

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.1789/2011/

Dated : 30.06.2015

TECHNICAL BID / BID SCHEDULE

Terms and Conditions regarding Invitation of Bids for Management Contract for running the Wayside Amenities Centre at Gohpur (Management Contract).

Assam Tourism Development Corporation Ltd. invites Bids for Management Contract in two Bids system (Technical & Financial) for running the newly constructed “Running the Wayside Amenity Centre at Gohpur (Management Contract)” on contract basis for a period of 3 (three) years. Interested Party / Firm having experience with sound financial condition may download Bid document from ATDC website and submit the Bid to the undersigned manually on **15.07.2015** upto 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)	Application cum Processing Fee
1	2	3	4
Running the Wayside Amenities Centre at Gohpur (Management Contract).	Rs. 10,000.00 excluding other charges	Rs. 50,000.00	Rs.1,000.00

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.

Brief Summary of the Project :-

The Assam Tourism Development Corporation Ltd. proposes to assign management contract for running of the Wayside Amenity Centre at Gohpur. The project is situated at Gohpur by the side of NH-52 towards Lakhimpur and consist of (i) Restaurant Block, (ii) Kitchen, (iii) Toilet Block with a total plinth area of 362.20 sq.m. with all modern amenities.

Bids are invited from interested firm / individual having experience in running Hotel, restaurant, guest house with sound financial conditions for its management for a period of 3 (three) 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 **13.07.2015**.
3. Submission of Bid document (manually) on **15.07.2015** before 14.00 hrs.
4. Opening of Technical Bid on **15.07.2015** 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 part of his Bid, a Bid security in the amount of Rs. 50,000.00 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 (Bid security of 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 amounting to Rs. 1,00,000.00 in the form of NSC/KVP/FDR pledge in favour of Managing Director, Assam Tourism Development Corporation Ltd. validity upto 3 years (Upto 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. 1,000.00 (non refundable) 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 /Trade license, ii) Photocopy of PAN Card, iii) Up to date VAT Clearance & Registration Certificate, iv) Balance Sheet/Profit & Loss a/c. of last three years, v) Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest House etc., Organization details / manpower.

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. 1,000.00, Bid Security Rs. 50,000.00 and eligibility criteria (Supporting documents) and sealed & sign Technical Bid / Bid Schedule.

ii) **Contents of Financial Bid**-Form of Financial Bid with 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 **15.07.2015** 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.

Price Adjustment :-

Contract price shall remain fixed without any price adjustment / enhance / escalation upto contract period and shall be fixed for the duration of the contract period.

Managing Director
Assam Tourism Dev. Corpn. Ltd.
Dated : 30.06.2015

Memo No: ATDC.1789/2011/
Copy to :

1. M/s. Web.Com, Voltas Building, Chandmari, Guwahati-1 for information & necessary action.
2. Office Notice Board.

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 for “Running the Wayside Amenities Centre at Gohpur (Management Contract).”.

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 separately for Management Contract for “Running the Wayside Amenities Centre at Gohpur (Management Contract)” in terms of your invitation of Bids for the same for your consideration.

Yours faithfully,

Signature : _____

Full Name : _____

Full Postal Address
with Tele No. : _____

Qualification Information of Bidder
(To be filled by Bidder)

1.	Name of the Bidder / Firm	:-	
2.	Regd. No./ License / Trade License	:-	
3.	Place of Registration	:-	
4.	Principal Place of Business	:-	
5.	Power of Attorney of signatory of Bid	:-	
6.	Years of experience in business	:-	
7.	Photocopy of PAN Card	:-	
8.	Upto date VAT clearance certificate	:-	
9.	Bank solvency certificate	:-	
10	Turn Over for last three years 2013-14 2012-13 2011-12	:- :- :-	Rs. Rs. Rs.
11	Likely investment to be made for the project. (i) for furniture & fixture (ii) For freez, utensils, ACs (iii) For gardening / Landscaping etc. (iv) Others	:- :- :- :-	Rs. Rs. Rs. Rs.
12	Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest House etc. with organization details / manpower.	:-	Use separate sheet

Seal & Signature of the Bidder

Form of Financial Bid

Invitation of Bids for Management Contract for “Running the Wayside Amenities Centre at Gohpur (Management Contract)”.

Description	Per Month (In figure & words)
“Running the Wayside Amenities Centre at Gohpur (Management Contract)”.	

- N.B. :-** 1. The monthly contract money should be quoted both in figures and words in the manner.
2. Service Tax @ 12.36% will be payable 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. 11 of Technical Bid sealing and marking of Bids.

Signature :- _____

Full Name :- _____

Designation :- _____

Address : _____

Tele No. _____

**Check List of Bidder of the “Running the Wayside Amenities Centre at Gohpur
(Management Contract)”.**

(Office Use Only)

1.	Name of the Bidder / Firm	:-	Submitted / Not Submitted
2.	Application cum processing fee Rs. 1,000.00	:-	Submitted / Not Submitted
3.	Bid Security Rs. 50,000.00	:-	Submitted / Not Submitted
4.	Regd. No. / License / Trade License	:-	Submitted / Not Submitted
5.	Place of Registration	:-	Submitted / Not Submitted
6.	Principal Place of Business	:-	Submitted / Not Submitted
7.	Power of Attorney of signatory of Bid	:-	Submitted / Not Submitted
8.	Years of experience in business	:-	Submitted / Not Submitted
9.	Photocopy of PAN Card	:-	Submitted / Not Submitted
10.	Upto date VAT clearance certificate	:-	Submitted / Not Submitted
11.	Bank solvency certificate	:-	Submitted / Not Submitted
12.	Turn Over for last three years 2013-14 2012-13 2011-12	:- :- :-	Submitted / Not Submitted
13.	Likely investment to be made for the project. (i) for furniture & fixture (ii) For freez, utensils, ACs (iii) For gardening / Landscaping etc. (iv) Others	:- :- :- :-	Submitted / Not Submitted
14.	Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest House etc. with organization details / manpower.	:-	Submitted / Not Submitted

Signature of the Officials

MD,
ATDC Ltd.

(Sample format only)