

SOUTH DELHI MUNICIPAL CORPORATION

EDUCATION DEPARTMENT : HQ

23RD FLOOR, DR. SPM CIVIC CENTER,

MINTO ROAD, NEW DELHI-110002

CONTACT NO. : 011-23227330

NO. DDE/MDM/EDN./SDMC/2013/579 DATED 04/06/2013

INVITATION FOR

EXPRESSION OF INTEREST

**FOR LIFTING AND TESTING OF SAMPLES OF COOKED
FOOD PROVIDED TO THE CHILDREN STUDYING IN THE
SCHOOLS RUN AND AIDED BY SOUTH DMC UNDER THE
MID DAY MEAL SCHEME**



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This Document is not an agreement and is not an offer or invitation by SDMC to any testing laboratories. The purpose of this Expression of Interest (EoI) Document is to provide information to the potential testing laboratories to assist them in responding to this Expression of Interest (EoI) Document. Though this Expression of Interest (EoI) Document is prepared with sufficient care to provide all required information to the potential Bidders, they may need more information than what has been provided. In such cases, the potential Bidder is solely responsible to seek the information required from SDMC, at his / her own cost. SDMC reserves the right to provide such additional information at its sole discretion. In order to respond to the Expression of Interest (EoI) Document, if required, and with the prior permission of SDMC, the potential Bidder may conduct his own study and analysis, as may be necessary.

SDMC makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations on any claim the potential Bidder may make in case of failure to understand the requirement and respond to the Expression of Interest (EoI) Document. SDMC may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Expression of Interest (EoI) Document.

Background

The Municipal Corporation of Delhi (MCD) is an autonomous body that governs part of state of Delhi. MCD one of the three municipal corporations in the National and Delhi Cantonment Board. The MCD is among the largest municipal bodies in the world providing civic services to more than estimated population of 11 million citizens in the capital city. The municipal corporation covers an area of 1,397.3 km². It also has unique distinction of providing civic services to rural and urban villages, resettlement colonies, regularised unauthorised colonies, Slum/Squatter Settlements, private 'katras' etc. MCD came into existence on the 7th of April, 1958 under and Act of Parliament. Prior to that DMC (Delhi Municipal Committee) was the principal civic body of Delhi.

The Mid-day-Meal Scheme (MDM) is being implemented for all the students studying in MCD schools. Earlier the scheme was confined to schools situated in J.J. Colonies, Resettlement Colonies, Slum Areas and areas predominantly inhabited by weaker sections of society. Since 1995-1996, the benefit of the scheme has been extended to all students studying in MCD Schools.

The main objectives of the scheme as contained in the guidelines for National Programme of Nutritional Support to Primary Education, 2006 issued by the Ministry of Human Resource Development, Department of Elementary Education & Literacy, Government of India in December 2006 are :

- (i) Improving the nutritional status of children in classes I – V in Government, Local Body and Government aided schools, and EGS and AIE centres.
- (ii) Encouraging poor children, belonging to disadvantaged sections, to attend school more regularly and help them concentrate on classroom activities.



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(iii) Providing nutritional support to children of primary stage in drought-affected areas during summer vacation.

Recently Delhi Municipal corporation has been trifurcated into three smaller Municipal corporations - North Delhi Municipal Corporation, South Delhi Municipal Corporation, East Delhi Municipal Corporation.

South Delhi Municipal Corporation – Includes Districts of South Delhi, West Delhi, South West Delhi (excluding Delhi Cantt.).

Expression of Interest (EOI)

Name of the work : **Lifting and testing of samples of cooked food served to the children studying in the schools of South Delhi Municipal Corporation under the Mid-day Meal Scheme.**

1. Scope of the work : Cooked food is served to children studying in municipal and aided schools run by South DMC under the mid day meal scheme. The cooked food is prepared in the semi automated kitchen of empanelled NGOs/Service Providers. The selected Organization/Laboratory has to lift sample(s) of cooked food from kitchen of NGOs/Service Providers immediately after the meal is prepared and similarly samples of cooked food from the school(s) before it is being served to the children as per following schedule.

2. Eligibility Criteria The Organization/Laboratory must be approved, registered and licensed by BIS/ FSSAI/ NABL and the appropriate State/Central Govt. Body clearly indicating that they are capable for micro biological / chemical testing of food items. Copy of such certificate / license issued by the Govt. authority should be submitted with the EOI.

3. Quality Policy of Organization/ Laboratory All the staff members of the organization/ laboratory should be committed to implement IS/ISO/IEC 17025:2005 (NABL) as well as ISO 9001-2000 criteria as an instrument of continuous improvement in their service leading to our satisfaction. This is to be achieved through:

- Reliability
- Integrity
- Impartiality
- Efficiency
- Timely services

4. Nature of samples :

- Puri – Aloo
- Puri – Kabuli Chhole
- Suji Halwa- kala Chana

- Chhole – Chawal (Kabuli Chana)
- Rajma – Chawal
- Dal – Chawal / Vegetable mix sambhar chawal

Note : - The above menu can be changed as per discretion of competent authority.

5. **Minimum prescribed quantity of cooked mid day meal served per child**
 - Wheat based – 200 gms per meal
 - Rice based – 250 gms per meal
6. **Prescribed Nutritional Value**
 - Protein – 12 gms
 - Calorific Value – 450 Cal.
7. **Details of ingredient used in MDM per meal**
 - Food grains from FCI : 100 gms.
 - Pulses : 20 gms.
 - Vegetables (Leafy also) : 50 gms.
 - Oil & Fat : 5 gms.
 - Salt and condiments : As per need

8. Frequency of lifting of samples :

The number of samples to be lifted in respect of each NGO/Service Provider will be as follows:

No. of Children getting food from a kitchen developed by one NGO/ Service Provider	Number of samples to be lifted from a school i.e one sample from each different school per month	Number of samples to be lifted from each kitchen per month
50001 to 75000	3	01
750001& above	4	01

Note :- At present there are 03 kitchens and on average total 15 samples are lifted per month.

9. Schedule of lifting sample(s) (Timing):

S. No	Place of lifting of Sample(s)	Time of lifting	No. of Sample(s) to be lifted and tested
(a)	<u>Cooked Food</u> From School	a) Between 9:00 AM to 10:00 AM in r/o morning shift schools on any working day b) Between 2:30 PM to 3:30 PM in r/o evening shift schools on any working days	Four samples in a month in r/o each NGO/Service Provider(s).

(b)	From Kitchens of empanelled NGOs/ Service Providers	a) Before 8:00 AM in r/o food supplied in morning shift schools b) Before 1:00 PM in r/o food supplied in evening shift schools.	One samples in a month in r/o every NGO/Service Provider(s).
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10. Testing Norms/ Protocols to be followed:

The existing testing parameters of the cooked food are as under :

Materials	Parameters	Standard Specifications (with latest amendments)
<u>Chemical Tests</u>		
Cooked Food	❖ Moisture ❖ Fat ❖ Protein ❖ Carbohydrates ❖ Calorific Value	IS:4333 (Part-2) IS:7874 (Part-1) IS:7219 SP: 18 (Part-3) IS:8220
<u>Chemical Tests – Microbiological</u>		
	❖ Total Bacterial Count ❖ Coliform Count ❖ E.Coli ❖ Salmonella	IS:5402 IS:5401 IS:5887 (Part-1) IS:5887 (Part-3)

Note : The above testing parameters may change as per Govt. of India guidelines in this regard

Other general terms & conditions:

1. Only the registered organizations/ laboratory(s) having experience of at least five years in the field of Microbiological and Chemical testing of food items can participate. EOI document can also be downloaded from the official website of the SDMC, www.mcdonline.gov.in.
2. The organizations/laboratory(s) shall submit Financial Bid in separate sealed envelope. Moreover, other documents, asked for by the department, should be submitted in another sealed envelope. The envelopes be marked "Financial Bid" or "Other Documents" and should be duly sealed and put in a third envelope, that too should be duly sealed. EOI number, name, address of the organization / laboratory(s) with seal should be mentioned on this third envelope.
3. The envelope of other documents would be opened first by the constituted committee, thereafter, envelopes of financial bid would be opened for only those organizations/ laboratory(s) who qualify in it.
4. Decision of the competent authority to declare any of the Organization/ Laboratory to have or have not qualified in this EOI on the basis of advice of constituted Technical Evaluation Committee shall be final and binding. Intimation

- of decision of the competent authority shall be conveyed to the successful Organization(s)/ Laboratory(s).
5. The representative of Organization/ Laboratory must sign the terms and conditions and submit it along with EOI clearly mentioning that the terms & conditions are acceptable to him, otherwise the EOI is liable to be rejected.
 6. The rates for each testing offered by the organization/ laboratory in the Financial Bid will be valid for three years from the date of opening of EOI.
 7. The organization / Laboratory should be situated in the NCT of Delhi area.
 8. Rate should be legibly mentioned in the Financial Bid in figures as well as in words, Seal of organization/ laboratory should be affixed along with the signature of authorized signatory.
 9. Single rate must be quoted for testing of samples. EOI which is found with multiple rates will be summarily rejected. The discretion of the department will be final whether department will accept the rate for testing or not.
 10. Director (Edn.) will issue work order after the execution of agreement.
 11. The organization/ laboratory should undertake on a letter head that their organization / laboratory is not black listed or otherwise debarred from any Govt. agency for conducting laboratory testing of cooked food. The undertaking should be submitted by the Organization/ Laboratory at the time of submission of EOI document.
 12. The department reserves the right to accept or reject any EOI without assigning any reason(s) thereto.
 13. MOU / Agreement shall be valid for three years with year to year basis renewal on the same terms and conditions. The renewal of MOU with the successful organization(s) / laboratory(s) for the next year would depend on its performance being found satisfactory in the current year. Commissioner, South DMC would be the competent authority in this regard.
 14. Conditional EOI also will not be entertained. The competent authority is not bound to accept additional conditions indicated on separate paper or included in these terms, if any.
 15. The sample testing fee would be released to the organization/ laboratory within one month after receipt of the test report. This testing fee would be paid by the NGO/Service Providers at the office of successful Organization/ Laboratory directly.
 16. The successful Organization/ Laboratory must start lifting of samples immediately after receipt of work order.

17. The successful organization/ laboratory must not provide prior information about samples collection (from schools/ kitchen) to either South DMC or the NGO/Service Providers or to any third person. However, after each month, the sample lifting report be submitted by 3rd day of next month.
18. The successful organization/ laboratory must collect the samples in sterilized containers and must also preserve the same under cool conditions.
19. It must also be ensured that samples are to be lifted strictly in the presence of following:
 - I. In School : Principal/Incharge, Mid-day Meal/representatives NGOs/Service Providers
 - II. In Kitchen : Representatives NGOs/Service Providers
20. The successful organization/ laboratory must provide the test reports in sealed envelopes through Courier /Speed Post etc. to the office of Director (Edn.), South DMC. No reports should be handed over to the NGOs/Service Providers.
21. In case of loss of original report, photocopy duly attested shall be issued against written request from Indenting Officer from HQ, South DMC.
22. Since, the kitchens of NGOs/Service Providers are spread over Delhi, therefore, the rates should be quoted irrespective of the distance of the kitchens / schools from where the samples are to be lifted.
23. The current agreement with NGOs/Service Providers is effective w.e.f. 01.11.2012 up to three years on year to year renewal basis depending upon satisfactory performance of the NGOs/Service Providers. If need arises, number of NGOs/Service Providers may increase or decrease during the contract period and information in this regard will be provided to the successful organization/ laboratory accordingly.
24. Details of zones, schools and address of the empanelled NGOs / Service Providers can be obtained from the Mid-day Meal Branch, Education Department (HQ), 23rd Floor, Dr. SPM Civic Centre, Jawahar Lal Nehru Marg, New Delhi-110002.
25. The Organization / laboratory must be well equipped with all infrastructure required for the testing of food samples.
26. The Organization/laboratory must be committed to lift food samples from schools/kitchens of NGOs / Service Providers anywhere in South DMC Area.
27. At any time, prior to the last date of submission of Tenders, South DMC may amend the terms and conditions of the Notice Inviting Tender by issuing addendum. The amendments will be displayed on the website www.mcdonline.gov.in of SDMC.

28. The successful Organization/Laboratory will not sub contract the work to any other agency(s).
29. Successful organization will furnish a performance security deposit of Rs. 1.00 lakh in the form of FDR/Bank Guarantee from a Nationalized Bank in the name of Commissioner, South DMC.
30. All the statutory taxes/levies shall be borne by the organization.
31. Any controversy or dispute arising out of this contract shall be settled in the Hon'ble Court under the jurisdiction of NCT of Delhi.
32. An amount of Rs. 1,000/- by Demand Draft in favour of "Commissioner, South Delhi Municipal Corporation " to be submitted alongwith other documents and write on back side – Application Money for Lifting and testing of samples of cooked food.
33. The approved vendor will have to sign an agreement on the basis of the above terms and conditions before Work Order is issued.
34. As per present agreement with the cooked food service provider, the testing fee will be borne by the cooked food service provider directly to the testing laboratory on monthly basis. However, this arrangement is subject to any other decision taken by the Ministry of Human Resource Department (MHRD) or Govt. of NCT of Delhi.

Important dates w.r.t. the EOI are given as under :-

S.No.	Description	Date
1.	Date of publication /downloading	08/06/2013
2.	Pre-bid discussion	13/06/2013 at 11:00 PM
3.	Last date of Submission of EOI	08/06/2013 to 21/06/2013 upto 3:00 PM
4.	Opening of other documents of EOI	21/06/2013 at 3:30 PM
5.	Opening of Financial Bid	27/06/2013 at 3:00 PM

Director (Edn.)

**SOUTH DELHI MUNICIPAL CORPORATION
EDUCATION DEPARTMENT : H.Q.
(Mid Day Meal Branch)
23RD Floor, Dr. S.P.M. Civic Centre,
J.L.N. Marg, New Delhi-110002**

Information regarding testing laboratory and other details

Name of work: **Lifting and testing of cooked food provided to the children of Primary under the Mid Day Meal Scheme.**

1. Name of Laboratory and Address :
 2. Registered Address :
 3. Details of Registration of the Lab :
 4. Registration No. :
 5. Name of the Authorized Person :
Designation- Chairman/Director/
Any other person
- (Please tick { } whichever is applicable)
Content No. ----- Mob. No. -----

6. Previous Experience :
- (Attach list of organizations where similar work(s) has undertaken with work order and successful completion certificate etc.)

7. Name of Department/Organizations with :
Current agreement, if any

8. Details of infrastructure
Attach details on following :

 - a. Qualified Manpower
 - b. Equipped Mobile Vehicles
 - c. Any other facility available

Signature-----

Name-----

Seal-----

Place -----

Date-----

Note : - Attach separate sheet for any additional information to be given

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Subject: Financial Rate Bid for sample testing of cooked food.

Name of the Laboratory : _____

I / We submit Financial Bid for sample testing of cooked food in schools run and aided by South DMC as per the terms and conditions of the South DMC which are acceptable to me/us.

Rates quoted for testing of one sample of cooked food inclusive of all charges & taxes :

in Figures	in Words
Rs.	Rupees

Signature of the authorized person : _____

Name : _____

Designation : _____

Address : _____

Phone : _____

Seal: _____