

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.2254/2014/38/

Dated : 24.12.2014

TECHNICAL BID

(FRESH)

Terms and Conditions regarding Invitation of Bids for Running the existing “Prashanti Tourist Complex and its premises at Orang National Park”.

Assam Tourism Development Corporation Ltd. invites Bids for Management Contract in two Bids system (Technical & Financial) for running the existing “**Prashanti Tourist Complex and its premises at Orang National Park**” on contract basis for a period of 5 (five) years. Interested Party / Firm having experience in similar line with sound financial condition may download Bid document from ATDC website and submit the Bid to the undersigned manually on **22.01.2015** upto 14.00 hours and same will be opened on the same day at 14.30 hours.

| Name of work | Bid Security (Rs. in lakh) | Application cum Processing Fee |
|---|----------------------------|--------------------------------|
| 1 | 2 | 3 |
| Running the existing “ Prashanti Tourist Complex and its premises at Orang National Park ” | Rs.1.00 lakh | Rs.3,000.00 |

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 Summery of the Project :-

The Assam Tourism Development Corporation Ltd. proposes to assign management contract for running Running the existing “**Prashanti Tourist Complex and its premises at Orang National Park**”. The project consists of 8 (eight) double bedded rooms with attached bath toilets, lobby, reception etc. The total plinth area of the building is 4048 sq.ft. In addition there are two cottages with modern facilities. Bids are invited for management of this project for a period of 5 (five) years with a provision for extension by another two 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. and terms and conditions will be governed by a Contract Agreement to be executed in due course.

Terms & Condition:-

1. Download the Bid document up to **21.01.2015**.
3. Submission of Bid document (manually) on **22.01.2015** before 14.00 hrs.
4. Opening of Technical Bid on **22.01.2015** 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 for an amount 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 (Bid security of all 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 deposit 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 5 years (Upto contract period) and signed the formal agreement. 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. 3,000.00 (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 along with the Technical Bid.

10. Documents to be enclosed with Technical Bid : **i)** Registration Certificate / License /Trade license, **ii)** Photocopy of PAN Card, **iii)** VAT Registration Certificate, **iv)** Up to date VAT clearance certificate, **v)** Balance sheet, profit & loss account, audit report for last 3 (three) years, **vi)** A brief description – Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest house etc. with supporting documents, **vii)** Undertaking – Detail list of likely investment to be made for the project, **viii)** Supporting document – Rating / Awards for performance of their Hotels / Guest Houses etc.

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. 3,000.00, Bid Security Rs. 1,00,000.00 and eligibility criteria (Supporting documents).

ii) Contents of Financial Bid-Form of Financial Bid to be 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 :-

The Managing Director, Assam Tourism Development Corporation Ltd. , A.K. Azad Road, Paltan Bazar, Guwahati-8, will received the Bid on **22.01.2015** upto 14.00 hrs. 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. 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 | Maximum Mark | Score | Remarks |
|----------------|--|--------------|-------|---------|
| 1 | The financial soundness and capacity to invest as certified by Bankers, Audited Profit & Loss A/C statement and Balance Sheet, Annual Turn Over in last three years, evidence of access to adequate working capital. | 25 | | |
| 2 | Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest House, Resort etc. | 20 | | |
| 3 | Likely investment to be made for the project. (Furniture fixture etc.) | 10 | | |
| 4 | Rating / Awards for performance of their Hotels / Guest Houses etc. | 5 | | |
| 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 :-

1. 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.

2. 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.

To,

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

Sub: Submission of Bids for Management Contract for Running the existing **“Prashanti Tourist Complex and its premises at Orang National Park”**

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 existing **“Prashanti Tourist Complex and its premises at Orang National Park”** 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

Invitation of Bids for Management Contract for Running the existing “Prashanti Tourist Complex and its premises at Orang National Park”

(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. | Balance sheet, profit & loss account, audit report, certificate of CA etc. 2013-14 2012-13 2011-12 | Turn over Rs. } Rs. } Average Turn over Rs. } Rs. } |
| 9. | Experience in business particularly in tourism related activity and / or experience in the similar line like Hotel, Restaurant, Guest House etc. | |
| 10. | 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. Total Rs. |
| 11. | Rating / Awards for performance of their Hotels / Guest Houses etc. | |

N.B. :- Please attach certificate, license etc. from the appropriate authority as token of proof against Sl. No. 9 & 11.

Seal & Signature of the Bidder

Form of Financial Bid

Invitation of Bids for Management Contract for Running the existing “Prashanti Tourist Complex and its premises at Orang National Park”

| Description | Per Month (In figure & words) |
|--|----------------------------------|
| Proposes to running the existing “Prashanti Tourist Complex and its premises at Orang National Park” | |

- 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. 10 of Technical Bid sealing and marking of Bids.

Signature :- _____

Full Name :- _____

Designation :- _____

Address : _____

Tele No. _____