TENDER NOTICE

No: GIDC/G.M(E)/Tender Notice/2019-20/A-4 Dated: 31/01/2020

Running of canteen contract on highest bid basis

The General Manager (Engg) on behalf of the Goa Industrial Development Corporation (GOA-IDC), Panaji-Goa invites sealed highest bid/application so as reach on or before 12 /02 /2020 at 16.00 hours pm from well experienced and eligible local/ contractor /agencies possessing license from Directorate of Food and Drugs for running the canteen in Industrial Estate at Cuncolim, Tuem, Tivim, Bethora, Madkaim, Bicholim, Honda-I, Honda-II, Mapusa, Sancoale-I and Margao as per the details in the tender notice put up on the notice board and hosted on the websites mentioned below.

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| --- | --- |
| Availability of tender document on written application. | 03/02/2020 to 10/02/2020 upto 13.00hrs. |
| Issue of Tender sets | 03/02/2020 to 10/02/2020 upto 16.00hrs. |
| The last date of submission of tender | 12/02/2020 upto 14.00hrs |
| Date and time of opening tender. | 12/02/2020 at 16.00hrs. |

For details including the terms and conditions interested contractors are requested to visit/ refer the below mention website bulletin and notice board of the site Industrial Estate and Head Office, at Panaji.

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| Goa-IDC Website: | www[.goaidc.com](http://WWW.goaidc.com) |

GENERAL MANAGER (ENGG.)

No. GIDC/GM(E)/Canteen Industrial Estate/2020-21/A-4

**TENDER NOTICE**

The General Manager(Engg) on behalf of the Goa Industrial Development Corporation (GOA-*IDC),*Panaji-Goa invites sealed highestbid/applicationsso as reach on or before 12 /02/2020 at 14.00 hrsfrom well experienced and eligible local/ contractor /agencies for running the canteen in Industrial Estate at Cuncolim, Tuem, Tivim, Bethora, Madkaim, Bicholim, Honda-I, Honda-II, Mapusa, Sancoale-I and Margao, as per the details in the tender notice put up on the notice board and hosted on the websites Tender wizard and Goa-IDC Website.

**SCHEDULE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Name of the Canteen at the Industrial Estate** | **Upset value for Auction.(proposed)**  **Per Month** | **Furniture charges per month.** | **Security depositof canteen.(equivalent to 6 months rent).** |
| 1. | Cuncolim | 10,000 | 500 | 60,000 |
| 2. | Tuem | 8,500 | 500 | 51,000 |
| 3. | Tivim | 9,000 | 500 | 54,000 |
| 4. | Bethora | 7,500 | 500 | 45,000 |
| 5. | Madkaim | 10,000 | 500 | 60,000 |
| 6. | Bicholim | 30,000 | - | 1,80,000 |
| 7. | Honda I | 4,000 | - | 24,000 |
| 8. | Honda II | 3,000 | - | 18,000 |
| 9. | Mapusa | 9,000 | 500 | 54,000 |
| 10. | Sancoale I | 7,000 | - | 42,000 |
| 11. | Margao II | 7,000 | 500 | 42,000 |

1. The period of contract will be initially for 3 yearsw.e.f. the date of award of the contract with 10% increase every year.
2. The sealed offer giving details of previous experience (not less than 2years in running the canteen) and items proposed to be served with Rates and other general condition, if any, should reach to the General Manager (Engg). Goa-IDC, Panaji-Goa upto 14.00hrson 12/02/2020 and the same will be opened at 16.00 hrs. on the same day, in the presence of tenderers at GOA-IDC, Corporate Office, Panaji-Goa .
3. The tenderor should also enclose valid License from Directorate of Food & Drugs Administration, copy of pan card, GST registration certificate (if applicable). E.M.D. of Rs.5,000/- (Rupees Five thousand only) in the form of crossed demand draft or deposit call receipt from schedule Bank drawn in favour of GOA-IDC, Panaji. The E.M.D. of successful tenderer will be adjusted against the security deposit and that of the other tenderers will be refunded. Tender without E.M.D. will be rejected.
4. Tender catalogue can be obtained from GOA-IDC office , Panaji on written request on all working days on payment of Rs500/- (non refundable) per set from 03/02/2020 to 10/02/2020

Upto 16.00 hrs. .

1. Tender catalogue shall not be issued to the contractor who is already a defaulter of GOA-IDC and has shown poor performance. Such contractors shall not be allowed to participate in the tendering.
2. The GOA-IDC has the right to accept any or all tenders without assigning any reason thereof.

GENARAL MANAGER ( CivilEngg.)

**From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,**

**APPLICATION FORM**

Date:

To,

The General Manager(E)

Goa Industrial Development Corporation

Plot No.13-A,EDC Complex,

**Patto Plaza, Panaji-Goa.**

**Sub: Application for running the canteen at \_\_\_\_\_\_\_\_\_\_\_\_\_ Industrial Estate**

Sir,

With reference to an advertisement given in the local newspapers, The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_\_\_, I wish to apply for running the canteen at \_\_\_\_\_\_\_\_\_\_\_\_\_\_Industrial Estate. I have gone through the terms and conditions of the contract and I hereby agree to accept the same in case the contract is awarded to me. My particulars are given as below:

|  |  |  |
| --- | --- | --- |
| **1.** | **Full Name :** |  |
| **2.** | **Complete Postal Address :** |  |
| **3.** | **Experience (certificate are to be enclosed) :** |  |
| **4.** | **I am in a position to invest an amount of Rs.** |  |
| **5.** | **Rates for the items to be served are attached :** |  |
| **6.** | **License from Directorate of Food & Drugs Administration No :**  **(Enclosed certified copy of existing business)** |  |
| **7.** | **E.M.D (in favor of GIDC) Rs. 5000/-** |  |
| **8.** | **Pan Card (attached copy)** |  |
| **9.** | **GST Registration Certificate (if applicable)** |  |

Thanking you,

**Yours faithfully ,**

**( Signature of the Contractor)**

**GOA INDUSTRIAL DEVELOPMENT CORPORATION**

**“Running of Canteen contract on highest bid basis”**

Terms & conditions of the contract for running the Canteen at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Industrial Estate.

1. The contract to run the canteen shall be awarded to the one who quotes highest bid.
2. Tender catalogue along with terms and conditions can be obtained from the office on all working days/ hrs. on payment of Rs. 500/-(non-refundable) per set from 03/02/2020 to 10/02/2021 upto 16.00hrs.
3. Tender should be submitted in sealed envelope separately for each Industrial Estate duly super scribed as “Tender for running Canteen at \_\_\_\_\_\_\_\_\_\_\_\_\_\_Industrial Estate. The tender should reach the office of Goa-IDC, Panaji by 2.00 p. m. on 12/02/2020 \_\_\_\_\_\_\_\_\_. The tenders will be opened on the same day at 4.00 p.m. in the presence of Tenderers.
4. The tender should be accompanied by an earnest money deposit of Rs. 5,000/-(Rupees five thousand only) in the form of deposit at call drawn in favour of Goa-IDC. No cheques shall be accepted under any circumstances.
5. The EMD of the unsuccessful tenderer will be refunded, whereas the EMD of the successful tenderer will be adjusted against the security deposit
6. The contactor should supply the items of the rate prescribed in the Annexure “A. However the caterer is also permitted to supply any other special items. rates for which have to be approved by this Corporation. (List of the special items to be served to be enclosed in the tender).
7. The contractor shall keep open the canteen from 8.00 am to 8.00 pm.
8. The list of employees/staff of the canteen should be furnished to the officer concerned Field Manager, Area Manager, Regional Manager or Dy. General Manager for the purpose of identification.
9. The contractor will have to provide uniforms to their staff. Only the labourers possessing Malaria Health Cards should be employed in the canteen. Contravention of the above shall result in withdrawal of canteen contract.
10. Canteen furniture’s like tables and chairs for the customers if provided by Goa-IDC then the contractor will be responsible for its proper maintenance and also to keep the canteen area clean. The contractor shall make good of any breakage/damage or loss to the furniture/equipment’s provided to them. However contractor should make his own arrangements for the kitchen utensils, crockery etc.

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1. In no case the contractor shall be allowed to take the canteen material or furniture supplied by the Goa-IDC, out of the canteen premises.
2. Cleanliness will be a important factor. kitchen space of the canteen, furniture and utensils shall be kept neat and clean and pest control treatment shall be carried at his own cost. Goa-IDC reserves the right to treat the canteen premises with necessary pest control treatment and recover the said amount from canteen contactor.
3. No person either the contractor or any other person employed by him shall be allowed to stay overnight in the canteen or any other premises of Goa-IDC.
4. The approach of the contractor as well as his staff should be polite and in courteous manner towards the officers and officials of Goa-IDC and public.
5. The contractor is bound to offer comments on the complaints if any, lodged against the contractor. The contractor should display complaints/maintain suggestions register at a prominent place in canteen premises.
6. NOC from Food and Drugs authority should be obtained before starting of the canteen.
7. The contractor should pay electricity bill regularly and copy of the said receipt should be submitted to Goa-IDC office of concerned Industrial Estate every month.
8. Water connection should be obtained by contractor as per the normal procedure from the site offices of the concerned Industrial Estates and all water charges incidental thereof are to be paid regularly by the contractor. As and when there is a water supply shortage from the PWD source, the contractor has to make alternate arrangements at his own cost.
9. Food/snacks and other items supplied by the contractor in the canteen should be fresh and of good quality.
10. The contract shall be initially for a period of three years at the first instance and the same may be renewed for further period solely at the discretion of the Goa-IDC. However, the Goa-IDC reserves the right to terminate the contract by giving one months notice without assigning any reasons thereof at any time.

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1. The General Manager(Engg.) or Field/Area/Regional/Dy. General Manager or any authority of the Goa-IDC may at any time, inspect the canteen to ensure the cleanliness maintained and the quality of the items supplied. The contractor shall allow such persons to take any samples.
2. If the General Manager(Engg.), Goa-IDC or officers concerned advise the contractor with any suggestions towards improvement of cleanliness or complain against him regarding poor services of the canteen, the contractor shall be bound to follow such advice and improve on the services of the canteen.
3. Proper and clean crockery and other utensils should be used while serving.
4. The contractor shall run the canteen by himself and shall not sub-let the canteen.
5. No alcoholic beverages are permitted to be served either in the canteen or in the industrial estate.
6. The contractor shall be responsible to maintain the premises including kitchen hygienically clean.
7. The contractor shall ensure that all food items(vegetarian and non-vegetarian) supplied by him are maintained clean from hygienic point of view. Failure of the contractor to maintain in such manner will amount to breach of contract. No garbage should be thrown on open ground but disposed off in the proper manner.
8. The contractor shall serve lunch/dinner/snacks/refreshment etc only within the canteen area. The contractor shall display the approved rates of the items in the canteen premises on the Notice Board.
9. The contractor shall use the gas stove for all cooking purposes. No firewood shall be used by the contractor for cooking purpose.
10. Without assigning any reason thereof the Goa-IDC reserves the right to accept or reject any or all the tenders.
11. Tenderer should sign each and every page, forming part of tender as token of his acceptance to terms and conditions mentioned therein.

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1. The contractor shall strictly abide to pay licence fees on or before 5th of every month. If defaults for the payment for continuously 3 months and more,then action will be initiated which may include termination of the contract and forfeiting the security deposit.
2. Breach of any of the conditions of the contract shall lead to the termination of the same at any stage with one month notice.
3. The period of contract will be for 3 years w.e.f. the date of award of the contract with 10% increase every year, unless it has to be revoked by GIDC for good and sufficient reasons and in that case the contractor shall be given an opportunity to put up their defence.

I have noted all the terms and conditions numbered from 1 to 34 and agree to abide to all the conditions.

**DECLARATION**

I, Shri/Shrimati……………………………………………………………agree to the above Terms and Conditions of the auction and accept to run the Canteen for Rs…………………………………..(Rupees…………………………………….only) per month

(Signature of the Contractor/bidder)

Place Name:

Date Address: