**HOTEL CORPORATION OF INDIA LTD**.

**CENTAUR HOTEL, IGI AIRPORT**

**NEW DELHI-110037**

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

**Sub: Tender inviting quotations for Annual Supply of Fresh Chicken items at Centaur Hotel & Chefair Flight Catering IGI Airport, New Delhi.**

## Hotel Corporation of India Limited, referred as ‘HCIL’, invites sealed/closed quotations in Two Bid system (i.e. Tech. Bid-Part A & Price Bid – Part B) from reputed suppliers / dealers for the (“Supply of Fresh Chicken items at Centaur Hotel & Chefair Flight Catering at IGI Airport, New Delhi)” offering best institutional price and quality. Offers made should be best/lowest rates as applicable to Public Sector Companies, Govt. Deptts or Institutional bulk buyers.

## 1. Tender details:

|  |  |  |
| --- | --- | --- |
| **1.1** | **Tender Enq. No. / Date**  |  **DEL/01/2023**  |
| **1.2** | **Tender date** |  **15.02.2023** |
| **1.3** | **Tender Subject** | **Supply of Fresh Chicken items at Centaur Hotel & Chefair Flight Catering New Delhi.** |
| **1.4** | **Last date/time of submission of tender**  | **18.03.2023 by 1400 hrs.** |
| **1.5** | **Date/time of opening of technical bid** | **18.03.2023 at 1430 hrs.** |

## 2. Tenderers are requested to submit their quotations as per following documents:

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Particulars A** | **Annexure** |
| **2.1** | **General Terms & Conditions** | **I** |
| **2.2** | **Prequalification / Technical Evaluation Criteria**  | **II** |
| **2.3** | **Specifications Of the Material**  | **III** |
| **2.4** | **Certificate for unconditional acceptance of Terms &** **Conditions of the tender.**  | **IV** |
| **2.5** | **Technical Bid Form- Part A.** | **V** |
| **2.6** |  **Price Bid Form- Part B** | **VI** |

**3. METHOD OF SUBMISSION OF QUOTATIONS IN TWO BID SYSTEM**

3.1 **ENVELOPE ONE** - **“Technical Bid - Part A”** shall contain the following:

(a) To be superscribed with: **ENVELOPE ONE –** “**Technical Bid- Part A”** for **“Tender No. DEL/01/2023, dated: 15.02.2023, Due Date: 18.03.2023 Name of the Tenderer / Co.** and address to be written at the bottom of envelope for identification.

(b) Duly filled in and completed “Technical Bid Form – Part A” (Annexure – V) together with the self-attested photocopies of supporting document.

(c) **EMD by way of original Demand Draft/Pay Order or by Cash receipt (Cash deposited to HCIL before submission of tender) of Rs. 50,000/- EMD paid by way of Cheque or in any other form shall not be acceptable.**

**3.2 ENVELOPE TWO: “Price Bid Form – Part B”: shall contain the following.**

(a) To be superscribed with ENVELOPE TWO - “Price Bid – Part B” Tender **No.** **DEL/01/2023, dated 15.02.2023:, Due Date: 18.03.2023 . Name of the tenderer / Co.** and Address to be written at the bottom of envelope for identification.

(b) Duly filled & completed “Price Bid Form- Part B” (Annexure VI) and keep in your Second Envelope– Price Bid. The Price Bid must be signed by your authorized representative bearing Company Stamp.

 **Note:** The tenderer(s) may use “HCIL” Tender Documents for applying to this tender and must put their Co’s Stamp on each page duly signed by the Authorized signatory of the Tenderer / Co. For submission of Price Bid, **Tenderer can** use their Company letter head for submission of Bid but in this case, it has to be typed in the manner / format shown in our “Price Bid Form- Part B”.

**3.3 ENVELOPE THREE (MASTER ENVELOPE) : The above two sealed / closed envelopes (Envelope One and Envelope Two) must be put in the “Third / Master Envelope” which should be superscribed with “Quotation for Tender No. DEL/01/2023, dated: 15.02.2023, Due Date: 18.03.2023 at 1400 hrs ”. Name of the tenderer / Co. and Address to be written at the bottom of envelope for identification. The sealed tenders should be addressed to**

**Head- Corporate Purchase,**

**CORPORATE PURCHASE SECTION,**

**HOTEL CORPORATION OF INDIA LTD.,**

**CENTAUR HOTEL, IGI AIRPORT**

 **NEW DELHI-110037.**

 **and submitted at the address: Hotel Centaur, IGI Airport, New Delhi-110037 on or before 1400 hrs. of 18.03.2023 by putting these in the tender box kept near the Staff Security Gate.**

* The perspective Tenderers / bidders may send their offer in sealed/closed envelope through messenger or through courier services so as to reach us at above mentioned address on or before 18.03.2023 by **1400 hrs.**
* The tender closes on 18.03.2023 **at 1400 hrs.** The closing date may be extended at the sole discretion of ‘HCIL’.
* The Technical Bids shall be opened on the due date /time of the tender.
* Tenderers who wish to attend tender opening may do so OR send their representative with authorization letter on their Company’s letterhead signed by their authorized signatory which should be produced at the time of opening of tender at above address/time.
* ‘HCIL’ reserves the right to reject any tender in part or full or annul the tender process without assigning any reason.
* The Commercial Bids of only technically suitable vendors will be opened thereafter and date/time will be advised to the qualifying vendors. No enquiries/correspondence shall be entertained in this regard.

**For further details regarding tender, tender documents please visit our website: http://www.centaurhotels.com. Tender documents can be downloaded free of cost.**

 Sd/- **Head-Corporate Purchase**

 **(Corporate Purchase)**

 **HOTEL CORPORATION OF INDIA LTD**.

**CENTAUR HOTEL, IGI AIRPORT, NEW DELHI**

**Annexure I**

**General Terms And Conditions**

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

##### Sub: Tender inviting quotations for Supply of Chicken items at Centaur Hotel & Chefair Flight Catering at IGI Airport, New Delhi.

1. ‘HCIL’ means Hotel Corporation Of India Ltd.
2. The “Tenderer/Bidder” and / or “Party”, as used in the Tender document, shall mean the one who has signed the tender form and submitted the quotation in response to our tender.
3. It is further clarified that individual signing the tender or other documents in connection with the tender must certify whether he signs as:
4. A "Sole Proprietor" of the firm or constituted attorney of such sole proprietor.
5. A partner of the firm if it is a partnership must have authority to refer to arbitration, disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney. In the alternative, the tender should be signed by all the Partners.
6. Constituted attorney of the firm, if it is a Company.
7. Authorized signatory of the firm.

**4.** The tenderer must study the tender documents carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender documents with full understanding of its implications.

1. **The following are to be noted :**

**5.1 In case the price bid and the technical bid are enclosed in the same envelop instead of in two separate sealed / closed envelopes, the tender will be rejected.**

5.2 On the date of opening of the tender only the technical bids would be opened, and the price bids would be kept in the custody of ‘HCIL’ in the same sealed/closed condition as received from the tenderer.

5.3 The price bids of only those tenderers, who qualify in the Technical Bid evaluation, would be opened, the date and time for which would be notified subsequently to the successful tenderers.

5.4 The tenderer should sign on all the pages of the technical bid and the price bid.

5.5 **The technical bid should not contain any indication of the price.**

5.6 In case, the price quoted is indicated in the technical bid, the quotation will be rejected without any reference to the tenderer. No correspondence will be entertained in this regard.

5.7 The price quoted should remain valid for acceptance of ‘HCIL’ for a minimum period of 120 days from the date of opening of the Technical bid.

5.8 The bids should be neatly filled / typed. Corrections, if any, should be duly authenticated **with full signatures** of the person signing the tender, failing which the tender is liable to be rejected.

5.9 ‘HCIL’ reserves the right to accept or reject any / all offers without assigning any reasons.

5.10 ‘HCIL’ reserves the right to award the contract to one or more tenderers.

5.11 In the event of default, ‘HCIL’ reserves the right to cancel the order and to claim damages from the successful tenderer, and also reserves the right to award the contract to another party at the cost and risk of the successful tenderer.

* 1. If you are already on rate contract for supply of this item with any unit of ‘HCIL’ / any other Govt. Department(s), the same should be clearly indicated and rates quoted by you to ‘HCIL’ should not be higher than the same.

**6.0 DEPOSITS:**

**6.1 Tender Fee:**

 There is no Tender Fee for this tender .Tender documents are available on our

 Website: **www.centaurhotels.com** in downloadable form.

**6.2**  **Earnest Money Deposit:**

1. The Tenderer will furnish along with Technical Bid, an **EMD of Rs.50,000/-** in the form of DD/ Pay order only in favour of “Hotel Corporation of India Ltd.” payable at New Delhi Or deposit cash with HCIL and shall enclosed original Receipt issues by HCIL New Delhi with the tender. EMD in any other form shall not be acceptable.
2. The tenderers seeking exemption of EMD has to enclose valid certificate of single point programme registration with MSME only. Parties Registered with SSIC are not eligible for EMD exemption.
3. "Tenders" - without EMD shall be summarily rejected.
4. No interest will be payable on EMD.
5. The EMD of unsuccessful Tenderers will be refunded in due course.
6. **Exemption from payment of EMD:** It may be noted that Exemption from payment of EMD shall be available only to those MSME Units in India which are registered with the MSME.
7. **Forfeiture of EMD:** EMD will be forfeited, if the bidder withdraws their bid, within 120 days, from opening of Technical Bid of the tender**.**
	1. **Security Deposit for Order completion / Performance Warranty:**
8. The successful Tenderers shall furnish Security Deposit towards performance of PO/products equal to **5% of the value of the PO** within 15 days of receipt of PO / Starting supply of material. SD may be in the form of Bank Guarantee or Demand Draft only.
9. In case, SD is in the form of Bank Guarantee, the BG shall be valid for contract period plus 3 months more time.
10. The cost of submission of the SD or BG would be borne by the successful bidder.
11. SD will not carry any interest.
12. SD will be refunded only on successful completion of contract period and all contractual obligations. In case, there is any lapse or unsatisfactory performance affecting the reputation of HCIL and / or affecting the regularity and efficiency of its service, the applicable penalties shall be deducted from SD.

**7. Payment:**

* 1. The normal terms of payment are 30 days credit from the date of receipt of material / bills.
	2. Deduction of Govt. taxes at source shall be done as per Govt. rules as applicable from time to time
	3. No advance payment shall be made in any case.

**8. Base for Quoted Price & validity:**

* 1. Rates quoted should be FOR delivery basis at HCIL/Centaur Hotel/Chefair Flight Kitchen, IGI Airport, New Delhi.
	2. The tenderer must quote rates as per “Total landed cost at HCIL / Centaur Hotel, IGIA, New Delhi basis”as mentionedin “Quoted Rates Column” of Price Bid Form-Part B.
	3. The quoted rates shall include all the Govt. Taxes i.e. GST, Octroi (if any) and other costs due to Packing, Transportation, handling, insurance etc.
	4. Your quotation must be valid for at least 120 days from the opening of Technical Bid for our consideration and acceptance.
	5. The agreed rates as mentioned in our PO shall remain fixed for a period of 12 months from the date of PO and no increase in price, due to whatsoever reason, will be allowed irrespective of the change in our requirement.
	6. Further, no price increase will be accepted during the term of the contract, except on account of statutory taxes, if any, that may be imposed by the govt.
	7. The successful tenderer would pass on to ‘HCIL’, the benefit of reduction in statutory taxes / levies, if any, that may arise during the term of the contract.
	8. No price increase will be allowed during the currency of rate Contract and rates approved shall remain in force during Currency of the rate contract. The quantity of supply can be increased or decreased at the discretion of HCI.
	9. Hotel shall be entitled to enter into rate contract with one or more than one contractor/ suppliers as may deem fit.
		1. **Price Preference:**

9.1 MSME units in India, registered with MSME Udyog Aadhaar under its single point

registration scheme will only be eligible for price preference of 15% over the quotation of Large Scale Industries as per the Govt. of India guidelines. However the eligible MSME units registered with MSME Udyog Aadhaar shall have to match the Lowest (L-1) quoted by the Large Scale Units. The supply point of any such units should exist in Delhi / NCR so that supplies are made on as and when required basis and without taking much of delivery time.

9.2 This benefit will be extended to those MSME units which are registered with MSME

Udyog Aadhaar as on date of closing of the tender and would not be extended to the MSME units which obtain registration with MSME subsequent to the date of closing of the tender. The supply point of any such units should exist in Delhi / NCR so that supplies are made on as and when required basis and without taking much of delivery time.

9.3 If the eligible MSME unit does not match the L-1 price of the large scale units, then

 the large scale unit which has quoted L-1 price will be considered for placement of

 order.

9.4 In tender, participating MSME quoting price within price band of L-1 + 15% shall also

 be allowed to supply a portion of requirement by bringing down their price to L-1 price, In a situation where L-1 price is from someone other than a MSME then such MSME shall be allowed to supply upto 25% (twenty five percent) of the total tendered value. The 25 ( twenty five ) percent quantity is to be distributed proportionately among these bidders, in case there are more than one MSMEs within such price band matching L-1 quotation of Large Scale Units.

9.5 Within this 25% (twenty five percent) quantity, a purchase preference of five percent

 is reserved for MSMEs owned by Scheduled Caste (SC)/Scheduled Tribe (ST)

 entrepreneurs if they participate in the tender process and match the L-1 price.

9.6 Also a provision of 3 % reservation for women owned MSMEs within the above mentioned 25% (twenty five percent) will also be incorporated as per MSME guidelines.

9.7 The Policy is meant for procurement of only goods produced and services rendered by MSMEs and not for any trading activities by them.

**10. Validity of the contract / Quantities:**

* 1. The validity of the PO/ contract would be **one year** from the date of Purchase

 Order.

* 1. The successful tenderer would be required to supply additional quantities over and above that indicated in the Purchase Order, if required, during the subsistence of the contract, on the same rates and terms and conditions as per the contract.
	2. **The PO/Contract will initially be for a period of One year/ for quantities mentioned, and can be extended further by one more year or for period / quantity / terms as mutually agreed upon.**
	3. It may be marked that the quantities are only the estimated Annual requirement for

 the guidance of the tenderers and i9n case of any short in quantities during the

 period of the contract , the contractor shall not be entitled to claim any

 compensation or damages and if is in excess in quantity, the party will have to

 continue supply on agreed price.

10.5 The material of the nature and descriptions specified in the tender shall be taken as

 Party of this contract, in such number and quantity as may from time to time be

 required by the corporation at the rates and prices agreed to

 (a ) the material shall be of best quality and exact kind as per specifications.

 (b ) in case material or any part thereof has been rejected the decision of the

 authorized officer rejecting the material shall be final and conclusive.

10.6 An agreement is to be signed with HCI embodying all terms and conditions of the

 contract within 15 days of the receipt of acceptance letter from HCI. The cost of

 stamp papers of appropriate value shall be borne by the contractor.

10.7 The security deposit shall be deposited within 10 days of the receipt of acceptance

 letter from HCI. This amount shall be refundable after due performance of the

 contract or audit of accounts whichever is later.

**11** For any clarifications regarding technical specifications, please contact:

 Sr. Manager-Kitchen

 Centaur Hotel, IGI Airport, New Delhi-110037.

 TEL.NO. 25607673.

**12. Penalties:**

12.1 **Liquidated damages/ late delivery**: - **Timing of all supplies should not be beyond 1200 hrs. All Non-Veg items to be supplied in clean butchery bags, with cold holding temperature of between 3 degree C to 5 degree C, not containing any extra drippings of water.**  Timely delivery is the essence of the Contract. In case of delay in deliveries, or not conforming to other terms, liquidated damages will be charged from the defaulting tenderer at the rate of ½% (half percent) per week or part thereof of the value of delayed supplies subject to maximum of 5% of the value of the delayed supplies. In case, the supply is not made on the prescribed date/time, ‘HCIL’ reserves the right to get the item supplied through a third party at the “COST & RISK” of the supplier.

* 1. ‘HCIL’ further reserves the right to cancel the Purchase Order in the event of delayed deliveries, and to issue a fresh Purchase Order on any other source at the “cost and risk” of the tenderer.
	2. **Rejection of Supplies:** The supplies not matching the specifications of the tender, shall be rejected at the time of inspection and returned to the tenderer at their cost and risk. Such supplies shall be replaced free of charge within the same day by the tenderer.
	3. In the event of failure on the part of “Contractor” to supply the material in accordance with the conditions entered herein the HCI, shall have the right to make alternative arrangement at the cost and risk of Contractor.

**13.**  **Self-certification of quality:**

 (a) Successful tenderer shall have to inspect the material to be supplied at his end in conformance to the specifications laid down in the order.

 (b) The Contractor shall be responsible for the quality and purity of the material supplied and in case of any adulterated or substandard material found being supplied, the contractor shall be liable for civil and criminal actions under the FSA-2006 (Standards of FSSAI) or any other Act for the time being in force, amended from time to time. The contractor shall be solely responsible for the compliance of Provisions of the relevant Acts.

* + - 1. **Exit Clause / Termination of Purchase Order(PO)/Contract :**

 The Purchase Order may be terminated under the following circumstances:

14.1 ‘HCIL’ reserves the right to terminate the Contract / cancel the PO by giving one month written notice but without assigning any reason.

14.2 In the event of unsatisfactory performance in terms of quality/delivery etc., ’HCIL’ reserves the right to cancel the Contract / PO at a short notice and make alternative arrangement, with a right reserved, to recover the additional cost incurred from such defaulting supplier.

14.3 **If there is a change in ‘HCIL’ requirement, the PO shall be terminated with one months’ advance notice but without any liability on ‘HCIL’.**

14.4 In case of breach of any of the conditions stipulated herein, the HCI shall be at liberty to terminate the Contract without prejudice to the right of the Corporation to claim damages on account of breaches thereof in the same manner as above as well as risk cost till the expiry date of the agreement.

**15. Agency Clause:**

15.1 The bids would be accepted from the Principals /from duly Authorized distributor / Dealer/ Merchant.

15.2 The authorized distributor/dealer should submit a certificate of authorization from the Principal.

15.3 ‘HCIL’ will entertain bids **either from** the Principal or from an Authorized Distributor/ Dealer duly authorized by the Principal to submit the quotation on his behalf. In case, bids are received from both i.e. from the Principal and from his authorized distributor/dealer, only the bid received from the Principal would be entertained.

**16.** **Delivery of Right Quantities & Quality of the Material:**

16.1 The tenderer shall be required to deliver the **Chicken Items** at Centaur Hotel /Chefair Flight Catering / Canteen at IGI Airport, New Delhi – 110 037 on as and when required basis as per the instructions from Stores Department.

16.2 Our exact requirements will be intimated to you in advance by our Stores Department. Timely delivery of indented quantities is the essence of the PO. No variation in the quantity or quality will be acceptable. In case of any variation, HCIL may decide to levy penalty as applicable.

**17.** **Rejection of Tender:** Bids may be rejected, based on any one of the following reasons: -

* 1. Receipt of offers by fax/email.
	2. Receipt of offers in an unsealed/open envelope.
	3. Receipt of offers in an unsigned form.
	4. Tenders received without EMD (without valid proof of exemption) and receipt of

 EMD in any other form as mentioned in the tender.

* 1. Receipt of offers after the due date and time of the tender.
	2. Non-compliance of Technical parameters.
	3. Non acceptance of General Terms and Conditions of the tender.
	4. In case the tender offer is conditional.

**18.** **Corrections / Overwriting’s in bids:** wherever there is any cutting or overwriting in fulfilling of the tender-specifications/rates/terms & conditions etc., the authorized signatory of the bidder signing the tender documents, must sign in full at all these places where overwriting/cutting appears.

**19.** **Award of PO/Contract**: The purchase order / contract shall be awarded to the successful Bidder who had quoted L-1 Rates.

**20**. **Status/ Type of the Tenderer:** The Tenderer has to mention in the Technical Bid Form Part A about his status i.e. whether they are applying as Principal or their authorized distributors/ dealer/ Merchant, as the case may be and has to submit the documents as per status. The offer of middlemen and those who are not in the line will not be entertained.

**21.** **Settlement of Disputes:**

21.1 **Arbitration:** Any dispute or difference whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be referred to CEO-HCI for appointment of sole arbitrator as per the provisions of the arbitration and Conciliation Act, 1996 as amended from time to time. The sole arbitrator so appointed shall not have any direct or indirect of any past or present relationship or interest in any of the parties The arbitration proceedings shall be held in Delhi for settlement and the award made in pursuance thereof shall be binding on the parties.

# 21.2 Jurisdiction: Any dispute whatsoever shall be subject to within the jurisdiction of

#  New Delhi /Delhi Courts only.

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 **HOTEL CORPORATION OF INDIA LTD**.

#####  CENTAUR HOTEL, IGI AIRPORT, NEW DELHI

##### ANNEXURE - II

##### PREQUALIFICATION CRITERIA FOR BIDDERS

#####  Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

##### Sub: Tender inviting quotations for Supply of Fresh Chicken items at Centaur Hotel / Chefair Flight Catering / Canteen etc. at IGIA, New Delhi.

**AA:** **PREQUALIFICATION CRITERIA FOR BIDDERS:**  The prospective bidders / tenderers who fulfill the following pre-qualification requirements and provide information and supporting documents shall be eligible for the above tender:

1. The tenderer **must** be experienced Principal or an authorized distributor / dealer / Merchant of **Chicken Items** **for last three years**. A list of suppliers together with the order copies may be enclosed in support of experience.
2. Tender from Suppliers/Contractors of sound financial standing & capacity shall be considered. Financial minimum of any (last three years) annual turnover of Rs. Thirty Lakhs & should have experience in supplying the tendered items to reputed hotels, 3/4 star level and above (documentary evidence to be attached)
3. The tenderer have Tin No., PAN /GIR No. Self-Certified copy of each to be enclosed.
4. The tenderer have an average turnover of Rs.30.00 Lacs per year for last three Financial Yrs. – i.e. 2019-20, 20-21 & 21-22 Self Certified copy of ITR, Balance Sheet, Profit and Loss account duly verified by Regd. Chartered Accountant to be enclosed in support.
5. The Suppliers shall have his Godown in NCR/Delhi and the logistics to supply the material at Centaur Hotel, IGI Airport, New Delhi.
6. The tenderer **must** furnish **EMD of Rs. 50,000**/- by way of DD/Pay Order. DD/ Pay order has to be in favour of Hotel Corporation of India Ltd and Payable at New Delhi. EMD in any other form shall not be acceptable and non-compliance of this condition shall lead to rejection of tender. MSME units seeking exemption of EMD shall have to enclose valid certificate of Regn. With MSME under their single point Regn. Program (Parties Regd. With SSIC are not eligible for EMD Rebate).
7. The tendererenclose self-certified copies of all necessary documents with the Technical Bid Form-Part A.
8. The tenderer must also enclose signed copy of General Terms & Conditions, work scope along with the Technical Bid Form –Part A, as proof of unconditional acceptance of specifications, Terms and Conditions of the Tender.

**7.** Copy of documentary proof as required above must be furnished along with technical bid and replies such as “Applied for “or “under process” shall not be acceptable. In such cases and in case of not furnishing required information and documents with the technical bid, the tender shall be rejected.

8. The tenderer must have Halal Certificate (Issued by local Govt.).

9. The tenderer should have FSSAI License for doing Chicken/Mutton business.

10. Registration of supplier under Delhi Shop & Establishment Act/MSME/GST etc.

11. HCI reserves the right to carry out site inspection to Godown /Storage/operational facility of the intending tenderer and if it is found the tenderer does not have the proper facility and infrastructure at the site and lacks hygienic and is not found to be fit, HCI shall be at liberty to reject the bid of such tender without any notice to the tenderer irrespective of the fact that they are in possession of FSSAI Registration or having any valid registration or license.

#####  ANNEXURE - II

**BB: TECHNICAL EVALUATION CRITERIA:**

1.1 Technical bids of the responding tenderers shall be evaluated based on the parameters mentioned in the tender and based on the information and supporting documents submitted by the tenderers.

1.2 In case any of the terms have not been completed by the tenderer, their offer shall be technically rejected.

**CC: PRICE BID EVALUATION CRITERIA:**

1.1 Price Bids of only those tenderers, who qualify in technical bid, shall be opened.

1.2 The price comparison shall be made in respect of technically qualified tenderers for the total cost as mentioned in financial bid form and after following loading criteria, if applicable.

1.3 Based on above comparison, the lowest offer would qualify as successful bidder in this tender.

##### ANNEXURE - III

**HOTEL CORPORATION OF INDIA LTD.**

##### SPECIFICATIONS OF CHICKEN/MUTTON ITEMS

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

##### Sub: Tender inviting quotations for Supply of Fresh Chicken items at Centaur Hotel, Chefair Flight Catering, T-3 Lounges & Staff Cafeteria at IGIA, New Delhi.

# CHICKEN

**Chicken Boiler without skin 700-900 GMS**

Dressed weight of bird should be between 700 - 900 grams, exclusive of the skin, giblets and neck. Feet to be out at the hock joint. Neck not to be longer than 2 " from the carcass. Carcass with well-developed flesh, free of deformities; breast and legs free of cuts tears. Breast well-developed and even distribution of fat on the bird. There should be no broken bones in the carcass, practically free from discolored skin and flesh. The breast bone end should be soft and flexible, hard end of the breastbone indicates old age in the bird.

**Chicken Boneless Thigh 120-140 GMS**

Debone chicken leg without skin and fat, pink in colour without any odd smell from a bird.

**Chicken Boneless** **BREAST** – **120-140 GMS**

 Debone chicken breast without skin and fat, pink in colour without any odd smell from a bird.

**General Specifications: The bird should be fleshy around the breast bone region, without any blood clots on the flesh, and there should be no offensive smell. The supply should not be brought dipped in cold water or ice. Chicken to be supplied, moisture free. Temp. should be between 3 Degree C to 5 Degree C.**

**GENERAL SPECIFICATIONS:**

1. The approx. quantities required in a year on staggered delivery basis and on as & when required basis at Centaur Hotel, Chefair Flight Catering & T 3 Lounges at IGIA, New Delhi.

2. The quantities supplied should be inspected, weight, by the supplier before delivery of same.

3. The quality supplied should match the given specification all the time.

4. ‘HCIL’ reserves the right to reject any supplies for not confirming to the final approved sample/required standard /specification at its discretion and such a decision shall be final and binding on the Tenderer. The Tenderer shall have to collect the rejected goods from the Delivery Point failing which HCIL reserves the right to purchase the goods from any other source and recover the cost from the Tenderer.

5. The samples shall be submitted to HCIL free of charge with the quotation or when called for. It is of utmost importance that the supplies conform strictly to the final approved sample and specifications.

1. In the event of transpiring that the material delivered is not in accordance with the approved sample, the entire quantity will be rejected and the Tenderer will be responsible for replacing the rejected material with supplies conforming to proper specification and /or reimbursing the Company for loss sustained on this account.

7. Time will be the essence of the contract and if the material is not delivered within the specified period, ‘HCIL’ reserves the right to purchase the goods from alternate source at the ‘cost & risk’ of defaulting tenderer/supplier.

8. The exact daily / weekly / monthly / requirements in case of term contracts will be communicated 12 hours in advance either in writing or over the telephone to the supplier. However, the successful tenderer should be prepared to make delivery at a shorter notice.

9. The deliveries of items called for may be required at night in an emergency and successful Tenderers /contact representative should be available on the telephone round the clock where the deliveries are to be affected when require

 **ANNEXURE –IV**

 **HOTEL CORPORATION OF INDIA LTD.**

 **CENTAUR HOTEL, IGI AIRPORT, NEW DELHI**

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

**C E R T I F I C A T E FOR UNCONDITIONAL ACCEPTANCE OF TERMS & CONDITIONS OF THE TENDER (TO BE SUBMITTED WITH TECHNICAL BID- PART A) ON TENDERER’S LETTER HEAD)**

To,

The Manager – Purchase,

Corporate Purchase Section,

Hotel Corporation of India Ltd,

Centaur Hotel,

IGI Airport,

NEW DELHI-110037.

 Dated:

Sir,

 **Sub: C E R T I F I C A T E FOR UNCONDITIONAL ACCEPTANCE OF TERMS & CONDITIONS, SPECIFICATIONS OF THE TENDER No.** **DEL/01/2023, Dated: 15.02.2023** , **Due On: 18.03.2023** for Supply of **Fresh Chicken Items** at Centaur Hotel, Chefair Flight Catering & T-3 Lounges at IGIA, New Delhi.

It is certified that we have studied and understood and hereby agree for the terms and conditions and specifications of the subject Tender issued by “HCIL” for Supply of **Fresh Chicken Items** at Centaur Hotel, Chefair Flight Catering at IGIA, New Delhi.

**AUTHORISED SIGNATORY**

 **COMPANY SEAL**

 **HOTEL CORPORATION OF INDIA**

 **CENTAUR HOTEL, IGI AIRPORT, NEW DELHI**

 **ANNEXURE- V**

 **TECHNICAL BID FORM – PART A**

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

|  |  |  |
| --- | --- | --- |
| 1 | Name of Contract | Supply of Fresh Chicken Items at Centaur Hotel & Chefair Flight Catering at IGIA New Delhi. |
| 2 | Name of the Bidder / Co. |  |
| 3 | Status of the Bidder i.e. Whether applying as a Principal/dealer/ Merchant Documentary proof to be enclosed. |  |
| 4 | Complete Address of the bidder/Co. |  |
| 5 | Telephone No. / Mobile No./ Fax No./email ID |  |
| 6 | Name of Contact Person & mobile. |  |
| 7. | Whether copy of address proof enclosed such as latest electricity bill/ Water bill/ House tax receipt/Rent agreement/MOU etc. of bidder / Co.  **(Must)** | Yes / No |  |
| 8. | Whether EMD of Rs**.**50,000**/-** enclosed. Original DD/Pay order to be enclosed. **(Must)** | Yes/No | DD/ Receipt No. ……Date…………………. |
| 9 | Whether EMD exemption sought  | Yes / No |  |
| 10 | In case, yes to 9 above, whether the bidder is registered with MSME under its single point registration.  | Yes / No |  |
| 11 | In case, yes to 10 above, whether self-attested copy of valid MSME Registration Certificate enclosed.  | Yes / No |  |
| 12 | Whether Tenderer is having 3 years’ experience in supply of **Chicken/ Mutton/ Fish Items in 3/4 star & above level Hotels/Airline Caterers /Large catering Esteblishments of repute. Note-** A list of Clients together with the order copies as proof of experience to be enclosed.**(MUST)** |  |
| 13 | Whether having PAN/GIR regn. No. A self-attested copy to be enclosed. **(MUST)** | Yes/No | Regn. No……, Date……… |

|  |  |  |  |
| --- | --- | --- | --- |
| 14 | Whether Tenderer is having an average annual turnover of Rs.30.00 Lacs peryear for last 03 Fin years i.e. 2019-20, 2020-21, & 2021-22. Self-Certified copy of ITR , Balance Sheet, Profit/ loss account duly verified by Regd. Chartered Accountant to be enclosed in support**.( MUST )** | Yes/No | 2019-20 Rs……………2020-21 Rs.……………2021-22 Rs……………. |
| 15 | Whether having GST .Self attested copy to be enclosed**.(MUST)**  | Yes/No | Regn. No………….Date………………. |
| 16 | Whether Certificate for unconditional acceptance of all the terms & conditions of tender on the Bidder’s letter head enclosed as per format (Annexure-I). **(MUST)** | Yes/No |  |
| 17 | Registration No. Self-Attested copy of FSSAI Registration (MUST) |  |  |
| 18 | Whether details of institutional Customers enclosed**.**  | Yes/No |  |
| 19 | Whether details of applicable Taxes (GST, Octroi) / considered charges i.e. Insurance, transportation, handling charges, etc. and their percentage mentioned together with the rates quoted in price bid form. | Yes/No |  |
|  20 | Are you already doing business with HCI or any of HCI Units under some other name? If so, what name? | Yes/No |  |
| 21 |  Has your company been Black Listed by any agency of the Airport or elsewhere. If yes, please give details.  | Yes / No | If yes, details. ……………… |
| 22 | Where the order will be placed Name & Contact Number |  |  |
| 23 | Any other information which you feel would qualify you to be enlisted in our list of suppliers. |  |  |

**Undertakings: To be agreed & signed by the tenderer(S)**

1. It is confirmed that we have the capability & capacity to supply the material for which we

 have quoted rates in the Financial Bid Form – Part –B as per terms & conditions of the

 tender.

1. It is also confirmed that we have carefully gone through and have understood and hereby agree to abide by all the General Terms & Conditions and Specifications governing the tender.
2. It is also confirmed that I am authorized to sign the tender documents and the information given is true and correct to the best of my knowledge and belief and nothing material is concealed.
3. It is also confirm that the documents attached in support of the details filled in the Technical Bid Part –A above are correct.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Co. Name & Seal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **HOTEL CORPORATION OF INDIA**

 **CENTAUR HOTEL, IGI AIRPORT, NEW DELHI**

 **PRICE BID FORM – PART B**  **Annexure-VI**

##### Tender No. DEL/01/2023 Dated: 15.02.2023 Due Date: 18.03.2023

|  |  |
| --- | --- |
| **1** | **Name of Contract**: Supply of Fresh Chicken Items at Centaur Hotel, Chefair Flight at IGIA New Delhi. |
| **2** | **Name of the Bidder / Co. :** |
| **3** |  **Financial Offer for Supply of Fresh Chicken items** |
| **S.No.** | **Item Specification** | **UOM** | **TOTAL QTY.** | **RATE PER Kg in Rs.** | **TOTAL VALUE IN RS.** |
|  | **FRESH CHICKEN ITEMS**  |  |  |  |  |
| 1 | CHICKEN BOILER WITHOUT SKIN 700 TO 900 GMS | **KG** | 7500 |  |  |
| 2 | CHICKEN BONELESS LEG 120-140 GMS (app. Wt. per PC) | **KG** | 13500 |  |  |
| 3 | CHICKEN BONELESS BREAST 120-140GMS (app. Wt. per PC) | **KG** | 13500 |  |  |
| 4 | CHICKEN LEG (TANGRI) | **KG** | 1500 |  |  |

 Grand Total -

Grand Total in words………………………………………………………………………

|  |  |
| --- | --- |
| 4 | Total amount shall include all the Govt. TAXES, if applicable.  |
| 5.1 | THE TENDERER(S) IN HIS OWN INTEREST HAS TO ENSURE THAT THE PRICES AND OTHER DETAILS ARE FILLED CORRECTLY AND COMPLETELY IN THE ABOVE FORMAT.SUBMISSION OF INCORRECT OR INCOMPLETE INFORMATION, AND / OR SUBMISSION OF THE ABOVE FORMAT WITH ARITHMETICAL ERRORS IN COMPILATION OF THE DATA WOULD BE AT THE TENDERER’S SOLE RISK AND THE DECISION OF HCIL IN SUCH CASES WOULD BE FINAL AND BINDING. |
| 5.2 | CONDITIONAL BIDS SHALL NOT BE ACCEPTABLE AND SHALL BE REJECTED OUT RIGHTLY. PLEASE DO NOT ATTACH ANY OTHER SHEET TO THE “ PRICE BID- PART B”. |
| 5.3 | **L-1 CRITERIA :** L-1 BIDDER SHALL BE DECIDED BASED ON THE L-1 RATES AS QUOTED ABOVE.  |
| 5.4 | The above mentioned quantities are indicative only and are subject to increase/decrease depending upon the operational requirements prevailing from time to time. |

1. **CERTIFICATION BY THE BIDDER :**

6.1 It is certified that the above quoted rates are in conformation to the above mentioned clauses from 4. to 5.4.

6.2 It is also certified that there are no hidden costs to ‘HCIL’ over and above the price as indicated above.

6.3 It is agreed that the benefit of reduction in statutory govt. taxes/ levies, if any, arising during the term of the contract, if awarded in our favor, would be passed on to ‘HCIL’.

 **Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Name & Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Co. Name & Seal : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Place : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **HOTEL CORPORATION OF INDIA**

 **CENTAUR HOTEL, IGI AIRPORT, NEW DELHI**

 **CHECK LIST**

**The Following documents must be attached in the bid.**

1. Self-Attested Copy of Previous experience in the same trade with names of 3/4 star & above level hotels served (Copies of Purchase Order/Contract letter should be submitted along with other documents for successful completion)

2. Address of operational facility Godown /Storage of NCR Delhi must be submitted.

3. Self-Attested copy of annual accounts (Balance Sheet, Profit & Loss account) duly verified by Chartered Accountant & ITR of last three years i.e. 2019-20, 2020-21 & 2021-22 along with copies of ITR’s

4. Self -Attested copy of PAN & GSTIN No

5. Duly signed complete Tender Documents

1. Self- Attested copy of FSSAI Registration Certificate.

7. EMD

8. Self- attested copy of the MSME certificate (If applicable)

9. Unconditional Acceptance Certificate / Undertaking