

**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DEPUTY COMMISSIONER OF POLICE  
RESERVE FORCE, KOLKATA POLICE  
32, B.B.D.BAG (SOUTH), STANDARD BUILDING (3<sup>RD</sup> FLOOR)  
KOLKATA - 700001**

**NOTICE INVITING QUOTATION (NIQ)**

NIQ NO. 14/DIET (City Session/Fast Track Court Lock-Up)/RF/KP DATE 14/05/2026

Sealed quotation are invited by the Deputy Commissioner of Police, Reserve Force, Kolkata From bonafide Contractors for supply of Breakfast Tiffin/Launch/ Evening Tiffin/Dinner (whichever of these applies) to the under-trial Prisoners in (City Session/ Fast Track Court Lock Up)/RF/KP, Kolkata.

Last date for submission of sealed quotation is 25/05/2026 up to 14.00 hrs. and the same will be opened at 15.00 hrs. in the presence of the members of the Diet Committee, R.F. on the next working day. Willing bidders may present at the time of opening the sealed quotations on that day.

The scales of diet to be supplied are given below:

- |  |       |  |
|--|-------|--|
| a. Prisoner Division : I<br>Two principal meals, each day.           | ..... | Rich, Chapati, Dal, Vegetables, Curry, Fish<br>Curry, (Fruits of equivalent value Should<br>be supplied to those who do not take fish).          |
| b. Prisoner Division : II<br>Two principal meals each day.           | ..... | Rich, Chapati, Dal, Vegetables, Curry, Fish<br>Curry, (Milk or Curd of equivalent Value<br>should be supplied to those who do not<br>take fish). |
| c. Breakfast :<br>For the prisoners Division<br>I & II               | ..... | Tea & Bread. (Those who do not take tea<br>should be given sweet or curd of the<br>equivalent value)   |
| d. Evening Tiffin :<br>For the prisoners Division<br>I & II.         | ..... | Tea & two Biscuits.  |
| e. Evening Tiffin :<br>City Session / Fast Track<br>Court Lock - Up. | ..... | Tea & Biscuit.   |

Diet ( for each prisoner per day ) must be served according to the chart given below:

I.	Rice	:	248	Grams
II.	Atta	:	247	Grams
III.	Dal	:	145	Grams
IV.	Vegitables	:	200	Grams
V.	Potato	:	58	Grams
VI.	Mustard Oil	:	18.125	Grams
VII.	Velly Gur	:	14.50	Grams
VIII.	Fish	:	14.50	Grams (29 grams on every alternate day every meal)

- f. Before submission of sealed quotation, all contractors should follow the following instruction strictly regarding preparation and supply of meals and Tiffin to the UTPs
- g. For Division - I prisoners, fine rice and for Division - II prisoners medium rice, free from dirt, kankar and other such extraneous substance.
- h. Vegetable curry should be prepared with fresh seasonal vegetables.
- i. Fish should be Rohi, Katla or Mrigal species only.
- j. Milk should be Cows. Milk must be served without any adulteration or dilution.
- k. Cooking medium should be pure mustard oil and in cooking meals adequate quantity of spices and salt should be used.
- l. Before cooking dal should be thoroughly cleaned.
- m. Meal should be prepared properly and with care and should be supplied within one hour of its preparation.
- n. For sick prisoners, diet should be supplied as per direction of Medical Officer.
- o. Rate should be quoted in figure and in words inclusive of all taxes and GST separately for each meal and each Tiffin by mentioning supplying time (i.e. Breakfast Tiffin, Lunch, Evening Tiffin and Dinner).
- p. Scale of diet as mentioned at page - 1 must be maintained by the selected contractor(s).
- q. Severe action will be taken if there is any failure to supply Diet and Tiffin as per scale or quantity mentioned or any report of substandard supply of food articles.
- r. The validity period of quotation is one (01) year from the issue of work order.
- s. The sealed quotation must be submitted under proper seal and sign of the proprietor / authorized person on the letter head of the organization in printed form along with latest I. Tax Return, Professional Tax Challan, GST registration and credential / completion / experience for similar nature of work. The contractors are also advised to submit the valid Ration Permit for Rich / Wheat product / sugar etc. issued to the tenderer by the appropriate authority. Valid Health licence, Police licence, Trade licence and licence for State tax profession, Trade calling and Employment Act 1979 should also be submitted with the sealed tender form.
- t. The original certificate as mentioned in the paragraph No. "S" above should have to be produced before the Tender Committee or in the office of the Dy. Commr. Of Police, Reserve Force, Kolkata for verification as and when called for.
- u. Testimonial as to previous contracts held with any other department of the Govt. offices should be enclosed with the sealed quotation.
- v. The authority reserves the right to accept or reject any quotation without assigning any reason thereto. If requires the authority holds the right to change / alter and addition of rules of the quotation. The authority also reserve the right (i) not to accept any quotation or (ii) not to enter into any contract at all.
- w. Sealed quotation should be addressed to the Deputy Commissioner of Police, Reserve Force, Kolkata, Standard Building, 3<sup>rd</sup> Floor, 32, B.B.D. Bag (South), Kolkata - 700001 duly super scribed the NIQ number and date and "QUOTATION FOR SUPPLY OF DIET FOR THE UNDER TRIAL PRISONERS OF CITY SESSION COURT/ FAST TRACK COURT LOCK - UP".

The accepted diet rates for two meals and two tiffins per diem per UTP must be near about Govt. sanctioned rate i.e. Rs. 73.50. Bidders are further requested to consult with the Officer - in Charge/ Court Inspector of the respective Lock - Up for knowing the number of Meals and Tiffins are to be given to the UTPs per day as well as supplying time of the meals and tiffins before submission of their bids.

Memo No: 671/3 R.F./Accts

Deputy Commissioner of Police  
Reserve Force, Kolkata  
Date: 15/05/26

Copy forwarded to:

1. Deputy Commissioner of Police, Reserve Force, Kolkata. - for favour of kind information.
2. A.C.R.F/ C.I. City Session/ Fast Track Court Lock-Up/ A.A.O.R.F- for information.
3. H.A/D.A. Reserve Force, Kolkata Website Publication.
4. All unit D.Cs through e - mail for wide circulation.

Deputy Commissioner of Police  
Reserve Force, Kolkata