

GOVERNMENT OF MANIPUR
DIRECTORATE OF TRIBAL AFFAIRS & HILLS: MANIPUR

TENDER NOTICE

Imphal, the 28th August, 2020

No. 1/2297/2020-TAH (Canteen). Sealed Tender are invited from intending well experience/reputed Caterer/Firm/Individual for selection of suitable catering service providers to run Canteen/Cafeteria of Tribal Affairs & Hills Department, Imphal.

2. The tenderer should submit the tenders in the prescribed format along with relevant documents/certificates and fixed Earnest Money of Rs 10,000/ (Rupees ten thousand only) by D-at-call/Bankers Cheque from any recognised Bank at Imphal drawn in favour of Director, TA&Hills, Manipur

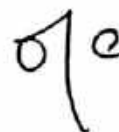
3. The tenders will be received till 4 pm of 15th Sept, 2020 and will be opened by the Tender Opening Committee on 17th Sept, 2020 at 2 pm in the presence of the bidders or their representatives.

4. Bid documents can be downloaded from www.tahmanipur.gov.in


(C. Arthur Worchuiyo, IAS)
Director
Tribal Affairs & Hills: Manipur

Copy to:

1. The PPS to Minister TA&H, Manipur
2. The PPS to ACS /TA&H, Govt. of Manipur
3. The Editor (i) The Sangai Express (English) (ii) Huiyenlanpao for 1 (one) day insertion and submit the bills to the Director, TA&H for necessary payment.
4. Notice Board, TA&Hills



Tender Application Format

(Canteen/cafeteria service in the TA&H Department)

To,

The Director
Tribal Affairs & Hills
Govt. of Manipur

Sir,

With reference to your Tender Notification No
dated..... for running canteen/cafeteria service in the Tribal Affairs & Hills
Department, I hereby submit my willingness along with my firms offer rates dully filled in on
separate sheet with relevant documents for favorable actions.

I enclose the following documents:

1. Earnest Money of Rs..... (Rupees)
From the Bank.....
2. Documents of GST No. TIN No. Etc.
3. Shop License/Imphal Municipality Certificate
4. Degree/Diploma/Certificate in the trade/Hospitality Industry
5. Work experience/recommendation
6. Rate Quotations of the items
7. Monthly Revenue to be paid to the Department
8. Rate of discount offer able to TA&H staff (in percentage).
9. Any other relevant documents

Further, I/we will agree to the decision of the Tender Committee and forfeiture of my/our earnest
money to the Government in case breach of any conditions/rules of the tender process.

List of enclosures.

- 1.
- 2.
- 3.

Yours Faithfull

(Full Name in capital)
(Signature of the bidder with seal)

TA&H's Tender Notice No.1/2297/ 2020 – TAH (Canteen) dated 28/08/2020
Annexure-II

RATE QUOTATION (Format)

(A) BASIC MENU

SL.No.	Name of Item	Rate Quoted (Rs)	Remark
1.	Cholle Bhature		
2.	Thali (veg)		
3.	Rice Thali (Fish)		
4.	Fried Rice (veg/egg/chicken)		
5.	Chapatis/Rotis+Subji/dal		
6.	Butter toast		
7.	Boiled Egg		
8.	Omlet		
9.	Omlet with bread		
10.	Tea(without milk)		
11.	Tea (with milk)		
12.	Milk		
13.	Dahi		
14.	Cholle Tikki		
15.	Bread Pakore		
16.	Chicken sandwich		
17.	Veg Sandwich		
18.	Chicken Paratha		
19.	Aloo Paratha		
20.	Chicken Spring roll		
21.	Chicken Pulao		
22.	Veg Masala Pulao		
23.	Cooffee (Automatic tea maker)		
24.	Tea (Automatic tea maker)		
25.	Ginger Tea		
26.	Masala Tea		
27.	Black Tea		
28.	Sweet Lassi		
29.	Mango Smoothie		
30.	Black Currant Smoothie		
31.	Strawberry Smoothie		
32.	Lime Juice		
33.	Plain Dahi (Homemade)		
34.	Green Apple Dahi (Homemade)		
35.	Mango Dahi (Homemade)		
36.	Strawberry Dahi (Homemade)		
37.	Black Currant Dahi (Homemade)		
38.	Packed water		

**(B) LICENCE FEE (PAYABLE TO THE GOVERNMENT) FOR RUNNING
CANTEEN SERVICE INSIDE PREMISES OF TRIBAL AFFAIRS & HILLS.**

License Fee/Rent fee per month	Remarks if any
Rs.....per month	

ELIGIBILITY CRITERIA AND TERMS & CONDITIONS FOR TENDER

- 1) The bidder shall have adequate experience and skill in providing canteen/catering service at Private, Public Undertaking or Government establishments in Manipur.
- 2) The bid of any firm which had been convicted by a court of law or blacklisted by any Government Agency in the past shall be rejected.
- 3) Maintenance and hygienic standard of the canteen shall be as per with 3- star qualities.
- 4) The bid/tender shall comprise of two parts namely 'Technical Bid' and 'Financial Bid' which shall be submitted in separate clearly marked envelopes.
- 5) The cost of preparing bids, presentation and negotiating the contract including site visit will be borne by the bidders themselves and in no case will be reimbursable by the Government of Manipur.
- 6) (i) Technical Bid (50% weightage) & (ii) Financial Bid (50% Weightage):
 - *Technical Evaluation (Total=100 marks):-
 - (a) Number of years in Canteen Service as on July 2020 – 20 marks
(Upto 3 years – 10 marks. Upto 5 years – 15 marks & More than 5 years – 20 marks)
 - (b) Documentation/Certification/Diploma of Hotel Industries – 20 marks
 - (c) Performance/work Experience – 30 marks
 - (d) Presentation/Site blue print – 30 marks
 - *Financial Bid Evaluation & Determination of the Successful Bidder:-
 - (a) 30% Weightage shall be given to the average value quoted for the basic menu items. In case the minimum average basic menu price quoted is Rs.100 and the next higher quote is Rs.125 then the minimum quote shall be given 30 marks and the next higher quote shall be given 24 marks (30x100/125)
 - (b) 20% weightage shall be given to the total value quoted for 10 additional Menu items. In case the minimum total value quoted is Rs.1000 and the next higher quote is Rs.1250, then the minimum quote shall be given 20 marks and the next higher quote shall be given 16 marks (20x1000/1250).

TA&H's Tender Notice No. 1/2297/2020 –TAH (Canteen) dated 28/08/2020 Annexure -VI

(c) 50% weightage shall be given to the amount quoted as the monthly payment to the Government. In case the maximum amount quoted is Rs.2000 p.m. and the next higher quote is Rs. 1500, then the maximum quoted shall be given 50 marks and the next lower quote be given 37.5 marks ($50 \times 1500 / 2000$).

(d) The Bidder with the highest bid (HI) shall be assigned full 50 marks (i.e. 50% of 100).

Illustration: If a bidder has secured 80 marks out of 100 marks in technical evaluation his technical evaluation value shall be 40 ($80 \times 50\%$). Again if he score HI in the financial Bid then the total value shall be = 90 (40 Tech value + 50 Financial value) & so on.

- (e) The Bidders ranking shall be arranged depending on the marks obtained by each of the bidder both in Technical Evaluation and Financial Evaluation.
- (f) The Bidder meeting the minimum eligibility criteria and with the highest marks/rank (i.e. the total of technical evaluation marks and financial evaluation marks) shall be deemed as the successful Bidder and shall be considered eligible L-1 Bidder for further process.
- (g) If there is a discrepancy between works and figures, the amount in works shall prevail.

7). A Bidder should mandatorily secure a minimum of 40% value/mark in Technical Evaluation to qualify for opening their Financial Bid.

8). The Earnest Money Deposit of all the bidders shall be returned within 7(seven) days on the award of Contract to the successful bidder and in case of cancellation of Tender by the competent authority at any stage.

9). Evaluation of bids shall be the sole discretion of the Tender Committee (TC). The TC reserve the right to reject or accept and to annul the bidding process and reject all the bids at any time prior to the award of contract without thereby incurring any liability to the effected bidder or any obligation to inform the affected bidder of the ground for action.

10). Subsequent to the evaluation of bids, the Government will notify the successful bidder in writing by issuing later of Acceptance that its bid has been accepted.