

3rd Floor, PTI Building
4 - Parliament Street
New Delhi-110001

Dated: 17.02.2017

TENDER DOCUMENT

Selection of agency to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, 1-Parliament Street, New Delhi-110001.

Earnest Money Deposit	: Rs.1,00,000/-
Cost of Bid documents	: Rs.1,000/-
Pre-Bid Conference	: 3:00 PM on 07.03.2017
Clarification on the Pre-Bid Conference (to be posted on www.nhidcl.com)	: By 5:00 PM on 09.03.2017
Last date and time for submission of Bids	: 3:00 P.M. on 15.03.2017
Date and time for opening of Technical Bids	: 4:00 P.M. on 15.03.2017
Date and time for opening of Financial Bids	: To be notified later on

3rd Floor, PTI Building
4 - Parliament Street
New Delhi-110001

Dated: 17.02.2017

TENDER NOTICE

National Highways & Infrastructure Development Corporation Limited invites sealed tenders under **Two Bid System** i.e. Technical Bid and Financial Bid from reputed, experienced and financially sound Eating Houses/ Caterers/ Catering Houses/ Café Operators/ Canteen Operators, etc. (hereafter called Bidders) **to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, 1-Parliament Street, New Delhi-110001.** The contract shall be initially for a period of 05 (five) years (*likely to commence from 01.05.2017*) from the date of award of the contract, which may be further extended for another three spells of two years each upon satisfactory performance, which shall be on the same terms & conditions. However, the rent shall be increased by 10% with extension of each term. The extended term can be curtailed/ terminated at any time before expiry of contract period depending upon performance of agency by NHIDCL/ MoRTH giving one month notice in writing.

2. The complete Tender Documents can be downloaded from the website of NHIDCL www.nhidcl.com.
3. Interested Eating Houses/ Caterers/ Catering Houses/ Café Operators/ Canteen Operators, etc. may submit their bids complete in all respect along with Earnest Money Deposit (EMD) of Rs.1,00,000/- (Rupees One Lakh Only) and other requisite documents on or before **15.03.2017** by 3:00 P.M. to the **Dy. GM (HR), National Highways & Infrastructure Development Corporation Limited, 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001.** No bid shall be entertained after this deadline under any circumstance whatsoever. The Technical Bids will be opened at 4:00 PM on **15.03.2017** itself and Financial Bids of only technically qualified bidders will be opened on a date to be notified later on, in the presence of authorized representative of the Bidders who wish to be present.
4. NHIDCL reserves the right to amend or withdraw any of the terms & conditions contained in the Tender Document or to reject any or all bids without giving any notice or without assigning any reason thereof. The decision of the National Highways & Infrastructure Development Corporation Limited in this regard shall be final and binding on all the bidders.

Pradeep Chawla
Dy. GM (HR)

Copy to:

1. PS to MD& Director (A&F), NHIDCL
2. IT Cell – for display in NHIDCL website.

SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR BIDDERS

National Highways & Infrastructure Development Corporation Limited (NHIDCL) is entrusted with construction of Automated Multilevel Car Parking work at Transport Bhawan, New Delhi. The Multilevel parking is expected to be functional in the month of April, 2017. In this connection, it has been proposed to Build Café facility on the terrace of Multilevel Parking. The proposed layout of the area is appended below; for reference.

The National Highways & Infrastructure Development Corporation Limited situated at 3rd Floor, 4-Parliament Street, New Delhi-110001 has been authorized to shortlist and engage an agency from Eating Houses/ Caterers/ Catering Houses/ Café Operators/ Canteen Operators, etc., to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, 1-Parliament Street, New Delhi-110001.

NDMC has been requested for permission to operate Café over the terrace of the Automated Multilevel Car Parking Building. The Stove (of any kind)/ Fire cooking on the same shall not be permitted. However, cooking using electrical appliances such as Microwave, Induction cooker, hotplate, hot case, etc. shall be permitted. Agency may also be permitted to use the fridge and deep freezers in order to preserve eatables and cold case to keep cold drinks, juices, lassi, milk, curd, coconut etc.

Roof top area comprises of 2400 Sq. ft. bare space with a toilet and washbasin at the roof top alongwith a dedicated lift from ground floor to the roof top.

Interested Agencies are required to visit the premises in order to assess and analyze the scope of the work before furnishing their bids and in case of any doubts the clarification may be sought in the pre-bid conference, NHIDCL/ MoRTH shall not be responsible for any eventuality at the later stage.

The contract shall be subject to the following Terms & Conditions:-

1. **NHIDCL/ MoRTH shall provide only the bare space of about 2400 Sq. Fts.; the kuchcha structure/ fabrications (which can be comprising of Porta-cabin, Fiber/ wooden partitions, etc.), false ceiling, canopy, plant pots, etc. as to make the area functional and to give aesthetic look shall have to be built by the selected agency at his own cost and risk.**
2. The said space on the terrace of the Multilevel Car Parking shall be provided to the **highest bidder** who will quote the maximum rent for the said space, in a **sealed cover** as per the format of 'Financial Bid'.
3. **Selected agency is required to deposit 03 (three) months rental as Performance Security (interest free), which shall be refunded on completion of the contract period and handing over peaceful possession of the space to NHIDCL/ MoRTH.**
4. In addition to the rent, Agency shall be required to pay applicable taxes on the rentals.
5. The rental is required to be paid in advance, which must be remitted by 05th of each calendar month positively; late payment of monthly rental will attract 18% interest.
6. Upon completion of term/ termination of the contract, agency has to leave the structure on 'as is where is basis', without any compensation.

7. The selected agency is also required to arrange Structure, Furniture, air cooler, fans, etc. at his own cost and maintain the same in good conditions.
8. Agency shall be required to deploy cooking/ serving/ catering staff in presentable and clean uniform with shoes etc., in order to maintain appropriate hygiene standards of the Café facility at the MoRTH. Agency is furthered required to issue the ID card to the staff deployed at the Café in order to have safe passage for them and adhere to the security instruction being followed at MoRTH.
9. Agency shall be required to maintain its own inventory for eating and serving utensils (disposable/ non-disposable).
10. Agency shall be required maintain high standards of hygiene and cleanliness in the kitchen/ cooking area, serving area, dining area and other surroundings.
11. Agency shall ensure to keep a dustbin with lid for disposing rappers/ used bottles/ empty packets/ disposable glasses, etc., which must be cleared at intervals.
12. Bidder has to take separate electrical connection in their name and ensure timely payments of the same directly to NDMC, however, MoRTH will facilitate for necessary documentation in this regard.
13. A water connection would have to be taken at the terrace alongwith waste water trap for disposal of used water. The agency shall be responsible for water charges on actual consumption basis for which meter needs to be installed.
14. The period of contract shall initially be for a period of 05 (five) years from the date of award of the contract, which may be further extended for another three spell of two years each upon satisfactory performance and on the same Terms & Conditions. However, the rent shall be increased by 10% with each extension of two years.
15. The extended term can be curtailed/ terminated at any time before expiry of contract period depending upon performance of agency by NHIDCL/ MoRTH giving one month notice in writing.
16. Agency is also required to display the menu rates in printed form on notice board.
17. Agency is advised to take necessary Insurance cover against loss to the property/ furniture/ equipment etc. arranged by them as against damage due to theft, fire or otherwise.

**TECHNICAL REQUIREMENT OF THE AGENCY TO BUILD & OPERATE CAFÉ
OVER THE TERRACE OF THE AUTOMATED MULTILEVEL CAR PARKING
BUILDING, TRANSPORT BHAWAN, 1-PARLIAMENT STREET,
NEW DELHI-110001**

1. The tenders are invited under two bid system i.e. Technical Bid and Financial Bid. The interested agencies are required to submit two separate sealed envelopes super scribing “**Technical Bids** for selection of Agency to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, New Delhi-110001”, & “Financial Bid for selection of Agency to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, New Delhi-110001” Both the sealed envelopes should be kept in a third envelope super scribing “Tender for Selection of Agency to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, 1-Parliament Street, New Delhi-110001”.
2. The interested Agencies may submit the bid complete in all respects along with the Earnest Money Deposit (EMD) for Rs1,00,000/- (Rupees One Lakh only) and cost of bid documents @1000/- (non-refundable.) should be necessary kept in the sealed cover containing tech bid of the agency (in the form of Demand Draft/ Pay Order drawn in the favour of **National Highways & Infrastructure Development Corporation Limited, payable at New Delhi**, and other requisite documents in a sealed envelope addressed to Shri Pradeep Chawla, Dy. GM(HR) and drop it in the tender box kept at 3rd Floor PTI Building, 4 - Parliament Street, New Delhi-110001, failing which the tender shall be rejected summarily.
3. The tendering Agency should fulfill the following technical specifications and furnish self-attested copies of documents in evidence of compliance with the specifications:-
 - (a) The Bidder must be in the business of running Eating Houses/ Catering/ Catering Houses/ Café/ Canteen etc. with not less than 05 years of relevant experience, proof of which should be enclosed with the Technical Bid.
 - (b) The Agency should be registered with Service Tax and Sales Tax Departments.
 - (c) Registration Certificate.
 - (d) Copy of PAN/GIR card.
 - (e) **The average Annual Turn Over of the company for the last three financial years should not be less than Rupees Fifty Lakhs. Any other document other than CA's certificate will not be accepted upon.**
4. The Turnover certificate must be issued by a qualified Chartered Accountant who has audited the account of the agency on their/ his letter head in original, without which the bids shall be summarily rejected.
5. Attested copies of the documents indicating compliance with the above specifications/ requirements should be kept in the sealed envelope containing Technical Bids.
6. In case, agency defaults after award of work, NHIDCL shall have the right to forfeit the EMD without serving any notice.
7. EMD of the unsuccessful bidders shall be refunded after finalization of the tender proceedings and EMD of the successful agency shall also be refunded after signing of the contract agreement.

8. The technical bids shall be evaluated for 100 marks as per the criteria given hereunder. Agency which secures minimum of 70 marks shall only be eligible to qualify for opening of financial bid.
9. All entries in the tender form given at Annexure-I (For submitting the Technical Bid) & Annexure-II (For submitting the Financial Bid) should be legible and filled clearly. If the space for furnishing the information is insufficient, a separate sheet duly signed by the authorized signatory may be attached.
10. The Competent Authority of the National Highways & Infrastructure Development Corporation Limited reserves the right to cancel any or all the bids without assigning any reason.
11. **Technical Bid must be Indexed, page numbered and bound.**
12. All the pages of the tender document must be signed and duly affixed with the rubber-stamp of the firm/ agency as an acceptance of all the terms & conditions contained therein, by an authorized signatory. Unsigned bids shall be treated as non-responsive.
13. In case the signatures are made by a person other than Proprietor or designated Official of the firm, an authority letter in his/ her name must be attached in original.
14. Conditional bids shall not be considered and will be summarily rejected.

Evaluation of Technical Bids (qualifying only)

A minimum score for Technical Bid (Tn) of 70 (out of 100) is required for qualifying in technical bid evaluation based on the following criteria:-

Sl.	Parameters	Marks Allotted
1.	Length of experience of providing services of running Eating Houses/ Catering/ Catering Houses/ Café/ Canteen etc. (relevant proof to be attached with technical bids, in support of the above.)	3 marks for each completed year subject to a maximum of 30 marks.
2.	Number of Eating Outlets (establishments) being run presently. (relevant proof to be attached with technical bids)	5 marks for each outlet subject to maximum of 15 marks.
3.	Sound Financial standing of the tendering firm in terms of annual turnover, during the last three years i.e. Financial Year 2013-14/ 2014-15/ 2015-16 <u>(relevant certificate from CA with Mobile number to be enclosed).</u>	Annual Average Turnover during the last three Financial years <ul style="list-style-type: none">• 5 marks for turnover between 50 Lakh to 70 Lakh.• 10 marks for turnover between above 70 Lakh to 90 Lakh.• 15 marks for turnover between above 90 Lakh to 110 Lakh.• 20 marks for turnover between above 110 Lakh to 130 Lakh.• 25 marks for turnover above 130 lakhs.
4.	A Presentation (PPT) (for the duration upto 10 minutes maximum) to showcase the idea of execution of proposed Garden Café at the roof top of Multilevel Car Parking including fabrication thereof. (hard copy and soft copy of the PPT may be enclosed with technical bids)	A committee constituted by NHIDCL will attend and evaluate the idea for execution of proposed Garden Café at the roof top of Multilevel Car Parking including fabrication thereof. The Committee after witnessing the presentation will award the marks subject to maximum 30.

- Financial bids of only the technically qualified and eligible bidders would be considered for financial evaluation.
- Final selection shall be based on the basis of rent offered in the Financial Bid i.e. H-1 rental Bidder.
- In case H-1 defaults, NHIDCL reserves the right to award the work to next highest bidder till H-3, (i.e. H-2 and H-3 in that order), provided the agency agrees to match the 'Rentals' quoted by H-1.

Other Terms and Conditions of Contract

General:

1. The Validity of the bid shall remain in force for 120 days from the day of opening of Financial Bids.
2. The contracting Agency shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency without the prior written consent of NHIDCL/ MoRTH.
3. NHIDCL/ MoRTH, reserves the right to terminate the contract during extended period also after giving thirty days' notice to the contracting agency and in case of breach or substandard practice of terms of contract without any further correspondence in this regard.
4. **Duly authorized representative of Bidders will be allowed to participate in the bidding process on production of authorization letter.**
5. National Highways & Infrastructure Development Corporation Limited may ask for documentary evidence in respect of payment of statutory liabilities as and when required.
6. In case the personnel deployed by the successful Agency commits any act of Omission/ Commission which amounts to misconduct/ indiscipline/ incompetence, the successful Agency will be liable to take appropriate disciplinary/ legal action against such persons, including their removal from site of work, as and when required.
7. The Agency shall replace immediately any of its staff who is/ are found unacceptable to the NHIDCL/ MoRTH because of security risks, incompetence, conflict of interest, improper conduct etc. on instructions of the NHIDCL/ MoRTH.

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8. The Agency will be responsible for compliance of all statutory provisions relating to Minimum Wages, Service Tax, Provident Fund and Employees State Insurance etc., if applicable in respect of the persons deployed by them.
9. The contract can be terminated before expiry of the first five years term, in case agency is found to be deliberately/ repeatedly violating the terms & conditions of the tender document.
10. Any dispute shall be subject to jurisdiction of Delhi High Courts.

(Pradeep Chawla)
Dy. General Manager (HR)

Annexure – I

**National Highways & Infrastructure Development Corporation Ltd.
New Delhi-110001**

Application form for Technical Bid

Sl.	Particulars	Details to be filled by the Agency
1.	Name of the Firm / Agency	
2.	Registered office/ business address of the Agency	
3.	Name of Contact Person	
4.	Address with telephone, Fax numbers, Email and name(s)	
5.	Year of Incorporation/ Constitution of the Firm/ Agency	
6.	Income Tax - PAN No. (Attach copy of PAN)	
7.	Service Tax/ VAT No. (Attach copy of Service tax registration No./VAT No.)	
8.	Whether registered with Registrar of Companies. Date of Registration (Attach copy of Registration Certificate)	
9	Annual sales turnover during the last three financial years i.e. FY 2013-14/ 2014-15/ 2015-16	Turnover for :- FY 2013-14 Rs FY 2014-15 Rs FY 2015-16 Rs (Duly Certified by the CA)
10	Length of experience of providing services of running Eating Houses/ Catering/ Catering Houses/ Café/ Canteen etc. , (relevant proof to be attached with technical bids, in support of the above.)	

11	Number of Eating Outlets (establishments) being run presently. (relevant proof to be attached with technical bids)	
12	A Presentation (PPT) (for the duration upto 10 minutes maximum) to showcase the idea of execution of proposed Garden Café at the roof top of Multilevel Car Parking including fabrication thereof. (Hard copy and soft copy of the PPT may be enclosed with technical bids).	

13. Format for giving details of key personnel of the agency

Sl.	Name of personnel	Designation	Years with Agency	Contact number	Any information

14. Details of EMD

Demand Draft No.

Date of issue

Name of issuing bank.....

15. Verification — The application should be signed by the authorized signatory verifying that all the details furnished in the application are true and correct to the best of his/ her knowledge and that in case of furnishing any false information or suppression of any material/ information, the application shall be liable for rejection besides initiation of penal proceedings by NHIDCL/ MoRTH as deemed fit.

Date:

Place:

Signature of authorized signatory
(with Full Name and Seal)

Annexure – II

**National Highways & Infrastructure Development Corporation Ltd.
New Delhi-110001**

Financial Bid

Name and address of Bidder / Firm / Agency _____

Sl.	Particulars	Details to be filled by the Agency
1.	Please indicate the Amount of Monthly Rent.	Rs. _____/- (in words) (Rupees)

Signature of authorized signatory Full Name

Seal:

Date:

Place:

DECLARATION

1. I, Son/ Daughter/ Wife of Shri..... Authorized signatory of the company/ agency/ firm mentioned above, is competent to sign this declaration and execute this tender document:
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:
3. I indemnify NHIDCL/ MoRTH against any loss incurred by NHIDCL/ MoRTH due to any act of omission or commission by the manpower deployed in NHIDCL/ MoRTH through my Company/ Agency/ Firm.
4. My Company/ Agency/ Firm has not been blacklisted/ debarred from participating in tender of any Ministry/ Department/ PSU of Government of India in last three years.
5. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law:

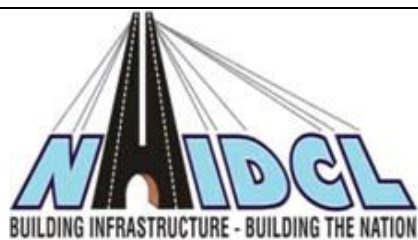
Signature of authorized person (s)

Date:

Name:

Place:

Seal:



**National Highways & Infrastructure
Development Corporation Limited
(A Govt. Of India Undertaking)**

**CORPORATE OFFICE: 3rd FLOOR, PTI BUILDING,
4 - Parliament Street, New Delhi – 110001**

**TENDER NOTICE FOR SELECTION OF AGENCY TO BUILD & OPERATE
CAFÉ OVER THE TERRACE OF THE AUTOMATED MULTILEVEL CAR
PARKING BUILDING, TRANSPORT BHAWAN, 1-PARLIAMENT STREET, NEW
DELHI-110001.**

National Highways & Infrastructure Development Corporation Limited, 3rd Floor, PTI Building, Parliament Street, New Delhi-110001 invites Sealed Tenders in two bid system form Eating Houses/ Caterers/ Catering Houses/ Café Operators/ Canteen Operators, etc., to Build & Operate Café over the terrace of the Automated Multilevel Car Parking Building, Transport Bhawan, 1-Parliament Street, New Delhi-110001. The details can be obtained from our website www.nhidcl.com. **The last date for receipt of proposal is 15.03.2017.**

**(Pradeep Chawla)
Dy. GM (HR)**

For further details please visit – www.nhidcl.com

NOTE: Any change or amendment to this notice will be posted on the above website only

BUILDING INFRASTRUCTURE, BUILDING THE NATION

UNDERGROUND WATER TANK

