

To be affixed with a court fee stamp of Rs. 8.25 (Rupees eight and paisa twenty five) only along with this Technical bid.

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. ATDC847/2002/pt-III/2017

Dated : 14.02.17

TECHNICAL BID

Terms and Conditions regarding Invitation of Bids for **Running & Maintenance of Sati Radhika Prashaanti Udyan 40% along with Newly Constructed Parking Space near Hanuman Mandir at Uzanbazar, Guwahati-1**

Assam Tourism Development Corporation Ltd. invites Bids for Management Contract in two Bids system (Technical & Financial) for running & Maintenance the of **Sati Radhika Prashanti Udyan (Riverfront Park 40%)** and Parking Space near Hanuman Mandir at Uzanbazar on contract basis for a period of 3 years with a provision of extension by another two years subject to satisfactory performance .. Interested Party / Firm having experience in similar line with sound financial condition may download Bid document from ATDC website or may be manually collected form ATDC Office during Office hour up to 10/03/17 and submit Bid to the undersigned manually on **15/03/17** up to 14.00 hours and technical bid will be opened on the same day at 14.30 hours. The date & time for opening of Financial Bid may be intimated to the technically qualified Bidder in time or may be opened on the same day. The projects would be offered for running in as is where is condition & parties may inspect the projects before submit bids.

Name of work	Reserved Price	Bid Security (Rs. in lakh)	Application cum Processing Fee
1	2	3	4
Running & Maintenance of “Sati Radhika Prashanti Udyan 40% and Newly constructed Parking Space near Hamuman Mandir at Uzanbazar, Guwahati-1	Rs.10,000/- PM (Rupees Ten thousand)PM+ for Park premises and Rs.5000/-(five thousand) PM + S.T for parking space.	Rs.1.00 lakh (Rupees one lakh) only	RS 2000/- (Rupees two thousand) only

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 Sati Radhika Prashaanti Udyan and Parking Space are situated beside the Mighty Brahmaputra at Uzazanbazar, in the city of Guwahati. The scenic beauty along with Umananda temple in the midst of Brahmaputra is very beautiful and unique. The ATDC proposed to invite tender for management contract of 40% only out of the total area of the entire park premises toward the eastern side along with the newly constructed Parking Space near Hanuman Mandir toward the eastern at Uzanbazar, Guwahati-1.

There is a kitchen shed in the said park premises for providing Tea & snack to the visitors. With a n open space berth about 35 ft and length about 40 ft wherein chairs and tables may be put up temporarily for sitting of visitors .Bids are invited for management of two units for a period of 3 years with a provision of extension another two years subject satisfactory performance. The selected party shall be granted authority to manage and run the units 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.

General Condition:-

The bids for Management Contract for the above mentioned project should be submitted 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 the 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 two years for the financial year 2014-15 and 2015-16 with including proof of financial soundness. i.e Acknowledge of receipt of deposit of Income Tax .The Annual Turn Over should not be less than Rs.10.00 Lakh
- (c) A brief description of the steps / measures to be taken by the bidder for management and running the project in following categories:-
 - (1) Beautification plan
 - (2) Landscaping plan
 - (3) Lighting and Publicity plan
 - (4) Hygiene & Cleanliness Plan
 - (5) Plan for safety measure for maintaining healthy social environment in the park premises
- (d) The firm has experience in running similar project minimum tenure of 3 years.
- (e) The bidders will have to give their presentation on the proposed plan & design to make the park more attractive & beautiful .as part of their Technical Bids, The hard copy of the presentation to shown need to be enclosed along with the Technical Bid.

(2)Financial Bid

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.

(2) Opening of Bids:-

The tender box with the sealed envelopes containing the Technical Bids will be opened in the office of the Managing Director, Assam Tourism Development Corporation Ltd. on **15-03-2017 at 2:30 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, and date and time for opening Financial Bids would be intimated separately. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working date at the same time & venue

(3) 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 running similar project - **5 Marks**

(C) Presentation on plan

Proposal development Plan

(1) Beautification plan-
(2) Landscaping plan-
(3) Lighting and Publicity plan-
(4) Hygiene & Cleanliness Plan -
(5) Action Plan presentation on the plan & design to make the unit more attractive & beautiful – etc

30 Marks

(d) Rating / Awards for performance of their Hotels / Guest houses, Similar project etc – **5 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.

(4) **Submission of Bids:-**

The Technical and Financial Bids are to be submitted as per prescribed proforma enclosed herewith and to be dropped in the Tender Box. No bid should be sent by post / courier service or by hand.

(5) **Documents to be enclosed** with Technical Bids: as mention at “Evacuation of Bids” at page-3 “ point-3”

- (i) Certificate of financial soundness from a bank and Acknowledge of receipt of deposit of Income Tax in favour of the party
- (ii) Last two years certificate /TDS/ Balance Sheet of the firm / individual
- (iii) Proof of experience in the similar line i.e Maintaining Park.
- (iv) Photocopy of PAN
- (v) Vat registration certificate with up to date position.
- (vi) The hard copy of presentation to be shown need to enclosed along with the Technical Bid

(6) Bid security of Rs.1.00 lakh (Rupees one lakh) only by Bank Draft / Bankers cheque drawn in favour of the undersigned (refundable). No pre-bid meeting will be held.

(7) For any clarification, the undersigned or SM (p) /Section officer (G) ATDC may be contacted. No written clarification will be provided.

(8) Bids Processing fee of Rs 2000/-(two thousand) by Bank Drafts / Bankers cheques drawn in favour of the undersigned

(9) Important dates and time:

(a) Submission of Bids : Within 15/03/17 (up to 2:00 p.m.)

(b) Opening of Technical Bids: On 15/03/17 at 2:30 p.m.

The bidders may inspect the project before submission of bids.

Encl: Proforma I,II

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

Form No: I

A passport size
Recent photograph
Of the bidder
is required to be
pressed here.

To

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

Sub. :- Invitation of bids for Management Contract for “Running & Maintenance of “Sati Radhika Prashanti Udyan 40% and Newly constructed Parking Space near Hamuman Mandir at Uzanbazar, Guwahati-1 _____ 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 & Maintenance of “Sati Radhika Prashanti Udyan 40% and Newly constructed Parking Space near Hamuman Mandir at Uzanbazar, Guwahati-1 in terms of your Invitation of Bids for the same for your consideration. The following documents are enclosed:-

- (1) Form No: I & II. and Form-No III insert in separate envelop as mentioned
- (2) Certificate of financial soundness from a bank and Acknowledge of receipt of deposit of Income Tax in favour of the party
- (3) Proof of experience,
- (4) Photocopy of PAN.

- Development Plan like -
- (1) Beautification plan-
 - (2) Landscaping plan-
 - (3) Lighting and Publicity plan-
 - (4) Hygiene & Cleanliness Plan -
 - (5) Action Plan for safety measure for maintaining social environment in the park premises etc.
 - (6) Vat Registration Certificate with up to dated position.
 - (7) Bid security of Rs.1.00 lakh (Rupees one lakh) only and processing fee of Bids document of Rs 2000/- (two thousand) by Bank Drafts / Bankers cheques drawn in favour of the undersigned
 - (8) The hard copy of presentation to be shown need to enclose along with the Technical Bid

Yours faithfully,

Signature :- _____

Full Name :- _____

Full Postal address

With Tele No:- _____

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Qualification Information of Bidder

Invitation of Bids for Running & Maintenance of “Sati Radhika Prashanti Udyan 40% and Newly constructed Parking Space near Hamuman Mandir at Uzanbazar, Guwahati-1

(To be filled by Bidder)

1.	Name of the Bidder / Firm	
2.	Constitution of legal status of Bidder, if any	
3.	Place of Registration	
4.	Principal Place of Business	
5.	Power of Attorney of signatory of Bid	
6.	Profession	
7.	Certificate of financial soundness from a bank and Acknowledge of receipt of deposit of Income Tax favour of the party	
8.	Last two years certificate /TDS/ Balance Sheet of the firm / individual 2014-15 and 2015-16	Turn over Rs. } Average Turn Rs. } 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.	Proposed Development plan in (PPT) to be made for the project. :- (i) 1) Beautification plan- (ii) Landscaping plan (iii) For gardening * Landscaping etc. (iv) Hygiene & Cleanliness Plan (v) Action Plan for safety measure for maintaining healthy social environment in the park premises (vii) The hard copy of presentation to be shown need to be enclosed along with the Technical Bid	
11.	i) Rating / Awards for performance of their Hotels / Guest Houses etc. ii)Vat Registration Certificate with up to dated position. Bid security of Rs.1.00 lakh (Rupees one lakh) only by Bank Draft / Bankers cheque drawn in favour of the undersigned and another Dank draft for Rs. 2000/(two thousand) of Bid document fee. iii)Brief description of the bidder as mentioned at Page -2	

N.B. :- Please attach certificates, license etc. from the appropriate authority as token of proof

Sample copy

Signature of Bidder with Address

Form of Financial Bid

Invitation of Bids for Bids for Running & Maintenance of Sati Radhika Prashaanti Udyan 40% and Newly Constructed Parking Space near Hanuman Mandir at Uzanbazar, Guwahati

Description	Per Month (In figure & words)
Bids for Running & Maintenance of Sati Radhika Prashaanti Udyan 40%and Newly Constructed Parking Space near Hanuman Mandir at Uzanbazar, Guwahati	

- N.B. :-** 1. The monthly contract money should be quoted both in figures and words in the manner.
2. Service Tax @ 12.36% or as admissible 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 : Page No-2 of Technical Bid sealing and marking of Bids.

Signature :- _____

Full Name :- _____

Designation :- _____

Address : _____

Tele No. _____

Sample Copy