

**UT ADMINISTRATION OF
DADRA AND NAGAR HAVELI
DEPARTMENT OF TOURISM, SILVASSA-396230
E-MAIL: dnhtourism@gmail.com**

NO. DNH/TOUR/SPOTAC/ADVT/60/3/193

DATE: 03/08/2018

SHORT TERM TENDER NOTICE

The Member Secretary (SPOTAC), Dadra and Nagar Haveli invite sealed tenders on behalf of the President of India from any interested agencies/supplier/manufacturer as per the detail below:

Sr. No.	Particulars	Tender fees	Work Period	EMD
1.	Providing food facility for the participants of Monsoon Magic Festival 2018 at Randha	Rs. 1000/-	1 days	Rs. 10,000/-

Tender document for **Providing food facility for the participants of Monsoon Magic Festival 2018 at Randha** will be available in the office of the Member Secretary (SPOTAC), Dadra and Nagar Haveli on all working days from **03/08/2018 to 06/08/2018 up to 14:00 hrs.** at the cost of **Rs. 1000/-** only. The tender is also available on Website www.dnh.nic.in which can be downloaded, and rate can be offered by interested agencies/Proprietors/Partnership firms/LLPs/Companies, the document must also contain the Tender Fees in the form of Demand Draft. The complete tender form along with **EMD of Rs. 10,000/-** in the form of Demand Draft of any Nationalized Bank only in favor of **Member Secretary (SPOTAC), Dadra and Nagar Haveli** should be properly covered sealed and super scribed *Providing food facility for the participants of Monsoon Magic Festival 2018 at Randha* on envelop and deliver it in person or post/courier to reach in the office of the Member Secretary (SPOTAC), Office of the Department of Tourism, Near Tribal Museum, Shaheed Chowk, Silvassa, UT of DNH on or before **15.00 hours on 06/08/2018.**

The tender will be opened on the same day by the approved tender evaluation committee.

Tender without EMD and Tender Fees shall not be entertained.

The right to reject any or all tender without giving reason is reserved with the Tender Inviting Authority.

**Member Secretary (SPOTAC),
Dadra and Nagar Haveli.
Silvassa.**

- Copy to NIC, DNH for publication/hosting on official website.

LAST DATE OF ISSUE OF TENDER : 06/08/2018 up to 14:00hrs

LAST DATE OF RECEIPT OF TENDER: 06/08 /2018 up to 15:00hrs

E.M.D. Rs. 10,000/-

TENDER FORM

This tender is issued to Shri. M/s. _____ of
village/city _____ tender fees Rs. 1000/- received vide receipt No. _____
Dated: _____.

Silvassa.

Date: /08/2018

**Member Secretary (SPOTAC)
Dadra and Nagar Haveli.
Silvassa.**

**To,
The Member Secretary (SPOTAC),
Department of Tourism,
Dadra and Nagar Haveli.
Silvassa.**

I, the undersigned Shri. M/s _____
hereby enclose the offer for **Supply of T-shirts for Monsoon Magic Festival 2018** and also agree
with the terms and conditions attached with this tender document as attached.

Place:

Date: /08/2018.

Signature of the tenderer
along with the rubber stamp

GENERAL INSTRUCTIONS TO BIDDER

1. The rate(s) quoted should be strictly for Dadra and Nagar Haveli and operative for supply orders issued by the department.
2. The rates should be quoted inclusive of all taxes. Any other taxes, etc. payable will be the responsibility of the tenderer and will be deducted from the bill by the department.
3. G.S.T as applicable has to be paid by the tenderer.
4. All other Taxes/duties/royalties charges payable on the sale/ transport etc. within and/or outside the State, the supplier shall be responsible for the same.
5. **The rates should be quoted only for the items specified in list of requirements and should be for the items of given specifications confirming to the standard(s) requirements of the given specification/ mark/manufactures.**
6. The decision of the Tender Inviting Authority for acceptance rejection of any item mention including the decision for equivalent specification, standard and quality etc. of articles shall be final.
7. The tenderer should enclose **Rs.10,000/-** with tender as Earnest Money Deposit by drawing a Demand Draft of any Nationalized Bank at DNH in favor of the Officer Inviting Tenders. Tenders received without Earnest Money will be summarily rejected.
8. The EMD of the unsuccessful bidders will be refunded to them by the Tender Inviting Authority.
9. Only on satisfactory completion of the supply order, the amount of or Earnest Money Deposit will be refunded after completion of the event.
10. In case of failure to replace the accepted and rejected work from tenderer made, as mentioned in the conditions, the loss undergone by the Govt. will be recovered from the tenderer from security deposit/ earnest money or payment due of any bill (s) to the extend required.
11. In case of failure for providing food as per conditions and within the stipulated time limit, the same articles will be obtained if required from the tenderer who offered next higher rates or from any other sources, as may be decided by the Tender Inviting Officer and the loss to the Govt. on account of such purchases shall be recovered from the former supplier from security deposit/ earnest money deposit or bill (s) payable. The tenderer shall have no any right to dispute with such procedure.
12. If possible, the tenders will be opened in presence of Tenderer or their representative if any present in the office of the Tender Inviting Authority.

13. The right to accept or reject without assignment any reason any or all tenders in part or whole is reserved with the Tender Inviting Authority and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.
14. The tender offer received which do not confirm with the terms and conditions of this office will be summarily rejected.
15. If the tenderer whose tender/quotation is accepted fails to execute the work order within stipulated time the EMD of such tender will stand forfeited to the Govt. and the for the supply shall stand terminated with no further liabilities on either party to the contract.
16. The tenderer shall submit a PAN copy of a Proprietor / Partnership Firm/ LLP/ company.
17. No Separate agreement will be required to be signed by the successful tenderer(s) for the work of the contract for supply. Rates tendered/offered in response to the concerned tender/quotation notice shall be considered as acceptance of all legal purpose.
18. If, in the opinion of the Authority, it is necessary to carry out any additional work, the Bidder shall carry out such additional work and with the prior authorization of the Authority. Fees for such additional work shall be decided by mutual agreement at rate similar to that finalized for other similar project.
19. The rates should be quoted by the firm who have all the material and are able to supply them during the period mentioned above.
20. The payment shall be made after full completion of the work and of the satisfactions of the representative of this office.
21. The rates should be valid upto 31.11.2018.

The above conditions are accepted and are binding to me and my assignee.

Signature of the Supplier.

Tender Inviting Authority.

Date: /08/2018

NOTE: Please return the copy of the conditions duly signed along with your Tender.

Scope of Work

The scope of services shall include but not be limited to the following:

- 1) To provide buffet lunch, snack boxes and drinking water facility for an event of Monsoon Magic Festival on 9th & 10th August 2018 to be held at village Randha, Dadra & Nagar Haveli.
- 2) The snacks must be provided in box packaging.
- 3) The food items to be included in the buffet lunch & Snack boxes are as below:

S.No.	PARTICULARS	QTY
1.	Lunch (Buffet) Subzi, Dal, Jeera Rice, Roti, Sweet (2 pcs), Salad, Papad, Achar, Tissue paper, Water	3800 plates
2.	Snacks (Packed Box) Mineral Water Bottles (200 ml bottle) 2 Pieces of Dry Samosa 1 Piece of Mava Muffin 1 Frooti / Maza Tetra Pack (160 ml) 1 Tissue Paper	500 pcs

- 4) All the items shall be prepared in Fresh Edible Vegetable oil only.
- 5) The Dry samosa shall have a filling of Spiced Mung Lentils, Cashew & Raisins stuffing.
- 7) The water bottles to be served shall be of any - Standard Registered Company.
- 7) The Authority shall not provide any consumable or non-consumable items including raw materials for the purpose of catering, utensils, equipment, crockery, cutlery etc.
- 8) The quality and quantity of food shall be inspected item wise by the Tender Inviting officials and the tenderer shall not deny access to such inspections.
- 9) With regards to quality of materials and preparation, the agency shall ensure that: (a) Food ingredients, additives and materials must be of best quality available in the market, (b) Vegetables, fruits, and other such perishable items (if any) should be purchased fresh from the market on daily basis, (c) the agency shall take meticulous care to provide clean, fresh and quality food in all preparations.
- 10) The agency must ensure high standard of cleanliness, hygiene and sanitation while preparing and delivering food items.

(Financial Bid)

Sr. No.	Particulars	Qty.	Rate per Plate/Box	Amount
1.	Buffet Lunch including Subzi, Dal, Jeera Rice, Roti, Sweet (2 pcs), Salad, Papad, Achar, Tissue paper, Water	3800		
2.	Snacks (Packed Box) including Mineral Water Bottles (200 ml bottle) 2 Pieces of Dry Samosa 1 Piece of Mava Muffin 1 Frooti / Maza Tetra Pack (160 ml) 1 Tissue Paper	500		
	TOTAL			

Signature & Stamp of the Supplier