

## NOTICE TENDER- HOSPITALITY CATERING

### **TENDER/QUOTATION FOR INDIA VS. AUSTRALIA 5<sup>TH</sup> ODI Match ON 13<sup>TH</sup> MARCH 2019.**

Sealed Tender / Quotation are invited for providing Hospitality Services[Buffet Style] services at Delhi & District Cricket Association (DDCA) situated at FerozshahKotla, New Delhi – 110002 from reputed firms/agencies/companies having valid licenses and sanctions and 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 INDIA VS. AUSTRALIA ODI Match ON 13<sup>TH</sup> MARCH 2019 to be held at DDCA, FerozshahKotla Grounds, New Delhi.

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)

FSSAI License no.		
Details of annual financial turnover (gross)	FY 2016 – 2017	FY 2017 – 2018

#### INSTRUCTIONS TO THE APPLICANT

1. Please read the Terms & Conditions carefully before filling up the document.
2. Must have institutional kitchen.
3. Minimum turnover: 15Cr
4. Must have minimum 100 employees on it's payroll.
5. Incomplete Documents will be rejected. It is in the interest of applicant that they may inspect the proposed premises before submitting the bid.
6. DDCA has a requirement of meals –Buffet Style on Match day(s) as under :

S.NO	DESCRIPTION	QUANTITY
New Club House		
1	Corporate	1102
2	DDCA Lounge (NCH 4t Floor)	130
3	Platinum Gallery/Lounge	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 :-

#### **Snacks(to be served in the first half , bidder to suggest menu)**

Total number of items to be served: 03( one non veg & 2 veg)

Plus Non Alcoholic Beverages – Pepsi and Pepsi related products

#### **Dinner(to be served in the break/ second half , bidder to suggest alternate menu). DDCA can change the menu depending upon its requirement.**

- Pasta (Vegetarian and Non-vegetarian)
- Biryani (Non Vegetarian & Vegetarian)
- Dal Makhani
- One vegetarian dish ( to be got approved by DDCA)
- Two Non-Vegetarian dishes ( to be got approved by DDCA)
- 2 desserts
- Non Alcoholic Beverages – Pepsi and Pepsi related products

7. 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 the match.
8. The pouring rights are to be with PepsiCo.
9. Food tasting at bidders outlet/restaurant( if any). DDCA decision will be final after tasting the food.
10. The vendor will clearly mention the sum he agrees to pay in consideration for the grant of rights to sell the food items.
11. 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.
12. All Vendors will be responsible to obtain the health trade license from MCD.
13. The applicant should be in the business of providing Hospitality services for a minimum period of threeyears as on date of submission of tender.
14. All statutory taxes/fees including GST of any kind shall be borne by the applicant.
15. All cutlery will be provided by successful bidder & same will be approved by DDCA.
16. The necessary details / clarification if any can be obtained from DDCA Office between 05<sup>th</sup>& 06<sup>th</sup> Feb,2019.
17. All quotations / offers/ Tenders should be on the form given at annexure with Company / Firms / Organisation Stamp.
18. **An Ernest Money Deposit (EMD) in form of Bank Draft equal to 10% of the bid value shall be submitted by all bidders. The Bank Draft will be favouring Delhi & District Cricket Association payable at New Delhi. All quotations submitted without EMD shall be rejected. EMD amount shall be refunded to unsuccessful applicants within a week of opening the commercial bids. EMD shall be submitted by all bidders** along with PAN No. / Tin No. / Service Tax Number and I.D Proof with company / Organisation/ Firm's details of Registration, Memorandum & Articles, Partnership / proprietorship details as the case may be.
19. The payment for the services provided by the applicant shall be made within 30 working days after the submission of bills after the match.
20. 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.

21. The envelopes containing quotations SUPERSCRIPED with the name of item is to be addressed to CEO, Delhi & District Cricket Association, FerozshahKotla 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.
22. The quotation must reach the office of the DDCA by 10<sup>TH</sup>Feb. 2019 BY 2 P.M which will be opened on the same day at 4.00 PM.
23. The Incomplete quotations in any manner will be summarily rejected.
24. In the event another party is sought to be engaged as Technical Partner for the purposes of the tender, this must be disclosed in the tender with detailed profile of the Technical Partner & DDCA decision in this regard will be final.
25. All disputes shall be subject to the jurisdiction of courts of Delhi.
26. 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.
27. The Applicant should not be member of DDCA and should not have any close family relatives working in DDCA.
28. Successful bidder will ensure the following:
  29. Proper/ efficient service
  30. Food must be of very high quality.
  31. Deploy adequate well-dressed manpower
  32. Good presentation
  33. Proper hygiene to be maintained.
34. Snacks & Buffet dinner shall be allowed by successful bidder only to
35. the authorized guests.

**The last date for submission of above Tender/Offer/ Quotation for INDIA VS. AUSTRALIA ODI MATCH ON 13<sup>TH</sup> MARCH 2019 to be held at DDCA, FerozshahKotla Grounds, New Delhi is 11<sup>TH</sup>Feb. 2019 BY 2 P.M** which will be opened on the same day at 3.00 PM.

**02<sup>nd</sup> Feb, 2019**

**CEO, DDCA**

**PERFORMA FOR SUBMISSION OF COMMERCIAL BID**  
**CATERING HOSPITALITY**

<b>S No</b>	<b>Item Name</b>	<b>Cost Per item</b>	<b>Quantity</b>	<b>Total Cost</b>	<b>Taxes</b>	<b>Final Cost</b>

**Total Cost in Figures:** \_\_\_\_\_

**Total Cost in Words:**

\_\_\_\_\_

**Signatures**

**(Name of authorised signatory)**

**Date:**

**Place:**

**Company Stamp:**