**OFFICE OF THE ROGI KALYAN SAMITI**

**DR.RAJENDRA PRASAD GOVT.MEDICAL COLLEGE & HOSPITAL,**

 **KANGRA AT TANDA (HP).**

**UNDER DEPARTMENT OF DIRECTOR MEDICAL EDUCATION AND RESEARCH,**

 **HIMACHAL PRADESH, SHIMLA-9**

## Phones: - 01892-287187–Fax: - 01892- 287187

**EXPRESSION OF INTEREST FORM TO RUN PRE-FABRICATED MODULAR STRUCTURE ON MONTHLY RENT BASIS FOR SELLING DAILY NEEDS & PROVISION STORE AT DR. R. P.GOVT.MEDICAL COLLEGE, KANGRA AT TANDA (HP).**

#  LAST DATE & TIME

### DATE OF START OF SALE OF EXPRESSION OF INTEREST : 10-08-2020

### LAST DATE OF PURCHASE OF EXPRESSION OF INTEREST : 02-09-2020 up to 5-00 PM

### BID SUBMSSION (LAST DATE & TIME) : 03-09-2020 up to 1-00 PM

**BID** **OPENING DATE & TIME : 03-09-2020 AT 03-30 PM**

### COST OF EXPRESSION OF INTEREST : Rs. 1000/- (Rs. One thousand only)

###

###

 **OFFICE OF THE ROGI KALYAN SAMITI**

 **DR.RAJENDRA PRASAD GOVT.MEDICAL COLLEGE & HOSPITAL,**

**KANGRA AT TANDA.**

**UNDER DEPARTMENT OF DIRECTOR MEDICAL EDUCATION AND RESEARCH,**

 **HIMACHAL PRADESH, SHIMLA-9**

## Phones: - 01892-287187 –Fax: - 01892-287187

**EXPRESSION OF INTEREST(EOI) TO RUN PRE-FABRICATED MODULAR STRUCTURE ON MONTHLY RENT BASIS FOR PROVIDING DAILY NEEDS & PROVISION STORE AT DR.RPGMC, KANGRA AT TANDA.**

## INDEX

|  |  |  |
| --- | --- | --- |
| **S. No.** | **PARTICULAS** | **PAGE NOS.** |
| **1** | Sequence of events |  **1** |
| **2** |  Index |  **2** |
| **3.** | Expression of Interest Notice |  **3** |
| **4.** | Scope of work & Responsibilities & Instructions to the shopkeeper |  **4 & 6** |
| **5.** | Eligibility Criteria  |  **6 & 7** |
| **6.** | Earnest Money Deposit, Period of Contract,& Renewal of Contract, Termination of contract & Performance Security | **7 & 8** |
| **7.** | Penalties and Arbitration  | **8 & 9** |
| **8.** | Declaration **(Annexure-I)** | **10** |
| **9.** | Check list of Documents to be submitted with the EOI **(Annexure-II)** |  **11** |
| **10.** | Under taking **(Annexure-III)** |  **12** |
| **11.** | Financial Bid Performa **(Annexure-IV)** |  **13** |
| **12.** | Total Area **(Annexure-V)** |  **14** |

**DR.RAJENDRA PRASAD GOVT.MEDICAL COLLEGE HOSPTIAL**

 **KANGRA AT TANDA.**

**NO.HFW-H(DRPGMC) SHOPS-2019/- Dated**

 **EXPRESSION OF INTEREST**

 Expression of Interest in two bid system in sealed envelope is hereby invited by the Medical Superintendent Dr. RPGMC, Kangra at Tanda from the interested vendors/firms on rent basis Pre-fabricated of Modular Structure (11.85 Sq. meters space) near parking place Tanda to provide daily needs & provision store at Dr.R.P.Govt.Medical College Kangra at Tanda. The EOI document can be obtained from the office of the undersigned on any working day from 10-08-2020 to 02-09-2020 up to 5-00 PM as per schedule in the table given below or by downloading the same from college website ([www.rpgmc.ac.in](http://www.rpgmc.ac.in)) after the publication of EOI. Those who wish to download the EOI document should enclose EOI fee as prescribed in the table below through bank draft along with bidding document and EMD drawn in favour of Medical Superintendent-cum-Member Secretary Rogi Kalyan Samiti Dr. RPGMC, Kangra at Tanda, payable at Tanda

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.No. | Nos. of Shops | Cost of EOI document | EMD | Date of start of Sale of EOI document | Last date of purchase of EOI document | Last date of submission of EOI | Date & time of opening of EOI |
| 1. | One ShopPre-fabricated of Modular Structure for providing daily needs & Provision store | Rs.1000/- | Rs.10,000/- | 10-08-2020 | 02-09-2020 upto 5-00 PM | 03-09-2020 upto 1-00 PM | 03-09-2020 at 03-30 PM |

 Medical Superintendent

 Cum-Member Secretary RKS

 Dr.R.P.Govt.Medical College

 Kangra at Tanda.

**TERMS AND CONDITION OF THE EXPRESSION OF INTEREST TO RUN THE PRE-FABRICATED MODULAR STRUCTURE.**

1. **SCOPE OF WORK:-**
	1. The college shall provide 11.85 sq. meter space as per **Annexure-V** for providing the daily needs & provision store at Dr.R.P.Govt.Medical College Hospital Kangra at Tanda on monthly rent basis.
	2. The Pre-fabricated Modular Structure shall be meant for selling of daily needs and provision store items as per the market rates.
	3. The Shop holder/bidder has to provide the list of items wish to sale & indicate the discount rates of each item before contract.
	4. The Pre-fabricated Modular Structure shall be opened on all the day including Sunday & Holidays from 8-00 AM to 8-00 PM in summer and from 9-00 AM to 7-00 PM in winter.
	5. The Successful shop holder will have to deposit rent of three months advance before taking the possession of shop.
2. **RESPONSIBILITY & INSTURCTIONS TO THE SHOPKEEPER.**
	1. The Vendor/Shopkeeper must submit bids in two sealed envelopes separately i.e. the EOI form duly signed on every page along with all the required documents in one envelope **(Envelope-A)** super-scribed as Technical Bid and the offer/price/rent/license fee of shop on the prescribed Performa as **Annexure-IV** in the second envelope **(Envelope-B)** super-scribed as Financial bids and both the envelopes **A & B** shall be put in single envelope super-scribed as EOI for Pre-fabricated Modular Structure.
	2. The Shop holder will bear all the expenses for running the shop and the College shall not in any manner be responsible for any damage caused due to incidents like theft, burn, fire, electric shock or bear any compensation for damage or injury caused to its workmen during discharging their duty.
	3. The shop holder will not be allowed to use the shop allotted by the college for any other purpose or business and if found to be used for other purpose, the contract shall be terminated immediately.
	4. The persons associated with selling daily needs items will be required to undergo periodical medical checking to rule out the possibilities of communicable disease /infectious diseases and if anybody found suffering from such diseases has to be kept out of engagement till he/she is fully recovered. Annual medical certificate of fitness is to be deposited in the office of Medical Superintendent Dr.R.P.Govt.Medical College Kangra at Tanda.
	5. All pages of the EOI and related papers should be in proper page number are to be duly authenticated by shop keeper/tenderer or authorized signatory on behalf of tenderer.
	6. The behavior of Shop holder/seller will be courteous to the students and staff and general public so that there may not be any complaint. The Shop holder shall undertake not to permit or to indulge in gambling, drinking or any other unlawful and anti social activity in or around shops and in case he/she is found indulging in such activities his/her contract will be cancelled immediately.
	7. The College & Hospital Campus is a **“NO SMOKING ZONE**” hence sale and use of tobacco is prohibited.
	8. The successful Shop holder will have to sign an agreement on non judicial paper of Rs. 50/- for fulfilling the terms & conditions of shop.
	9. Substandard sale of eatable items will be subject to the destructions on the recommendations of committee by the Medical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda, without any compensation.
	10. The authorized Govt. Agencies will have the liberty of taking samples for Chemical analysis to ensure quality as per provisions of the Acts/Rules. The quality assurance of product items shall be done by periodically sampling by the Institution. The Shop holders will be wholly responsible for contravention of any provision of the Acts/Rules.
	11. There will be cleanliness in and around the shops. The Shop holder, his servants and representatives shall obey all order given to them by the Medical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda or his representative in writing or orally.
	12. The Successful vendor shall ensure to dispose off Bio Medical Waste as well as General Waste, if any at his own cost/level in an eco friendly manner.
	13. The Shop holders will be responsible to pay minimum wages as notified by the state Govt. to their workers deployed in the shops through RTGS/NEFT.
	14. If successful shop holder fails to deposit the above rent & the security within one month, from the date of issue of award letter, the contract will be cancelled.
	15. In case of breach of the contract, Medical Superintendent-Cum-Member Secretary, RKS, Dr. RPGMC, Kangra at Tanda may forfeit the security money without assigning any notice to the tenderer.
	16. The authority reserves the right to cancel the EOI at any stage of EOI process without assigning any reason thereof.
	17. The contract will be awarded to the vendor/bidder who will quote **highest rent (H1)** for the shop.
	18. The Shop Holders/bidder will pay all the rent, rate & taxes payable under GST/service Act/ VAT/ income tax.
	19. The selected shop holder shall have to install electricity and water meter in the allotted shop at his own cost & his/her name.
	20. The successful shop holder/bidder shall have to submit the certificate of Food Safety Standard Act of India within one month after taking possession of the shop.
	21. **The shop holder/bidder whose rates are found to be lower than the reserve price will not be considered.**
	22. The shop holders/bidders are not permitted to perform any major structural alterations in the shop except white wash & paint. They should upkeep & conduct preventive maintenance & repair of the structural damage occurred during the contract period. The outside paint should be similar to the original.
	23. The shop holder will be responsible for compliance with all statutory requirements.
3. **ELIGIBILITY CRITERIA**

Following documents are required for Technical qualification of Bids.

1. Self Attested copy of PAN No.
2. Self attested copy of Bonafide Himachali.
3. Permanent Residential document proof (Local /Permanent) either of Voter card/ Adhar card/Ration card.
4. Declaration of the vendor/bidder that he has never been blacklisted.
5. The shop holder should submit declaration that there is no ongoing police case/ vigilance inquiry against him/ his Partner and he/she has never been convicted or punished by any Honorable Court of Law.
6. EMD in the shape of Bank Draft/FDR duly pledged in the name of Medical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda.
7. **EARNEST MONEY DEPOSIT (EMD)**

4.1 The Expression of Interest shall be accompanied by Earnest Money Deposit (EMD) as specified in the Expression of Interest (EOI) in the shape of fixed deposit from any Scheduled Bank in favour of MS, Dr. RPGMC, Kangra at Tanda, payable at Tanda and should be valid till 180 days from the last date of submission of the bid.

4.2 The EMD of unsuccessful vendor will be returned to them without any interest, after conclusion of the resultant contact. The EMD of the successful vendor will be returned without any interest, after receipt of performance security as per the terms of contract.

4.3 The EMD of a bidder may be forfeited without prejudice to other rights of the vendor, if the bidder withdraws or amends its tender or impairs or derogates from the EOI in any respect within the period of validity of its EOI or if it comes to notice that the information/ documents furnished in its EOI is incorrect, false, misleading or forged. In addition to the aforesaid grounds, the successful bidder, EMD will also be forfeited without prejudice to other rights of vendor, if it fails to furnish performance security within the specified period.

1. **PERIOD OF CONTRACT AND RENEWAL OF CONTRACT:**

5.1 The contract, if awarded will be initially for two years from the date of award of contract subject to continuous satisfactory performance and on failure on this aspect, theMedical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda reserve the right to terminate the contract. An extension of maximum of one year will be allowed on satisfactory performance with a 10% hike in rent, keeping all existing terms & conditions or till the finalization of new EOI whichever is earlier.

1. **TERMINATION OF CONTRACT**
	1. On the recommendation of the committee, the Medical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda reserves the right to terminate the contract for repeated non conformance of the terms & conditions of the Expression of Interest.
2. **Performance Security**
	1. The Successful vendor shall furnish a performance security of Rs.50,000/-(Rs Fifty thousand only) in the shape of fixed deposit issued by a Nationalized Bank in Favour of Medical Superintendent-Cum-Member Secretary RKS Dr.R.P.Govt.Medical College Kangra at Tanda. This shall be submitted within 15 days (minimum) of receiving of notice for Award of Contract, failing which the EMD may be forfeited and the contract may be cancelled.
	2. If the vendor/ contractor violate any of the terms & conditions of contract, the Performance Security shall be liable for forfeiture, wholly or partly, as decided by the Authority and the contract may also be cancelled.
	3. The Authority will release the Performance Security without any interest to the firm/contractor on successful completion of contractual obligations.
3. **PENALTIES**
	1. The shop holder selected for selling the daily needs items, will be required to maintain highest level of cleanliness and standard of hygiene in the shop. A penalty of Rs.100/- per occasion shall be levied for every non conformance.
	2. The Pre-fabricated Modular Structure shop holder should keep daily needs items neat & clean. If at any point the shop/ its premises are found to be unclean, the shop holder shall be held responsible and penalty of Rs.100/- per occasion shall be imposed.
	3. The Shop holder will not be allowed to use the shop allotted by the College for any other purpose or business, if found used for other purpose shall be liable for penalty of Rs. 100/- per occasion & even lead to termination of contract.
	4. There shall be no compromise on the quality of daily needs items provided by the dealers and if any such incidence or product adulteration is found, Rs.100/- per occasion penalty including black listing the firm, and action shall be taken under provisions of Prevention of Food Adulteration Act and non compliance of the provisions of the Act may lead even to termination of the contract.
	5. The rent of the shops will have to paid by the 5th of every month in advance, in case of holiday, on the next working day, failing which penalty @ Rs.100/- per day shall be imposed for delayed period.
	6. The Shop holder/bidder will display, prominently the list showing rates of each items at cash counter on (4’x3’) board. In the event of violation of this condition, penalty @ Rs.100/- at a time shall be imposed and the appliances will be confiscated.
4. **ARBITRATION**
	1. Any difference(s) or disputes(s) which may arise will be settled by the Medical Superintendent-Cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda and in case of need, the case will be referred to the Director Medical Education & Research, HP Shimla for final adjudication.

Medical Superintendent

Cum-Member Secretary (RKS),

 Dr. R.P. Govt. Medical College

 Kangra at Tanda.

  **Annexure-I**

**DECLARATION**

**1.** I, …................................................................................................................... Son / Daughter

of Shri …........................................................................................... Proprietor / Partner / Director /

Authorized Signatory of …........................................................................................ am competent to

sign this declaration and execute this Expression of Interest.

1. I have carefully read and understood all the terms and conditions of the Expression of Interest and hereby convey my acceptance of the same.
2. The information/documents furnished along with the above applicable are true and authentic to the best of my knowledge and belief. I/ we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my Expression of Interest at any stage liabilities towards prosecution under appropriate law.

#### Signature

**Date : Full Name:**

**Place : Company's Seal/Firm/Vendor/Individuals**

**N.B: The above declaration, duly signed and sealed by the authorized signatory of the company/firm/vendor/individual should be enclosed with Technical bid of Expression of Interest.**

 **ANNEXURE-II**

1. **CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH THE EXPRESSION OF INTEREST**

Conform the enclosure of all the below documents without which bidder may not be eligible to participate in the Expression of Interst.

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl.****No.** | **Description** | **Detail** | **Page** |
| **1.** | Name of contractor/bidder/Firm/Vendor/Individual  | Yes/No |  |
| **2.**  | **(A)** | Local address | Yes/No |  |
| **(B)** | Permanent address along with proof (Please mention telephone No./ Email, fax no. and attach copy of Ration Card/Adhar Card/ Voter ID) . | Yes/No |  |
| **3.** | Photo copy of Self Attested copy of PAN Card. | Yes/No. |  |
| **4.** | Self attested copy of Bonafide Himachali | Yes/No. |  |
| **5.** | EMD in the form of FDR/Bank Draft Rs.10,000/- (Rs. Ten thousand only) duly pledged in the name of M.S.-cum-Member Secretary (RKS), Dr. RPGMCH, Kangra at Tanda Date of issue Issuing bank  Bank Draft No. | Yes/No. |  |
| **6.** | An undertaking that the Tenderer/bidder has never been blacklisted. | Yes/No. |  |
| **7.** | An undertaking that there is no ongoing police case / vigilance enquiry/criminal case against the Tenderer/bidder or his Partners / proprietor and he/she has never been convicted or punished by any Hon'ble Court of law. | Yes/No. |  |

 **Annexure-III**

 **UNDER TAKING**

1. I/ We hereby agree to abide by all terms & conditions laid down in Expression of Interest.
2. This is to certify that I /We before signing this bid have read fully understood all the terms & conditions and instructions contained therein and undertake myself/ ourselves to abide by the said terms and conditions of the Expression of Interest along with adherence to the provisions of the prevention of food Adulteration act (PFA), Food Safety and Standard Act along with the rules laid there-in.
3. I/ We shall deploy physically & mentally fit personnel.
4. I/ We undertake that I/ We have gone through all the Expression of Interest document line by & agree to abide by all terms & conditions laid under Expression of Interest.
5. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that rates quoted are the lowest quoted for any other institution/hospital in India.
6. I /We give the rights to the Medical Superintendent-Cum-Member Secretary, RKS to forfeit the Security money in case of violation of any term and condition of the Expression of Interest by me.
7. There is no vigilance / CBI case or court case pending against the firm.
8. I shall be vacating any space that may be provided to me by the College/hospital authority to carry out the job or otherwise, before I put the last bill of the contract period for payment.

Date Signature of the tenderer

Place Full Name with designation with seal

 **ANNEXURE-IV**

**FINANCIAL BID FOR SELLING DAILY NEEDS & PROVISION STORE IN PRE-FABRICATED MODULAR STRUCTURE NEAR PARKING PLACE AT DR.RP.GOVT.MEDICAL COLLEGE & HOSPITAL , KANGRA AT TANDA TO PROVIDE DAILY NEEDS ITEMS & PROVISION STORE.**

|  |  |  |
| --- | --- | --- |
| **Sr.No.** |  **Description** |  **Rent offered per month** |
|  **In figure** |  **In words** |
|  | **Rent of shop** | **(Rs………………………………………………..)** | **(Rs . . .……………………………****……………………………………)** |

**Note:-**

1. Vendors have to write Rent of Shop both in figures and in words, if the amount quoted by the vendor in figure is found overwritten, illegible or wrong, then amount quoted in words shall be taken into consideration.
2. The minimum rent of shop has been fixed by the tender committed of this Institution and kept in the sealed cover. The rate of rent quoted by the bidder/contractor if found less than the reserve price, the offer shall be rejected state way.

**Dated**

**Signature**

**Name of the firm/Company/Vendor/Individual/Contractor with seal**

 **ANNEXURE-V**

**TOTAL AREA FOR SELLING DAILY NEEDS AND PROVISION STORE IN PRE-FABRICATED MODULAR STRUCTURE NEAR PARKING PLACE AT DR.R.P.GOVT.MEDICAL COLLEGE KAGNRA AT TANDA.**

|  |  |  |
| --- | --- | --- |
| 1. | Location of Pre-fabricated Modular Structure shops  | Approximately Area in Sq. meters  |
| 2. | Near Parking place Dr.R.P.Govt.Medical College Kangra at Tanda.  | 11.85 Sq. meters  |