

Noida Sports Trust
Noida Stadium, Sector 21A, Noida

Noida Sports Trust is inviting tenders for a caterer to establish a Snacks Bar/Kitchen at Noida Sports Stadium in a kitchen of 20 ft x 22 ft approx. and open area (around 550 sq. mtr.) for seating. The caterer should have 5 yrs. experience in running an established snacks bar/restaurant/clubs and should have a minimum annual turnover of Rs. 50 lacs.

Detailed information and tender can be downloaded from the website www.noidaauthorityonline.com. The last date to submit the tender is 31st Oct 2018.

Secretary(Noida Sports Trust)

No. _____
(Office of Secretary)
NOIDA SPORTS TRUST
Noida Stadium, Sector 21A, NOIDA

TENDER DOCUMENT

Tender for the provision for catering services for Noida Stadium

The Noida Sports Trust invites proposals from suitably qualified organisations who wish to be considered for the Contract to establish a Snacks Bar to provide hygienic/healthy/quality food to the players and visitors in Noida Stadium:-

Date of issue of Tender Document	15 October, 2018
Last Dates & Time for submission of Tender Document	11.00 AM, on 31 st October 2018
Date & Time for opening of Tender Document	
Pre qualification bid & Technical bid (Envelope 1 & 2)	At 11:30 AM 2 nd November 2018
Financial Bids of eligible Tenders	To be communicated later

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Scope of Work

The Noida Sports Trust has focused on providing excellent catering services and facilities to the players/members/visitors of the Stadium. The successful applicant must be able to demonstrate the following attributes:-

1. Strong customer service ethos and clear customer value proposition.
2. An exciting and diverse menu using hygienic/healthy/quality food products, presentation and service.
3. The ability to work cooperatively with the Stadium's management and customers to provide catering options for a diverse range of stadium functions and activities.
4. A recognition that the Noida Stadium ongoing success is built on member satisfaction.
5. Demonstrated business acumen.
6. Awareness of and compliance with statutory obligations (particularly food hygiene & work health & safety).

Terms and Condition

1. **EMD of Rs. 1,00,000/-**(Rupee One Lakhs Only) payable through Demand Draft/, Banker's cheque, Fixed Deposit receipt or Bank Guarantee from any of the Commercial Banks only drawn in favour of **Noida Sports Trust** must be submitted with Envelope 1.
2. Bidders are advised to inspect, measure and examine the site and satisfy themselves with site conditions, before submitting their bids. No measurements will be provided by the office of Secretary, Noida Sports Trust.
3. The prospective bidders are requested to go through the enclosed, Terms and Conditions of the contract carefully. **The bid documents (Pre qualification, Technical and Financial) are to be submitted as per Annexure II & III.** The rates quoted in the BOQ should be inclusive of all charges such as design, labor, transportation, storage etc. but exclusive of applicable taxes. Taxes, as applicable should be reflected separately in the bills. Any disclosure of financial bid in the technical bid documents will lead to summary rejection of the bid. No correction either in the technical bid or financial bid is permitted. Incomplete or ambiguous bids without documentary proof will not be considered.
4. The Contract will be awarded for a period of three years which can be extended further subject to satisfactory performance of the contractor for maximum of one year period.
5. Noida Sports Trust reserves the right to award the contract to one or tenderer depending upon L-I rates quoted in the tender.
6. Noida Sports Trust reserves the right to accept or reject any or part of the items found inferior in quality of workmanship or/and the quality of materials/goods.
7. Firms with single proprietorship are eligible for participation in the tender.

- 8.** Delay in delivery will not be permissible on any ground. If the ordered items are not delivered within a reasonable time a penalty of 2% of the item value per month shall be imposed subject to a maximum of 10% of item value.
- 9.** The furniture items etc. supplied by the firm should be of quality and a strict view will be taken if is found defective at any stage during or after the delivery.
- 10.** In case the contractor fails to cope with the workload or does not supply quality goods or dishonor the contract in any way, the contract awarded shall be liable for outright cancellation/termination summarily, and the security deposit of the firm could be forfeited. Noida Sports Trust is free to entrust the job to any other firm/party. In this connection, decision of the Noida Sports Trust shall be final and binding on the contractor.
- 11.** It will be the responsibility of the contractor to obtain delivery reports from the officer/section/unit concerned in which the items are delivered. In the absence of delivery reports, no payments will be released.
- 12.** Tenderers may please quote their unconditional rates. The price quoted at the time submission of tender should remain valid for 60 days from the date of tender opening and the rates finalized on the basis of these prices shall remain in force during the currency of the contract which will normally be for a period of one year. It may specifically be noted that no changes/escalations in the accepted rates shall be allowed during currency of the contract.
- 13.** The contractor shall be responsible for payment of wages/ settlement of dues with workers engaged by the firm as per prevailing labour/ wage laws in force NOIDA SPORTS TRUST shall not be a party to any dispute between the contractor and workers.
- 14.** The prospective bidders are free to seek any clarifications/ see the kind of requirement's from General Manager, Stadium (Telephone No. 9811078735), who may be contacted with prior appointment on any working day within one week of tender date.
- 15.** The contract shall normally be awarded to the lowest evaluate bidder who has been found to be responsive and who is eligible/qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the tender letter. Noida Sports Trust reserves the option to select more than one firm for award of contract to ensure uninterrupted supply during the currency of the contract.
- 16.** If any of the bidders have any objection with regard to the terms and conditions of the tender, the same may be pointed out within 5 calendar days of the issue of the tender documents.
- 17.** The earnest money shall be returned to the successful bidder only after receipt of performance security and will not carry any interest.
- 18.** The bills in triplicate for the services prepared on the basis of rates will have to be submitted in favour of Secretary, NOIDA SPORTS TRUST for effecting payment together with copies of job works carried out duly signed by user offices/section.

- 19.** The job carried out shall be to the satisfaction of Noida Sports Trust; else Noida Sports Trust reserves the right to blacklist the agency for a suitable period or from further participation in any of the Department's contracts. The decision of the competent authority of Noida Sports Trust shall be final and binding on the firm/agency.
- 20.** Rates of the eatables/consumables shall be decided by the approved Committee of Noida Sports Trust. TDS and any other Government levies applicable on bill as per Government of India instructions issued from time to time shall be deducted.
- 21.** If it is found that the contractor has violated these conditions, the contract will be terminated forthwith without any notice.

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 the 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 TENDER

Criteria for evaluation of TENDER 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.

Annexture III

Financial Proposal Submission Form [Location, Date]

FROM: (Name of Bidder)

To,

Shri SC Mishra
Senior Manager (Work Circle II),
Sector 19, Noida - 201301
District Gautam Budh Nagar, Uttar Pradesh

Sub: Financial Bid for the catering services for Noida Stadium.

Dear Sir/Madam,

We, the undersigned, offer to provide the services for the above in accordance with your tender notice dated _____, and our Bid (Response to Technical eligibility criteria and Financial Bid). Our attached Financial Bid is for the monthly fixed fee of _____ [excluding all taxes, Amount in words and figures].

We understand that the client reserves the right to negotiate the Financial Bid.

We undertake that our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Bid, i.e. *180 days from the date of submission of the Bid.*

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand you are not bound to accept any Bid you receive.

Yours sincerely,

Signature:

Name and title of Signatory:

Name & address of the Bidder

Note:- The bidder shall quote above the monthly fixed fee of Rs 75,000. This fee will be increased by 15% at the end of the 3rd year.

TENDER Format

The TENDER should be submitted in **Two** envelopes which shall be placed in **another envelope** super scribed as “**TENDER for Catering Services for Noida Stadium** ”and sealed as detailed below and submitted to Secretary (Noida Sport Trust) at Noida Stadium, Sector 21A, Noida upto 11:00 AM on 31st October 2018

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.