

CALCUTTA STATE TRANSPORT CORPORATION
5, NILGUNGE ROAD, BELGHORIA,
KOLKATA : 700 056.

TENDER NOTICE NO. : 05 /CAFETERIA/15-16(5th Call)

Tenders are invited in Sealed Cover super-scribed “OFFER AGAINST N.I.T. NO. 05/CAFETERIA/15-16(5th Call)” in prescribed form from experienced financially sound and licensed owner of bona fide Catering Unit/Cafeteria/Restaurants/Agent of Soft Drinks companies/Owner of licensed sweet/ snacks shops/tea or coffee house interested to run commercially the cafeterias of C.S.T.C. on contract basis for a period of 3(three) years for sale of food stuff, snacks, tea, sweets, soft drinks as per market rates/ as per rates prescribed by the CSTC authority(for six items given at Annexure I) to the employees of C.S.T.C. and to the outside public either from cafeteria or from extended counter arrangement to be made by the tenderer, as per terms and conditions. Sealed envelope bearing Tender Notice, Terms & conditions of the Tender for running cafeterias, Declaration, Form ‘A’, earnest money and other documents duly sealed & signed subheaded by “TECHNICAL BID” have to be submitted as per prescribed time schedule. Commercial bid will have to be submitted online only through the website www.wbtenders.gov.in as per prescribed time schedule.

Tender Form will be available from the Office of the Managing Director, 5, Nilgunge Road, Kolkata-700056 on payment of Rs. 500/- (Rupees five hundred) only per set (non-refundable) and to be submitted at the same address. Earnest Money to be deposited @ Rs.10,000/- (Rupees ten thousand) only for each cafeteria in the form of Bank Draft or Pay Order drawn in favour of “Calcutta State Transport Corporation”. Tenders will be opened at same place in presence of the attending parties/authorized representatives, if any.

A tenderer may quote rates for any or all the cafeteria/s in a single form. The Corporation reserves the right to accept or reject any or all tenders without assigning any reason whatsoever. Prequalification application will be submitted along with copy of valid Trade License, P. Tax, VAT, IT Clearance Certificate/Challan, Credentials.

SCHEDULE OF DATE & TIME :

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| 1. Last date of Prequalification application | : 03.09.2015 upto 1-00 pm. |
| 2. Date of Issue of Tender document | : 02.09.2015 to 03.09.2015 upto 3-00 pm. |
| 3. Date of Pre-Bid meeting | : 03.09.2015 at 12-00 noon |
| 4. Date of receiving Sealed Hard copy | |
| of Technical Bids and uploading | |
| Commercial bids at website | : 10.09.2015 upto 3-00 p.m. |
| 5. . Date of opening of Technical Bids | : 10.09.2015 after 3-00 p.m. |
| 6.. Date of opening of Commercial Bids : | : 10.09.2015 after 3-00 p.m. |

List of locations of Cafeterias : Category A (New Cafeterias will be opened on ‘Build, Operate and Transfer basis. Model plan and estimates are to be followed for construction/development of space. An exemption of license fee for 6 months will be allowed against cost of building incurred by licensee)

<u>UNIT</u>	<u>ADDRESS</u>
1. Thakurpukur Depot	- 109, Diamond Harbour Road, Kol-8.
2. 3A Bus Stand(Thakurpukur)	- Thakurpukur
3. Sarsuna Bus Stand	- Sarsuna

<u>UNIT</u>	<u>ADDRESS</u>
4. Nilgunge Depot	- Barrackpur Barasat Road, Gheedah, 24- Pgs(N).
5. Kasba Depot	- EM Bye Pass, Rashbehari Connector, Kol-160.
6. Manicktala Depot	- 169 & 170, Manicktala Main Road, Kol-54.
7. Ultadanga Bus Terminus	- Ultadanga
8. Paikpara Depot	- 3/2, Rani Debendra Bala Road, Kol-2.
9. Garia 6 No. Bus Stand	- Raja Subodh Mullick Road, Kol-34.
10. Kudghat Bus Stand	Kudghat
11. CSTC Head Quarter	5, Nilgunge Road, Belghoria, Kol-56.
12. Hazra Head Quarter (Beside Kalighat Fire Station)	Hazra

List of locations of Cafeterias : Category B (Running Cafeterias, Required renovation and repairing will be done by the licensee for which license fee of 3 months will be exempted)

<u>UNIT</u>	<u>ADDRESS</u>
1.Taratata Depot	1, Taratata Road, Kol-88.
2.Lake Depot	6/A, Dr. Deoder Rahaman Road, Tollygunge, Kol- 33.

License Fee will be paid in advance by the licensee on actual area taken over/allowed to run cafeteria at the accepted rate per square meter basis.

Licensee will remain responsible to make appropriate provisions for sewerage/ drainage, water supply and electricity at his own cost. This will be applicable for all locations.

For further details intending bidders may contact the office of the Managing Director, C.S.T.C., 5, Nilgunge Road, Kol-56.

Sd/-

Managing Director,
C.S.T.C.

No.2242(30)–CSTC/CPO/2T-1/14-15(Spl)C/H Pt -I

Dated :24.08.2015.

Copy forwarded for information to :-

- 1) The Hon'ble Chairman,
Calcutta State Transport Corporation.
- 2) The Principal Secretary, Transport Deptt., Govt. of West Bengal, Paribahan Bhaban,
12, R.N. Mukherjee Road, Kolkata-700001.
- 3) Sri R.K. Maity, I.A.S., Commissioner, Transport Deptt., Govt. of West Bengal,
Paribahan Bhaban, 12, R.N. Mukherjee Road, Kolkata-700001.
- 4) The Financial Advisor, Transport Deptt., Govt. of West Bengal, Paribahan Bhaban,
12, R.N. Mukherjee Road, Kolkata-700001.
- 5) The Deputy Managing Director.
- 6) The Director of Operations.
- 7) The Chief Accounts Officer-cum-F.A.
- 8) The Chief Mechanical Engineer.
- 9) The Controller of Stores & Purchase.
- 10) The Works Manager, Central Workshop. (11) The Sr. Law Officer.
- 12-22) The Depot Manager, BD/PD/MD/SLD/KD/GD/LD/TD/TPD/HD/ND.
- 23) The Sr. Engineer(Civil). (24) The Discipline Officer.
- 25-26) The Administrative & Personnel Officer, Head Quarters/CTO.
- 27-28) The Chief Cashier, Central Cash/CTO.
- 29) The CA to Managing Director.
- 30) Notice Board.

Sd/-

Deputy Managing Director,
C.S.T.C.

TERMS & CONDITIONS OF THE TENDER FOR CAFETERIA

1) **Manner of submission of Tender**

Technical Bid should be submitted in sealed cover super-scribed "OFFER AGAINST N.I.T. NO. 05/CAFETERIA/15-16(5th Call)" at the Office of the Managing Director, 5, Nilgunge Road, Kolkata-700056 containing Form No. 'A' (particulars of tenderer), Declaration, copy of valid Trade License, P. Tax, VAT, IT Clearance Certificate/Challan, Credentials and Earnest Money. The Technical Bid will be opened at the above address in presence of intending tenderers. "Commercial Bid" has to be submitted online only through the website www.wbtenders.gov.in. The Tenderer must mention Name of Cafeteria intended to be operated, category of the cafeteria, area required in square metre for running the cafeteria, monthly License Fee offered per square metre per month and particulars of the amount of Earnest Money as per prescribed format online only through the website www.wbtenders.gov.in. The Corporation does not bind itself on accepting the highest tender and reserves the right to reject any/all tender without assigning any reason. The tenderer shall have to produce valid Trade License, VAT, Income Tax and Professional Tax Clearance Certificate before the finalization of the Tender/Offer. An Earnest Money @ Rs.10,000/- (Rupees ten thousand) only for each Depot/Unit shall have to be deposited in the form of Demand Draft/Pay Order on any Nationalized Bank in Kolkata in favour of "Calcutta State Transport Corporation" shall be accompanied with the Tender/Offer. The Earnest Money deposit will be refunded to the un-successful tenderer without any interest.

2) The successful tenderers shall have to deposit Security Deposit (non-interest bearing) for each cafeteria at the time of agreement. The Security Deposit should be paid in cash/Bank Draft or Pay Order in favour of "Calcutta State Transport Corporation". The Earnest Money deposit will be refunded to the un-successful Tenderer without any interest and in case of successful tenderer it would be adjusted with the Security Deposit.

3) The successful tenderer shall be required to execute contract agreement one in Rs. 10/- non-judicial Stamp Paper and two in plain paper with the C.S.T.C. for running the cafeteria for three years only without any option for renewal. Notice Inviting Tender and terms and conditions will form part of the agreement.

4) The licensee may use the space inside the cafeteria room only for the purpose for preparing food stuff and for storing of food-stuff including fruits. He shall not assign, sublet or transfer in whole or any part of the space allotted to him and should not commit any breach of this condition. He shall be liable for damages to building and other materials of this Corporation. Contractor will be allowed to vend food stuff produced in the cafeterias thereto outlets of their choice without causing any obstruction to normal operation of this Corporation.

5) Tenderer will be allowed to inspect the present site before offering rates on approaching to the respective Unit heads.

6) The licensee will have separate arrangement of electricity, water & drainage. Agency will either renovate existing structure or construct new structure as per model drawing of C.S.T.C. They will be exempted payment of rent for three months in lieu of investment made in infrastructure made by them in case of renovation. They will be exempted payment of rent for six months in lieu of investment made in infrastructure made by them in case of new construction. They will provide some food items/tea etc. as listed by CSTC, as per rate fixed by CSTC, annexed of Annexure '1' and other items will be sold at market price. Cafeteria will be opened both for staff of CSTC as well as common public.

7) The licensee will not sell any intoxicating items/articles viz. wine, liquor, bhung, ganja, opium etc. and also consumption of such articles at the cafeteria shall be prohibited. He will not also sell any food stuff which is stale, un-wholesome and not fit for human consumption. He will sell the food articles to the general public at market rate. He may allow any concession to the employees of C.S.T.C.

8) The licensee shall bring his own employees (workmen and take back them at the time of termination of license agreement. The list of cafeteria workers with address and other particulars should be submitted by the licensee, caterer to the concerned authority of this Corporation.

- 9) The licensee shall remain liable to discharge all statutory obligation for the man power engaged by him for the job. In case of any accident of the labourers engaged by him in course of the performing allotted job within the Cafeteria/Corporation premises, the licensee will be fully responsible for the same and Corporation will not be liable in any way.
- 10) The licensee shall keep the cafeteria open according to office hours.
- 11) The Corporation shall have the right to terminate this license agreement by giving one month's notice in writing without assigning any reason whatsoever and in this event the licensee shall have no right to claim any compensation other than the refund of his Security Money.
- 12) The licensee must vacate the premises at the end of the agreement period of three years and on the last date of the period of contract, he must hand over possession to the Corporation on as is where is basis. For over stay and delay in handing over of the possession of premises a daily penalty @ Rs. 200/- per day will be charged and recovered from the Security Deposit.
- 13) Any damage caused to the building or property of the Corporation shall be recovered from the licensee.
- 14) Licensee should keep suitable arrangement for Fire Fighting inside the cafeteria to avoid any fire hazards.
- 15) All payments including monthly License Fee shall be deposited with Central Cash in advance on quarterly basis within 10th day of the first month of the quarter, failing which a penalty @ 2% per month shall be charged for the period of delay.

DECLARATION

I / We do hereby declare that I/we have gone through the terms and conditions as laid down in the tender which are acceptable and will be binding upon me/us if my/our tender is accepted/rejected by the Corporation. I / We also declare that I / we are going into a contract agreement with the Corporation after selection. I / We shall abide by all the terms and conditions as above and will be laid down in the contract agreement. In case of violation of any of the terms and conditions of the Tender/Contract, the C.S.T.C. will be at liberty to cancel the contract and to forfeit the Security Money deposited by me/us without assigning any reason.

Date : _____ Signature _____ :

Place : _____ Name of the Firm/ :
Individual

Address _____ :

Seal _____ :

PLEASE NOTE :

Documents / papers to be furnished in the Tender :-

- 1) Terms and conditions of Tender along with Form 'A' and Form 'B' duly filled in, sign and seal.
- 2) Copy of Trade / Food / Catering License / I.T. / VAT/ P.T. Certificate.
- 3) Requisite amount of Earnest Money in the form of Bank Draft / Pay Order.
- 4) Partnership deed if applicable.
- 5) Photocopy of money receipt of Rs. 500/- (Rupees five hundred) only towards purchase of Tender documents.

FORM - 'A'

PARTICULARS OF THE TENDERER

- 1(a) Name of the Catering (Sweet :
Meat / Tea or Coffee House)
Unit.
- (b) Name of Industrial House / :
office with which registered
(Certificate must be enclosed)
- 2(a) Proprietor's Name :
- (b) Particulars of Experience :
- i) Foundation year of the :
Firm / Unit.
- ii) Total No. of Cafeterias / :
Shop out lets run during
last three years.
- iii) Total No. of employees :
during last three years.
3. Full address of the Firm :
- (a) Head Office :
- (b) City Office :
- (c) Phone No. :
4. i) Particulars of the Trade :
Licence.
- ii) Catering Food Licence etc. :
(Xerox copy to be attached)
- iii) Agency No. of Soft Drinks/ :
Ice Cream, if any.
5. Experience with Govt. Establishment:
or Big Industrial House, if any.
6. Details of Bank Account :

Date :

Place :

Signature of Tenderer with Seal.

Format for uploading commercial bid

(have to be submitted online only through the website www.wbtenders.gov.in)

Sl. No.	Name of the Cafeteria intended to operate	Category of the Cafeteria	Area (approximately) required for running the Cafeteria in square metre	Monthly License fee offered per square metre per month for area mentioned at Column 4	Monthly License fee per month (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)

Date :

Place :

Signature of Tenderer with Seal.

ANNEXURE – 1

Tentative Rate of food items / tea etc. fixed by C.S.T.C.for its employees on duty

	<u>Name of the food items</u>	<u>Rate</u>
1.	Tea per cup	Rs. 5/- only.
2.	Biscuit per pc.	Re. 1/- only.
3.	Hand made bread 4 pcs. with vegetable curry	Rs.15/- only.
4.	Boiled egg per pc.	Rs. 6/- only.
5.	Veg. Meal (with Rice, Dal & Vegetable curry)	Rs.20/- only.
6.	Non Veg. Meal (with Rice, Dal, Vegetable curry & 1 pc. Fish about 50 gm. weight).	Rs.40/- only.

N.B. : Rate of rest food items as may be offered by Tenderer will be as per market price.