



**THE ODISHA STATE COOPERATIVE MILK PRODUCERS'
FEDERATION LIMITED**

D – 2, SAHID NAGAR, BHUBANESWAR – 751007

PHONE: 0674- 2546121/ 2540417

**TENDER
FOR LEASE OF OMFED PARLOUR**

***COST OF TENDER DOCUMENTS: – RS.590.00
(Including GST)***

**Last Date of Submission of filled in Tender Documents: 31.08.2026 up to 14:00 Hours.
Opening at 15.00 Hrs. on Dated. 31.08.2026 at Omfed Dairy, Arilo, Govindpur,
Cuttack-754006**

▪ Tender Submitted for OMFED Parlour

**Located at (1) CDVO Office Khurdha(2) Veterinary Hospital Jatni ,Khurdha(3)Dhenkanal
Dairy (4)OUAT Campus Siripur(5)Omfed Parlour, Janapath**

Name of the Tenderer

Address:

.....

Telephone/Mobile No.....E-Mail Id.....

EXPRESSION OF INTEREST FOR LEASE OF OMFED PARLOURS

Applications are invited from sincere, interested and financially sound parties to operate **OMFED PARLOUR Located at**

- (1) **CDVO Office Khurda ,**
- (2) **Veterinary Hospital Jatni Khurda,**
- (3) **Dhenkanal Dairy**
- (4) **OUAT Campus Siripur,**
- (5) **Omfed Parlour, Janapath,**

on long term lease basis, for a period of 5 years subject to renewal in every year basing on successful performance on Omfed milk & milk products & Agro product Sale. The tender document with detail terms and conditions shall be available in OMFED website www.omfed.com from **12.08.2026 to 31.08.2026** on payment of Rs.590.00 in shape of Demand Draft i/f/o OMFED payable at Bhubaneswar.

For lease of Omfed parlours as mentioned above, offers along with complete information, required documents & EMD in a sealed envelope must reach OMFED DAIRY, ARILO, GOVINDPUR, Po-GODISAH, CUTTACK-754006 on or before **31.08.2026** by 14:00 hrs.

The tender will be opened in the presence of Committee at 15:00 Hours on the same date at. Omfed Dairy, Arilo, Govindpur, Cuttack-754006. The envelop should be duly super scribed "**OFFER FOR LEASE OF OMFED PARLOUR**" located at **CDVO Office Khurdha, Veterinary Hospital Jatni Khurdha, Dhenkanal Dairy OUAT Campus Siripur, Omfed Parlour, Janapath.**

OMFED reserves the right to reject any or all offers without assigning any reason thereof.

Dy. Manager (PR)

TERMS AND CONDITIONS FOR SL. No. 01 TO 05:

1. Eligibility:

- 1.1 Earnest Money Deposit (EMD): - Offer for Parlour must be accompanied with EMD of Rs. 10,000.00 (Rupees Ten Thousand only) for each tender in shape of DD Favouring OMFED, Payable at Bhubaneswar. Tenders without EMD will not be taken into consideration. The EMD of the successful bidder will be converted / adjusted to Security & the EMD of the unsuccessful bidders will be refunded after selection of a Lessee or 90 days of tender, whichever is earlier. The Selected Party will be issued with a letter of intimation for deposit of security money within 15 days. If a party is issued with a selection letter & fails to deposit the security with OMFED within 15 days, the EMD of the party will be forfeited & cases of other parties in panel will be considered for selection.
- 1.2 The party should have valid GST & PAN registration certificate so as to get OMFED Milk Products & Ice-Cream in Whole sale rate. (Photo copy to be submitted).
- 1.3 The party should be financially sound and should have required manpower to run the Parlour smoothly.
- 1.4 The bidder should have Food License (As per FSSAI) (Photo copy to be submitted).
- 1.5 The firm/Agency/Party shall have Cold Chain facilities like freeze, bottle cooler etc.
- 1.6 The firm/Agency/Party shall have adequate field staff.

2. Business Hours:

The Parlour shall be opened from 6:00 A.M. to 9:00 P.M. every day in shift duty as per labour rule except the days of Holi Festivals and strikes (if happens) in order to safeguard our assets.

3. Manpower:

- 3.1 The party should engage experienced and literate sales personnel in the Parlour for proper dealing with the customers.
- 3.2 The party will have to furnish information stating the name & identity of the workers engaged in the parlour. The party will have to also intimate immediately whenever there is any change of workers (new engagement/ disengagement).
- 3.3 Since the workers will handle food items, the lease will have to immediately dis-engage any worker affected by infectious / epidemic diseases, as per doctors' advice.

4. Taxes and Duties:

- 4.1 The party has to possess the Trade License and Food License. (Photo copy to be submitted)
- 4.2 The party shall deposit the monthly electricity bill as per actual consumption including metre rent and also water charges every month in time and should submit the photo copies of deposit receipt to OMFED for record.
- 4.3 The party should insure parlour building along with the assets available inside the parlour & deposit the annual premium as fixed by the insurance company. The photocopy of the insurance receipt should be submitted to OMFED for reference.

5. Parlour Management:

- 5.1 The existing infrastructure, electronic gadgets, furniture and fixture etc. provided by OMFED and available at the parlour will be used by the party.
- 5.2 The party and his salesmen should handle these assets of OMFED properly and carefully.
- 5.3 Timely servicing/Maintenance of electronic gadgets & other equipments shall be done by the party and any related expenditure shall be borne by the party.
- 5.4 The selected party will have to maintain cold chain for all **perishable** OMFED Products & maintain cleanliness & sanitation in & around the Parlour.
- 5.5 The selected party is not allowed to carry on any other seasonal business by construction of temporary stall adjacent to / in the Parlour campus.

06. Security Money:

- 6.1 The security deposit amount has been fixed parlour wise on point 15.3. This may be deposited in the form of D.D or Bank account of OMFED.
- 6.2 The selected party will have to deposit refundable and interest free Security Money as mentioned on point No. 15.3 with OMFED within 15 days of receipt of letter of intimation.
- 6.3 The appointment letter for parlour lease will be issued only after deposit of security money with OMFED.
- 6.4 The Security Money will be continued to be kept with OMFED till completion of Business/ Agreement/ Extended Agreement period.
- 6.5 The Security Money will be refunded on submission of an application along with Original NCR & Appointment letter & after deduction of Rs. 500/- towards administrative charges & also the cost so calculated

towards damage/ destroy of furniture's, fixtures, equipment's & electronic gadgets, if any.

7. Monthly Parlour Rent:

- 7.1 OMFED has fixed up minimum Base rent of Rs.5000/- towards monthly parlour rent excluding GST as applicable & other charges as stated in Point No.4.
- 7.2 Selection will be made on the basis of highest amount of monthly rent quoted by the tenderer than the minimum fixed amount.
- 7.3 The monthly parlour rent will be increased by 10% in every two years/as per the lease agreement.
- 7.4 In case of tie up in the quoted rate, Preference shall be given to the party having experience in the similar lines.

8. Close of Business/Contract:

- 8.1 If the party wants to leave the Parlour business during the contract period, he has to give 90 (Ninety) days' notice (to be called as notice period) & apply for refund of Security. For the purpose, he will have to handover the Parlour, all assets of Omfed & clear all omfed dues.
- 8.2 The party will have to handover the Parlour & all other assets to Omfed during the Notice period. If the Parlour is not handed-over within the scheduled period, the number of days retained after the scheduled last date will be treated as **"Un-authorized possession"** for which, he will be liable to pay- penal rent with all other monthly charges.
- 8.3 The Penal Rent will be calculated proportionately on the basis of number of days of unauthorized possession of the parlour. He shall be liable to pay-penal rent double the amount of fixed monthly rent and all other monthly charges for such period.
- 8.4 The Parlour with all the Machineries & equipments & Fittings etc., if any, will be handed over to the selected party through a **"Handing Over & taking Over"** Certificate, which will be prepared by authorized staff of Omfed & the Lessee or his authorized representative.

9. Agreement:

- 9.1 The selected party will execute an agreement with OMFED on non-judicial stamp paper of Rs.100/- for an initial period of one year which may be extended to Three years **Subject to renewal in every year on successful sales performance**, in the prescribed format.

- 9.2 This may be renewed on mutual consent for any further period on the basis of sales performance of the party. But renewal cannot be claimed as a matter of right.

10. Termination of Agreement / Contract:

- 10.1 The Federation reserves the right to terminate the Parlour agreement at its discretion by giving one-month notice to the other side and invite tender for leasing of the said parlour prior to issue of notice for termination of lease as above. Such tender process shall not be prohibited by the Lessee in any manner on the ground of validity of lease period.
- 10.2 Whenever, the Federation decides to terminate the Agreement for violation of any clauses by the lessee, a pre-termination opportunity of 15 days to explain such violation shall be given to the lessee.
- 10.3 The Lessee is also at liberty to terminate the Parlour agreement during the contract period by giving 90(Ninety) days' notice to OMFED & apply for refund of security. For this purpose, he shall handover the Parlour including all assets of OMFED & clear up all dues of OMFED in time. However, in case of termination by the lessee before expiry of lease period, the OMFED reserves right to deduct damages, if any, from security deposit.
- 10.4 After termination of contract, if the Parlour is not handed over on the Scheduled date, the number of days retained after the scheduled date will be treated as **"Un-authorized possession"** and he shall be liable to pay-penal rent double the amount of fixed monthly rent and all other monthly charges for such period.
- 10.5 The penal rent will be calculated proportionately on the basis of number of days of unauthorized possession of the parlour.
- 10.6 The Parlour with all the Machineries, equipment's & Fittings etc will be handed over to the selected party through a "Handing Over & taking Over" Certification in duplicate which will be signed by authorized staff of OMFED & the Lessee, or his authorized representative.

11. Return of Products:

In the event, the Parlour is unable to sell products, supplied by the Corporation or which has expired/spoiled, the same shall be returned to the Corporation. However, there shall be no refund or reimbursement of the product value by the Corporation.

12. Black Listing:

That in the event it is found the bidder has relied upon/produced/filed etc. are manufactured/fraudulent/misrepresented document to meet the eligibility/participation in this Tender, he shall be issued a show cause of 15 days and if no satisfactory cause is shown then he shall be black listed for tenure of 5 years from participating in any Tender of the Corporation.

13. Arbitration:

Any dispute arising out of in connection with the Work order issued in furtherance of this Tender Call Notice shall be subjected to Arbitration to be conducted under the Arbitration & Conciliation Act, 1996 wherein the seat and venue of the Arbitration shall be at Bhubaneswar. The said Arbitration proceedings shall be subject to single Arbitrator subject to mutual consent of both the parties.

14. Force Majeure:

Neither party will be liable for inadequate performance to the extent caused by a condition (for example, natural disaster, act of war or terrorism, riot, labor condition, governmental action, and Internet disturbance) that was beyond the party's reasonable control.

15. Others:

15.1 OMFED Ice-cream and all range of OMFED Milk Products, Agro products being produced / marketed by OMFED, will be given as per the advance indent at Whole seller's price against 100% advance payment only and Milk will be supplied at Agent's price, without other benefits of Agents under ORCS. The items sent for sale in the Parlour

can't be sold to any other Retailer for sale, which will affect the business of our other approved whole sellers.

- 15.2 The packed items of OMFED should be sold at MRP, whereas fixation of price per scoop for different flavours of Ice-cream shall be at the discretion of the party (it must be reasonable).
- 15.3 The Minimum Sales target & Security Deposit parlour wise as mentioned below should be achieved by the selected bidder.

Name & Location of Parlour	Milk Sale Target Ltr per Month	Product Sale Target(Rs./Month)	Security Deposit
(1) CDVO Office Khurda ,	3,000.00 Ltr	4,00,000.00	1,00,000.00
(2) Veterinary Hospital Jatni Khurda,	3,600.00 ltr	4,00,000.00	1,00,000.00
(3) Dhenkanal Dairy	1,500.00 Ltr	2,00,000.00	1,00,000.00
(3) OUAT Campus Siripur,	3,600.00 Ltr	6,00,000.00	5,00,000.00
(4) Omfed Parlour, Janapath	3,000.00 Ltr	3,00,000.00	5,00,000.00

- 15.4 The products once issued through Delivery Challan as per Indent & delivered in the Parlour shall not as return stock in any manner. In case of any quality problem, replacement may be considered, as a special case, duly certified by Marketing In-charge after verifying the product properly & on approval of the authority.
- 15.5 The lessee is not allowed to keep and sale other milk produces or milk products in the parlour manufactured by other than OMFED which will be detrimental to the interest of OMFED. The Party is also not allowed to sale any non-food/hazardous/ spurious items or Pan, Gutka, Cigarette and narcotic item as directed by the Hon'ble High Court of Odisha to that effect.
- 15.6 The tenderer shall submit the full set of tender papers with required documents duly signed in each page in token of his acceptance.
- 15.7 Any party intending to apply for more than one Parlour, can do so by purchasing & submitting the Tenders separately for each Parlour by furnishing separate EMD.
- 15.8 Different conditions mentioned in the Tender / Order / Agreement / instructions issued from time to time for smooth Parlour operation are explanatory to each other & not contradictory. In case of any doubt / confusion, it will be referred to the Managing Director, OMFED, whose decision shall be final & binding to both the parties.
- 15.9 Regarding allotment of the Parlour & clarification on any other point, the decision of the Managing Director, OMFED shall be final &

binding to both parties of contract.

16. DOCUMENTS TO BE FURNISHED BY BIDDER:

1. At least the income tax return of last 3 years.
2. At least two years experience in Perishable Goods like Milk, Milk Products or FMCG business.
3. The firm/Agency/Party shall furnish the valid PAN..
4. The firm/Agency/Party shall furnish valid GST Number.
5. The firm/Agency/Party shall furnish valid FSSAI license.
6. The offer for Parlour must be accompanied with EMD of Rs. 10,000.00 (Rupees Ten Thousand only) for each tender in shape of DD Favouring OMFED, Payable at Bhubaneswar.

17. SELECTION AND ALLOTMENT:

1. The firm/Agency/Party who fulfils the eligibility criteria shall furnish the require information in the prescribed application form available in the tender document.
2. The eligible firm/Agency/Party shall fill up the tender form of tender document and submit the same in a sealed envelope within schedule time & date along with the tender document.
3. Work order will be issued to the selected Bidder scoring highest number in respect to trade, experience but inline experience will be preferred, financial stability and infrastructure facilities etc.
4. In case of noncompliance of above mentioned criteria within the stipulated period, the EMD amount of the selected bidder shall be forfeited & black listed for participating in any tender in future.

Managing Director

OMFED

TENDER APPLICATION

TO

The Managing Director
OMFED, D-2 Sahidnagar
Bhubaneswar -751007

Paste passport
size photograph

Dear Sir,

In reference to your tender publishing in the
newspaper/website dated_____.

1. I express my consent to operate the OMFED Parlour at _____ on monthly rent basis.
2. I have deposited Rs. _____ (Rupees _____) towards tender paper vide D.D. No. _____ of Bank _____ dated. _____.
3. I have deposited Rs. _____ (Rupees _____) towards EMD vide D.D. No. _____ of Bank _____ dated. _____.
4. I do hereby agree to deposit Rs. 1,00,000/- or 5,00,000/- (One Lakh or Five Lakh Rupees only), as required towards **security money** as fixed by OMFED in Para 15.3 of the Tender.
5. I hereby quoted Rs. _____ (Rupees _____) towards **monthly rent** to be paid to OMFED.
6. I hereby declare that I have gone through in details terms and conditions as stated in tender documents before quoting the monthly rent amount and submission of tender document.
7. I am agreeable to the terms and conditions along with Agreement clauses as stipulated by the Federation.

Supporting Documents Check Box

S I No	Document Description	Tick Mark, if Submitted
01.	Self-Attested Copy of GST Certificate	
02.	Self-Attested Copy of FSSAI License & Trade License	
03.	Self-Attested Copy of PAN CARD / Aadhar Card/Passport size colour Photo	
04.	Experience in Milk,Milk Products/FMCG	

Date:

Name:
Full Signature of the Tenderer
Address for communication with