

Tender Notice



Department of Sports & Youth Affairs, Ambala

Near Football Chowk, Ambala Cantt
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Tender Notice

RFP for Maintenance Contract of Swimming Pools for 3 Years (May 2017 to March 2020) at Ambala Cantt.

A complete set of RFP document can be downloaded by the bidders from the website <http://www.ambala.gov.in/> and www.haryaneprocurement.gov.in The bidders shall be solely responsible for checking the website for any corrigendum in regard to RFP and take into consideration the same while preparing and submitting the sealed bids in the office.

S.No	Activity	Date & Time
1	Availability of bid document on websites	03-05-2017
2	Date of Submission of sealed Bid	05-05-2017 to 18-05-2017 up to 10:00 am
3	Date of opening of Technical Bid	18-05-2017 at 11:00 am
4	Technical Presentation	18-05-2017 at 02:00 am
5	Date of opening of Financial Bid	19-05-2017 at 11:00 am

All sealed bids must be submitted by Registered Post/ through special messenger on the address as specified above. Sealed Bids will be opened in the presence of the bidders' authorized representatives, who wish to attend in person at the address mentioned in the bidding documents at time and date mentioned above.

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District Sports & Youth Affairs office
Ambala

Request for Proposal (RFP)

For

**Operation & Maintenance Contract
of Swimming Pool**

At

War Hero's Memorial Stadium, Ambala Cantt

RFP No: _____

Date: _____

Department of Sports & Youth Affair (Haryana) herein referred to as “**The Authority**” intends to invite proposals for operation and maintenance of swimming pool at **War Hero’s Memorial Stadium, Ambala Cantt. for a period of 3 (Three) years.**

The dimensions of the swimming pool at War Hero’s Memorial Stadium, Ambala Cantt are as under:

Particular	Unit	Dimensions
Length	Meter	50
Width	Meter	21
Depth/ Shallow	Feet	3 & 1/2
Max. depth	Feet	17

Tender document shall comprise of the following components:

- (i) **Technical Bid (Part-1)**
- (ii) **Financial Bid (Part-2)**

Note 1: Manual Submission of Documents - Bidders are required to physically submit the Bid Document/ EMD and other document related to Technical bid etc. The documents duly bound, properly tagged and numbered stamped, initial on each page along with EMD shall be sent through speed post or courier or personally and should reach in **Department of Sports & Youth Affairs office, Near Football Chowk, Ambala Cantt-133001**

Submission of Tenders

The bids are required to be submitted in three envelopes, duly numbered as under:

Envelopes	Contents
Envelope No. 1	Technical Bid (Annexure – A, Annexure – B) along with all details, Earnest money and documents mentioned in the RFP, duly sealed
Envelope No. 2	Containing only Financial Bid (Annexure – C) duly sealed
Envelope No. 3	Containing envelope No. 1 and Envelope No. 2, duly sealed

Part-1

Technical Bid

1. List of Experience of Running, Maintenance and operation of Swimming Pools including renovation of Filtration Plant of Swimming Pools in reputed Govt./ Semi Govt. and Private Organization for at least 2 (Two) years.
2. Work award letter from reputed Govt./ Semi Govt. and Private Organization of the same job.
3. Satisfactory performance certificate of having completed the same job.
4. Earnest money deposit of Rs.1,00,000 (Rupees One Lakh Only) in the shape of Demand Draft in the favour of District Stadium Committee, Ambala payable at any scheduled bank at **Ambala.**
5. Minimum annual turnover of firm should be Rs.50,00,000 Lakh (Rupees Fifty Lakh Only) in last three years from the Bid Due Date, duly certified by the Chartered Accountant.
6. Valid EPF/ ESI Number with copy of challans of previous three months.
7. The contract/ firm/ successful bidder should be registered with the Labour Deptt., Haryana.

Note: *No Joint Venture/ Consortium shall be allowed.*

Part-2

Financial Bid

Bid amount to be quoted by the Tenderer/ Successful bidder is minimum **Rs. 12,00,000 (Rs. Twelve Lakh Only) per annum.**

Financial Bids, which do not confirm to the Financial Bid format as per the specifications mentioned in **Annexure – C** of the RFP, shall be rejected.

Evaluation of Bids

- 1 **Technical Evaluation:** The technical evaluation of all bids will be done against the evaluation criteria mentioned in **Part- I of this Section**. Bids that fulfill the criteria as mentioned in Part-I of this section shall be considered for financial evaluation.
- 2 **Financial Evaluation:** The financial bid of the bidders qualifying in Technical Evaluation shall be opened in the presence of the representatives of the qualified bidders. The bidder quoting the **highest quote** in their financial proposal as per the forms provided with the Financial Bid Submission format mentioned in **Annexure – C** of the RFP. In case of a tie, the Authority will decide based on the documents and experience provided by the most competent bidder will be invited for award of contract. In this case, the decision of the Authority shall be final and cannot be challenged.

In case the number of Bids qualifying the technical evaluation is less than 3 (three), the same will be processed only if the competent authority decides to do so for the reasons to be recorded in writing; otherwise fresh Bids will be invited.

Terms & Conditions (Financial Bid)

1. The Tender document containing terms and conditions can be downloaded from <http://ambala.gov.in> & www.haryanaeprocurement.gov.in and will be received along with earnest money amounting to Rs.1,00,000/- (Rupees One Lakh Only) in the shape of Demand Draft in favour of **District Stadium Committee, Ambala Fund from** any Scheduled Bank at Ambala upto **in the office of Sports & Youth Affairs office, Near Football Chowk, Ambala Cantt-133001**
Technical Bid will be opened at in the office of Department of **Sports & Youth Affairs office, Near Football Chowk, Ambala Cantt-133001**
2. The Tender documents will not be accepted after date and time of receiving as given in the advertisement in News Paper.
3. The Earnest money will be forfeited if fake documents and/or incorrect information in submitted or less amount of bid than the minimum bid of **Rs. 12,00,000 Lakh (Rupees Twelve Lakh Only)** is quoted by the tenderers, their offer be rejected.

Financial Bid will be opened only for those who are found to be Technically Qualified by the Tender receiving committee or management of **Sports & Youth Affairs office, Near Football Chowk, Ambala Cantt-133001**

General Terms & Conditions

1. The successful bidder will charge the rates from Members/ Guest (including all applicable taxes), as prescribed in the table below:

Sr. No.	Members/ Guest Members	Unit	Amount (In Rs.)
1.	From Members	Per month	1,500/-
2.	Guest fee on daily basis	Per hour	150/-
3.	Student fee	Per month	800/-
4.	Coaching fee for swimming	Per month	1,000/-

2. The successful bidder shall strictly adhere to the swimming pools timings as listed below:

Morning Shift:	
Swimmer/ Non-Swimmer/ Children/ Ladies	5.30 A.M. to 9.30 A.M.
Evening Shift:	
Non-Swimmers and Children	3.30 P.M. to 7.30 P.M.

3. (Two) hours in the morning shift and 3 (Three) hours in the evening shift, trainees of District Sports Swimming coach shall use the swimming pool without paying any charges whatsoever.
4. The minimum staff deployed with the specified qualification by the successful bidder are as below:

S. No.	Position	Nos.	Qualification
1.	Lady swimming coach	01	(NIS qualified – One year Diploma in Swimming from Sports Authority of India)
2.	Male swimming coach	01	
3.	Life Guards	04	Life Guard course and certificate course form any Govt. recognised body or Sports Authority of India
4.	Receptionist	01	
5.	Security Guard during operation of Swimming Pool morning and evening	01	
6.	Suction Sweeper	02	

7.	Full time Water Plant operator for maintenance of Filtration Plant	01	One year of relevant experience
8.	Medical Attendant (<i>as and when required</i>)		

5. The successful bidder **must** have the equipment listed below:
- Stretcher
 - Blanket
 - Lifebuoys
 - Life Jackets
 - First Aid Box
 - Oxygen Cylinder
 - Lifeguard chair
 - In-Out Register
 - Lifesaving Instruction chart
 - Safety sanitation rules board
 - Fire fighting equipments Co2 cylinder
 - Artificial Resuscitators
 - Medical facility
 - Bell to alert the swimming pool member
 - Large enough Wall clock for the members in front of the pool
 - Swimming pool rubber mats from the Male/ Female shower area to the swimming pool
6. In no condition, there should not be more than 50 (Fifty) members in the pool in any one shift.
7. The successful bidder will have to keep the equipment(s) in good condition and will have to be returned in the same condition after completion of contract.
8. The successful Bidder will be fully responsible for any mishap and maintenance of Swimming Pool.
9. The contractor of the swimming shall be made available with the following:
- Fixed emergency light at the swimming pool
 - Torchlight
 - District emergency safety numbers (Fire, Police, medical etc.)
10. The successful bidder shall display the timings, charges and safety and sanitary rules clearly at the reception desk for the members.

11. Should the Department of Sports & Youth Affairs office, Ambala organize any swimming competition during the contract period, the swimming pool shall be made available to the authority without any charges whatsoever.
12. Electricity and water charges will be borne by the successful bidder from the date of Award of Contract.
13. No eatables, Liquor or beverages (Except Water and soft Drinks) shall be permitted to be served to Guests/ Members in the Swimming Pool/ Reception area.
15. The firm will issue I-Cards to all the members and maintain the record for every entry and the management can check all the records any time.
16. The Successful bidder will regularly maintain, clean and keep the whole area insect/ rodent free with regular use of cleaners/ disinfectants in wash rooms.
17. District Sports Officer or District Swimming Coach may from time to time inspect the premises and the swimming pool to ensure that required number of manpower is deployed/ placed by the successful bidder, failing which the disciplinary action will be initiated against the successful bidder.
19. If the cleanness of the premises and the swimming pool and the behaviour of the staff is not found satisfactory by the Authority, the Authority has the right to charge Rs. 5,000/- (Rupees Five Thousand Only) as penalty on every violation.
20. Complaint regarding quality, overcharging, poor service and behaviour of staff must be promptly attended.
21. The successful bidder will ensure that the contract or any part of the work is not sublet to any other party or individual without written permission of the management.
22. Ensure that day to day decisions of the Management are implemented complied with and all data, reports and record are made available to the Department of Sports & Youth Affairs (Haryana) as and when asked for.
23. The Management can inspect the Swimming Pool Area, Quality of Water Cleanliness of the Deck Area and Washrooms any time.
24. Testing report or the quality of water from any recognized lab will be submitted every week.
25. No compensation or damages, what so ever, can be claimed either for closure of the pool, premature termination of the contract, faulty equipment or loss due to any other reason, what so ever.
26. Conditional tenders will not be accepted and are liable to be rejected. The Earnest money may also be forfeited.
27. Validity of offer should be 90 (Ninety) days.

28. In case of dispute, decision of the District Sports & Youth Affairs Officer, Ambala or his representative shall be final and binding.

The Earnest Money/ Security amount will be forfeited & Contract/ agreement cancelled after Issuing a show cause of notice in case of:-

1. If the water quality is not up to the standard mark.
2. Operating the Swimming Pool without Life Guards.
3. Any complaint from the members regarding the quality of the water or behavior of the Staff.
4. If Swimming Pool kept open after the specified time.
5. If any complaint of overcharging is received.
6. If the successful bidder leaves before completing the contract period.

Note:- The Tender receiving committee of District Sports & Youth Affairs Office, Near Football Chowk, Ambala Cantt-13301 reserves the right to accept or reject any tender without assigning any reason.

Payment Terms

The successful bidder will payment to the Authority as per the following table:

S.No.	Payment	Percentage of the quoted price per year	Milestone
1.	First payment	50%	On signing of contract
		50%	On completion of 6 months (180 days) from the date of Notice of Award
2.	Second payment	100%	On completion of 365 days from the date of Notice of Award
3.	Third payment	100%	On completion of 730 days from the date of Notice of Award

Annexure - A

Technical Bid Submission Letter

(To be executed on a letterhead)

To

District Sports & Youth Affairs Office

Near Football Chowk, Ambala Cantt- 133001

Subject: "RFP for Operation and Maintenance Contract of Swimming Pool at Ambala Cantt"

Dear Sir/ Madam,

In response to the Bid Document, we, _____

_____ (name of the applicant), hereby unconditionally express our interest in participating for above mentioned project.

We have understood and hereby declare that

1. We have read all the terms & conditions of the Bid document.
2. The authority reserves the right, in its absolute discretion, at any stage without prior notice and without assigning any reasons, terminate from further participation in the bidding process by any party, change the structure, procedures and timing of the bidding process, alter the terms of participation in the bidding process at any stage of the bidding process and to suspend or terminate the bidding process.
3. The statements made and information provided in response to the Bid document are complete, true and correct and in case of discrepancy, we shall be liable for any consequential effects arising there from.

All requisite documents/ papers/ information are enclosed herewith.

Thanking you,

Yours sincerely,

(Authorized Signatory)

Name & title of signatory

Name & stamp of Company/ Firm

Technical Bid (Envelope No. 1)**Annexure - B**

S. No.	Particulars	Details
1	Name of the Individual/ Agency/ Firm	
2	Partnership Firm	
3	Company	
4	E.P.F. No.	
5	VAT No.	
6	Service Tax No.	
7	PAN No.	
9	Address, Telephone and Mobile No.	
9	Work experience and details w.e.f. 01.01.2015 i.e. Names of Institutions/ Organisations where the swimming pool operated/ maintained (Performance certificate from the Institutions/ Organisations must be attached)	
10	Qualification certificates of the staff to be deployed on this assignment as required in the RFP	
11	Earnest Money (Rs. 1.00 Lakh) (Details of Demand Draft)	
12	Details of infrastructure, equipment etc.	
13	Income tax returns for the last three financial years duly certified by CA	

Note:

1. Please enclose copies of all details asked.
2. Furnishing of false or incorrect information may lead to cancellation of Tender and forfeiture of Earnest Money besides debarring/ black listing of the firm/ agency/ individual

RFP for Operation and Maintenance Contract of Swimming Pool at Ambala Cantt

Financial Bid (Envelope No. 2)

Annexure - C

(To be executed on a letterhead)

To,

District Sports & Youth Affairs Office

Near Football Chowk, Ambala Cantt- 133001

Subject: "RFP for Operation and Maintenance Contract of Swimming Pool at Ambala Cantt"

Dear Sir/ Madam,

We, the undersigned Bidder, having read and examined in detail all the RFP/ bidding documents in respect of do hereby propose to provide services as specified in the RFP document number _____ dated _____ given by District Sports & Youth Affairs Office, Ambala

Our financial proposal is as given below.

Sr. No.	Item	Total price per year (in Rs.) (inclusive of all tax)	Amount in Words
1.	Operation and Maintenance Contract of Swimming Pool at War Hero's Memorial Stadium, Ambala Cantt.	Rs.	Rupees

Note: The bid will be decided on the basis of highest quoted price per year.

Yours sincerely,

(Authorized Signatory)

Name & title of signatory

Name & Stamp of Company/ Firm