



CENTRAL INSTITUTE OF PLASTICS ENGINEERING & TECHNOLOGY(CIPET)

(Department of Chemicals & Petrochemicals,

Ministry of Chemicals & Fertilizers, Govt. of India)

Textile Technology Dept. Building, Near Women Polytechnic,Padav,Gwalior(M.P.)-474002

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Expression of Interest for providing Hostel & Mess Facilities on Rent

Central Institute of Plastics Engineering & Technology (CIPET) VTC, Gwalior is an autonomous institute under Ministry of Chemicals & Fertilizers, Department of Chemicals & Petrochemicals, Government of India. The Motive of Centre Gwalior is to upgrade the skill & technical competency of personnel employed in plastics industry, unemployed youths. Centre provides Skill Development Training to Students & unemployed youths to improve their skill & enhance their employability

CIPET VTC Gwalior is conducting Short Term Training programme sponsored by different Central Govt. / State Govt. agencies. In which near about 200 STC trainees are undergoing training for which we require hostel accommodation facility for them. For this, CIPET requires residential accommodation/ hostel with fooding facilities at Gwalior for about 200 STC trainees within 2kms distance from the CIPET Institute.

The hostel facilities are required initially for one year and may be extended further every year based on need & performance of the hostel facility.

Sealed EOI are invited from Reputed Owners of hostel/building having similar experience of running hostel & mess together as contractor to hostellers. The EOI document can be collected from Office by paying **Rs.1000.00/-** (Non-refundable) from Monday to Friday during office hours. The sale of EOI form is from **15.05.2017**. The last date of submission of EOI is 29.05.2017 up-to **4.30 PM** and opening of Technical bid on **30.05.2017** at **11.00 AM** on .EOI should be sealed and addressed to the Manager (P) & Head, CIPET VTC Gwalior, Textile Technology Department Building, Women Ploytechnic,Padav,Gwalior (M.P.)- 474002, super scribing the envelope "Expression of Interest for providing Hostel Facilities with Mess on Rent"

CIPET reserves the right to accept or reject any EOI without assigning any reason to the contractors at any stage of process.

TERMS AND CONDITIONS PROVIDING HOSTEL & MESS FACILITIES ON RENT

1. The tenderers are required to submit their offer in two parts (**Technical & Price Bid**) **separately** in sealed covers. The first part shall consist of **EMD of Rs. 50,000/-** (Rs. Fifty Thousand only) only in the form of DD or Banker's cheque. The envelope should be superscribing "**Earnest Money Deposit for hostel facilities**". The tenderers should note that they are not required to disclose their quoted price in the **first part (Technical Bid)**. The **first part** shall consist of EOI document issued to them and **second part offer rates (Price Bid)** in the appendix.
2. The part I and II should be clearly superscribing "**first part (Technical Bid) & second part offer rates (Price Bid)**" on the envelopes. The Part-I (Technical Bid) will be opened in Presence of the tenderers or their authorized representatives on the date of tender opening and the Part-II (Price bid) of the successful qualified agencies would be opened after physical Inspection of the performance of agencies at their client's premises & technical evaluation based on grading system. CIPET reserve the right to select for the better services offered or Performed by the agency in the history records. Date & Time of opening of price bid will be Intimated through E-mail/Telephone to technically qualified tenderers.
3. Each page of the EOI document is required to be signed by the tenderer. The EOI document must be filled in English or Hindi and all the entries must be hand written in ink. If any of the documents are missing or unsigned, the tender may be considered as invalid. Overwriting of figures is not permissible.
2. The tenderer whose tenders have been selected have to deposit the **Security deposit of Rs. 2,00,000/- (Rs. Two lakhs only)** in the next working day after the acceptance of the tender. Earnest Money Deposit amount of Rs. 50,000/- shall be forfeited if in case of refusal of deposit the security deposit immediately or fails to implement the requirements of the tenders. The EMD of unsuccessful tenderers shall be returned within 7 days. **The DD/Banker's Cheque shall be drawn in favour of CIPET VTC, Gwalior payable at Gwalior only.**
3. Tender must be submitted in the prescribed format only. A complete set of Tender Documents may be purchased by any interested bidder on the submission of a written application from the office of CIPET during office hours on any working day on payment of Rs. 1000/- (non refundable) in cash or demand draft (DD) in favour of CIPET Gwalior. The complete tender document may be downloaded from our website <http://www.cipet.gov.in>. Application made on such form shall be considered valid for participating in the tender process only after depositing the required tender fees i.e. Rs. 1000/- along with the bid.
4. Preference will be given to the bidder having minimum 2 to 3 years of experience in the similar field. Experience certificate should be enclosed with the Technical bid.
5. If any Contractors hostel premises distance is more than 2 km from CIPET Institute, they have to make proper vehicle arrangement by their own.
6. Contractor should be well established and possess a Valid Registration of Nagar Nigam, Gwalior and Food License for operation and running of the Canteen/Mess, preferably Food Manufacturer under Rule 4 of Food Safety & Standard Act 2006 (Act 34 of 2006).
7. The Contractor shall be responsible for running the hostel canteen as per the rules applicable and ensure the compliance of the provisions of Employees Provident Fund Act, ESI Act, Child labour abolition Act and rules framed thereunder and other relevant statutes including

Municipal Rules and Regulations, relating to the canteen in force from time to time, during the Contract period.

8. The bidder can submit bid for hostel facilities up to 200 students as per availability. The accommodations for male and female personnel are required separately.
9. No further discussion/interface will be held with the bidders whose bids would be Rejected/Disqualified/Technically Disqualified.
10. Tendering authority is not bound to accept the lowest tender and may reject any tender or any part of the tender without assigning any reason thereof.
11. The premises provided shall exclusively be used for residential purpose of the STC trainees of CIPET. No other activity shall be allowed in the premises during the contract period.
12. Minimum area required for a room will be 12X10 sq. feet, to accommodate at least two persons in a room and however dormitory will not be considered for the purpose.
13. The room should have sufficient number of attached/common lavatory and bathroom with sufficient space having proper ventilation and windows. The rooms should be well furnished with bed(s), table(s), chair(s) and almira(s) for each person separately. Pillow and Pillow Cover, Blanket, Shower, Sink, Toilet, Mirror, Instant Gyser for hot water, light and ceiling fans etc.
14. Every day hygiene meal to be provided with different and seasonal vegetables. Morning breakfast, Lunch, Dinner & Tea to be provided two times every day. Every Sunday special lunch to be provided.
15. Facilities in General to be provided in hostel viz. 24 hours water & Electricity. Water cooler to be provided along with RO facility. Every floor will be equipped with CCTV camera. Caretaker to be present 24 hours. First Aid box to be provided in the hostel. Doctor to be made available in emergency condition. Housekeeping personnel to be made available on daily basis. 24 hours Electricity and Generator to be provided in emergency time. Full time Security guards to be provided 24 hours in the hostel.
16. Any discrepancy regarding water, electricity and other to be resolved in 24 hours in any condition.
17. Two set of Hindi and English daily newspaper to be provided in hostel. Common washing machine to be made available for cleaning the clothes of students. Television along with Dish TV connection to be provided for entertainment of student.
18. Every day housekeeping and cleaning to be made properly in each room and Toilets compulsorily & record to be maintained. CIPET will not bear any charges for the same.
19. There should be a dining hall of minimum 30'X20' size with all amenities for serving meals etc. to a group of 30 persons at a time and proportionately bigger for more persons for the purpose.
20. The electricity/water bills charges will be included in the rate quoted by the bidder.
21. The party shall keep and maintain the premises, fixtures and fittings in good tenable condition at his own cost and shall make repairs good if damaged in due course.
22. The day to day repairs and maintenance of the premises will be carried out by the party at his own cost.
23. All the rules, regulations, laws and by-laws of the Municipal Committee or any other local authority having jurisdiction over the demised premises shall be complied with by the party. Property tax and other all related tax will be paid by the party.

24. The rate of rent shall be quoted on monthly basis, if there is any fraction in month; the rate shall be applicable on pro data basis, calculating a month period of 30 days.
25. If the hostel room/fooding facility is not fully utilized in a particular period month than the rent and fooding charges will be paid on pro-data basis
26. Applicable taxes, if any, shall be paid extra and TDS will be deducted from the billed amount as per Income Tax rules and Regulation.
27. Conditional bids shall not be considered and will be out rightly rejected in very first instance.
28. Each page of the tender should be signed by the tenderer or by his authorized signatories with seal of the agency.
29. Bids shall remain valid for 30 days from the last date of bid submission.
30. The received bids will be evaluated by the Committee of CIPET on the basis of requisite documents. There after a team of CIPET will visit the site for physical inspection of the site and if found suitable and meeting the requirements of CIPET as indicated in these terms & conditions the financial bid will be open for technically qualified bidder.
31. CIPET reserves all rights to accept or reject in part or full any or all the offers without assigning any and/or to withdraw/relax any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage.
32. Successful bidder will have to execute an agreement within a week in the form of lease with CIPET on a non-judicial stamp paper as per the Stamp Act.
33. The EMD of qualified bidders will be refunded immediate after signing of the agreement.
34. The successful bidder will have to provide the premises for accommodation immediately after signing of the agreement.
35. The contractor will provide the inventory of the fixtures and fittings, furniture, equipment's, facilities etc. available in the premises at the time of occupation. The team of CIPET will inspect the premises and verify the same.
36. The contractor shall procure food articles and vegetables of good quality to the satisfaction of the committee. The committee shall have the right to change any brand of material used for cooking, provided the cost of the same does not exceed the cost of specified brand.
37. The Food should be cooked in the kitchen of the hostel and outside cooked food is not allowed.
38. The food shall be cooked, stored and served under hygienic conditions. The Contractor shall ensure that only freshly cooked food is served and the stale food is not recycled. Stale food shall be removed from the canteen premises as soon as possible and latest within 5 hrs of its preparation.
39. The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all time.
40. The contractor shall ensure that only hot food is served to the students. Complaint, if any, in this regard shall be dealt severely with reasonable penalty.
41. The contractor shall ensure that sufficient man power is deployed for preparation and service of each meal including cleaning, washing and overall upkeep of Canteen assets and premises.
42. No child labour should be engaged in Canteen.

43. The offers of the contractor who do not fulfill the requisite criteria and who do not furnish documentary evidence will be summarily rejected. Any misleading information will lead to disqualification of offer.
44. Consumption or sale of alcoholic/Tobacco products is banned in the Hostel Premises.
45. Tenders received without prescribed Earnest Money Deposit (EMD) shall not be considered.
46. All legal matter will be under Gwalior Judiciary only.

MANAGER (PROJECT & HEAD)

I have read all terms and conditions and I shall be agreed to them.

Place:

Date:

Signature of the Tenderer

Expression of Interest for providing Hostel & Mess Facilities on Rent

EOI FORM

Technical Bid Part-I BIDDER'S DESCRIPTION

1.	Name of the Firm/ Hostel Owner(s)/ House Owner(s)/Agency	
2.	Address of Office/ Owner's residence	
3.	Telephone No. Mobile No. Fax No. E-mail	
4.	Detail Address & distance of Hostel Premises from CIPET Institute with layout and drawings of Hostel premises.	
5.	Valid license for running hostel from Nagar Nigam/Shop Act Licence	
6.	Road width (In Feet)/ Landmark where the accommodation is situated	
7.	Food Licence Registration Certificate (Enclose Copy)	
8.	Certificate of Registration ServiceTax,SalesTax, PAN,VAT	
9.	No. of years in this area (Exp)	
10.	Facilities provided (Enclosed in separate paper)	
10.	Tender Cost of Rs. 1000/- deposited already vide Receipt No. _____ dated _____,if document downloaded from the website tender cost of Rs. 1000 is enclosed herewith vide DD/Banker cheque no._____ Dated _____	
11.	EMD of Rs. is enclosed herewith vide DD/Banker's cheque No. _____ date_____ drawn on _____ (Name of the Bank)	

I have read all the terms & conditions and I shall be agreed to them.

Signature of the Tenderer

Place:

Date:

Price Bid-Part-II
(For Monthly basis)

Part A (For Accommodation)

(Monthly basis)

Hostel Capacity (Fully Furnished)	
a. Rent of premises for one student for one month	In figures Rs. _____ In words Rs. _____ _____ _____
b. Rent of premises for 200 students for one month	In figures Rs. _____ In words Rs. _____ _____ _____

Part B (For Fooding)

Rate of Meal (per student) (2 Times Tea, Breakfast, Lunch & Dinner) Rate quoted per person per day for breakfast including Lunch and dinner:	In figures Rs. _____ In words Rs. _____ _____ _____
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Meals to be provided (Tea (two times), breakfast, lunch& dinner) as per sample specifications given below:

1. The breakfast should include Aaloo Sabzi with 6 Puri or 4 Bread Toast with butter and jam or Chhole with 2 Bhature or 2 Aaloo Parantha with Dahi or Sabzi with 5 Puri or Poha Jalabi and a cup of tea.
2. The Lunch, Dinner should include chapattis, Dal/Kadhi-Pakora/Rajma/Chana Masala, Rice, Salad, Pickle, Papad, a seasonal vegetable in which full diet quantity shall be provided by the contractor.
3. The quoted rates should be inclusive of all. Any other charges shall not be paid. Applicable taxes, if any, shall be paid extra and TDS will be deducted from the billed amount as per rules.
4. CIPET management will approve daily menu as decided by Student Committee/Hosteller.
5. Each Sunday, special food will be served.
6. Rates should be quoted for all two parts (A&B) mentioned in Price bid. CIPET reserves the right to consider the rates as per decided by management.

I have read all terms and conditions and I shall be agreed to them.

Place:

Date:

Signature of the Tenderer

The terms & conditions, and the procedures laid down should be strictly adhered to and CIPET reserves all the right to reject any Offer without assigning any reason whatsoever.