



Regional Centre for Biotechnology

Notice Inviting

Expression of Interest (EOI)

for

**“for running Food Court at NCR Biotech
Science Cluster (NCR-BSC), Faridabad”**

**Regional Centre for Biotechnology
NCR Biotech Science Cluster
3rd Milestone, Faridabad-Gurugram Expressway
Faridabad - 121 001
Phone: 91 129 2848800, 900**

REGIONAL CENTRE FOR BIOTECHNOLOGY

An institution of education, training & research
(Established by the Dept .of Biotechnology, Govt .of India
under the auspices of UNESCO)

NCR Biotech Science Cluster, 3rd Milestone, Faridabad-Gurugram Expressway,
Faridabad - 121 001,

No.- RCB/EOI/01/21-22/Admin

Date: 12.07.2021

Invitation for Expression of Interest (EoI) for Food Court (Multi-Cuisine Type) at NCR-BSC Campus

Online Expressions of Interest (EoI) are hereby invited from well known food chain proprietors/Firms with multiple outlets in India for short-listing of agencies for running of food court (multi-cuisine type) on operational contract basis at different locations inside NCR-BSC Campus, for 5 (five) years and renewable on yearly basis. The interested parties may be sole Proprietor/Firm/Partnership Firm/Indian Company registered under the Companies Act, 2013 or erstwhile Companies Act/Registered NGO/Trust/PSU or Statutory Body or Cooperative Society registered with appropriate authority having a running business dealing with food items.

The EoI document along with detailed guidelines can be viewed on/downloaded from the website www.rcb.res.in/tender & at the eWizard portal <https://dbt.euniwizarde.com>.

The interested parties are requested to submit the complete EoI with copies of valid GST Registration Certificate, PAN card, FSSAI Certificate, Trade License, Food & Beverage License from the appropriate authority.

Salient features of EoI are as under:

1.	Name of work	:	Running of Food Court (Multi-Cuisine Type) at designated place in NCR-BSC Campus, Faridabad on operational contract basis.
2.	Nature of work	:	Sale of prepared food items
3.	Period of operation	:	5 (five) years renewable on yearly basis on satisfactory performance.

4.	Location and the area at the designated place for Food Court in NCR-BSC Campus	:	Food Court Complex (Multi-Cuisine Type) Total earmarked area space will be around 4425 sq.ft. approx. (including kitchen and Toilet)
5.	Minimum eligibility criteria	:	Sole Proprietorship Firm/Partnership Firm/Indian Company with valid experience in the field.
6.	Last date of submission of EoI	:	17-08-2021 upto 3:00 P.M.
7.	Date of opening of EoI	:	17-08-2021 at 3:30 P.M.
8.	For site visit & clarification, if any. * <u>Note</u> : Site Visits shall be allowed with prior intimation and with proper permissions.	:	Upto 10-08-2021 on any working day during official hours i.e. between 9.00 A.M. and 5.00 P.M. * Registrar, Regional Centre for Biotechnology, NCR-BSC Campus, Faridabad-Gurgaon Expressway, Faridabad-121001 (Contact Nos.0129-2848800, 900) Email IDs:- admin@rcb.res.in , registrar@rcb.res.in Contact Person : Mr.R.K.Rathore, E.E.

Expression of Interest (EoI) for running the Food Court (Multi-Cuisine Type) at NCR-BSC Campus, Faridabad on operational contract basis.

I. Eligibility of Applicant

- a) Acceptable ownership pattern of the interested parties is sole Proprietorship Firm/Partnership Firm/Indian Company registered under the Companies Act, 2013 or erstwhile Companies Act/Registered NGO/Trust/PSU or Statutory Body or Cooperative Society registered with appropriate authority.
- b) The interested parties must submit an undertaking in the form of an affidavit declaring that the agency in the last three years have neither failed to perform on any contract nor has been expelled from any project or contract by any public authority nor have had any contract terminated by any public entity for breach by contract.
- c) If any agency fails to fulfill the eligibility criteria as described above, the EoI will be liable to be cancelled.

- d) The minimum rent (licence fee) will be fixed by the competent authority, RCB. However, the bidder quoting highest rent per square feet would be the deciding factor for the acceptance of financial bid.
- e) Bidder should have minimum 5 years experience, on the date of submitting the tender, in providing catering services for full day meals for at least 500 persons to the Academic/Research institutions of repute /a training centre/ Canteens/ Hostel Mess in Central Govt. Department/ State Govt. Department/ Public Sector Undertaking including public sector banks.
- f) Turnover of the applicant from catering Services (as mentioned in 1 above) during each of the last three years should not be less than Rs. 75 lakhs
- g) Bidder should be involved in catering assignments with annual billing of at least Rs. 60 lakhs in one assignment or two assignments of 37.5 lakhs each or three assignments of 30 lakhs each during any of the last three financial years
- h) Manager deployed by the bidder at the Client's site should possess a degree/ diploma in Hotel Management, Catering and Nutrition from a reputed institute in India. Attested copy of degree/ diploma should be enclosed.
- i) Bidder should have the valid GST Registration No.
- j) Bidder should have ESIC and EPF Registration No.
- k) Bidder should submit a Bank solvency certificate of Rs.35 Lakhs.
- l) Bidder should have a license of FSSAI and should be registered with shops and establishment Act
- m) Bidder should have well-established office in Delhi/NCR region.

II. Mode of application:

The interested parties will have to submit "**EXPRESSION OF INTEREST (EoI) FOR SELECTION OF AGENCY FOR RUNNING THE FOOD COURT AT NCR-BSC CAMPUS ON OPERATIONAL CONTRACT BASIS**", online at the eWizard portal <https://dbt.euniwizarde.com>

All documents and papers submitted in the EoI have to be online and signed by a competent official on behalf of the agency.

III. General Terms & Conditions

1. The agency will be responsible to run the catering operations in NCR-BSC Campus, with their own employees. The agency should run the food shop with all necessary equipment/heating, grinding cooking and serving. All sorts of furniture and fixtures including electrical installations and illuminations, have to be created and maintained by the selected agency. Any addition or alteration in the allotted space is not permitted without the written consent of the RCB authority. If violated, it will be considered as breach of the contract. All recurring costs for running and maintenance of the food court and electricity consumption will have to be borne by the agency.
2. Space, Electricity & Water :
 - (a) Space: Accommodation will be provided for running the canteen, however license fee per month shall be payable by the contractor as quoted in the Financial bid.
 - (b) Electricity: Electricity will be separately metered and will be charged on monthly basis at actuals.
 - (c) Water shall be provided to the contractor free of cost
3. The license for running the food shop will be issued for 5 (five) years, renewable on yearly basis, subject to satisfactory performance of the agency.
4. A provision of a separate exit/entry point to the food shop for ingress and egress of the users may be made.
5. Food shop will remain open and functional on days and for such hours as may be notified by RCB authority from time to time.
6. Night stay inside NCR-BSC Campus will not be allowed under any circumstances. However, in case of any urgency, night stay may be allowed temporarily under specific instruction from RCB authority.
7. The food shop operator will be required to properly manage their waste as per the existing rule of Government/RCB. The agency will be required

to keep separate waste bins to store the garbage at their own arrangement. No waste material should be allowed to decompose or disposed off inside the Campus for maintaining ecological balance and no littering will be allowed under any circumstances. The agencies will be responsible for cleaning their premises and the surrounding areas; Any littering will invite penalty and other disciplinary action. RCB authority reserves the right to cancel the agreement in such cases.

8. The Food court operator is required to procure all the raw materials for cooking / preparing and the food thus cooked/prepared should be in compliance of rules and regulations of FSSAI and concerned local authorities and RCB authority.
9. Sufficient fire safety measures should be arranged by the agency and the agency should obtain Fire License Certificate, if required.
10. The food items should have nutritious value and may be inspected daily by the concerned authority.
11. The selected agency shall be bound to comply with the requisitions and directions of the RCB's authorized representative(s).
12. The agency shall ensure that staff engaged for the purpose is well trained, polite and free from communicable diseases. The staff should be well dressed in a uniform whose design shall have prior approval of the designated authority in RCB. Each employee shall wear a photo identity card provided by the agency and approved by the RCB authority.
13. The agency will be solely responsible for all payments and observance and compliance of relevant provision of labour laws/rules/regulations, etc. in respect of their employees and the business of running the food shop. RCB authority or its authorized representatives will have no liabilities whatsoever with regard to such statutory compliances and payments.
14. The agency shall maintain a suggestion and complaint book and the suggestion recorded therein will be given due consideration. Notice disclosing existence of this book will have to be displayed in Hindi and English at a prominent point within the food shop. This book must be readily available for inspection by the RCB officials whenever called for.

15. The entire arrangement should be in pollution free manner. The agency will be responsible for maintaining high standards of hygiene and cleanliness in the food shop, dining area and store room and for full observance of all relevant regulations of Government/ RCB authority. The selected agency shall not carry out any business other than running the food shop in the NCR-BSC Campus premises under any circumstances. In case of any deviation, the contract shall also be liable to be cancelled.
16. The selected agency shall have to arrange to display conspicuously "*La carte menu*" for general information of the public.
17. The quality of food shall be subject to verification by the authority or its authorized representative(s) at any time. If the quality of food is not found to be satisfactory, the food items shall be liable to be replaced at the cost of caterer. Further, if the food quality is found to be unsatisfactory repeatedly, the contract will be liable to immediate termination.
18. The stall, store space, equipment/implements etc. including the articles kept by agency for serving of food items shall remain open for inspection by the RCB authority or its authorized representative(s) at any point of time.
19. No sub-agency/sub-leasing/sub-renting will be allowed under any circumstances whatsoever. The agreement will be liable to be cancelled on detection of such circumstances.
20. Settlement of all disputes will be within the jurisdiction of High Court of Delhi/NCR.
21. EoI shall be submitted online/by post/by hand. If submission done through post and by hands, one copy should be scanned and sent by email also.
22. All the documents and other information submitted by an applicant to RCB shall remain and/or become the property of RCB. The Institute will not be liable to return any application(s) or any information provided along therewith.
23. Submission of EoI by a party shall not create any contractual obligation between that party and RCB.

24. RCB reserves the right to invite limited tenders from the shortlisted agencies or invite open tenders.
25. Evaluation criteria at RFP stage will be on QCBS system giving Technical and Financial weightage at 70 : 30 ratio respectively.
26. The applicant shall bear all costs associated with the preparation and submission of its EoI. RCB shall in no case be responsible or liable for these costs, regardless of the conduct or outcome of the EoI process.
27. All supporting documents enclosed with EoI should be duly signed on each page by the authorized person of the agency.

V. Synopsis of offer from RCB:

Location within campus	Description	Activities Allowed	Facilities available from the NCR-BSC Campus	Timings
Food Court Complex, OoC Building, NCR-BSC Campus, Faridabad	Food Court (Multi-Cuisine Type) Total earmarked area space will be around 4425 sq.ft. approx. (including kitchen and Toilet)	Running of Food Court (Multi-Cuisine type) on operational contract basis	Covered kitchen and dining area with fixtures	As decided by RCB.

<To be submitted on the letter head of the bidder>

To

Sub: Expression of Interest (EoI) for selection of agency for running the Food Court at NCR-BSC Campus on operational contract basis.

Sir,

1. Being duly authorized to represent and act for and on behalf of(herein the Applicant), I, ,.....the undersigned hereby submit the Expression of Interest (EoI) for selection of agency for running the food shop at NCR-BSC Campus on operational contract basis in response to notice inviting EoI vide No. dated.....

Name of the bidder:

Address of Office :

Contact person :

Name :

Designation:

Mobile No.

E-mail Id :

Address:

2. The copy of relevant documents as detailed below are furnished herewith.
 - a)
 - b)
 - c)
 - d)

(Add additional pages, if necessary. Each page to be signed and online by the Authorized Signatory).

3. RCB is hereby authorized to conduct any inquiry/investigation to verify the statements, documents and information submitted in connection with the bid.
4. RCB and its authorized representatives may contact the following persons for any clarification:

Name of the contact person/s with designation:

Address : Phone No./Fax No. E-mail:

5. I/We affirm that we have read & understood the terms and conditions of the offer detailed in the notice inviting EoI vide No..... datedand hereby unequivocally and unconditionally accept the same & we will abide by all the terms and conditions as laid down in the said notice.
6. I/We have submitted the documents as above in Para 2.
7. I/We hereby declare that the statements made & information provided in the duly completed Bid forms enclosed, are complete, true and correct in every aspect and any error or omission therein, accidental or otherwise will be sufficient justification for RCB to reject our bid and / or to cancel the award of the assignment.
8. The decision of RCB concerning this transaction shall be final and binding on us.

Signature.....

Name.....

In the capacity of

Duly authorized to sign Proposal for and on behalf of (Enclose copy of Power of Attorney, original to be submitted with technical proposal).

FORMAT FOR POWER OF ATTORNEY FOR SIGNING THE LETTER OF INTENT

(On a non-judicial Stamp Paper of Rs.100/- value).

POWER OF ATTORNEY

Know all men by these presents, that I/We..... (Name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (Name and address of residence) who is presently employed with us and holding the position ofas our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Bid for operating the Food Shop in NCR-BSC Campus, Faridabad on monthly rent basis, including signing and submission of all documents and providing information / responses to RCB, representing us in all matters before RCB, and generally dealing with RCB in all matters in connection with our offer and Intent.

I/We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

(Signature)

I/We Accept

..... (Signature)

(Name, Title and Address of the Attorney)

<To be submitted on the letter head of the bidder>

PROFORMA FOR SITE VISIT CERTIFICATE

This is to certify that I/We have visited the site and obtained clarifications on technical and commercial aspects, inspected the site and surroundings of facilities etc. I have considered all other matters, conditions, probable contingencies, delays hindrances and interferences and generally all matters incidental thereto and ancillary thereof, affecting the execution and completion of the work Signature of tenderer With seal of firm

Name of the bidder:

Address of Office :

Contact person :

Name :

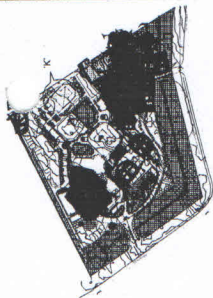
Designation:

Mobile No.

E-mail Id :

Address:

KEY PLAN



GENERAL NOTES

1. ALL DIMENSIONS IN MM.
2. ALL WRITTEN DIMENSIONS ARE TO BE FOLLOWED.
3. FOR STAIRCASE / TOILET / RAMP DETAIL, REFER DETAIL DRAWINGS AND SPECIFICATIONS FOR THE SAME.
4. BEFORE TAKING ANY DECISION, CONSULT ARCHITECT / STRUCTURAL CONSULTANT AND OTHER RELEVANT SERVICES DRAWINGS.
5. PLASTER AT ALL CORNERS TO BE CHAMFERED WITH 15 MM RADIUS.

6.0 M WIDE GREEN GRASS PAVEMENT FIRE TENDER ROAD AS / SPECS

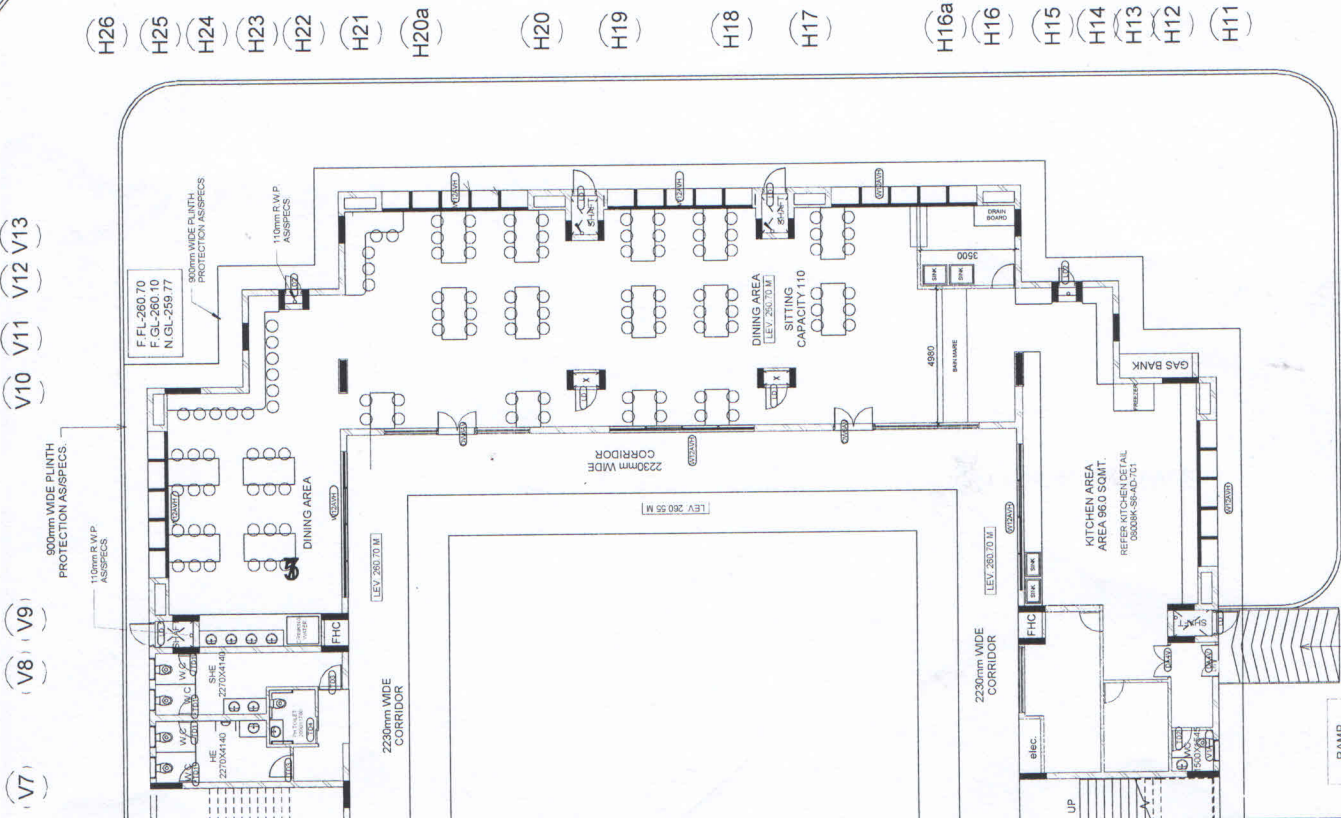
DATE	REV / LEVEL	DESCRIPTION	ISS	ISSUED ON

ARCHITECT
SURESH GOEL & ASSOCIATES
 ARCHITECTS & ENGINEERS - PRACTISERS
 DRAWING BASED ON: 1:100 (ORTH. & NON-ORTH)
 PROJECT CODE: 08008(II)
 BUILDING CODE: K
 Name: SGA Name: NEE Name: NIS
 Designated By: Checked By: Approved By: Prepared By:

SCALE: AS INDICATED
 SHEET NO. 11 OF 11
 THE DRAWING IS THE PROPERTY OF THE ARCHITECT AND WILL BE USED OR REPRODUCED ONLY WITH HIS PRIOR PERMISSION.

GOOD FOR CONSTRUCTION
 BUILDING TYPE: CURBT
 OFFICE OF CONNECTIVITY
 DRAWING TITLE: DINING SEATING LAYOUT PLAN
 DRAWING NUMBER: 08008-SG-AD-SK-201A

CLIENT
 NCR BIO TECH SCIENCES CLUSTER - PHASE - 2 UNDER THE DEPARTMENT OF BIOTECHNOLOGY (MINISTRY OF SCIENCES AND TECHNOLOGY) GOVT. OF INDIA VILLAGE BHANUNI, FARIDABAD, HARYANA.
 C/O: SURESH GOEL
 NEW DELHI - 110017
 TEL: 011-43544444, 26012744
 FAX: 011-43544444
 www.sureshgoel.com
 CHIEF ARCHITECT



(V7) (V8) (V9) (V10) (V11) (V12) (V13)

(H26) (H25) (H24) (H23) (H22) (H21) (H20a) (H20) (H19) (H18) (H17) (H16a) (H16) (H15) (H14) (H13) (H12) (H11)

Dining Area (GF) (Doc)

(I)
$$\left. \begin{array}{l} 1 \times 8.40 \times 6.68 = 56.11 \\ 1 \times 4.54 \times 0.97 = 4.40 \\ 1 \times 3.47 \times 3.60 = 12.49 \end{array} \right\} 72.98 \text{ m}^2$$

(II)
$$\overset{25.22}{\cancel{20.94}} \times 8.06 = 203.27 \text{ m}^2$$

(III) Kit
$$\begin{array}{l} 6.97 \times \overset{6.20}{\cancel{6.23}} = 43.21 \\ 6.45 \times 6.80 = 43.86 \\ 3.35 \times 3.37 = 11.90 \end{array} \left. \right\} 98.97 \text{ m}^2$$

(IV) Toilets
$$5.00 \times 7.20 = 36.00 \text{ m}^2$$

Total

411.22 m²

4425 sqft

Sum