

Tender for operating Food Court

(Last Date for Submission: 16.06.2017 before 13.00 hrs.)

Ministry of Information & Broadcasting has established a National Museum of Indian Cinema i.e. NMIC in Films Division Complex at Mumbai which will be inaugurated shortly. The museum has two phases, Phase-I is the Gulshan Mahal which is a heritage site and Phase-II is a five storey building in Films Division Complex, Peddar Road, Mumbai-400026.

Films Division intends to invite quotation for operating a **Food Court** measuring 800 Sq. Mts.(8608 Sq. Ft.) which is located on the top floor in the five storey new museum building which is spread on 8100 Sq. Mts.(87156 Sq. Ft.), in the capacity of absolute right holders.

Terms and Conditions

1. Consolidated tender to operate Food Court. Tender consisting of Technical Bid and Financial Bid shall be submitted in two separate sealed envelope duly superscribed addressed to the Director General, Films Division, Dr. Gopalrao Deshmukh Marg, Mumbai-400026 on or before **16th June, 2017**. Tenders submitted after due date will not be considered.
2. Deposit amount and monthly rent :-
 - a. Interest free Performance Security Deposit to the tune of 10% of Tender Value refundable after the expiry of the contract.
 - a. Refundable Earnest Money Deposit to the tune of Rs.10,000/-(Rupees Ten Thousand only).
 - c. Monthly rent of minimum

Rs. 75,000/- for 1 st year.
Rs. 75,000/- for 2 nd year.
Rs. 75,000/- for 3 rd year.
(Plus applicable taxes.)

It is intended to hire out the space exclusively to vendors.

3. The vendors will not have any right on the property/space allotted for Food Court.
4. Prices for the eatery items be fixed as per given market conditions.
5. The vendors have to ensure that the quality of the food items should be on par with market standards.
6. Electricity and water will be provided by Films Division.

7. Preparation of inventory, sale and purchase of food items will be the responsibility of the vendors.
8. The vendors can avail the basic amenities like wash-rooms etc.
9. The Food Court will be solely operated by the vendors.
10. The vendors should possess all necessary licenses/permissions of the local bodies for running the Food Court.
11. Seating arrangement will be provided by Films Division (Tables, Chairs, etc.)
12. No cooking will be allowed in the Food Court. Reheating / warming can be done and the vendor will make arrangement for all equipments (Microwave, griller, oven, refrigerator, etc).
13. Plates, Crockery to be arranged by the vendor.
14. Food Court shall be open during office hours on all working days (9:30 am – 5:30 pm)
15. Uniforms will be provided to the Food Court staff by the Vendor.
16. Cafeteria shall be exclusively for Museum Visitors, Employees of Films Division and their guests.
17. Discount on regular items for Films Division staff on processed food.
18. Cleanliness of the entire cafeteria premises along with crockery, furniture, fixtures & fittings to be maintained by the Vendor.
19. Cleaning material to be provided by the Vendor.
20. Garbage clearance from time to time, Films Division will not provide any cleaning material or personnel for the same.
21. Any change in price after awarding the contract must be in consultation with Films Division.
22. Quotations must be valid for a period of 180 days from the due date.

23. Tenders containing correction, overwriting will not be considered. Late or delayed/Unsolicited quotations/offers shall not be considered at all. Post tender revisions /corrections shall also not be considered.
24. Tenderer should sign on all the pages of the tender.
25. Films Division shall be under no obligation to accept the lowest or any other tender received in response to this tender notice and shall be entitled to reject any tender without assigning any reason whatsoever.
26. Films Division reserve the right to ask for or to provide any clarification, changes after the release of this tender.
27. Vendor must observe security rules of Films Division.
28. Documents to be submitted

Envelope 1 (Technical)

➤ **Annexure A**

Attach supporting documents wherever necessary

- Introduction about the company / Name
- Contact person & number
- Registered Office address
- E-mail address
- Shop and establishment License no.
- Vat Tax No.
- Central Vat Tax No.
- Income Tax Pan No.
- Service Tax regd. No.
- Provident Fund No.
- Professional Tax No.
- E.S.I.C. No.
- Labour licence no.

➤ **Annexure B**

- Experience of operating cafeteria (No. of years)
- Annual Turnover for past 3 years.
- Income Tax Returns with Profit & Loss A/c and Balance Sheet for past 3 years.

➤ **Annexure C**

- List of existing clients along with their contact details and contact person where at present catering services are being conducted.

Envelope 2 (Financial)➤ **Annexure D**

- list of items mandatory for sale at the NMIC campus and optional items in the prescribed format List

	Regular	Nos.	Weight	Rate	
Sr. No.	Product Name	Quantity	Gms /	For	For
1	Tea				
2	Coffee				
3	Fresh Lime Juice				
4	Samosas				
5	Batata Wada				
6	Idli Sambar				
7	Medu Wada				
8	Sandwiches				
9	Poha				
10	Upma				
11	Noodles				
12	Juices /Milkshakes				
13	Water bottles				
14	Mini Lunch plate				
15	Cold Drinks				
16	Icecream				

➤ **Annexure D**

- Products as per Food Court Vendor, attach list as per the format.

		Nos.	Weight	Rate	
Sr. No.	Product Name	Quantity	Gms / ml.	For Visitors	For Staff

Last date for submission of tender is **16th June, 2017** during working hours except Saturday-Sundays.