

**REQUEST FOR AUCTION PROPOSAL**

**Name of work:** - Leasing out the premises to maintain and operate the departmental canteen - 01/05/2019 to 30/04/2020.

**Tender reference number:** - 66/2018 – 19/Goa Circle/Old Goa



**GOVERNMENT OF INDIA  
MINISTRY OF CULTURE  
ARCHAEOLOGICAL SURVEY OF INDIA  
GOA CIRCLE  
OLD GOA, GOA**

## **NOTICE INVITING e- CONTRACT FOR RUNNING DEPARTMENTAL CANTEEN**

The Superintending Archaeologist, **Archaeological Survey of India, Goa Circle**, on behalf of the President of India, invite e-tender for Leasing out the premises to maintain and operate the departmental canteen for tourists and staff - from 01/05/2019 to 30/04/2020 from the Registered Firms /Contractors/catering suppliers;

EMD: - Rs.16,080.00; Initial Period of Licence 01/05/2019 to 30/04/2020.

**(Manual bid will not be accepted)**

Last date of e- tender submission:

For more information visit: <https://eprocure.gov.in/eprocure/app> and [www.asi.nic.in/www.asigoacircle.com](http://www.asi.nic.in/www.asigoacircle.com)

In case of any corrigendum/addendum issued on the above advertisement, it will be published on all website as stated above.

**Superintending Archaeologist**

GOVERNMENT OF INDIA  
ARCHAEOLOGICAL SURVEY OF INDIA  
CHURCH COMPLEX, OLD GOA

**NOTICE INVITING TENDER** for Leasing out the premises to maintain and operate the departmental canteen at World heritage Site Church Complex/ASI Goa Circle office. Lease period - 01/05/2019 to 30/04/2020.

Superintending Archaeologist, Archaeological Survey of India, Goa Circle, Church complex, Old Goa, Goa on behalf of the President of India invites double cover e- tender to Lease out the premises to maintain and operate the departmental canteen at the World Heritage Monument Complex, Archaeological Survey of India Circle Office Complex, at Old Goa from the registered contractors/companies/caterers up to 14.03.2019 and will be opened on 15.03.2019 at 11.00 hrs. The eligible Contractors/firms may upload their tender documents online only at CPPP web site <https://eprocure.gov.in/eprocure/app> up to 14.03.2019, which will be opened on dated 15.03.2019 at 11.00hrs.

Book value: 67,000/- per month.

EMD Rs.16,080.00

The tender document is also available on web site CPPP web site: <https://eprocure.gov.in/eprocure/app>; [www.asi.nic.in](http://www.asi.nic.in) and [www.asigoacircle.com](http://www.asigoacircle.com) which may be downloaded and submitted.

If the date of opening of the tender happens to be holiday, the tenders will be opened on the next working day. The right to accept or reject any or all tenders including lowest one without assigning any reason thereof is reserved. Canvassing in any form would be considered as demerit and the tender is liable to be cancelled.

Superintending Archaeologist  
Archaeological Survey of India  
Goa Circle, Old Goa, Goa  
For and on behalf of the President of India

Copy to:

1. Office Notice Board
2. [www.asi.nic.in](http://www.asi.nic.in), [www.asigoacircle.com](http://www.asigoacircle.com), <https://eprocure.gov.in/eprocure/app>
3. Sr. CA ASI, Goa Sub Circle.
4. Archaeological Museum, Old Goa
5. Office Notice board.

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**Table – A: Time and Work Frame****CIRCLE: GOA**

**Name of work:** - Leasing out the premises to maintain and operate the departmental canteen for tourists for 01/05/2019 to 30/04/2020.

**CRITICAL DATE SHEET**

|     |   |   |
|-----|---|---|
| 1.  | Date of issue of Tender   | 08.03.2019  |
| 2.  | Bid Document Download/ Sale Start Date  | 08.03.2019 at 10.00 hrs   |
| 3.  | Bid submission start date.  | 08.03.2019  |
| 4.  | Bid submission End Date   | 14.03.2019  |
| 5.  | Date of opening of Financial bid  | 15.03.2019at 11.00 hrs  |
| 6.  | Validity of Bid/Date of Tender acceptance   | 20 days from the date of opening  |
| 7.  | Price of Tender   |   |
| 8.  | Earnest Money Deposit(EMD)  | Rs.16,080.00 in favour of Superintending Archaeologist, ASI Goa(refundable) |
| 9.  | DD hard copy (original) Rs.16,080.00 must be delivered in one sealed cover and should either drop in the tender box or reach on or before (15.03.2019) bid opening date and time. <b>The hard copy of original instruments in respect of earnest money must be delivered to the Superintending Archaeologist, Archaeological Survey of India, Goa Circle, Old Goa, Goa on or Bid opening date/time</b> as mentioned in critical date sheet. Tender without original payment instrument like DD etc. will be summarily rejected. |   |
| 10. | Lease Contract agreement to be executed   | Within 15 days from the date of acceptance of bid.                          |
| 11. | Site/Canteen handed over  | Within 15 days from the date of acceptance of bid.                          |
| 12. | Date of submission of Performance Guarantee Certificate/Security Deposit  | Within 15 days from the date acceptance of bid.                             |
| 13. | Lease contract period   | 01.05.2019 to 30.04.2020  |

**F. No: 1/56/2018-19/  
Government of India  
Ministry of Culture  
Archaeological Survey of India, Goa Circle  
Old Goa  
\*\*\*\*\***

**Dated: 07.03.2019**

**TENDER DOCUMENT**

***Name of Work:*** - Leasing out the right to maintain and operate departmental canteen for tourists for an initial period 01/05/2019 to 30/04/2020.

| SI.<br>No. | Location  | Category of work  |
|------------|---|---|
| 1.         | Premises of the Office of the Superintending Archaeologist, Church Complex, Old Goa | Leasing out the premises to maintain and operate the departmental canteen to provide soft drinks/food items/ ice cream, drinking water and refreshments etc. for Tourists |

**DOCUMENTS TO BE ATTACHED/UPLOADED WITH TENDER**

*Name of Work:* Leasing out the premises to maintain and operate the departmental canteen to provide soft drinks/food items/drinking water and refreshments etc. for Tourists visiting World Heritage Monuments at Old Goa, Goa:

| <b>Sl. No</b> | <b>Details of Documents</b>  | <b>Enclosed/not, Page numbers</b> |
|---------------|--|-----------------------------------|
| 1             | Copy of the Company/Contractor's Registration certificate for operating catering services/canteen/selling soft drinks                              |                                   |
| 2             | Copy of the GST Registration certificate, if any   |                                   |
| 3             | Copy of the EPF Department Registration certificate, if any  |                                   |
| 4             | Copy of the ESI Department Registration, if any  |                                   |
| 5             | Copy of the Labour Department Registration, if any   |                                   |
| 6             | Copy of PAN Card   |                                   |
| 7             | Copy of the catering work order and, value of amount, duration of contract   |                                   |
| 8             | Scanned Copy of Demand Draft for EMD Rs.16,080.00 <b>OR</b>  |                                   |
| 9             | <b>OR</b> Copy of Registration certificate with Central Purchase Organisation National Small Industries Corporation (NSIC) or Ministry of Culture. |                                   |
| 10            | Scanned copy of BOQ/Schedule   |                                   |
| 11            | Scanned copy of tenders documents 22 pages.  |                                   |

**Address for communication, are as given below:-**

**Contact Details:**

| Contact Person  | Address for Communication   |
|---|---|
| Superintending Archaeologist  | O/o Superintending Archaeologist, Archaeological Survey of India, Goa Circle, <b>Archaeological Survey of India, Goa Circle, Church Complex, Old Goa, Goa -403 402</b><br>Phone No. 0832-2285302<br>e-mail <a href="mailto:circlegoa.asi@gmail.com">circlegoa.asi@gmail.com</a> |
| <u>Senior Conservation Assistant (only for site/ work location)</u> | O/o the Senior Conservation Assistant,<br><u>Archaeological Survey of India, Old Goa Sub Circle, Old Goa</u>  |



### **EVALUATION CRITERIA**

1. The bidder who fulfils Technical Eligibility Requirement shall be declared technically qualified and financial bid in respect of only technically qualified bidder shall be opened.
2. The bidder who quotes highest rate as per mentioned in Para 8 (ii) of Application for financial bid will be declared H1.
3. In case of tie in highest rate, the Company/ Firm/ Agency who has completed more work order value in last 3 years for the same work in Ministries/Central government Offices/Organisations shall be declared H1. Copies of order and Completion certificate from employer shall be provided along with Technical Bid.
4. The work shall be awarded to the H1 bidder.

**TECHNICAL ELIGIBILITY REQUIREMENT FOR THE TENDERING  
COMPANY/FIRM/AGENCY/CONTRACTOR/CATERING AGENCY TO QUALIFY FOR  
NEXT STEP**

The tendering agency/contractor/company should fulfil the following ELIGIBILITY requirement and to furnish self-attested copies of documents with bid for evaluation.

| <b>SL</b> | <b>Requirement</b>  | <b>Copy of relevant document</b>                                    | <b>Enclosed Yes/No</b> | <b>Page numbers of the bid document</b>         |
|-----------|---|---|------------------------|---|
| 1         | Proof of the Contractors/firms licence/ registration with appropriate registration authority for operating /selling refreshments/soft drinks/catering service/canteen | Copy of registration certificate of FSSAI/Registering Office        |                        | (Please mention as Annexure-1), before scanning |
| 2         | Proof of GST Registration/Service tax; if any   | Copy of the Registration certificate                                |                        | Please mention as Annexure-11)                  |
| 3         | Proof of PAN Number   | Copy of pan card  |                        | do  |
| 4         | Details of major Catering contracts with Central/State Government/ handled by the contractor/Firm during the last three years (2015-2018)                             | Copy of work order stating amount of value and duration of contract |                        | do  |
| 5         | EMD OR  | Scanned copy of DD for Rs.16080.00                                  |                        | do  |
| 6         | ( 5 OR 6) Proof of registration with Central Purchase Organisation NSIC   | Copy of the Registration  |                        | do  |

## **Scope of work & Terms and condition**

1. Before tendering, the tenderer should visit the Goa Circle office and inspect the premises where the canteen services are to be operated to satisfy himself as to the conditions prevalent at the site; and to observe the tourist influx.
2. The main purpose of the canteen/cafeteria is to provide permitted items like drinking water, refreshments, Lunch/packed eatable items etc. to tourists visiting the centrally protected monuments at Old Goa. **Sale of alcoholic beverage/ cigarette/pan masala/Government prohibited items etc will not be permitted; Burning of Wood as fuel for cooking is not permitted.**
3. Local taxes/GST/Service tax/Labour Cess/Education Cess etc. are applicable as per government norms and IT shall be deducted as per rule at source;
4. The sealed Tender, without the EMD in D.D shall be rejected at the initial stage itself; Canvassing in any form would be considered as demerit and the tender is liable to be cancelled. Subleasing/transfer of lease ship/ subletting is not permitted;
5. Necessary rate chart board and licensee name and address should be placed conspicuously for public by lessee. Board/hoarding/advertisement in any way is NOT permitted;
6. The lessee, while enjoying the right to running the canteen catering service, **should keep the canteen building area and its premises in neat and tidy condition**, and timing will be 07.00Am to 07.00 pm only. Nobody shall be allowed to stay in the canteen building beyond 07.00 P.M and during the night hours; Any temporary structure if any erected to be removed immediately after the completion of lease period;
7. The Lease agreement will be cancelled with immediate effect, in case of any violation of any of the terms and conditions and the highest bidder will not have any right to claim further; Leasing of catering service/refreshments etc. is a provisional licence, and cannot be claimed as a matter of right in future. ASI can cancel the agreement at any time with one month notice, and the amount deposited will be forfeited to government if any violation/breach of clauses noticed. In such eventuality, the lessee would hand over the premises in neat and tidy condition after removing all equipment/utensils; Lessee should obey and follow the instructions/directions issued from time to time by the Superintending Archaeologist, Archaeological survey of India, Goa Circle;
8. The complete information regarding leasing the canteen can be had from the office of the Superintending Archaeologist, Archaeological Survey of India Goa Circle Church complex, Old Goa, on all working days up to 14.03.2019;
9. Government of India/Archaeological Survey of India shall provide only the premises for operating/maintaining the catering service. **It shall be the sole responsibilities of the lessee to remit any local taxes/to obtain permission/trade licence (i) from the local, (ii) Authorities from FSSAI Authority/department (iv) to follow the FOOD SAFTY AND STANDARD ACT 2006, as F B O (v) to dispose wastage/garbage, correctly prescribed by the local department etc. Lessee shall abide by the rules and regulation of the local department. Quality of the food stuff should be authenticated by the Food inspector; Electricity/water charges will be borne by the lessee.**

10. All Demand Drafts in sealed quotation/NIT cover should be **super scribed as “Operating and maintaining the ASI canteen, Goa Circle, Church complex, Old Goa- 01/05/2019 to 30/04/2020”**, and addressed to the “The Superintending Archaeologist, Archaeological Survey of India, Goa Circle, Goa”, and should reach in the office on or before 14.03.2019 up to 17.00 hrs. The quotation received after the stipulated time and date will not be considered. ASI shall not be responsible if the tenders are delivered elsewhere or not delivered on time due to postal delay or any other eventualities;
11. **The highest bidder who, herein after called the contractor/Lessee/ should deposit the full amount for the lease period ( 12 months) within 10 days from date of issuing the approval letter, failing which the approved tender will be rejected and deposit forfeited. The highest bidder, will not hold this office responsible for any loss or gain;** The successful tenderer shall be required to furnish a performance security amount of two months quoted value within 15 days after receipt of Award of Contract/Letter in form of Demand Draft from a nationalized bank only, in favour of Superintending Archaeologist, ASI, Old Goa;
12. The highest bidder will engage staff over the age of 18 years in accordance with law;
13. The duration of the contract is up to 30/04/2020, initially the contract is awarded up to 30/04/2020, which may be extended on increased rates of 15% of original approved rate and the final decision rests only with The Superintending Archaeologist. ASI, Goa Circle, Goa.
14. The Lessee shall be responsible to take all precautions to ensure the safety of all equipment, persons, public and private property while working at ASI canteen;
15. Disposal bags for garbage should be used. Segregation of bio degradable, recyclable garbage will be taken care of by the lessee. Disposal of this garbage in the municipal bins will be responsibility of the contractor/lessee.
16. This Department will NOT be responsible for any damages, losses, claims, financial or Injury/accident to any person deployed by service providing agency in the course of their Performing the functions / duties, or for payment towards any compensation.
17. Vendor will be responsible for timely payment to the supplied manpower and statutory authorities and compliance of all statutory provisions relating to minimum wages/ deposit of EPF/ESI, depositing all taxes, levies, cess etc. from time to time as per extent rules and regulations on the matter.

## APPLICATION FOR TENDER

1. Name of Tendering Company/ Firm/  
Agency/Contractor :
2. Name of Proprietor/Director of company/Firm/Agency :
3. Full Address of Regd. Office :  
Telephone No :  
Mobile No :  
E-Mail Id :
4. Full address of Operating Branch, if any :  
Telephone No :  
Mobile No :  
E-Mail Id :
5. (a) Banker of Company/ Firm/ Agency  
(Full Address) -----  
(b) Telephone Number of Banker -----
6. PAN/GIR NO. -----
7. Service Tax Registration No / GST registration, if any -----
8. E.P.F. Registration Number, if any -----
9. E.S.I. Registration Number, if any -----
10. Financial turnover of the tendering Company/ Firm/ Agency for the last three financial Years if any with documentary proof thereof.

| Financial Year | Annual Turn over Amount (Rs. Lakhs) | Remarks, Please attach in Eligibility statement |
|----------------|-------------------------------------|---|
| 2015-16        |                                     |   |
| 2016-17        |                                     |   |
| 2017-18        |                                     |   |

11. Give details of the major similar canteen contracts/catering contracts handled by the tendering Company/ Firms /Agency during the last three years in the following format:

| SI. No  | Details of client along Address, Telephone and Fax numbers | Amount value of Contract (Rs. in Lakhs) | Duration of Contract |    |
|---------|--|---|----------------------|----|
|         |  |   | From                 | To |
| 2015-16 |  |   |                      |    |
| 2016-17 |  |   |                      |    |
| 2017-18 |  |   |                      |    |

(If the space provided is insufficient, a separate sheet may be attached)

12. Additional information, if any  
(Attach separate sheet, if required)

Signature of authorized person

Date:  
Place:

Name:  
Seal:

## DECLARATION

1. I -----Son/ Daughter of Shri -----signatory of the Agency/firm/Contractor mentioned above is competent to sign this declaration and execute this tender document:
2. I have carefully read and understood all the terms and condition of the tender and undertake to abide by them:
3. My agency/registration /contract licence has not been black listed/ debarred from participating in tender of any Ministry/ Department of Government of India undertaking in the last three (3) Years as on date of opening of this tender.
4. The information/ document furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/ We am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
6. I/ We will ensure compliance with all statutory liabilities relating payment of taxes, minimum wages/ deposit of EPF/ESI, depositing all taxes, levies, cess etc. from time to time as per extent rules and regulations on the matter, and statutory liabilities for damages, losses, claims, financial or on Injury/accident to person deployed by service providing agency in the course of their Performing the functions / duties, and for payment towards any compensation, for timely payment to supplied manpower and statutory authorities and compliance of all statutory provisions relating to this tender.

Signature of authorized person(s)

Date:

Place:

Full Name:

Seal:

### Application for Financial Bid

1. Name of tendering Company/ Firm/ AGENCY-----
2. Details of Earnest Money Deposit: Rs..... D.D/P.O. No.            & Date:
3. Drawn on Bank:
4. The duration of the contract is up to 30/04/2020, initially the contract is awarded up to 30/04/2020, which may be extended to the satisfaction of the competent authority of ASI on increased rates of 15% of original approved rate and the final decision fully rests with The Superintending Archaeologist, Goa Circle, Goa.
5. Government of India/Archaeological Survey of India shall only provide the premises for operating/maintain and catering service and it is **the sole responsibilities of the lessee to remit any local taxes/to obtain permission trade licence from the local Food inspector/FSSAI Authority/department/to follow the FOOD SAFTY AND STANDARD ACT 2006, as F B O/to throw/ the dispose wastage/garbage, prescribed by the local department etc. and lessee shall abide by the rules and regulation of the local department.**
6. The lessee shall display the rate chart of menu conspicuously.
7. Break up of rate

| Sl. No | Component of Rate   | Amount in Rs. Per Month |
|--------|---|-------------------------|
| i      | Lease Amount payable to Government by enjoying the lease right for running the ASI canteen with catering to Tourists, quality & quantity and for selling approved items to tourist as per MRP rates.                | Rs.                     |
| ii     | <b>Total Amount as per Contract (...../month X 12 months)</b>   | <b>Rs.</b>              |
|        | GST, TDS, Labour Cess, Education Cess etc. if any payable to Government shall be applicable as per the rate issued by the GST department time to time and the awardee is bound to pay the amount to the Government. |                         |
|        | Total amount in words:  |                         |

Date:

Signature of authorised person

Seal:

Full Name

Place:



**GOVERNMENT OF INDIA  
ARCHAEOLOGICAL SURVEY OF INDIA  
CHURCH COMPLEX, OLD GOA**

**Name of work:** for leasing out the departmental canteen for operating/maintain/catering to Tourists, at ASI Office complex, Old Goa, Goa

Date of Tender opening: 15.03.2019

Tender no: 66

Schedule of work for leasing out the departmental canteen to operate/maintain/catering for Tourists, at ASI Office complex, Old Goa, Goa

| Description of work  | Place of work         | Lease Period             | Total QTY     | Rate per unit | Unit      | Total cost for 12 months | Remarks |
|--|-----------------------|--------------------------|---------------|---------------|-----------|--------------------------|---------|
| 1  | 2                     | 3                        | 4             | 5             | 6         | 7                        | 8       |
| Right for operating/maintain/catering departmental canteen | At ASI office complex | 01/05/2019 to 30/04/2020 | Twelve months |               | Per month |                          |         |
| Total in Figure: Rs  |                       |                          |               |               |           |                          |         |
| Total in words:Rupees                                      |                       |                          |               |               |           |                          |         |

Should this tender be accepted, I/We hereby agree to abide by and fulfil all the terms and provisions of the said conditions and contract clauses annexed here to so far as applicable and or in detail thereof and otherwise to forfeit and pay to the President of India or his successor in office the sum of money mentioned in the said conditions.

A sum of Rs..... (Rupees.....) is herewith attached/forwarded vide DD number .....Dated..... As Earnest Money. If I/We fails to commence the work as specified in the above memorandum or is I/We fail to deposit the amount of security deposit/Performance Certificate specified in the above memorandum in accordance with conditions of the contract. I/We agree that the President of India or his successor in office shall/without prejudice to any other right or remedy, be at liberty to forfeit the said EMD amount and shall be retained by him towards such security /PG deposit. I/We further agree that the said President of India or his successor in office shall also be the liberty to cancel the acceptance of the tender if I/We fail to deposit security/PG amount as aforesaid.

Place:

DATED SIGNATURE OF THE CONTRACTOR

PAN NO:

PHONE NUMBER:

Mobile number:

Dated Signature & address of witness to signature of Tenderer

The above tender is hereby accepted by me on behalf of the President of India

Dated the .....of.....2019.

Dated Signature of the officer by whom the tender is accepted and Seal

Superintending Archaeologist  
Archaeological Survey of India  
Goa Circle, Old Goa

**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date:

TO,

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Sub: Acceptance of Terms & Conditions of Tenders.

Tender Reference No: \_\_\_\_\_

Name of Tender /Work:

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Dear Sir,

1. I / We have downloaded /obtained the tender document the tender document (s) for the above mentioned 'Tender / Work 'from the web site (s) namely.

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as per your advertisement, given in the above mentioned web site(s).

2. I / We hereby certify that I / We have read the entire terms and conditions of the tender documents From Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure (s), schedule (s), etc), which form part of the contract agreement and I /We shall abide hereby by the terms /conditions /clauses contained therein.

3. The corrigendum (s) issued from time to time by your department /organization to have also been taken into consideration, while submitting this acceptance letter.

4. I / We do hereby declare that our Firm has not been blacklisted /debarred by any Govt. Department / Public sector undertaking.

5. I / We certify that all information furnished by the our Firm is true & correct in the event that the information is found to be incorrect / untrue or found violated, then your department /organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully

(Signature of the Bidder, with Official Seal)

| Tender Inviting Authority  |   | Superintending Archaeologist, Archaeological Survey of India, Goa Circle, Goa  |           |   |                                  |                       |
|--|---|--|-----------|---|----------------------------------|-----------------------|
| Name of work   |   | Leasing out the right to maintain and operate departmental canteen to provide soft drinks drinking water for tourists and staff-01/05/2019 to 30/04/2020 |           |   |                                  |                       |
| Contract   |   |  |           |   |                                  |                       |
| Name and address of the Bidder   |   |  |           |   |                                  |                       |
| <b>PRICE SCHEDULE</b>  |   |  |           |   |                                  |                       |
| (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only) |   |  |           |   |                                  |                       |
| Sl No  | Description of work   | Quantity   | Units     | Total Amount as per CONTRACTOR (.../month X 12 months). GST &TDS if any payable to Government shall be applicable as per the rate issued by the GST department time to time and the awardee is bound to pay the amount to the Government. | TOTAL AMOUNT With Taxes in Rs. P | TOTAL AMOUNT In Words |
|  | Leasing out the right to maintain and operate the canteen   |  |           |   |                                  |                       |
| 1  | Leasing out the right to maintain and operate departmental canteen for tourists and staff 01/05/2019 to 30/04/2020 within the premises of the office of the Superintending Archaeologist, Church complex, Old Goa (lease period for canteen- for Twelve months) | 12   | Per month |   |                                  |                       |
| Total amount in Figure: Rs.  |   |  |           |   |                                  |                       |
| Total amount in words: Rupees  |   |  |           |   |                                  |                       |
|  |   |  |           |   |                                  |                       |

**(OFFICE USE ONLY)**

**TECHNICAL/FINANCIAL SUMMARY REPORT OF THE FIRM/CONTRACOR** [(for office use only, ASI officials opening the technical bid/financial bid. (Verification of the documents attached/uploaded with tender for passing technical & financial bid).]

NAME OF WORK: Leasing out the right to maintain and operate departmental canteen to provide soft drinks drinking water for tourists and staff-01/05/2019 to 30/04/2020

1. Name of Contractor/Firm:
2. Tender Number as per online document down loaded
3. Estimated amount: Rs.8,04,000/-
4. EMD cost: Rs.16,080/-
5. Date of Opening of Technical/Financial Bid: 15.03.2019
6. Time: 11.05am
7. Name & designation of Officers present at the time of opening Technical/Financial Bid:
  
8. Name of the Contractors present at the time of opening the Technical/Financial Bid:
  - 1.

| <b>Sl No</b> | <b>Details of Documents</b>  | <b>Attached/Uploaded/Enclosed or not, Page numbers</b> | <b>Remarks</b> |
|--------------|--|--|----------------|
| 1            | Copy of the Company/Contractor's Registration certificate  |  |                |
| 2            | Copy of the GST Registration certificate   |  |                |
| 3            | Copy of PAN Card   |  |                |
| 4            | Declaration  |  |                |
| 5            | Acceptance letter  |  |                |
| 6            | Copy of the canteen work contract/catering service and completion certificate, value of amount, duration of contract |  |                |

|    |   |  |  |
|----|---|--|--|
| 7  | Original Demand draft for cost of Tender  |  |  |
| 8  | Original Demand Draft for EMD <b>OR</b>   |  |  |
| 9  | <b>10 OR</b> Copy of Registration certificate with Central Purchase Organisation National Small Industries Corporation (NSIC) or Ministry of Culture. |  |  |
| 10 | Any extra document attached   |  |  |
| 11 | <b>Remarks:</b> Qualified Technical /Financial Bid & summary report.  |  |  |
| 12 | <b>Dated Signature with seal of the officials present during the opening time of bid</b>  |  |  |