



DISTRICT TOURISM PROMOTION COUNCIL

Opp: Raj Bhavan, Kawdiar P.O

Thiruvananthapuram-695003

Tel: 0471-2315397 Fax: 0471-2313606

E-mail: info@dtptthiruvananthapuram.com

Website: www.dtpctthiruvananthapuram.com

Wayside Tourist Amenity Centre, Vamanapuram

TENDER DOCUMENT

TENDER NOTICE

District Tourism Promotion Council (DTPC) Thiruvananthapuram an initiative of the Government of Kerala with the District Collector as its Chairman as a part of their commitment to provide basic amenities for the tourists visiting the district, such a centre has been designed and the same is nearing completion on the side of MC Road near Vamanapuram. A modern restaurant, a separate pay and use toilet block with bath facilities specially meant for Sabarimala Pilgrims and ample vehicle parking yard are the main features of the centre. There will be two outlets in the centre for the sales of curios and other essential goods for the use of travellers. The centre is expected to be ready for functioning by the end of December 2015.

DTPC Thiruvananthapuram proposes to operate the facilities in an outsourced manner and hence invites tenders in twin cover system from experienced hotel/resort/restaurant operators approved/classified by Government of India/Kerala to operate the facilities on a Lease agreement basis.

The quotation details are available at the office of the DTPC, Thiruvananthapuram during office hours. The last date of submission of quote is 26.12.2015, 2.30 pm and will be opened on same day at 3 pm at DTPC Office. After evaluation of the first cover viz. Pre-qualifications in the manner as prescribed in the tender documents, the second cover viz. the financial cover of only those bidders who meet the pre-qualification criteria will be opened. Date & time will be communicated sufficiently early regarding the opening of financial bid.

The quotation documents can be downloaded from the website www.dtpcthiruvananthpauram.com. While applying with such downloaded forms, the bidder should attach a DD of ₹1000 drawn in favour of District Tourism Promotion Council Thiruvananthapuram towards non refundable application fee.

Sd/-

SECRETARY

District Tourism Promotion Council
Thiruvananthapuram

Contents of Tender Document		
SI No	Details	Page No
1	Pre-qualification Conditions	4
2	Special Terms and Conditions	4-5
3	General Terms and Conditions	5-8
4	Form-1 (Annexure-1)	9-10
5	Form-2 (Annexure-2)	11
6	Tabulation Sheet (Annexure-3)	12

Pre-Qualification Conditions

1. The bidder should have a hotel or resort or restaurant classified by the Department of Tourism Government of India or Government of Kerala as 3 star or above.
2. The bidder should have a minimum previous experience for 3 years as on 01.12.2015.
3. Annual turnover of the bidder for the previous financial year should be not less than Rs.50 lakh.

The bidder should enclose self attested copies of the relevant documents to prove the pre-qualifications above mentioned such as:

- 1) Registration with Government of India/Government of Kerala
- 2) IT returns for the last three years (2012-13, 2013-14 & 2014-15)
- 3) Return filed to Registrar of Companies
- 4) Property tax remitted to LSGD
- 5) Registration to Labour Department

Special Terms and Conditions

1. This tender will be in two cover system. Cover-1 should contain the general information about the bidder and EMD. Cover-2 should contain the annual license fee quoted. Cover-1 and Cover-2 enclosed in another cover super scribed "Tender for operating Wayside Tourist Amenity Centre, Vamanapuram" and addressed to the Secretary, District Tourism Promotion Council, Opp. Raj Bhavan, Vellayambalm, Kowdiar P.O, Thiruvananthapuram – 03 should be delivered to above address before the closing date and time ie 26.12.2015, 2.30 pm. Cover-1 will be opened at the office on at 26.12.2015, 3 pm in the presence of such bidders or their authorized representatives who may be present at that time. The details provided in Cover-1 will be scrutinized and tabulated as per the data sheet enclosed (**Annexure-3**).
2. Marks will be awarded to each bidder on the basis of their experience, turn over, etc as per the attached format (**See Annexure-3**). Five bidders who score maximum marks will be shortlisted and the financial bid submitted by those shortlisted bidders will only be opened. The amount quoted by the bidder alone will be the criteria for the selection of the operator of the facility.
3. Those tenders who do not satisfy the pre-qualification criteria specified will be rejected.
4. The bidder should enclose a Demand Draft for Rs.25,000/- (Rupees Twenty five thousand only) drawn in favour of District Tourism Promotion Council Thiruvananthapuram as EMD. EMD will not carry any interest and will be forfeited if the bidder steps back from the process.
5. Once the qualified bidders are selected EMD submitted by those bidders who have not met the pre-qualification criteria will be returned.

6. The Secretary, District Tourism Promotion Council Thiruvananthapuram reserves the right to accept or reject any or all bids without assigning any reason whatsoever.

General Terms and Conditions

1. The bidder is expected to examine all the instructions, guidelines, terms and conditions. Failure to furnish all the necessary information as required by the tender document or submission of a proposal not substantially responsive to all the aspects of the tender conditions shall be at bidder's own risk and may be liable for rejection.
2. Initially, the lease/contract will be for a period of three years commencing from the date of signing of agreement. One month period will be given to the selected bidder to furnish and make ready the premises for use/service. Such period will not attract license fee/lease rent. The contract period will start from the 1st day of operation after signing of agreement.
3. After the initial three year period of the contract, the contract can be continued for a period of three more years with an increase in 20% of the license fee. This renewal is not a right of the operator; however such renewal is on satisfactory completion of the previous 3 year period. Such renewal is up to a maximum period of 9 years. After that, the contract will not be continued, unless otherwise decided by the DTPC Thiruvananthapuram.
4. The District Collector and Chairman, DTPC Thiruvananthapuram has the right to constitute any inspection committee, comprising of competent persons, to inspect the premises for ensuring satisfactory performance of the operator.
5. The contract will be awarded to those quoting maximum monthly lease rent in INR. District Tourism Promotion Council, Thiruvananthapuram reserves the right to negotiate with the successful bidder (highest monthly quote). Successful bidder may be called for negotiation for improvement of terms and reference, scope of work and commercial terms.
6. Taxes at the prevailing rates will be applicable to the lease amount.
7. The bidder will have the combined responsibility to maintain entire premises in most hygienic standards and operating the services for which the same is provided.
8. On acceptance of the bid the qualified bidder and DTPC Thiruvananthapuram shall promptly and in no event later than 7 days from the date of acknowledgement of the letter of acceptance the bidder should execute an agreement, register the same at his cost and has to remit an amount equivalent to one year's lease amount as security deposit. This security deposit will be returned after three months period from the date of termination of the contract after clearing all the liabilities due to DTPC Thiruvananthapuram. Security deposit remitted will not carry any interest.

9. The Licensee will have to give three months notice to District Tourism Promotion Council, Thiruvananthapuram if they want to terminate the contract. Any loss incurred by District Tourism Promotion Council, Thiruvananthapuram will be taken from the Security Deposit.
10. In the event of delay in starting the facilities, irregular conduct/not furnishing all deliverables, the bidder shall be liable for a penalty at the rate of 2% of the annual contract value due for that week and upto a maximum of 10% depending on the nature of the irregularity and after which District Tourism Promotion Council, Thiruvananthapuram shall be at liberty to cancel the award. For this purpose, part of a week shall be considered as a full week.
11. Facilities provided in the Restaurant Building
 1. Dining Area
 2. Kitchen Room
 3. Wash Rooms with Separate Toilets for Gents and Ladies (2 each)
 4. Store Room
 5. Dish Wash Area
 6. Staff Toilet
 7. Curio/Souvenir shop (2 Nos)
12. Facilities Provided In the Separate Toilet Block
 1. Gents' Toilet (3 Nos)
 2. Gents' Bath (3 Nos)
 3. Ladies Toilet (2 Nos)
 4. Ladies Bath (2 Nos)
 5. Toilet for physically challenged person
 6. Ticket Counter
 7. Cloak Room
13. Common Facilities
 1. Security Cabin + Electrical Room
 2. 3 Phase Electrical connection
 3. Water connection
 4. Paved Parking Area (approx 5000 sq.ft)
 5. Sewage Treatment Plant
 6. General Lighting
 7. Landscaping
 8. Bio Gas Plant (if necessary)
14. Facilities to be provided by the Operator.
 1. Air conditioners in the Dining Area
 2. Air Exhausters, Hob, Chimney etc in the Kitchen Room
 3. Pedestal/Wall Fans
 4. Generator

The operator can add more facilities according to the standard as applicable to their business or those facilities which the bidder feels necessary for the smooth operation of the centre. The Operator can take back the items provided by them on expiry/termination of the contract period without causing damage to the building or other items.

15. All other applicable rules and regulations of the State with respect to operation of such facilities (hygienic standards, safety measures, etc) have to be complied fully.
16. Since the land is a State Property and for any unforeseen reasons, if the State notifies this area for any developmental purposes, which may propel the DTPC Thiruvananthapuram to cancel the agreement, the same will be affected with three months notice and the Licensee will not have any right for claiming compensation or any charges for early termination of contract.
17. District Tourism Promotion Council, Thiruvananthapuram would like to have the workers medically certified from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from Communicable and contagious diseases in addition to general fitness. Polite and respectable manner should be maintained by all employees engaged by the bidder and as specified by District Tourism Promotion Council, Thiruvananthapuram from time to time.
18. All the staff in the centre should wear very clean uniform, gloves, caps and proper identity cards throughout of the working hours.
19. The food should be stored and sold strictly following all the standards/ rules prescribed by the Commissionerate of Food Safety.
20. The Operator will be responsible for the cleanliness and proper maintenance of the structure, crockery, cutlery, utensils, furniture, fixtures etc. A very high standard of hygiene must be maintained in all respect.
21. Quick, day-to-day disposal of waste material and refuse shall be maintained at the own cost of the licensee. Failure in quick disposal of waste will make the contractor liable to pay fine, which may extend up to ₹ 100/- per such occurrence when reported for the 1st two occurrences and there after ₹ 250/- per occurrence. DTPC Thiruvananthapuram reserves its right to take samples of all stores including edibles/raw materials both perishable and non-perishable from the Cafeteria for the purpose of inspection & Investigation and get the same tested in laboratory with a view to maintain the requisite standard of quality. Any irregularity or providing sub standard items will lead to penalty including prosecution.
22. The toilets should be cleaned in every one hour and in every half hour when public inflow is more. Separate provision for cleaning tools and cleaning persons should be deployed for the purpose: Sanitary napkins vending machine / selling points and incinerators should be provided in the toilet units.
23. Repair and Maintenance of the toilets including STP, Electrical and Sanitary fittings, land scape etc will be at the responsibility of the operator during the lease period.

24. A nominal fee of Rs. 5 can be charged for the use of toilets and Rs. 15 for the use of bathrooms.
25. The facilities should open and work on all days.
26. The operator should ensure that hazardous or inflammable item or any other intoxicating materials are not stored in the building and its premises. Proper fire fighting equipments should be installed in the premises besides normal safety measures.
27. The operator shall not sublet the contract to anybody. They shall not use the space provided for stocking or keeping goods/articles other than those needed for use in the restaurant or building nor shall they do any structural additions & alternations to the premises without written sanction of the DTPC, Thiruvananthapuram management. The operator shall not stock, sell, use or permit to use any spirituous liquor or any other intoxicants within the said premises.
28. The bidder/operator shall comply with all the provisions as required under the appropriate acts of Government and also statutory requirements as applicable.
29. The lease rent for every month should be remitted by way of cheque. For this the operator should submit 12 nos of post dated cheques every year.
30. All operational expenses such as payments of respective license fee to respective authorities, insurance, electricity bill, water bill etc should be borne by the operator and shall indemnify the DTPC from any dues after the expiry of the lease period.
31. Every dispute, differences or question which may at any time arise between the parties here to or any person claiming under them, touching or arising out of or in respect of the agreement or subject matter shall be referred to the Director, Department of Tourism, Park View, Thiruvananthapuram whose decision shall be final and binding on all concerned.
32. The Unit will be known as (Wayside Tourist Amenity Centre owned by DISTRICT TOURISM PROMOTION COUNCIL, THIRUVANANTHAPURAM operated by.....)
33. The interested bidder(s) is/are advised to have a prior visit to the place before quoting and the details about the premises can be had from the Secretary, District Tourism Promotion Council, Thiruvananthapuram (Phone No. 9400055397).
34. The tender should be submitted in the prescribed form attached hereto (**Annexure 1&2**).

Sd/-
Secretary
District Tourism Promotion Council
Thiruvananthapuram

Annexure-1

**Tender for Operating Wayside Tourist Amenity Centre
at Vamanapuram, Thiruvananthapuram**

Form-1

1. Details of the Bidder

1.1 Name :

1.2 Permanent Address :

1.3 Phone No. :

1.4 Email id :

2. Details of existing Hotel/Resort

2.1 Name :

2.2 Address with Location :

2.3 Date of commencement of operations :

2.4 Category : Hotel/Resort/Restaurant

2.5 Classification : 5Star/4Star/3Star

2.6 Number of rooms :

2.7 Annual turnover for the previous year :

2.8 Registration Number :

2.9 Registration Authority :

2.10 PAN :

2.11 Sales Tax Registration Number :

3. Details of Restaurant

3.1 Date of commencement of operations :

3.2 Annual turnover for the previous year :

3.3 Food Safety License Number :

3.4 Tax Registration Number :

4.Details of EMD

4.1 Amount : Rs.25,000/- (Rupees Twenty five thousand only)

4.2 DD No :

4.3 Date :

4.4 Name of Bank :

4.5 Name of the bidder :

4.6 Signature of the bidder :

4.7 Date :

4.8 Place :

Annexure-2

**Tender for Operating Wayside Tourist Amenity Centre
at Vamanapuram, Thiruvananthapuram**

Form-2

Name of the bidder	
Full Address	
Telephone Number	
Email id	
Monthly license fee quoted	Rs./- (Rupees)
Name of Owner/Proprietor/authorized person	
Signature of Owner/Proprietor/authorized person	
Date	
Place	

(Office Seal)

Annexure-3

Tabulation Sheet

(1) Classification Status

Category	Max Marks
3 Star and above	10
4 Star and above	20
5 Star and above	30

(2) Experience in running Restaurant

Category	Max Marks
3-5 Years experience	6
5-7 Years experience	8
7 Years and above experience	10

(3) Annual Turn Over

Category	Max Marks
50-70 Lakh	6
70-90 Lakh	8
90 Lakh & above	10