

SRI KRISHNA SMARAK VIKAS SAMITI  
**OFFICE OF THE COMMISSIONER,**  
**PATNA DIVISION, PATNA**

**EOI BOOKLET  
TO  
OPERATE AND MAINTAIN  
PORTABLE HAAT  
AT  
GANDHI MAIDAN, PATNA**

1. Last date of Sale of Tender Document : 07.08.2017 till 11.30 AM
2. Last date for submission of tender document : 07.08.2017 till 04.30 PM
3. Date and time of opening of Technical bid : 08.08.2017 at 11.00 AM
4. Date and time of opening of Presentation : 08.08.2017 at 01.00 PM
5. Date and time of opening of Financial bid : 08.08.2017 at 03.00 PM

**Signature of Authorised Signatory**

Stamp of SKSVS

## **INTRODUCTION**

Sri Krishna Smarak Vikas Samiti (SKSVS) is a non-profit society registered under the Society Registration Act 21, 1860. It is a body bestowed with authority for management of Gandhi Maidan and Sri Krishna Memorial Hall, Patna.

The proposed Portable Haat envisages a composite shopping facility with seating arrangement, landscaping, etc. It is conceptualized not only for providing excellent shopping facility under one platform but also for promotion of traditional artistry, handicraft items, Madhubani painting, Sujni embroidery etc. All structure and materials proposed shall be eco-friendly in nature and should have garbage disposal under one umbrella and implemented most hygienically:

SKSVS is seeking a professional agency to operate and maintain portable Haat at Gandhi Maidan, Patna. Hence this Expression of Interest (EOI) is called from the interested and suitable company/ firm/agency.

### **Description of Portable Haat at Gandhi Maidan**

Total space is approx 9000 (nine thousand) sq.ft. in Gandhi Maidan, Patna near Gate No. 8 and Gate No. 10 will be used for setting-up portable/ mobile Haat. SKSVS would provide designated places in Gandhi Maidan for parking of portable/ mobile Haat van/ wagon. Space levelling for Portable Haat area will be done by SKSVS. The operational timing of the Portable/mobile Haat should be:-

- |                               |   |                    |
|-------------------------------|---|--------------------|
| a. Summer (April to October)  | : | 6.00 AM to 9.30 PM |
| b. Winter (November to March) | : | 6.00 AM to 9.00 PM |

which can be changed from time to time as per the emergent situation or necessity.

The portable/ mobile Haat van/ wagon shall move in and out of Gandhi Maidan premises everyday as per the operational timing of the Portable Haat.

### **Eligibility Criteria**

Expression of Interest (EOI) shall be evaluated in three stages :-

- Only the technically qualified bidder shall be invited for the presentation.
- The agency has to provide detail plan, design/operation of the Portable Haat through proper presentation and has to provide hard copy of the same. There will be 50 marks for presentation
- Financial bid of only those agencies shall be opened which obtain 25 marks or more in

the presentation.

1. **Technical evaluation of proposal**

- (a) Annual Turnover during the last 3(three) years (2013-14, 2014-15 & 2015-16) should be a minimum Rs. 10,00,000/- (average) - Details to be attached.
- (b) EMD of Rs. 5,000/- (Five thousand only)- To be attached.
- (c) Photocopy of PAN Card - To be attached.

2. **Presentation of plan, concept/layout, design and operation of Portable Haat.**

3. **Financial Bid (Separate sealed envelope)**

The Agency shall be selected after fulfilling the terms & conditions of the technical bid and the bidder who offers the highest amount will be considered.

Financial proposal would be the net amount payable to SKSVS on a monthly basis.

SKSVS reserves the right to verify the claims made by the Bidders and to carry out the capability assessment of the Bidders and the SKSVS decision shall be final in this regard. SKSVS may, in its absolute discretion, waive any of the conditions and/or requirements in the EOI in respect of any or all of the bidders.

**Obligations of the Portable Haat agency**

1. The Agency shall use only the space earmarked for the Portable Haat, and shall not use any other space for any other purposes or for any advertisement except display of name of its shop / items.
2. The Agency shall use space for parking of portable van and sale of items as specified on the ground.
3. The proposed portable Haat at Gandhi Maidan must strive to carve out a distinct identity for itself in tune with the local ecology, environment and ambience. It is not meant to add up to “one more shopping destination” rather it has to orient itself on the USP of “shopping for quality artistry”. There would be absolutely no compromise on this USP for the proposed Portable Haat.

All structure and materials proposed shall be eco-friendly in nature and appropriate market arrangement, garbage disposal under one umbrella and implemented most hygienically and comprising of some or all of the following items of sale:

- a. All handicraft and handloom products .
- b. Sujini Embroidery.

- c. Khatwa Embroidery product.
- d. Lac Bangles- Lahathi, Kiri, Tribal Jewellery
- e. Madhubani Painting.
- f. Manjusha art of Angika Art Product.
- g. Tikuli Art Product.
- h. Zarri / Kasida Art Product.
- i. Bamboo products.
- j. Wooden Art Product.
- k. Stone/ wood carving.
- l. Brass items.
- m. Artistic Pottery items.
- n. Terracotta Art Product.
- o. Sikki grass Art.
- p. Bhagalpur/ Tussar Silk Product.
- q. Jute craft.
- r. Boutique
- s. All traditional artistry.

In addition to above certain other items for sale can also be permitted by SKSVS for sale in its discretion.

Designing, painting, decoration of the portable shop is to be done artistically for conspicuous display of local art. All such portable shops are to be evenly designed and mutually synchronized for a nice outlook and feel.

All these have to be executed after getting clearance from SKSVS. The Agency shall not sell any other items without permission from SKSVS. SKSVS holds all rights to either allow or not to allow selling of any item/s.

4. The Agency shall not sell substandard/ poor product/ item.
5. The agency is responsible for maintaining cleanliness and hygiene at the area at all times.

### **Declaration of Successful Bidder**

SKSVS may either choose to accept the proposal of the successful tenderer or invite him for negotiations. Approval of the proposed plan, design and operation of the portable Haat would require approval from SKSVS before the bidder is declared successful. The plan, design and operation can be amended or modified by SKSVS.

Upon acceptance of the proposal of the tenderer financially qualified with or without negotiations, SKSVS shall declare the tenderer as the successful bidder.

## **Notification**

SKSVS will notify the Successful Bidder by a Letter of Award (LOA) that its Proposal has been accepted.

## **Right to accept or reject proposal**

SKSVS reserves the right to accept or reject any or all of the Proposals without assigning any reason. SKSVS reserves the right to invite revised Proposals from Bidders with or without amendment of the Tender Document at any stage, without liability or any obligation for such invitation and without assigning any reason.

## **Terms and Conditions**

1. The SKSVS shall provide the scheduled space to the Agency for 11 months. The agreement will be made and executed for 11 months only commencing from the date of this agreement may be further extended upto 2 (two) years at the sole discretion of S.K.S.V.S and subject to the satisfactory performance of service of the Portable Haat and proper fulfillment of all the terms and conditions and subject to decision of SKSVS.
2. The Agency will have to pay the fixed monthly rent to the SKSVS. The Agency shall pay the agreed monthly charges (as per financial bid) in advance by 5<sup>th</sup> day of every month by means of D.D drawn in favour of SKSVS.
3. The successful Agency shall give bank guarantee/DD from the Nationalized bank located in Patna of Rupees Five Lakhs as security, which shall be valid for 3 years and shall be returned to the Agency after the expiry/termination of the allotment period.
4. The SKSVS has the right to stop the functioning of the Portable Haat for some reasons. The rent charges for those days will be deducted proportionate to the monthly rent.
5. If there is any damage to any public property/ facility at Gandhi Maidan or any payments due to SKSVS or any demand from any authority to SKSVS regarding dues payable by the Agency, the Bidder shall be liable to pay the same, failing which SKSVS will take action against the Agency. SKSVS can also encash the bank guarantee held in security to realize this payment.
6. The Agency shall obtain prior permission of SKSVS before carrying out any modifications of structures or before putting any furniture and fixtures in the Portable Haat area/ structure.
7. Inspection of the Portable Haat area/space may be conducted by any officer/ employee of SKSVS at any time and day. All damages/breakages etc. noticed by this team will be set right by Agency within a fortnight, failing which SKSVS will carry out repairs/ renovation works and debit the cost to Agency.

8. The Agency shall obtain all necessary and statutory permissions and licenses from various departments like fire department/Goods & Services Tax department and any other concerned departments for running the Portable Haat.
9. The Agency shall pay Electricity charges, water bill and all other dues related to Portable Haat.
10. The operation of the Portable Haat timings shall be as per directions of SKSVS.
11. The Agency shall hand back the Portable Haat space along with adjoining infrastructure in original condition to the SKSVS.
12. The Agency shall carry out only the specified approved activities in and around the Portable Haat and shall not carry any unspecified activities in contravention with the agreement. If the Agency indulges in carrying out any unapproved activities the SKSVS shall be at liberty to cancel the agreement after giving fifteen (15) days written notice to the Agency.
13. The Agency shall maintain and develop the Portable Haat without causing any damage to the park, its surroundings and the environment during the period of agreement.
14. The SKSVS reserves the right to cancel allotment at any point of time after giving fifteen (15) days written notice to the Agency and also the right to inspect and control the development and operational work undertaken by the Agency at all times and the Agency shall obey the orders and directions issued by the SKSVS in the developmental work of the Portable Haat. However, in emergent/exceptional circumstances, the operation of the Portable Haat can be stopped by SKSVS without any prior notice.
15. The Portable Haat should be attractive, hygiene in nature with a special look.
16. Complete hygiene and Cleanliness has to be maintained in the allotted area. Any litter thrown anywhere in the park area due to the activities of the Person/Firm/Agency has to be cleared/collected by the Agency only.
17. The agency has to provide its GST registration paper on or before 30 days of receiving the Letter of Award (LOA) from the SKSVS.
18. Selling of any tobacco products is completely banned inside the premises.
19. Any other condition found necessary by management shall be included after discussion in the agreement.
20. The above Terms and Conditions are included in the agreement.

Agency agreeing the above terms and conditions, satisfying the above eligibility conditions and interested in running the above activities should give the **financial** bid with their agency profile.

**Technical Bid**  
**Particulars of the Company/ Firm**  
**(Please submit along with documentary evidence)**

A bidder shall submit Technical Bid and Financial Bid in separate sealed envelopes contained in another envelope containing both the Financial and Technical Bid. A bidder shall not submit more than one bid.

S.No.	Particulars			
01	Name of the Company/ Firm / Agency			
02	Type of the Company whether, Proprietorship, Partnership Etc.			
03	Name and Address of the Proprietor/Partners/Directors of the Company.	(i)		
		(ii)		
		(iii)		
04	Registered Office Address and Telephone / Mobile Number & Email address.  Local Contact Address/ Telephone / Mobile Number.			
05	Turnover of the Company/ Firm during the last 3 years.	2013-14	Rs.	Lakh
		2014-15	Rs.	Lakh
		2015-16	Rs.	Lakh
06	Service Tax Registration Paper (Photocopy)			
07	PAN Card (Photocopy)			
08	EMD Details	Amount		
		DD No.		
		Bank Name		

**Signature of the applicant with Seal**



**OFFICE OF THE COMMISSIONER, PATNA DIVISION-CUM-CHAIRMAN  
Sri Krishna Smarak Vikas Samiti, (S.K.S.V.S.), Patna (Bihar)**

**FINANCIAL BID  
(To Be Given on Applicant's letter head)**

**Financial bid envelope should contain the following :-**

Sl. No.	Details of scope of work	Amount in Rs. per month payable to SKSVS (inclusive of all taxes) on a monthly basis
1.	As mentioned in the tender document.	

**Declaration:** I/We declare that, the information given above is correct to the best of my knowledge and understanding. In case it is found false/incorrect, at any stage, SKSVS may terminate the contract and could take suitable actions against the company/firm/agency. I/We have read/gone through the terms, conditions, rules, guidelines etc. of the tender work. I/We agree to operate and maintain the portable Haat at designated places in Gandhi Maidan as mentioned in the tender document @ Rs. ....  
(In words.....  
per month for eleven months).

Date:- (Signature/s of the Tenderer /Authorized person

Place:- Full Name/s:.....

Designation: .....

Stamp: .....

(Please put signature and name on every page of Bid Document and Enclosures.)

**Signature of Authorised Signatory**

Stamp of SKSVS