

# BRIHANMUMBAI MUNICIPAL CORPORATION

## E-Tender Notice

The Municipal Commissioner of Greater Mumbai invites the following online tender on **highest quoted Monthly Royalty Amount (Exclusive of all applicable taxes)** for 11 months leave & license basis from the bidders those who are not under any penal action such as Demotion, Suspension, Black listing, De-registration etc.and has to submit undertaking cum Indemnity Bond as per Annexure 'C' on stamp paper costing Rs.500/- (Rupees Five Hundred only). The tender copy can be downloaded from MCGM portal (<http://www.mcgm.gov.in>) under “Mahatender” section.

For enrollment digital signature certificate & user manual please refer to respective links provided in e-tendering tab on MCGM websites. The bidders can get digital signature from any one of the Certifying Authorities (C.A's) licensed by the controller of Certifying Authorities namely Safescrypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNGC and e-Mudhra CA.

The technical and commercial bids shall be submitted online upto the Bid End Date & Time mentioned below.

Sr. no.	Name of the Work	Earnest Money Deposit (Rs)	Security Deposit (Rs.)	Scrutiny Fees (Rs.)	Bid Start Date & Time	Bid End Date & Time	Packet A & B Opening Date & Time	Packet C Opening Date & Time
1	2	3	4	5	6	7	8	9
1	Sale of rights for running the canteen at C Ward office on Highest Quoted Monthly Royalty Amount Basis over the specified rate list and 11 months leave & license basis.	10,000/-	50,000/-	Rs.330/- + GST 18%	14.09.2024 11.00 am	28.09.2024 11.00 am	30.09.2024 04.00 pm	07.10.2024 04.00 pm

The bidder shall have to pay “Scrutiny Fees” as mentioned in the above table as per the circular issued by Chief Accountant (Finance).

### Packet ‘A’

All the bidders are required to upload the following Xerox copies certified by gazetted officer or by notary or by the MCGM Officer not below the rank of Asstt. Engineer / Administrative Officer in **Packet ‘A’**.

- PAN Card**
- Certificate under MPFA/FSSAI**
- GST Registration Certificate.**
- Undertaking cum Indemnity Bond as per Annexure 'C' on stamp paper costing**

**Rs.500/- (Rupees Five Hundred only)**

**e) Return of the turnover of last 3 years.**

**f) All the bidders shall pay Earnest Money Deposit online :** instead paying the EMD at any of the CFC centres in MCGM Ward Offices the Bidder shall furnish, as part of the Bid Security/EMD, in the amount specified in the Bid Data Sheet and shall be valid till the validity of the bid. Any bid not accompanied by an acceptable Bid Security and not secured as indicated in sub-clause mentioned above, shall be rejected by the Employer as non-responsive. The bidder who are registered with MCGM and have already paid the standing deposit will also have to pay full EMD as shown above for participating in the tender.

**g) The Bid Security may be forfeited;**

- 1) if the bidder withdraws the Bid after bid opening (opening of technical qualification part of the bid during the period of /bid validity)
- 2) in the case of successful Bidder, if the Bidder fails within the specified time limit to;
  - i) sign the Agreement; and /or
  - ii) furnish the required Security Deposits
- 3) Firms Balance sheet of last 3 years.

**The bidders shall categorically provide their Email-ID in packet 'A'**

**Note:**

- \* If the tenderer withdraw tender offer during the tender validity period, his entire E.M.D. shall be forfeited.
- \* if it is found that the tenderer has not submitted required documents in Packet 'A' then, the shortfalls will be communicated to the tenderer through e-mail only and compliance required to be made within a time period of **three working days** otherwise they will be treated as non-responsive.

### **Packet 'B'**

All the bidders are required to upload the following Xerox copies certified by gazetted officer or by notary or by the MCGM Officer not below the rank of Asstt. Engineer / Administrative Officer in **Packet 'B'**.

**a) Experience Certificate** - Only those persons or firms having 5 years' experience of running a minimum of Grade-II Eating House OR 1 year experience of running the staff canteen of any well-known establishment having 1000 or more employees will only be treated eligible as the tenderers. All the documents, testimonials in confirmation of tenderers' previous experience alongwith satisfactory services rendered by the tenderer from the previous Organization where the tenderer has rendered services shall be attached to the tender copy. Those bidders who are blacklisted by M,C.G.M. will not be eligible to bid. They should specify the numbers of employees in the certificate.

**b) Valid Registration certificate No under EPF & MP Act 1952** or if tenderer has less than 20

employees/persons on his establishment, then submit the **Undertaking stating above effect on Rs.500/- stamp paper.**

**c) Valid registration certificate under ESIC Act 1948, or if,**

(i) Tenderer has less than 10 employees/persons on his establishment and work is carried out with the help of power OR

(ii) Tenderer has less than 20 employees/persons on his establishment and work is carried out without the help of power. Submit the Undertaking stating above effect on Rs.500/- stamp paper.

**d) Deed of Partnership (if applicable)**

### **Packet 'C'**

**1) Commercial Bid stating Monthly Royalty Amount has to be uploaded in Packet 'C'.**

**Note:**

1. Monthly Royalty Amount minimum of Rs. Ten Thousand for Municipal Head Office, Sion Hospital, KEM Hospital, Nair Hospital and Cooper Hospital and minimum of Rs. Five Thousand for other Hospitals and minimum of Rs. One Thousand for Wards and other Departments.
2. Monthly Royalty Amount offered in Packet 'C' must be deposited in advance for 11 months within 10 days by the successful bidder. If not, then second highest Royalty Amount holder will be considered as successful bidder only if he accepts the 1<sup>st</sup> highest Royalty amount.
3. If more than one bidder quotes similar Monthly Royalty Amount then the decision will be taken by lottery system.
4. **The Royalty Amount will not be refundable in any circumstances if the contract is cancelled.**

### **FORFEITURE OF EMD FOR BEING NON-RESPONSIVE**

**a)** The practice of forfeiting 10% of EMD on non compliance of the shortfalls is continued. However, no rejections and forfeiture shall be done in case of curable defects. **For non-curable defects the 10% of EMD shall be forfeited and bid will be liable for rejection.**

**b)** The forfeiture of EMD in the cases wherein if these submissions are not followed by a contractor, shall be informed by the user department to /registration and Monitoring Cell so as to make a data-base of such defaults of the contractors.

**c)** In case of non-submission of documents be considered as 'International Avoidance' and if three or more cases in 12 months are reported, it shall be viewed seriously and disciplinary action against the defaulters which includes demotion, suspension, etc. shall be taken by the registration cell as governed by relative provision in Registration Rules of MCGM and Standard

General Conditions of Contracts.

**Note:**

i) **Curable Defect shall mean shortfalls in submission such as :**

a. Non-submission of following documents,

1. Valid Registration Certificate
2. Valid Bank Solvency
3. Sales Tax Registration Certificate (VAT) / GST certificate
4. Certified Copies of PAN documents and photographs of individuals, owners, etc.
5. Partnership deed and any other documents
6. Undertaking as mentioned in the tender document.

b. Wrong calculation of Bid Capacity,

c. No proper submission of experience certificates and other documents etc.

ii) **Non-curable Defect shall mean**

a. In-adequate submission of ASD amount,

b. In-adequacy of technical and financial capacity with respect to Eligibility criteria as stipulated in the tender.

**REFUND OF E.M.D.**

a) E.M.D of the unsuccessful bidders will be released immediately in next three days without asking any application from the Applicant, at the level of HOD through SRM system and without any insistence of the sanction of the competent authority.

b) The E.M.D. and Security Deposit of successful tenderer will be refunded as per conditions mentioned in the tender.

**EQUIPMENT CAPABILITIES**

The successful bidder will make the arrangement of the required equipment on the day of commencement.

**TAXATION**

All taxes and other duties on material obtained for the work from any source including the tax applicable as per **GST**. The tenderer will not be reimbursed the taxes, duties, and charges whether now in force or that may be enforced in future.

**SCHEDULE OF BIDDING**

1. The Bidders will be given minimum 14 days for submitting the bid

## **BID VALIDITY**

Bid shall remain valid for a period of not less than **180 days** after the deadline date for bid submission specified in Bid Data Sheet. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.

## **ALLOTMENT OF WORKS IN CASE OF EQUAL MONTHLY ROYALTY AMOUNT**

1. In case of **Equal Monthly Royalty Amount** of highest bidders(s), the allotment of work shall be done by giving 48 hrs (**2 working days**) from the day of opening of packet C, **on same BID-Document number for re-quoting** and such development needs to be done by IT department, **till such development is made 'Sealed Bids' shall be called from the bidders quoting the same rates i.e. H1.**

2. In case of **equal Monthly Royalty Amount** of highest bidders is obtained even after re-quoting, then the successful bidder will be decided by lottery system by concerned authority in presence of Bidder/Bidder's representative and Account Officer.

As per Three packet system, the document for Packet **A & B** are to be uploaded by the tenderer in 'Vendor's document' online in Packet **A & B**. Before purchasing/downloading the tender copy, tenderer may refer to post-Qualification criteria mentioned in e-Tender Notice.

The tenderer shall pay the EMD/Bid Security through payment gateways before submission of Bid and shall upload the screenshot of receipt of payment in packet 'A' instead of paying the EMD at any of the CFC centers in MCGM Ward Offices.

After appointment of the successful contractor, it is mandatory for the successful contractor, to obtain the licence as per The contract labour (Regulation and Abolition) Act, 1970 and follow all the sections, terms and conditions as applicable in The contract labour (Regulation and Abolition) Act, 1970.

The e-tender is available on MCGM portal, <http://portal.mcg.gov.in> as mentioned in the Header Data of the tender. The tenders duly filled in should be uploaded and submitted online on or before the end date of submission. The Packet '**A**', Packet '**B**' & Packet '**C**' of the tenderer will be opened as per the time-table shown in the Header Data in the office of Chief Labour Officer.

The Municipal Commissioner reserves the right to reject any or all or any of the e- Tender(s) without assigning any reason at any stage. The dates and time for submission and opening the tenders are as shown in the Header Data. If there are any changes in the dates the same will be displayed on the MCGM Portal (<http://portal.mcg.gov.in>).

Sd/-

**Assistant Commissioner 'C' Ward**