	
		EMAIL ID	
5	Type of agency	Private Ltd	Public Ltd
		Partnership	Proprietorship
		Society	SHG/SHG Federation
6	Registration No and date		
7	Nature of Business	Manufacturer	Authorized service provider
		Retailer	Other
8	Key person details like (Owner/ Chairman/ Director/ President/) etc	Name	Designation
		Mobile No	
9	Whether any criminal cases was registered against the agency or any of its promoters in the past?	(Yes/No)	
10	GST Registration No.		
11	PAN details (PAN Holder Name and PAN No)		
12	Food License/ Registration No and valid till		
13	Bank details of the bidder for return of EMD/ Payment for supply if any (if selected)		
	Account Hold Name		
	Account No		
	Bank & Brach		
	IFSC		

Date :

Signature with Seal of Authorized person

Format T4

(To be furnished in the technical proposal envelope)

Annual Average Turnover Statement

(On the letter head of the CA)

The Annual Turnover of M/S _____ for the financial years are given below and certified that the statement is true and correct.

Sl. No	Financial Year	Annual Turn over in Rs.
1	2022-23	
2	2023-24	
3	2024-25	

(this turnover statement should also be supported by copies of audited annual statement of the last three years and the turnover figure should be highlighted their)

Date :

Membership No
Signature with Seal of CA

Format T5

(To be furnished in the technical proposal envelope)

Past Experience in Executing Diet preparation and Supply in Govt or Pvt Health or other institution

Name & Address of organization where service provided	Work Order No and date	Brief Description of service	Details of kitchen setup established if any	No of Beds/ people for which diet services given	Role of your firm

(Please provide copy of work order/ contract copies of the works executed)

Date :

Signature with Seal of Authorized person

Format -T6

**Format for Affidavit certifying that Entity / Promoter(s) /Director(s)/Partners of
Entity are not blacklisted (On a Stamp Paper of relevant value)
Affidavit**

I, M/s. (the name of the agency with address of the registered office) hereby certify and confirm that we or any of our promoter(s) / director(s) are not barred by Department of Health & FW, Govt. of Odisha / or any other entity of GoO or blacklisted by any state Government or central Government/ department / organization in India from participating in Project/s, either individually or as member of a Consortium as on the _____(Date of Signing of proposal).

We further confirm that we are aware that, our proposal for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the agreement period.

Dated thisDay of....., 2025

Authorized Signatory/Signature [In full and initials]: _____

Name and Title of Signatory: _____

(Company Seal)

Annexure I: Diet Prescription Slip

Diet Prescription Slip:

Sl. No.		Date of Issue			
District		Institution Type		MCH	DHH
Block / Sub-division				SDH	AH
Patient's Name				CHC	PHC
Patient's Age		Gender		Male	Female
Diagnosed Disease		Diagnosis Date			
Name of the Doctor		Admission Date			
Expected days of stay		Expected Discharge Date			
Prescribed Diet:					
Date	Breakfast		Lunch		Dinner
	Diet Type	Diet	Diet Type	Diet	Diet Type
Signature of the Dietician					
Name:					
Place:					
Please mention the Diet Type by date:					
[1] Normal Diet; [2] Semi-solid Diet; [3] Full-Liquid Diet; [4] Diet for Cardio-Vascular; [5] Diet for Diabetic;					
[6] Diet for CRF/CKD; [7] Diet for Paediatric					

Specific colour code for specific disease and specific diet**Note:**

1. Use of **red colour** may kindly be avoided as it may create different impression in the mind of the patients.
2. Use of **Light Colour** is preferable in all the colour segments for different diet types.
3. For Liquid diet, soft diet and light diet, single unique or mixed colour can be used in a pattern mode i.e. original colour of therapeutic diet and colour of diet category. For Example, if colour of diet slip for cancer patient is green and liquid diet is having a water colour, the slip should have both the colours in a pattern i.e. top green and bottom with water colour or vice versa. Or the slip should have indication of both the colour. It will identify the patient type and diet type

SN	Diet Prescription Slip by patient types	Colour of the Slip	Remark
A	Therapeutic Diet		
A1	Diabetes Mellitus		Cyan
A2	Cardio-Vascular		Yellow
A3	Acute & Chronic Renal Diseases		Black
A4	Cancer		Cyan50% + Magenta50%
A5	TB and		Magenta 50%+ Yellow 50%
A6	Burning cases		Cyan 50% + Yellow 50%
A7	Paediatric		Magenta 50% + Black 50%
B	Specific Diet Type		
B1	Liquid Diet		Yellow 25% + Black 25%
B2	Soft Diet		Magenta 50% + Yellow 100%
B3	Light Diet		Cyan 25 % + Yellow 100%
B4	Normal Diet		Magenta 50 % + Yellow 25 %
C	Non-Therapeutic Diet		Cyan 100% +Magenta 100%

Diet Slip for Paediatric

Sl. No.		Date of Issue	
District		Institution Type	MCH DHH
Block / Sub-division			SDH AH
Patient's Name			CHC PHC
Patient's Age		Gender	Male Female
Diagnosed Disease		Diagnosis Date	
Name of the Doctor		Admission Date	
Expected days of stay		Expected Discharge Date	
Prescribed Diet:			
Date	Breakfast	Lunch	Dinner
	Diet Type Diet	Diet Type Diet	Diet Type Diet
	Liquid Diet	Liquid Diet	Liquid Diet
	Soft Diet	Soft Diet	Soft Diet
	Light Diet	Light Diet	Light Diet
	Normal Diet	Normal Diet	Normal Diet
<p>Signature of the Dietician Name: Place:</p> <p>Please mention the Diet Type by date: [1] Normal Diet; [2] Semi-solid Diet; [3] Full-Liquid Diet; [4] Diet for Cardio-Vascular; [5] Diet for Diabetic; [6] Diet for CRF/CKD; [7] Diet for Paediatric</p>			

Diet Slip for Non-Therapeutic Diet

Sl. No.		Date of Issue	
District		Institution Type	MCH DHH
Block / Sub-division			SDH AH
Patient's Name			CHC PHC
Patient's Age		Gender	Male Female
Diagnosed Disease		Diagnosis Date	
Name of the Doctor		Admission Date	
Expected days of stay		Expected Discharge Date	
Prescribed Diet:			
Date	Breakfast	Lunch	Dinner
	Diet Type Diet	Diet Type Diet	Diet Type Diet
	Liquid Diet	Liquid Diet	Liquid Diet
	Soft Diet	Soft Diet	Soft Diet
	Light Diet	Light Diet	Light Diet
	Normal Diet	Normal Diet	Normal Diet
<p>Signature of the Dietician Name: Place:</p> <p>Please mention the Diet Type by date: [1] Normal Diet; [2] Semi-solid Diet; [3] Full-Liquid Diet; [4] Diet for Cardio-Vascular; [5] Diet for Diabetic; [6] Diet for CRF/CKD; [7] Diet for Paediatric</p>			


 Superintendent
 CHC, Kanas, Puri

