

**ASSAM TOURISM DEVELOPMENT CORPORATION LTD.
ASOM PARYATAN BHAWAN (4th Floor), A.K.AZAD ROAD, PALTANBAZAR,
GUWAHATI-781008.**

Invitation of Bids

Majuli Cultural Landscape Management Authority (MCLMA) has constructed an **Ethnic Village Complex** with 4 cottages (double bedded room), a restaurant and an open stage for showcasing cultural programmes at Barpamua, Jengraimukh in Majuli in 2 phases. In the first phase, one cottage and the restaurant of the project have been completed.

Bids are invited in two bid system (technical and financial) for running of the captioned project on contract basis for a period of 5 (five) years against payment of monthly rental plus Service Tax as applicable on the monthly rental. The terms and conditions will be governed by a contract agreement and the units will be offered in 'as is where is' condition.

Detailed bidding documents may be downloaded from the website:- www.assamtourisonline.com/tender.html. The last date of submission of bids is 02.06.2014 up to 3:00 p.m.

The undersigned reserves the right to cancel or reject any or all the bids or call off the bidding process at any time without assigning any reason thereof.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.
Dated Guwahati, the 12th May, 2014.

Memo No: ATDC.2218/2014/04/
Copy to:-

- 1) The Director of Information and Public Relations, Govt. of Assam, Dispur, Guwahati-781006 for kind information and necessary action with a request to publish in one issue only preferably in "The Assam Tribune" and "**Dainik Janambhumi**" (Jorhat Edition)" as display advertisement in an inside page.
- 2) The Addl. Deputy Commissioner & Executive Officer, Majuli Cultural Landscape Management Authority, i/c Majuli Civil Sub-Division, Garmur, Dist- Jorhat for kind information. This has reference to her letter No: MCLMA1/2014/851-52 dtd. 20.02.2014.
- 3) Notice Board of ATDC Ltd.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

ASSAM TOURISM DEVELOPMENT CORPORATION LTD
ASOM PARYATAN BHAWAN (4th FLOOR), A.K.AZAD ROAD, PALTANBAZAR,
GUWAHATI-781008.

Terms and Conditions regarding Invitation of Bids for Management Contract for running of Ethnic Village Complex at Barapamua, Jengraimukh in Majuli.

The Majuli Cultural Landscape Management Authority (MCLMA) proposes to assign management contract for running of the newly constructed project Ethnic Village Complex at Jengraimukh. The project consists of (1) one cottage, and (2) one restaurant with RCC foundation with a total plinth area of 156.89 sq.m. with all modern amenities.

There are provision for construction of another three cottages in side the complex which may take more time.

Bids are invited from interested firm/individual having experience in running similar projects with sound financial conditions for its management of both the projects for a period of 5 (five) years. The selected party shall be granted authority to manage and run the project against payment of contract money to **Majuli Cultural Landscape Management Authority**. It should be noted that selection of party would be based strictly on their suitability and adequacy to run the projects as per evaluation of bids.

General Condition:-

The detailed bidding documents may be downloaded from the website:- www.assamtourisonline.com / tenders against payment of application fee for each project of Rs.5000.00 (Rupees five thousand) only (non-refundable) and Bid Security of Rs.25,000.00 (Rupees twenty five thousand) only in the form of IPO/Bank Draft/Cash to be drawn in favour of Assam Tourism Development Corporation Ltd. payable at Guwahati. The Bid Security will be forfeited if the successful bidder fails to accept the offer for running the projects.

The bids for Management Contract for the above mentioned projects should be submitted separately in two envelopes – one containing the Technical Bid and the other containing the Financial Bid. The first envelope should be marked Technical Bid and the other one should be marked Financial Bid. Both the envelopes should be sealed and then inserted in one single cover duly sealed. The name of the project should be clearly written on each envelope.

(1) **Technical Proposal:-**

The Technical Bid should include the followings:-

- (a) A brief description of the bidder with an outline of business interest and other similar activities with which the bidder is associated. (not exceeding one page)
- (b) Annual Business Turnover as per certified accounts during last three years including proof of financial soundness.
- (c) A brief description of the steps / measures to be taken by the bidder for management and running the project.
- (d) 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.
- (e) Any other relevant information / details.

(2) Financial Bid

The financial proposal should contain the monthly contract money excluding taxes which would be paid by the bidder to Majuli Cultural Landscape Management Authority. The taxes like VAT, Luxury Tax, Service Tax etc. would have to be borne by the party.

(3) Opening of Bids:-

The tender box with the sealed envelopes containing the Technical Bids for the project will be opened in the office of the Managing Director, Assam Tourism Development Corporation Ltd. on 02.06.2014 at 3:30 p.m. in presence of the bidders or their authorized representatives. The Financial Bids will not be opened until the technical evaluation has been completed and finalized.

(4) Evaluation of Bids:-

Technical Bid will carry 50 marks and Financial Bid will carry 50 marks out of total of 100 marks. The Technical Bids will be evaluated using the following criteria:-

- (a) The financial soundness and capacity to invest – 10 marks.
- (b) General experience in business particularly in tourism related activity and / or experience in the similar line like hotel, restaurant, guest house, etc. – 20 marks.
- (c) Adequacy and suitability of the individual / firm to operate the project and its commercial management on day to day basis – 10 marks.
- (d) Rating / Awards for performance of their Hotels / Guest houses, etc – 10 marks.

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 a Bid Evaluation Committee.

ATDC does not bind itself in any way to select the firm / individual offering the highest rates and / or to select any of the firm / individual responding to this invitation of bids.

(5) Submission of Bids:-

The Technical and Financial Bids are to be submitted separately for each project as per prescribed proforma enclosed herewith and to be dropped in the Tender Box.

- (6) **Documents to be enclosed:-**
- (i) Certificate of financial soundness from a bank.
 - (ii) Last three years certificate / Balance Sheet of the firm / individual co-promoter.
 - (iii) Proof of experience in the line.
 - (iv) Photocopy of PAN and Sale Tax Registration.
 - (v) Bid security of Rs.25,000.00 (Rupees twenty five thousand) for each project only by Bank Draft / Bankers cheque drawn in favour of the undersigned and photocopy of Money Receipt against payment of Bid application money (non-refundable) along with Technical Bid.
- (7) No pre-bid meeting will be held.
- (8) For any clarification, the undersigned or the Sr. Manager, ATDC may be contacted. No written clarification will be provided.
- (9) Important dates and time:
- (a) Submission of Bids : Within 02.06.2014 (up to 3:00 p.m.)
 - (b) Opening of Technical Bids: On 02.06.2014 at 3:30 p.m.
- (10) The project / unit would be offered to the selected bidder for its running on “**as is where is**” condition by Majuli Cultural Landscape Management Authority. The bidders may inspect the project before submission of bids.
- (11) Agreement will also be signed with Majuli Cultural Landscape Management Authority and not ATDC.

Encl: Proforma I,II & III.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

Form No: I

To

The Managing Director,
Assam Tourism Development Corporation Ltd.,
Asom Paryatan Bhawan, 4th Floor,
Paltanbazar,
Guwahati-781008.

Sub. : Invitation of bids for Management Contract for running of Ethnic Village at
Barpamua, Jengraimukh in Majuli.

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 for running the captioned project in terms of your Invitation of Bids for the same for your consideration. The following documents are enclosed:-

- (1) Form No: II & III.
- (2) Certificate of financial soundness from bank.
- (3) Proof of experience, if any.
- (4) Photocopy of PAN and Sale Tax Registration.
- (5) Bid security of Rs.25,000.00 (Rupees twenty five thousand) only by Bank Draft / Bankers cheque drawn in favour of the undersigned and photocopy of Money Receipt against payment of Bid application money (non-refundable).

Yours faithfully,

Signature :- _____

Full Name :- _____

Full Postal address

With Tele No:- _____

Technical Bid

**Format for brief description of the firm / individual bidder with
outline of business interest**

1. Name :-

2. Profession :-

3. Years of experience:-
In business.

4. Area of specification:-

(Experience, technical and managerial specification pertinent to the proposed project)

5. Principal Business interest :-

6. Likely investment to be :-
made for the project.

(i) For furniture & fixture :

(ii) For freeze, utensils, ACs:

(iii) For gardening & :
Landscaping etc.

(iv) Others :

7. Name of Banks with branch:-
and address.

(i) Bid Application Money: Rs.5000/-

(ii) Bid Security Rs.25,000/-

8. Brief Account of experience on assignments / projects of similar nature:-

Sl. No.	Name of project	Brief description of activity.

Please attach certificate from the appropriate authority as token of proof.

Signature of Bidder

Financial Bid

	Per Month (in figure & words)
<p>The monthly contract money should be quoted both in figures and words in the manner</p> <p>N.B. Service Tax @12.36% will be payable with monthly rental and all taxes like VAT, Luxury tax will be payable.</p>	

Signature of Bidder