

VISAKHAPATNAM PORT TRUST

CENTRAL CANTEEN COMMITTEE
e-procurement NOTICE INVITING TENDER (NIT)

1. ORGANISATION : VISAKHAPATNAM PORT TRUST,CENTRAL CANTEEN COMMITTEE
3. NIT NUMBER : VPT/CCC/-Canteen near Y Junction/2020, Dt. 07 – 08 – 2020
4. NAME OF WORK : Allotment of Canteen facility at Truck Parking Area near Y – junction for running of Canteen in Visakhapatnam Port Trust.
5. LEASE PERIOD : **2 (Two) Years.**
6. Eligible Criteria : For details please see Tender Document.
7. BIDDING TYPE : Open
8. BID CALL NO. : 1st call
9. TYPE OF QUOTATION : To offer premium over and above the reserve price through e-Tender cum e-Auction
10. TRANSACTION FEE : Rs.1,000/- + 18%GST i.e.Rs.180/- = Rs.1180/-
PAYABLE TO
SECRETARY,CENTRAL
CANTEEN
COMMITTEE,VPT.,
PAYABLE AT
VISAKHAPATNAM
13. EMD/BID SECURITY : **Rs. 15,000/-**
14. EMD/BID SECURITY DD : SECRETARY,CENTRAL CANTEEN COMMITTEE -
PAYABLE TO VPT., PAYABLE AT VISAKHAPATNAM.
15. BID DOCUMENT : **07-08 -2020 AT 13-00 hrs**
DOWNLOADING
- 16.. START DATE :
PRE-BID MEETING **20 – 08 – 2020 at 11-00 hrs** in the Room
no.312 of Engineering Dept., 3rd Floor, AOB, VPT,
Visakhapatnam
17. BID DOCUMENT : **05 - 09 - 2020 upto 14:00 Hours**
DOWNLOADING END
DATE
18. LAST DATE AND TIME : **05 – 09 - 2020 upto 14-00 Hours**
FOR RECEIPT OF BIDS
- 19.. BID VALIDITY : 90 days
20. TECHNICAL BID : **08- 09 -2020 at 15-00 Hours**
OPENING DATE &TIME
21. OFFICER INVITING : CENTRAL CANTEEN COMMITTEE, VPT, VSP
BIDS
22. BID OPENING : CENTRAL CANTEEN COMMITTEE, VPT, VSP
AUTHORITY
- 23.. ADDRESS : **Central Canteen Committee, Room No. AOB-M-117, First Floor, AOB, Visakhapatnam Port Trust, Visakhapatnam – 530 035.**
24. CONTACT DETAILS: : 0891-2873312, 0891-2873117

Proof of experience in similar nature of works i.e., having average annual financial turnover not less than 3.00 Lakh ending 31st March of previous financial year duly certified by the Chartered Accountant and two years' experience in running canteen in a Large Public Sector Undertakings/Industrial Canteens/Higher Educational Institutions / Corporate Hospitals or five years' experience in running and maintaining restaurant or Parlours.

If any amendment or addendum will be issued before opening of the tenders and the same may be looked in the VPT Web site (<http://etenders.gov.in>) and any further clarifications can also be obtained from Central Canteen Committee, VPT.

The tenderer who wishes to participate shall upload the tender documents into the VPT Website (<http://etenders.gov.in>) and meet the Eligible Criteria mentioned in the tender document.**The documents that are uploaded on line in VPT e-procurement website (<http://etenders.gov.in>) will only be considered for bids evaluation.**

For CENTRAL CANTEEN COMMITTEE

Copy to: S.E-I & President, Central Canteen Committee. -for information and necessary action

Copy to: Jt. Director (R&P) with a request to arrange to keep the information in VPT web site immediately dt 07-08 -2020 .

Copy to: All HODs for favour of information and also requested to arrange to display on the notice boards of the respective departments.

Copy to : C.V.O for favour of information please.

Copy to: All Presidents/Secretaries of the respective departmental Canteens with

a request to display in notice boards of the respective Canteens.

Copy to: Sri. S.Rajashekar, A.XE.(E/M) and Jt. Secretary, CCC for information

Copy to: Sri S.Srinivasa Rao , Dy CAO & Treasurer, CCC for information

Copy to: Welfare Officer & Sec,CCC for information and necessary action.

Copy to: President, Hoteliers Association, and Visakhapatnam for information.

1. Procedure for bid submission:

- a. Bids shall be submitted online on VPT e-procurement website <http://etenders.gov.in> platform only.
- b. The participating bidders in the tender should register themselves free of cost on e-procurement platform (<http://etenders.gov.in>). Bidders can log-in to e-procurement platform in Secure mode only by signing with the Digital signature certificates. Digital Signature Certificates can be obtained from one of the Authorised Certifying Authority, such as SIFY (www.safecrypt.com) / Tata Consultancy Services (www.tcs.ca.tcs.co.in) / n code (www.ncode.solutions.com) etc., The bidders who are desirous of participating in e-procurement shall submit their bids as per the standard formats available at the site (etenders.gov.in)
- c. **The bidders should scan and upload copies of Document in support of Registration as contractor and Demand drafts towards EMD & Transaction fee. The bidders shall sign on all the documents, uploaded by him/her, owning responsibility for their correctness/ authenticity.**
- d. **The original Demand drafts in respect of transaction fee and EMD are to be submitted by the bidders to the tender inviting Authority, so as to reach the tender inviting authority within the due date and time of opening of technical bid. If any bidder fails to furnish the original hard copies in respect of transaction fee and EMD within the due date and time of opening of technical bid, the bid of that bidder will be treated as summarily rejected.** The copies of uploaded documents and originals of the same for verification shall be submitted by the successful bidder before award of work. The VPT shall not hold any risk on account of postal delay. Similarly, if any of the certificates, documents, etc., furnished by the tenderer are found to be false/ fabricated/ bogus, the successful bidder will be suspended from participating in tenders on e-procurement platform for a period of three years.
- e. The VPT will not hold any risk and responsibility for non-visibility of the scanned and uploaded documents.
- f. **The Documents that are uploaded online on VPT e-procurement website (etenders.gov.in) will only be considered for Bid Evaluation.**

2. General Terms & Conditions

- a. **Transaction fee: All the participating bidders shall pay a transaction fee (non-refundable) in on-Line transaction for Rs. 1,000/- + GST 18% i.e Rs.1,180 (Rupees one thousand one hundred eighty only) shall submit in the mode of crossed Demand Draft drawn in favour of SECRETARY,CENTRAL CANTEEN COMMITTEE, VSP.**
- b. **And E.M.D. (Rs. 15,000/-) shall be submitted in the mode of crossed Demand Draft drawn in favour of SECRETARY,CCC/VPT, VSP.**

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- c. Eligibility Criteria: For details please see Tender document.
- d. Any other condition regarding receipt of tenders in conventional method appearing in the tender documents may please be treated as not applicable.

e. **“The bidder shall authenticate the bid with his digital signature certificate for submitting the bid electronically on e-procurement platform and the bids not authenticated by digital signature certificate of the bidder will not be accepted on the e-procurement platform.”**

f. The successful bidder found defaulting in submission of hard copies of uploaded certificates /documents, with in the stipulated time i.e., before concluding the agreement or if any variation is noticed between the uploaded documents and the hard copies submitted by the successful bidder, the successful bidder will be suspended from participating in tenders on e-Procurement platform for a period of three years.

3. Even though the Tenderers meet the eligible criteria, they are liable to be disqualified /debarred /suspended / blacklisted if they have

- Furnished false / fabricated particulars in the forms, statements and / annexures submitted in proof of the qualification requirements and/or
- Not turned up for entering into agreement, when called upon.
- Record of poor progress such as abandoning the work, not properly completing the contract, inordinate delays in completion, violating the terms & conditions, litigation history or financial failures etc. and/or

4. If the premium quoted by a bidder is less than the Reserve Price, it will not be considered and if found to be either abnormally low or with in the permissible ceiling limits prescribed but under collusion or due to unethical practices adopted at the time of bidding process, such bids shall be rejected.

5. A tenderer / Bidder submitting a Tender or Bid which the tender accepting authority considers excessive and or indicative of insufficient knowledge of current prices or definite attempt of profiteering will render himself liable to be debarred permanently from tendering or for such period as the tender accepting authority may decide.

6. One Tender per Tenderer:

Each Tenderer shall submit only one Tender for the subject tender. A Tenderer who submits more than one Tender will cause disqualification of all the Tenders submitted by the Tenderer.

7. Last date / time for Submission of the Tenders :

- a. Tenders must be submitted not later than the date and time specified in NIT. In the event of the specified date / time for the submission of bids declared as holiday, the bids shall be submitted on the next working day.

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b. The CENTRAL CANTEEN COMMITTEE, VPT, may extend the dates for issue and receipt of Tenders by issuing an amendment.

8. Modification to the Tender.

No Tender can be modified after the last date /time of submission of Tenders.

TENDER OPENING AND EVALUATION

9. Tender opening

a. The tenderers or their authorised representatives can be present at the time of opening of the tenders. Either the tenderer himself or one of his representative with proper authorisation only will be allowed at the time of tender opening. If any of the tenderer is not present at the time of

opening of tenders, the tender opening authority will, on opening the tender of the absentee tenderer, reads out and record the deficiencies if any, which shall be binding on the tenderer.

b. The technical bid containing qualification requirements as per criteria, will be evaluated by the tender opening authority and the minutes are recorded which will be signed by the tender opening authority as well as tenderers or their authorised representatives present.

c. **Pre-bid meeting:** The tenderers/Bidders should note that the pre-bid queries/Clarifications sought if any are to be submitted in writing on or before the day of pre-bid meeting and thereafter no queries/clarifications shall be entertained.

10. Clarification on the Technical Bid.

a. The tender opening authority may call upon any Tenderer / Bidder for clarification on the statements, documentary proof relating to the technical bid. The request for clarification and response thereto shall be in writing and it shall be only on the qualification information furnished by the Tenderer. The clarification called for from the tenderers / Bidders shall be furnished within the stipulated time, which shall not be more than a week.

b. The Tenderer/Bidder if so desirous, shall agree in writing to furnish the clarification called for within the stipulated time and, for disqualification and rejection of his tender in the event of failure to do so.

11. Price Bid Opening:

a. Only the Price Bids of qualified Tenderers whose technical Bids are found satisfying the eligibility criteria shall be opened on the date and time fixed.

b. The Price Bid of the Unqualified Tenderers will be rejected.

c. Tenders shall be scrutinised in accordance with the conditions stipulated in the Tender document. In case of any discrepancy of non-adherence to the Conditions, the decision taken by the Tender Accepting Authority on tenders shall be final and the same shall be binding both on tender accepting and the tenderer / Bidder.

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12. Evaluation and Comparison of Price Bids

The Superintending Engineer(Civil) will evaluate and compare the price bids of all the qualified Tenderers.

After opening of Commercial bids, the Canteen will be put for e- auction.

II E-auction

(a) After opening of commercial bids, Canteen will be put on E-auction and the tenderers, whose commercial bids have been opened will only be eligible to participate in the e-auction of the particular Canteen.

(b) After opening of commercial bids, the total of the RESERVE PRICE including the highest premium over and above the RESERVE PRICE received for any particular Canteen will become the RESERVE PRICE of that particular Canteen for e- auction as Start Price. For bidding through E-Auction, the bidders have to quote higher than the revised RESERVE PRICE i.e., start price, plus the minimum increment in multiple of Rs.100=00 (Rupees HUNDRED only) and increment in offer below Rs.100=00 shall not be considered for e-auction.

(c) The e-auction will remain open for bidding for Sixty (60) minutes from the start time.

(d) The e-auction closing time will be automatically extended by 10 (Ten) minutes every time the last H1 bid is received within last 5 (Five) minutes of the predetermined or extended closing time. This process will continue till the last H1 bid remains unimproved for a period of last 5 (Five) minutes, so as to give ample opportunity to all bidders and to generate the best competition. The bid will be automatically closed when there will be no bid for last 5 (Five) minutes.

13. Process to be Confidential.

a. Information relating to the examination, clarification, evaluation and comparison of Tenders and recommendations for the award of a contract shall not be disclosed to Tenderers or any other persons not officially concerned with such process until the award to the successful Tenderer has been announced by the tender accepting authority. Any effort by a Tenderer to influence the processing of Tenders or award decisions may result in the rejection of his Tender.

b. No Tenderer / Bidder shall contact the Superintending Engineer or any authority concerned with finalization of tenders on any matter relating to tender from the time of the Tender opening to the time the Contract is awarded. If the Tenderer wishes to bring additional information to the notice of the Superintending Engineer, it should do so in writing.

c. Before recommending / accepting the tender, the tender recommending / accepting authority shall verify the correctness of certificates submitted to meet the eligibility criteria and specifically experience.

d. Tenders will be finalized by the Central Canteen Committee/ VPT according to the powers vested with them.

e. For more details please see tender document.

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