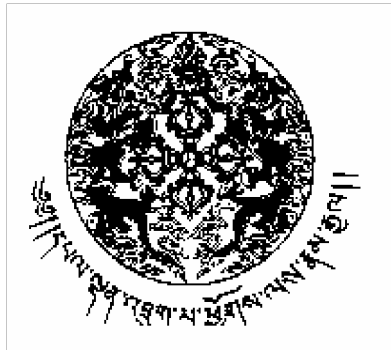

STANDARD BIDDING DOCUMENT

Operation of Football Ground Cafeteria at Damphu Town



**Royal Government of Bhutan
Dzongkhag Administration
Tsirang**

Dzongkhag Procurement Office
Dzongkhag Administration
Tsirang: Bhutan
Telephone No#+975-6-471347

Request for Quotation:

**Package Identification- Operation of Football
Ground Cafeteria
at Damphu Town**

For the year 2021-2022

Procuring Agency:

DZONGKHAG ADMINISTRATION

TSIRANG

July 27th 2021

Invitation for Quotation (IFQ)

Project title: **Operation of Football Ground Cafeteria
at Damphu Town**

Contract Ref: TD/Municipal-24/2021-2022

Dear Sir/Madam,

1. You are invited to submit your priced bid for the:
Operation of football ground cafeteria for a period of Two Years (2 Yrs)
2. Your quotation in the required format should be addressed and submitted to:
**Chairperson
Dzongkhag Tender Committee
Tsirang Dzongkhag Administration**
3. You are requested to read the following instructions carefully and in accordance with the attached Contract. The attached Terms and Conditions is an integral part of the Contract.
 - a) PRICE: all prices shall be quoted in **Ngultrum**. The quoted price shall be inclusive of all related costs including taxes, duties and other levies until the end of the contract period.
 - (i) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;

VALIDITY OF THE OFFERS: your quotation(s) shall be valid for a period of **one month** from the deadline for receipt of quotation(s) for the purpose of evaluation. **However, the rates will be valid till the contract end.**
4. Further information can be obtained from: **Procurement Office, Dzongkhag Administration, Tsirang.**
5. The lump sum amount Equivalent to two months' rental space shall be deposited as security deposit with the Tsirang Dzongkhag Administration and paid at the end of the contract period. The validity of security deposit should be one year.
6. **Eligibility Criteria:** - Bidders with canteen/Restaurant license
7. The bidding documents should be submitted to Procurement Officer on or before **31/12/2021 10:00am** and shall be opened on the same day at 1030 Hrs
8. The award will be made to the bidder quoting the highest amount as rental charges

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9. The annexures attached with this docs is an integral part of the contract and shall be evaluated.
 10. **The bidders should bid above the base rental charges calculated by the administration.**

Terms & condition for the management of Cafeteria at Football Ground

The following TOR is an integral part of the contract. Please read carefully.

1. The Dzongkhag Administration shall provide the space to the successful bidder on rental basis.
2. The winner of the bid shall operate/manage both the cafeteria and toilets near the cafeteria without subleasing to other parties. The operator should operate the space IN PERSON for the specified term mentioned above.
3. The operator shall ensure that a minimum of 3 employment opportunities are created for youths.
4. The cafeteria and its surroundings shall be maintained clean all the time with proper management of garbage.
5. The operator shall clean the toilet and the cafeterias surroundings to maintain good personal hygiene for the users.
6. Celebrations of birthday, new year, valentine, Losar, Diwali etc. may be organized with prior approval from the administration. Nevertheless, the operator shall ensure that no public nuisance is created in the premises by allowing any other similar events.
7. Washing of vehicles is strictly prohibited in the premises.
8. Disaster mitigation equipment like fire extinguishers shall be in place.
9. The operator shall also ensure that toiletries and other essential requirements (soap, disinfectants, toilet paper etc.) are provided in toilets/changing rooms all the time.
10. The operator shall ensure strict adherence to COVID protocols all the time- (Druk Trace App, visitor diary, maintaining maximum customer of 50% of the capacity, hand washing facilities, sanitizers and face mask etc).
11. The operator shall not make any structural additions and alterations to the structure without prior written consent of the Dzongkhag Administration.
12. The Dzongkhag Administration and the authorities concerned shall inspect/monitor the operation at any time.
13. Any structural damages caused by the natural calamities shall be reported to the Dzongkhag Administration for inspection immediately. Rectification cost for major structural damages shall either be borne by the Dzongkhag Administration or the operator concerned based on the degree of the damages reported. All the maintenance apart from the cause of the natural calamities shall be carried out by the operator.
14. The timing shall be observed as per the prevailing business norms.
15. All municipal charges and other charges payable such as electricity, water, waste, sewerage and license renewal fees for the restaurant and the toilet shall be paid by the operator concerned.
16. Monthly rent should be paid within the first 5 days of the following month. In the event of additional facilities provided/installed by the Dzongkhag administration, the operator shall be subjected for revised charges and changes in the contract terms thereof.
17. The operator shall not charge for the use of bathrooms/toilets.

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18. The winning bidder shall furnish an amount equivalent to two months' rent as security deposit.
 19. An equivalent amount shall be deducted from the security deposit prior to termination of the contract term, if the administration notices any damages in the area.
 20. The Dzongkhag has the full authority to terminate the contract if the contract agreement has been breached in any way.

Rates for Operating cafeteria at football ground (To be Filled by the Bidder)

Base Rental Charge	Cafeteria rental per Month	
	Amount in figure	Amount in words
Nu. 2609.56/-		

Contract Agreement (Sample) (Winning Bidder to Fill up and Submit)

THIS CONTRACT AGREEMENT made on the day ofmonth,year
BETWEEN

- (1) Tsirang Dzongkhag Administration, a Government of Bhutan, and having its principal place of business at Tsirang (hereinafter called “the Owner”), and
- (2) [.....],
address of Operator..... (hereinafter called “the Operator”).

WHEREAS the Operator invited Bids/interest for **Operation of cafeteria at football ground** and has accepted a Bid by the Operator **of cafeteria at football ground** in the sum of [.....]
(hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the Owner and the Operator, and each shall be read and construed as an integral part of the Contract, viz.:
 - (a) This Contract Agreement;
 - (b) Terms and Conditions;
 - (e) The Original Operators undertaking
 - (g) The form of Performance Security;
 - (h) *[insert here any other document(s) forming part of the Contract]*
3. This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bhutan on the day, month and year indicated above.

For and on behalf of the Owner

Signed:..... in the capacity
of.....Dzongda.....

in the presence of *in the*
capacity of.....

For and on behalf of the Operator

Signed:..... in the capacity
of.....

in the presence of.....
Witness.....