

**NOTICE TENDER- HOSPITALITY CATERING – TWO BID SYSTEM**

**TENDER/QUOTATION FOR INDIA VS. AUSTRALIA TEST MATCH FROM 17-21<sup>ST</sup> FEBRUARY 2023.**

Sealed Tender / Quotation are invited for providing Hospitality Catering at Delhi & District Cricket Association (DDCA) situated at Ferozshah Kotla Ground, New Delhi – 110002 from reputed firms/agencies/companies having valid licenses and sanctions and experience in the field of providing Hospitality catering for a minimum period of three years, to quote their best offers in SEALED COVERS for INDIA VS. AUSTRALIA Test Match From 17-21<sup>ST</sup> February 2023 to be held at DDCA, Ferozshah Kotla Grounds, New Delhi.

Time schedule for tender process:

Date of publication of tender notification on official website	28/01/2023
Last date for Sale of tender document	06/02/2023
Last date for receipt of duly filled in tenders	06/02/2023 at 03.00 pm
Date and Time of the opening Bid	06/02/2023 at 05.00 pm
Cost of Tender	1,000/- (Non-refundable- to be deposited in form of Demand Draft along with bid document)
EMD	1% of the Bid amount to be deposited by way of a demand draft.
Security Deposit	10% of the bid amount to be deposited by way of a demand draft within 48 hours of award of tender.

The Company is required to give the following details:-

<b>COMPANY/FIRM PROFILE</b>	
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	
Year of commencement of Business	
Has your company been ever blacklisted by any organization?	

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	
Statutory Details (Photocopy duly signed to be attached) - Registration No. of the Firm - PAN - EPF – Registration No. - ESI Registration No. - GST Registration No. - Name & Address of Bankers alongwith Current Account Details	
FSSAI License no.	

(Rs. In Lakhs)

Details of Audited annual financial turnover (gross) – Copy to be enclosed	FY 2019 – 2020	FY 2020 –2021	FY 2021 -2022

**Instruction to the Bidder/Applicant**

- 1. The tender must be submitted in two envelopes – Technical Bid and financial bid**
2. Please read the Terms & Conditions carefully before filling up the document.
3. Must have institutional kitchen.
4. Minimum turnover: 3 Cr
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:

.No	Description	Quantity
1	Corporate Boxes – New Club House	1100
2	Platinum Gallery/Bay Area	234
3	DDCA lounge (4 <sup>th</sup> Floor NCH)	150
4	Corporate Boxes – Old Club House	334

5	OCH – AC Enclosure	80
6	OCH Media 2 <sup>nd</sup> Floor	150

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

**Menu – Corporate Box (OCH and NCH), Bay Area, DDCA Lounge & OCH AC Enclosure**

- Tea/Coffee with Sandwich
- Pasta (Veg and Non-Veg)
- Biryani (Veg and Non-Veg)
- 2 Veg Dish
- 1 Non-Veg Dish
- Salad, Papad, Raita, Achar, Chutney, etc.
- Jeera Rice
- Assorted Breads
- Desserts – (i) Ice Cream (ii) Gulab Jamun
- Non-Alcoholic Beverages

**Menu – OCH Media 2<sup>nd</sup> Floor**

Breakfast : Sandwich, Omelette, Poori Bhaji, Toast, Tea/Coffee

Lunch : 2 Veg and 2 Non Veg Vegetables, 2 Soup, Salad, Rice, Desert and breads.

Hi-Tea : 2 Snacks, Assorted Cookies and 1 sweet tooth

7. Please note that the final requirements may have variation depending on the guidelines of BCCI / ICC/DDMA/Delhi Police. The exact requirement will be given 2 days before the match.
8. Food tasting at bidders outlet/restaurant(if any). DDCA decision will be final after tasting the food.
9. All Vendors will be responsible to obtain the health trade license from MCD.
10. The applicant should be in the business of providing Hospitality services for a minimum period of three years as on date of submission of tender.
11. All statutory taxes/fees including GST of any kind shall be borne by the applicant.
12. All cutlery will be provided by successful bidder & same will be approved by DDCA.
13. The necessary details / clarification if any can be obtained from DDCA Office.
14. All quotations / offers/ Tenders should be on the form given at annexure with Company / Firms / Organisation Stamp.
15. An Ernest Money Deposit (EMD) in form of Bank Draft equal to 1% 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.

16. The payment for the services provided by the applicant shall be made within 45 working days after the submission of complete bills after the match.
17. 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.
18. The envelopes containing quotations SUPERSCRIPED with the name of item is to be addressed to Tender and Purchase committee, 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.
19. The quotation must reach the office of the DDCA by 06<sup>th</sup> Feb 2023 BY 03:00 P.M which will be opened on the same day at 05:00 PM.
20. The Incomplete quotations in any manner will be summarily rejected.
21. 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.
22. All disputes shall be subject to the jurisdiction of courts of Delhi.
23. 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.
24. The Applicant should not be member of DDCA and should not have any close family relatives working in DDCA.
25. Successful bidder will ensure the following:
  26. Proper/ efficient service
  27. Food must be of very high quality.
  28. Deploy adequate well-dressed manpower
  29. Good presentation
  30. Proper hygiene to be maintained.
  31. Snacks & Buffet dinner shall be allowed by successful bidder only to the authorized guests.
  32. The Bidder should not be member of DDCA and should not have any close family relatives working in DDCA.

The last date for submission of above Tender /Offer / Quotation for INDIA VS AUSTRALIA test match feom 17-21<sup>st</sup> February 2023 to be held at DDCA, Ferozshah Kotla Grouunds, New Delhi is 06<sup>rd</sup> Feb 2023 by 03:00 PM.

**FINANCIAL BID**  
**ANNEXURE 'X'**

S.No.	Item Name	Cost Per Item	Quantity	Total Cost	Taxes	Final Cost

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

Total Cost in Words: \_\_\_\_\_

Date:

Place:

Signatures

(Name of Authorised Signatory)

Company Stamp