

JOB No. NOIDA/CLUB27/2019/01
Noida Sector 27 club
(Office Of General Manager)
Date: 01 Mar 2019

EOI DOCUMENT

EOI for Catering Services in the Club premises for CLUB- Sector 27 NOIDA

EOI are invited by **Office of General Manager, sector 27 Club, NOIDA** for Catering services in the club premises for Noida Club Sector 27

Date of issue of EOI Document	01 March 2019
Last Dates & Time for submission of EOI Document	15 TH MAR 2019 TILL 3.00 PM
Date & Time for opening of Tender Document	
Pre qualification bid	8 TH MAR 2019 AT 3.00 PM at Club 27, H-block, Sec 27, NOIDA
Technical bid (Envelope 1 & 2)	15 TH MAR 2019 AT 5.00 PM at Club 27, H-block, Sec 27, NOIDA

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For any clarification please Contact Mr. Sharanjit Singh, General Manager (Club-27) at 9811078735 or mail us at club27noida@gmail.com

SCOPE OF WORK

Noida sector 27 club seeks competitive sealed EOI from qualified interested parties (FSSAI Certified) to enter into a contract to operate a restaurant, bar, coffee shop, BANQUET HALL.

The successful bidder to whom the work is awarded will be required to enter into a contract/lease for the premises and to provide high quality food, beverages, including alcoholic beverages, and event services, the specific terms and conditions of which will be set forth in the contract. The agency would be required to serve full course meals for lunch and dinner defined at a minimum as appetizers, entrees and desserts as well as breakfast and snacks like at other golf course/club/institution. NOIDA CLUB SECTOR 27 reserves the right to establish other terms and conditions for the operations which will be negotiated and set forth in the contract/lease.

TERMS AND CONDITION

1. Bidder should deposit EMD of Rs. 2,00,000/- by means of a Demand Draft from scheduled bank drawn in favour of Club 27 NOIDA payable at Noida as Earnest Money Deposit (EMD). EOI without the EMD prescribed will not be considered
2. EOI received from various firms for providing the necessary F&B services and the discussions thereof will enable the management to prepare an appropriate and comprehensive tender document to invite renowned firms to take part in the tender process and the selection of the best bid.
3. Selection of successful bidder would be made on the basis of a dual bid tender comprising technical and financial, bids with consideration being given not only to the highest license fee, but also to the overall desirability of the EOI which is deemed to be most appropriate for providing quality service. The terms and conditions of the contract/lease, including length of the term and any renewals, will be provided on the tender document which will be prepared after examination of EOI received on response to this notice.
4. The licensee would be required to operate the above facilities during their operational hours. Rates for liquor and commonly consumed/ordered food items/refreshments by the MEMBERS will be fixed by the management. Catering would also need to be done for events. Bar license would be in the name of the management and liquor would be procured and issued to the licensee by the management. Licensee would also need to provide food and beverage services for events in the BANQUET HALL AND VIP ROOM. Booking charges for the BANQUET HALL/other party locations would be revenue of the club.. Operating hours would be fixed by the management.
5. Before submitting the bid, the intending bidder shall visit the site and familiarize himself /herself thoroughly with the site conditions. Non-familiarity with the site conditions will

not be considered a reason for not carrying out the work in strict conformity with specifications.

6. The Contractor shall provide crockery, cutlery, table linen & frills, cooking utensils and other articles that are necessary and required for providing catering services. The Contractor shall at all times keep and maintain all the articles in a clean, neat, hygienic and tidy order and condition.
7. The Contractor shall set up the kitchen himself and the club shall provide him no extra amount to do so, the contractor has the right to take the equipment back if and when his contract is terminated with the permission of the Club management. The Contractor shall at all times keep and maintain the kitchen, regular inspection shall be done by the Club management.
8. Noida Sector 27 Club reserves the right to reject any EOI in which the proposer takes exception to the terms and conditions of the EOI; fails to meet the terms and conditions of the EOI, including but not limited to, the standards, specifications and requirement specified in the EOI; submits prices that are considered to be excessive compared to the existing market conditions and at other comparable clubs. Club 27 Noida also reserves the right to reject, in whole or part, any EOI that it has determined; using the criteria set forth above would not be in the best interest of the golf course. Club 27 Noida may conduct discussions with proposers who submit EOI for the purpose of clarifications or corrections regarding EOI to ensure full understanding of and responsiveness to the requirement set forth in the EOI.
9. Track record of bidder should be clean and should not have any involvement in illegal activities or financial frauds. There should not be any case with the Police/Court/Regulatory authorities against the bidder.
10. Bidder must not have been prosecuted or suffered any penalty for violation of any statutory laws by any Authority.
11. Bidder must not have been suspended / delisted / blacklisted by any organization on any grounds.
12. The bidder should not have rescinded/abandoned any contract awarded by any of his clients before the expiry of prescribed period of contract. The bidder shall give details of all disputes he/she had with his/her clients and furnish the status of arbitration, if any.
13. The receipt of party bill will be the responsibility of the Club 27(Party bill will be raised on the Club 27 by the caterer with all taxes)

Annexure I

Eligibility criteria:

- i) Name, address, email address and telephone numbers of the firm. Along with Pan No, GST no.)
- ii) Minimum 5 years of experience in providing F&B services details of two similar contracts
- iii) Annual turnover for the last five financial years certified by a Chartered Accountant. (minimum 50 lakhs in the Last three financial year)
- iv) Include a general business plan for restaurant, bar and event facility operations, including any plan for advertising or promoting operations amongst members.
- v) Resume of the principal responsible party and all principal personnel to be involved in the management and operation of the facilities.
- vi) Names, addresses and contact information of at least three (3) references of individuals with direct knowledge of the proposer and principal personnel's experience in the management and operation of similar facilities.
- vii) Sample menu describing/showing the type of food to be served (i.e. breakfast, lunch and dinner and appetizers/snacks) with proposed pricing information.
- viii) Amount of proposed rent/and or financial incentives.

Annexure II

Evaluation of EOI

Criteria for evaluation of EOI would include the following:

- i) Quality of concept, business plan and services to be provided.
- ii) Experience of proposer and principal personnel.
- iii) Financial capability.
- iv) References.
- v) Other factors deemed relevant.
- vi) Short-listed candidates will be subject to hosting, food tasting coupled with site visit of premises (restaurants, banquet halls, catering facilities at clubs/institutions, etc.) they currently operate.

Annexure III

EOI Format

The EOI should be submitted in **Two** envelopes which shall be placed in **another envelope** super scribed as “**EOI for Catering Services for Noida Sector 27 Club** ”and sealed as detailed below and submitted to Sr. Manager at Work Circle –II, Water Works Compound, Sector 19, NOIDA upto 3:00 PM on 5th Mar 2019.

Envelope 1: Pre-qualification Bid

The bidder shall submit required EMD & Prequalification documents as per annexure I

Envelope 2: Technical Bid

Quality of concept, business plan and services to be provided.

Envelope3: Financial Bid

Financial bid shall be opened for only those bidders who are found eligible Technical Bid stage.

The Bidder shall submit amount of proposed rent/and or financial incentives.

ANNEXURE- IV

- i. The contract shall be for a period of 2 years and extended for a further period of 1 year after reviewing the performance of the contractor.
- ii. The contract can be cancelled by either side with a notice of 3 months time period without assigning any reason.

PERFORMANCE SECURITY

The contractor will deposit Performance Security equal to monthly fixed fee of 2 months in the form of unconditional & irrevocable Bank Guarantee drawn on registered Scheduled bank in favour of Club 27 Noida valid for 3 months after the completion of the contract.