

**Expression of interest
For
Leasing of Cafeteria inside the
Energy Awareness Park, Itanagar
Arunachal Pradesh**

Issued by:



**ARUNACHAL PRADESH ENERGY DEVELOPMENT AGENCY
(A.P.E.D.A)
URJA BHAWAN, T.T. MARG: PAPUMPARE DISTRICT
ITANAGAR, ARUNACHAL PRADESH.**



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NO.APEDA/ W/ENERGY PARK-199/2015

Dated Itanagar, the 23rd August' 2016

Invitation for Expression of Interest

The Expression of Interest (EoI) is here by invited by the Arunachal Pradesh Energy Development Agency (APEDA) from the interested bidders for leasing of Cafeteria inside the Energy Awareness Park (EAP), Itanagar, Arunachal Pradesh. Interested bidders can download the documents from the website www.apeda.org.in and submit their offers in the format dully filled and signed with required enclosures. The EoI is to be submitted in a sealed envelope superscribed "EoI for leasing of Cafeteria at Energy Awareness Park, Itanagar" addressed to the Director, APEDA, Urja Bhawan, Itanagar.

Sd/-

(Er. Marki Loya)
Director,
APEDA, Itanagar.

NO.APEDA/ W/ENERGY PARK-199/2015/1068-72
Copy to:

Dated Itanagar, 23rd August' 2016

1. The Chairman, APEDA, Itanagar for information please.
2. The Commissioner, Power & NCER, Govt. of A.P, Itanagar for information please.
3. The Director, IPR, Govt. of A.P., Naharlagun for information with a request to publish the EoI in 'The Arunachal Times' or in any of local news paper immediately.
4. Website of APEDA.
5. Notice board.
6. Office copy.

Sd/-

(Er. Marki Loya)
Director,
APEDA, Itanagar.

1. INSTRUCTION TO BIDDERS /TERMS & CONDITIONS:

Interested bidder should note the following :

1. This EoI invitation document is not a Tender or Request for Proposal in any form and would not be binding on APEDA in any manner whatsoever.
2. APEDA reserves the right to cancel the EoI invitation as a whole or in part without assigning any reason.
3. The Bidders are encouraged to conduct their own independent survey, assessment, analysis and check the reliability, accuracy, feasibility and completeness before submission of their response
4. APEDA reserves the right to update, amend and supplement the information given in this document at its sole discretion before the last date and time of submission of the responses
5. APEDA reserves the right to update, amend and supplement the information given in this document at its sole discretion before the last date and time of submission of the responses
6. Bidders should submit their response in English language and as per formats provided in submission not conforming to the instructions or prescribed formats will be rejected.
7. Bidders should equip himself /herself with all the permits, Licence etc. required for the operation of the Cafeteria
8. Bidder should adhere to all the safety guidelines and norms in running the cafeteria.
9. Bidder should/will be responsible for cleaning and regular upkeep of the premises.
10. The lease term will be initially for 3 (three) years and same may be extended on satisfactory performance. On expiry of lease term, the bidder shall vacate the premises immediately.
11. No liquor items will be provided/ served in the Cafeteria.
12. The selected bidder will have to sign an Agreement with the APEDA before operation of the Cafeteria.
13. The Bidder should submit the bid with supporting documents about their experience, qualification, Annual turn over etc .
14. The bidder should be financially sound to operate the Cafeteria , a Solvency Certificate for an amount Rs.10.00 lakhs should be submitted with the bid.
15. The key dates and information are as below:

Procuring of EoI	Available on the Authority's website www.apeda.org.in from 26/08/2016.
Address for submission of EoI	The Director APEDA, Urja Bhawan T.T Marg, Post Box-142 Itanagar, Arunachal Pradesh
Date & time for receipt of EoI	Latest by 12.00 noon of 09/09/2016.
Date & time of opening	3.00 pm, Dtd. 09/09/2016.
Venue of bid opening	Director's Chamber, Urja Bhawan, Itanagar

2. SCOPE OF WORK:

The different facilities and services intended by the authority and to be provided by the bidder are mentioned below.

1. Preparation of List of Food Items/Recipe/Menu and approval from the APEDA before introducing it.
2. Deployment of adequate manpower, materials, consumables etc. to run the Cafeteria smoothly.
3. Procure necessary permits, licenses from the Govt.of A.P required for running a Cafeteria/ Restaurant etc.
4. Arrangement of adequate furniture, equipments, crockeries, consumables etc. required for smooth functioning of the Cafeteria.
5. The bidder will ensure the safety and proper custody of the property/structure/equipments of APEDA and will pay any loss or damage caused by him/her.
6. Menu/Recipe will have an equal mix of food brands (local, national & International) but no Liquor item will be included . Bidder will also establish the facilities for serving different variety of Vegetarian, Non-vegetarian foods, Coffee Shop, confectionary, snacks etc.
7. Design the interior /exterior of the Cafeteria with a minimum facilities without out any structural change to the built up area.
8. Sub Leasing of the Cafeteria after award of work/Agreement will not be permitted.
9. The Bidder/Contractor will be required to consult the Director, APEDA before advertising any thing related to the Cafeteria in the print media.
10. The Lease rent fixed shall be deposited to the Director, APEDA within every 1st week of the month.

3. REQUIRED EXPERIENCE:

- The bidder should have been operating in the Hospitality sector for a minimum of 3 years (Hospitality would include experience in the service industry that includes lodging, dining/ Restaurant, event management, theme parks, hotel management and catering, transportation and additional fields within tourism industry).
- The bidder should have past experience of catering and should have been operating and managing a project of similar size and scale for the last 2 years.
- The bidder should have an average annual turnover of Rs.10.00 lakhs in past three financial years.
- The bidder should have demonstrable marketing abilities.
- Prior experience in the Govt./private sector in hospitality shall be advantageous .
- Should have had past experience of catering to international sportsmen.

4. INFORMATION ABOUT BIDDER:

a) Details of the Bidder

- Name of Bidder:
- Present Address:
- Tel No. (with code)/Mobile No:
- Contact person:
- Name and Designation:
- Address, Telephone No. and Email address:

b) Type of the Organization/Entity (with supporting documents) :

c) Registration detail of firm with documentary evidence (or equivalent certificate):

d) Brief description of the entity, organization structure and business.

5. FINANCIAL INFORMATION:

Please provide with Annual Turn Over about the bidder along with necessary supporting documents as per the following format.

Year	Annual Turnover
2012-13	
2013-14	
2014-15	

Signature and Seal of the Authorized person/ Charter Accountant.

6. PRICE BID / LEASE RENT OFFER :

Sl. No.	Name of the Work / Project	Minimum Lease Rent fixed by the APEDA.	Rent/Rate offer of the Bidder.
1.	Leasing of Cafeteria inside the Energy Awareness Park, Itanagar, Ar. Pradesh.	Rs.7,200/- (Rupees seven thousand two hundred) only per month.	

(Rupees)