



Government of West Bengal  
Department of Health & Family Welfare  
OFFICE OF THE SUPERINTENDENT

**M R Bangur Hospital & M R Bangur Super Speciality Hospital**

241 & 249 Desh Pran Sashmal Road, Tollygunge, Kolkata 700033

[www.mrbangurhospital.org](http://www.mrbangurhospital.org) Email: [districthospitalspg@gmail.com](mailto:districthospitalspg@gmail.com) Toll Free No. 18001205548

Memo No: MRBH / 4205

Date : 7/12/24

Notice Inviting Expression of Interest (EOI) for Setting Up and Operating a Staff Canteen at M.R. Bangur Hospital and a Satellite Unit at M.R. Bangur Super Speciality Hospital.

Subject: Invitation for Expression of Interest (EOI) for Establishing and Operating a Staff Canteen at M.R. Bangur Hospital and Satellite Unit at M.R. Bangur Super Speciality Hospital

Superintendent M.R. Bangur Hospital, located at 241 Deshpran Sasmal Road, Tollygunge, Kolkata - 700 033, invites Expressions of Interest (EOI) from reputable and experienced persons/agencies/MSME units/Self help group for the establishment and operation of a staff canteen with full cooking facilities at M.R. Bangur Hospital and a satellite canteen unit on the 9th floor of M.R. Bangur Super Speciality Hospital. This notice details the requirements and terms for submitting an EOI.

Time & Schedule of EOI:

| Sl.No. | Particulars                                | Date & Time            |
|--------|--|------------------------|
| 1      | Date of publication of EOI Notice          | 07.12.2024             |
| 2      | Pre Bid Meeting Date                       | 10.12.2024, 01.00pm    |
| 3      | EOI Document Submission Start Date         | 12.12.2024, 10.00am    |
| 4      | EOI Document Submission End Date           | 26.12.2024, 04.00pm    |
| 5      | EOI Opening Date                           | 27.12.2024, 01.00pm    |
| 6      | Date of publishing name of selected bidder | Will be notified later |

The EOI is to be submitted in two bid system. Envelope 1 + Envelope 2= Envelope 3 (Super scribed Memo no., date and subject of the EOI.) and submitted in the drop box kept at the office of the Superintendent (9<sup>th</sup> Floor M. R. Bangur Super Speciality Hospital Administrative Building).

### 1. Scope of Work

#### 1.1 Main Canteen:

Location: M.R. Bangur Hospital premises.

Requirements: Establish and manage a fully operational canteen with comprehensive cooking facilities and a variety of meal options for hospital staff and visitors as per list attached herewith.

#### 1.2 Satellite Unit:

Location: 9th floor of M.R. Bangur Super Speciality Hospital.

Restrictions: No flammable cooking is allowed at this location. The use of non-flammable methods (e.g., hot beverages, precooked meals) is required.

  
Superintendent  
M. R. Bangur Hospital  
Kolkata-700 033

## 2. Financial Arrangements

### 2.1 Cost to Staff:

Responsibility: Staff will pay for their own meals etc. There will be no financial burden on the M.R. Bangur Hospital Authority.

### 2.2 Agency Responsibilities:

Rent: The selected agency will pay a fixed rent for the provided space.

Utilities: The agency will pay their consumed electricity bills.

## 3. Agreement Terms

### 3.1 Duration:

The initial agreement will be for a period of three (03) years, with an option for extension based on mutual consent.

### 3.2 Timings: 8 am to 8 pm.

### 3.3 Food Pricing:

Pricing: Rates for food will be prefixed in collaboration with the hospital authority (as per list attached herewith).

Price Hike: There will be no price increase within the first year of operation. Any price adjustments thereafter will require prior approval from the hospital authority.

## 4. Eligibility Criteria

### 4.1 Experience:

The agency must demonstrate a proven track record in operating similar canteen services, preferably within a hospital or government/ semi government/ local body institutional environment.

### 4.2 Compliance:

The agency must adhere to all applicable health, safety, and hygiene regulations and obtain the necessary permits as per government rules.

### 4.3 Financial Capacity:

The agency must show financial stability and the ability to cover rent, utilities, and other operational costs.

## 5. Submission Requirements

### 5.1 Documents to be submitted:

Proposal: Detailed proposal including scope of work, operational plan, menu options, and financial plan.

Credentials: GST Registration, PAN Card, Trade License, FSSAI Certificate.

Experience: Proof of previous experience in similar operations.

Staff Details: List of employees to be deployed, including their roles and qualifications.

Compliance Documents: EPF and ESI registration documents.

### 5.2 Submission Instructions:

Format: Proposals must be submitted in hard copy.

Sealed Envelope: Submit in a sealed envelope clearly marked "EOI for Canteen Services."

Submission Address: Office of the Superintendent, M.R. Bangur Hospital, [Insert Address].

Deadline: All proposals must be received by 30.09.2024. Late submissions will not be considered.

  
Superintendent  
M. R. Bangur Hospital  
Kolkata-700 033