

ASSAM TOURISM DEVELOPMENT CORPORATION LIMITED
ASOM PARYATAN BHAWAN (4TH FLOOR)
A.K.AZAD ROAD, PALTANBAZAR, GUWAHATI -781008
PHONE NO. (0361) 2633654, FAX: (0361) 2738620
An ISO 9001:2008 Certified Organization (Quality Management System)

No. ATDC.1360/2008/311/

Dated : 08.09. 2015.

INVITATION OF BIDS (IOB)
FOR MANAGEMENT CONTRACT OF PRASHAANTI COTTAGES AT
BHALUKPUNG.

Assam Tourism Development Corporation Ltd. invites Bids for Management Contract in two Bids system (Technical & Financial) affixing Court fee Stamp of Rs.8.25 (Rupees eight and paise twenty five only) for running the “Prashaanti Cottages at Bhalukpung” on contract basis for a period of 10 (ten) years. Interested Party / Firm having experience in running own reputed hotel, guest house for last 7/8 years with sound financial condition may download Bid document from ATDC website and submit the Bid to the undersigned manually on **14.09.2015** up to 14.00 hours and same will be opened on the same day at 14.30 hours. The project would be offered for running in “as is where is” condition and the parties may inspect the project before submission of Bids.

Name of work	Reserve Price	Bid Security (Rs. in lakh)	Cost of Bid document (Rs. in lakh)
1	2	4	5
Running & maintenance of the Prashaanti Cottages at Bhalukpung.	Rs.85,000.00 per month plus Service Tax	Rs.1,00,000.00	Rs.5000.00

The details Terms and conditions / Bidding documents (Technical & Financial) may be downloaded from the ATDC website: www.assamtourisonline.com/tender.html.

The undersigned reserves the right to cancel this notice without assigning any reason thereof.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

Memo No. ATDC.1360/2008/311/

Dated : 08.09.2015.

Copy to:-

1. The Director of Information and Public Relation, Dispur, Guwahati – 6, for information and necessary action. He is requested to publish the IOB in one local English daily and in an Assamese daily in one issue only in classified category.
2. M/s. Web.Com, Voltas Building, Chandmari, Guwahati-3 for information & necessary action.
Encl :- 1 Technical Bid (Terms & Condition).
3. Notice Board,
4. Concern file.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

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TECHNICAL BID

Terms and Conditions regarding IOB for management contract of the “Prashaanti Cottages at Bhalukpung”.

Assam Tourism Development Corporation Ltd. invites Bids for Management Contract in two Bids system (Technical & Financial) for running the “Prashaanti Cottages at Bhalukpung” on contract basis for a period of 10 (ten) years. Interested Party / Firm having experience in running / operation of own hotel / guest house for last 7/8 years with sound financial condition may download Bid document from ATDC website and submit the Bid to the undersigned manually on **14.09.2015** up to 14.00 hours and same will be opened on the same day at 14.30 hours.

Name of work	Reserve Price	Bid Security (Rs. in lakh)	Cost of Bid document (Rs. in lakh)
1	2	4	5
Running & maintenance of the Prashaanti Cottages at Bhalukpung.	Rs.85,000.00 per month plus Service Tax	Rs.1,00,000.00	Rs.5000.00

The details Terms and conditions / Bidding documents (Technical & Financial) may be downloaded from the ATDC website: www.assamtourisonline.com/tender.html.

Brief Summery of the Project :-

Assam Tourism Development Corporation Ltd. (ATDC) has constructed a project at Bhalukpung on the bank of the river Jeea Bhoroli and has become a very popular tourist destination and eco-tourism centre. The project consists of (i) 5 twin cottages with 10 double bedded rooms, (ii) 3 deluxe room at 1st floor and (iii) conference hall at ground floor with all modern amenities.

Bids are invited from interested firm/individual having experience in running own reputed hotel / guest house for last 7/8 years with sound financial conditions for its management & operation for a period of 10 (ten) years. The selected party shall be granted authority to manage and run the project against payment of contract money to Assam Tourism Development Corporation Ltd. It should be noted that selection of a party would be based strictly on their suitability and adequacy to run the project as per evaluation of bids.

Terms & Condition:-

1. Download the Bid document up to 11.09.2015
3. Submission of Bid document (manually) on 14.09.2015 before 14.00 hrs.
4. Opening of Technical Bid on 14.09.2015 after 14.30 hrs.
5. Opening of Financial bid will be intimated to the technically qualified bidder in time.
- 6. Bid Validity :** Bids shall remain valid for a period of 180 days from the date of Bid submission.

7. Bid Security : The Bidder shall furnish, as a part of his Bid, a Bid security of Rs.1,00,000.00 in the form of NSC/KVP/FDR pledge in favour of Managing Director, Assam Tourism Development Corporation Ltd. validity with 225 days from the date of Bid submission and furnish the same with Technical Bid. The Bid security will be forfeited if the successful bidder fails to accept the offer for running the project and the Bid Security of the un-successful Bidder will be released immediately after finalization of contract.

8. Performance Security : Within 7 days of receipt of the Letter of Acceptance, the successful Bidder shall deliver to the Managing Director, ATDC Ltd., A.K. Azad Road, Paltan Bazar, Guwahati-8, a performance security deposit of Rs. 3.00 lakh (Rupees three lakh only) which shall be refundable at the time of handing over of vacant possession of the project on expiry/termination/revocation of the agreement after adjusting all the pending dues, if any, in the form of **NSC/KVP/FDR** pledge in favour of Managing Director, Assam Tourism Development Corporation Ltd. validity up to 10 years (Up to contract period) and signed the formal agreement (Bid security of successful Bidder will be released immediately after finalization of contract). Failure of the successful Bidder to comply with the requirements shall constitute sufficient grounds for cancellation of the award and forfeit of the Bid security.

9. Application cum Processing fee : Rs 5,000.00 (Rupees three thousand only) in the form of Demand Draft / Banker Cheque pledge in favour of Managing Director, Assam Tourism Development Corporation Ltd and furnish the same with Technical Bid.

10. Documents to be enclosed with Technical Bid : **i)** Registration Certificate / License / Valid Trade license issued by either Municipal Corporation or such other statutory authority for running business unit, **ii)** Photocopy of PAN Card, **iii)** Up to date VAT Registration & Clearance Certificate, **iv)** Annual Turn over for last three years, **v)** Bank Solvency Certificate with Cash credit facilities, **vi)** Experience certificate in the line, **vii)** A brief description of the Bidder with an outline of business interest and other similar activities with which the Bidder is associated, **viii)** A brief description of the steps / measures to be taken by the Bidder for management and running the project, **ix)** Food licence issued by the Health Department, Assam, and **x)** Facilities etc. to be provided and likely investment to be made by the Bidder from his side for arrangement of furniture & fixture, etc. for operation of the project.

11. Sealing and Marking of Bids:

The Bidder shall seal both the bid copies i.e. Technical & Financial in separate envelopes, duly marking the envelopes as “Technical Bid” & “Financial Bid”. These two envelopes (called as inner envelopes) shall then be put inside one outer envelop.

i) The Contents of Technical Bid – Application cum processing fee Rs.5,000.00, Bid Security Rs.1,00,000.00 and eligibility criteria (Supporting documents).

ii) Contents of Financial Bid-Form of Financial Bid filled & signed. The financial proposal should contain the monthly contract money excluding taxes which would be paid by the bidder to Assam Tourism Development Corporation Ltd. The taxes like VAT, Luxury Tax and Service Tax etc. would have to be borne by the party.

(12) Submission & Opening of Bid :-

Sealed Bids must be delivered to the Managing Director, Assam Tourism Development Corporation Ltd., A.K. Azad Road, Paltan Bazar, Guwahati-8, on or before 14.00 hrs. on 14.09.2015 and the Technical Bids will be opened on the same day at 14.30 hrs., in the presence of the bidders or their authorized representatives, who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be receive and opened on the next working date at the same time & venue. The date & time for opening of Financial Bid will be intimated to the technically qualified Bidder in time.

Evaluation Matrix

Sl. No.	Particulars	Details	Maximum Mark	Score	Remarks
a)	The financial soundness and capacity to invest as certified by Bankers, Audited Profit & Loss A/C statement		25		

	and Balance Sheet, Annual Turn Over in last three years, evidence of access to adequate working capital.				
	2014-15				
	2013-14				
	2012-13				
b)	Experience in business particularly in running of own hotel / guest house or experience in the similar line. Preference will be given to star category hotels.		25		
c)	Adequacy and suitability of the individual / firm to operate the project and its commercial management on day to day basis.		10		
Total =			60		

The assessment will be done on above basis. Hence, Bidder must submit authenticated information as above.

The above criteria shall be considered as the main basis for selection of the party, and the bidder securing highest marks on evaluation of both Technical and Financial Bid will be considered for offering the contract.

The evaluation process will be done by the Bid Evaluation Committee.

(13) Evaluation Criteria:-

(i) Technical :

To become eligible for short listing in the technical bid, bidder must secure at least 40 marks in aggregate. Based on highest score Technical score will be worked out.

(ii) Financial :

Based on highest quote as 40, the financial score in percentage will be worked out.

(14) Final Evaluation for Selection :

The Final Evaluation for selection will be based on combine evaluation of Technical & Financial score. Weightage for Technical and Financial score will be 60 : 40.

Managing Director
Assam Tourism Dev. Corpn. Ltd.

ANNEXURE -I

To,

The Managing Director,
Assam Tourism Development Corporation Ltd.,
Paltan Bazar, Guwahati-8.

Sub: Invitation of Bids for Management Contract of the Prashaanti Cottages at Bhalukpung.

Sir,

I / We _____ have gone through the contents of your Bid Documents and noted the same for compliance. I / We enclose herewith (a) Technical Bid and (b) Financial Bid for Management Contract of the **“Prashaanti Cottages at Bhalukpung”** in terms of your invitation of Bids for the same for your consideration.

Yours faithfully,

Signature _____

Full Name : _____

Full Postal Address with Tele No. : _____

Annexure - II

Qualification Information of Bidder
(To be filled by Bidder)

1.	Name of the Bidder / Firm	:-	
2.	Constitution of legal status of Bidder	:-	

3.	Place of Registration	:-	
4.	Principal Place of Business	:-	
5.	Power of Attorney of signatory of Bid	:-	
6.	Profession	:-	
7.	Years of experience in business	:-	
8.	Likely investment to be made for the project.	:-	Rs.
9.	Turn Over for last three years		
	2014-15	:-	Rs.
	2013-14	:-	Rs.
	2012-13	:-	Rs.

10.

b)	Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Guest House etc.

11.

c)	Adequacy and suitability of the individual / firm to operate the project and its commercial management on day to day basis.

Seal & Signature of the Bidder

Form of Financial Bid

Invitation of Bids for Management Contract of the Prashaanti Cottages at Bhalukpung.

Description	Per Month (In figure & words)
Proposes to running of the “Prashaanti Cottages at	

Bhalukpung' (Management contract).	
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- N.B. :-**
1. The monthly contract money should be quoted both in figures and words in the manner.
 2. Service Tax applicable with monthly rental and all taxes like VAT, Luxury tax will be payable.
 3. Financial Bid to be sealed in separate envelop (Ref : Sl. No. 10 & 11 of Technical Bid sealing and marking of Bids.

Signature :- _____

Full Name :- _____

Designation :- _____

Address : _____

Tele No. _____