

## SHORT NOTICE TENDER

**TENDER/QUOTATION FOR T20 match on 1<sup>st</sup> November 2017 and Five day Test Match from 02<sup>nd</sup> December, 2017 to 06<sup>th</sup> December, 2017.**

Sealed Tender / Quotation are invited for providing Hospitality services[Buffet Style] services at Delhi & District Cricket Association (DDCA) situated at Ferozshah Kotla, New Delhi – 110002 from reputed firms/agencies/companies having valid licenses and sanctions and shall have experience in the field of providing Hospitality services[Buffet Style] services for a minimum period of three years, to quote their best offers in SEALED COVERS for T20 on 1<sup>st</sup> November 2017 and Five day Test Match from 02<sup>nd</sup> December, 2017 to 06<sup>th</sup> December, 2017 to be held at DDCA, Ferozshah Kotla Grounds, New Delhi on 1<sup>st</sup> November 2017 and 02<sup>nd</sup> December, 2017 to 06<sup>th</sup> December, 2017 respectively.

The Company is required to give the following details:-

COMPANY/FIRM PROFILE	
Name of the Company/Firm and complete registered address	
Legal Status (Individual, Sole Proprietary firm, Hindu Undivided Family (HUF) business, Partnership firm, Consortium, Joint Venture, Limited Company or Corporation)	
Status of the signatory of the applicant	
Has your company/firm ever changed its name any time? If so, when, the earlier name and the reason thereof?	
Name, Designation and Tel. No(s) of the Contact Person -Fax No(s) -E-mail address	
Year of commencement of Business	
Statutory Details (Photocopy duly signed to be attached) - Registration No. of the Firm - PAN - EPF – Registration No. - ESI Registration No. - Service Tax, VAT/CST,GST Registration No. - Name & Address of Bankers alongwith Current Account Details	

(Rs. In Lakhs)

Details of annual financial turnover (gross)	FY 2015 – 2016	FY 2016 – 2017

### INSTRUCTIONS TO THE APPLICANT

1. Please read the Terms & Conditions carefully before filling up the document.
2. Incomplete Documents will be rejected. It is in the interest of prospective applicant that they may inspect the proposed premises before submitting the bid.
3. DDCA has a requirement of meals –Buffet Style on Match days as under :

S.NO	DESCRIPTION	QUANTITY
New Club House		
1	Corporate	1102
2	DDCA Lounge	130
3	Platinum Gallery	256
Old Club House		
1	Corporate boxes	337
2	Media	150
3	High Ranked Police Officials	350

That the vendor shall be required to provide the following items in the Buffet :-

- Pasta (Vegetarian and Non vegetarian)
  - Biryani (Non Vegetarian & Vegetarian)
  - Dal Makhani
  - One another vegetarian dish
  - Two another Non-Vegetarian dishes
  - 2 desserts
  - Non Alcoholic Beverages – Pepsi and Pepsi related products
4. The vendors may quote separately for catering in the New Clubhouse and Old Clubhouse as per requirements given above. The vendor may quote for catering for both or one only i.e. for either of the New Clubhouse or Old Clubhouse.
  5. Please note that the final requirements may have variation depending on the guidelines of BCCI / ICC. The exact requirement will be given 2 days before each match.
  6. The pouring rights are to be with Pepsico.

7. The vendor must ensure that beverages/package food is sold as per MRP.
8. The vendor will clearly mention the sum he agrees to pay in consideration for the grant of rights to sell the food items.
9. Only non-branded items will be sold as per the guidelines of BCCI. If any branded items are proposed to be sold, prior approval of DDCA will be necessary.
10. All Vendors will be responsible to obtain the health trade license from MCD.
11. The applicant should be in the business of providing Hospitality services for a minimum period of three years as on 30th September, 2017.
12. All statutory taxes/fees including GST of any kind shall be borne by the applicant.

**Other Terms & Conditions:**

- A. The necessary details / clarification if any can be obtained from DDCA Office.
- B. All quotations/ offers/ Tenders must be accompanied with D.D in favour of DDCA of 20% of the bid amount along with Pan No. / Tin No. / Service Tax/GST Number and I.D Proof with company / Organisation/ Firm's details of Registration, Memorandum & Articles, Partnership / proprietorship details as the case may be. The said amount shall be retained by DDCA as an interest free security deposit.
- C. The payment for the services provided by the applicant shall be made within 30 working days after the conclusion of the final match.
- D. DDCA reserves its right to accept or reject any of the offers or cancel all offers and also modify conditions or effect any other change in items, terms and conditions.
- E. The envelopes containing quotations SUPERSCRIPED with the name of item is to be addressed to Administrator Delhi & District Cricket Association, Ferozshah Kotla Grounds New Delhi-110002 should be dropped in a box kept at the reception of DDCA during office hours 10 A.M TO 5 P.M.
- F. The quotation must reach the office of the DDCA by 23<sup>th</sup> October 2017 BY 4 PM which will be opened on the same day at 4.30 PM.
- G. The incomplete quotations in any manner or lacking in any other respect will be summarily rejected.

- H. The Incomplete quotations in any manner or tenders not accompanied by 20% bid amount in the form of Demand Draft in favour of DDCA or lacking in any other respect will be summarily rejected.
- I. In the event another party is sought to be engaged as a supplier for the purposes of the tender, this may only be done by obtaining consent in writing of the Authorised official of DDCA.
- J. All disputes shall be subject to the jurisdiction of courts of Delhi.
- K. It is hereby clarified that all rights granted pursuant to the Tender are valid only for this match. No future rights are sought to be granted.
- L. The Applicant should not be member of DDCA.

**The last date for submission of above Tender/Offer/ Quotation for T20 match on 1<sup>st</sup> November 2017 and Five day Test Match from 02<sup>nd</sup> December, 2017 to 06<sup>th</sup> December, 2017 to be held at DDCA, Ferozshah Kotla Grounds, New Delhi on 23<sup>rd</sup> October 2017 BY 4 P.M.**

**20<sup>th</sup> October, 2017**

**Pradeep K. Banerjee**

**Legal Manager, DDCA**