



**ASSAM TOURISM DEVELOPMENT CORPORATION LIMITED**  
**ASOM PARYATAN BHAWAN (4<sup>TH</sup> FLOOR)**  
**A.K.AZAD ROAD, PALTANBAZAR, GUWAHATI -781008**  
**PHONE NO. (0361) 2633654, FAX: (0361) 2738620**  
**An ISO 9001:2008 Certified Organization (Quality Management System)**  
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No. ATDC/CS/600/2022/

Date: 5.02.2022

**DETAIL NOTICE INVITING BID (QCBS)**

1) Managing Director, Assam Tourism Development Corporation Ltd., Paltanbazar, Guwahati – 8 invite Bid for the following work from the contractor registered under ATDC Ltd. appropriate category having experience in similar nature of works.

Details of the Bid may be seen at e-procurement portal : [www.assamtenders.gov.in](http://www.assamtenders.gov.in), ATDC portal : [www.assamtourisonline.com](http://www.assamtourisonline.com) and also in the office of the undersigned during office hours from 11.00 AM of 15.02.2022 to 2.00 PM of 28.02.2022.

The Bidders must be registered with the E-tendering system (ETS) of the Govt. of Assam (Website :<http://assamtenders.gov.in>).

The undersigned reserves the right to accept / reject any or all the offers without assigning any reason thereof.

<i>State/ package</i>	<i>Name of work</i>	<i>Approx. value of work (In Rs.)</i>	<i>Bid security (In Rs.)</i>	<i>Cost of Bid Document (In Rs.)</i>	<i>Period of Completi on</i>	<i>Class of Bidder</i>
Assam / ATDC E00 77	Maintenance of Departmental Building (Directorate of Tourism)	40,10,705.00	80,214.00	3,000.00	6 (six) months	I (A,B,C), II

2) Contractors / Firms / Private Limited Company registered with Assam Tourism Development Corporation Ltd. with up-to-date registration certificate, having experience in similar nature of works with the E-tendering system provider for participating in the bidding process. The Bidding document may be downloaded through the [www.assamtenders.gov.in](http://www.assamtenders.gov.in) by using their own user ID.

3) Online submission of Technical and Financial Bid are mandatory. Manual submission (without online submission) of bid will be considered as non-responsive. Bidders are to submit the required papers for technical bid by scanning and uploading the same before the expiry of the sequence “Tender Download” in the activity schedule mentioned below at Sl.6.

4) The bidder shall submit the cost of the bid in the form of Demand Draft / Bankers cheque of any nationalized Bank in favour of Managing Director, Assam Tourism Development Corporation Ltd. Payable at Guwahati. Bidders submitting DD / Bankers cheque as cost of bid shall upload the scanned images of the same with the technical bid.

5) The Bid security shall be in favour of Managing Director, Assam Tourism Development Corporation Ltd. with validity 225 days from the date of submission of Bid in one of the following forms :-

- a) Bank Guarantee from any Nationalized / Scheduled Indian Bank in favour of the Managing Director, Assam Tourism Development Corporation Ltd. (A written confirmation in the Bank's letter head confirming the authenticity of the Guarantee shall be furnished along with the Guarantee).
- b) Fixed Deposit Receipt issued by any Nationalized / Schedule Indian Bank acceptable to the employer.

6) The activity schedule for tendering process of the above mentioned packages shall be as per the schedule shown below :-

Sl.No.	Schedule	Start Date	Start Time	End Date	End Time
1	Publishing Date	15.02.2022	10.30 A.M.	--	--
2	Bid Download	15.02.2022	11.00 A.M.	28.02.2022	2.00 P.M.
3	Pre Bid meeting date	22.02.2022	12.00 Noon	--	--
4	Bid submission date	15.02.2022	11.00 A.M.	28.02.2022	2.00 P.M.
5	Technical Bid opening date	28.02.2022	3.00 P.M.		
6	Financial Bid opening date	Will be intimate letter			
7	Tender Committee Meeting	As fixed by Authority			
8	Letter of Acceptance	Within 3 days after Tender Committee	---	---	---
9	Final Work Order	After signing / Acceptance of the Tender Agreement	---	---	---
10	Work started	Within 7 days after Final Work Order	---	---	---

7) A pre-bid meeting will be held on **22.02.2022** at **12.00 Noon** at the office of the Managing Director, Assam Tourism Development Corporation Ltd., A.K. Azad Road, Paltanbazar, Guwahati – 8, to clarify the issues and to answer questions on any matter that may be raised.

8) Prospective bidders should inspect the site and details of the Project at any suitable date before submission of Bid, with due permission of the Managing Director, Assam Tourism Development Corporation Ltd.

9) Original copy of the following documents must be submitted on **28.02.2022** upto **2.00 PM** at the office chamber of the undersigned.

- a) Power of Attorney for signing the Bid.
- b) Bid securities in the form of Original Bank Guarantee / FDR.
- c) Cost of Bid document in the form of original DD / BC.
- d) Original copy of Banker Certificate for Credit facility.

10) A hard copy of the technical bid submitted online is to be submitted on **28.02.2022** upto **2.00 PM** for evaluation purpose. For any discrepancy between the online bid and the hard copy of the bid, the online bid will govern and will be considered for evaluation.

11) Bidders have suggested to submit the **Form of Bid and the BOQ only on online**. If the bidders submit the **Form of Bid and the BOQ as hard copy**, their bid will be declared non responsive.

12) Bidders are advised to scan their Technical papers at 100 dpi (In Black & White mode) in pdf format for multiple pages with maximum file size of 5MB. If numbers of pages exceeds, the bidders are advised to create multiple files and upload the same in "Upload Additional Document" stage.



**13) Bidders Minimum Qualification Criteria:**

i. Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which Bids are invited should be either of the following-

a) Three similar completed works costing not less than the amount equal to 40% of the Bid value.

**Or**

b) Two similar completed works costing not less than the amount equal to 50% of the Bid value.

**Or**

c) One similar completed work costing not less than the amount equal to 80% of the Bid value.

ii. Bidders must submit work order and completion certificate.

iii. Average Annual financial turnover during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be not least 30% of the Bid value.

iv. Bidders must submit Audited Balance sheet in support of his financial credentials, for the last 5 (five) years.

14) Bidders should quote rates considering the latest Govt. order / circular / notification on G.S.T.

15) The Managing Director, ATDC Ltd., reserves the rights to cancel any Bid or all the Bids submitted by Bidders without assigning any reason.

16) Bidders who do not fulfil the requirements need not participate in the Bid process.




Managing Director,  
Assam Tourism Dev. Corpn. Ltd.

Date: 5.02.2022

Memo No. ATDC/CS/600/2022/ 3128

Copy to:

- ✓ 1) M/s. Web.Com, Voltas Building, Chandmari, Guwahati-1 for information & necessary action.
- 2) Notice Board.
- 3) Master file.



Managing Director,  
Assam Tourism Dev. Corpn. Ltd.

