

## **Expression of Interest**

State Institute for Development of Arts & Crafts(SIDAC) on behalf of Handloom, textiles & Handicrafts Department, Govt. of Odisha invites **Expression of Interest for Operating Kalabhoomi Cafeteria in the premises of Odisha Crafts Museum** at pokhariput ,Bhubaneswar. The Eol should be submitted in two separate bids i.e "Technical bid" & "Financial bid". The last date of submission of sealed offers in the office at SIDAC is up to **1.00 P.M on 22.10.2018**. The "Technical bid" will be opened at **3.00P.M on 22.10.2018** in presence of the bidder or their authorised representative at the Conference hall of SIDAC, Gandamunda, Bhubaneswar. The "Financial bid" of only technical qualified bidders will be opened at **12.00 pm on 23.10.2018**.

The bid document may be collected from the office of SIDAC, Handicraft Complex, Gandamunda, Bhubaneswar-751030, Tel.No.0674-2350318 or may be downloaded from the website [www.sidacodisha.org.in/](http://www.sidacodisha.org.in/) [www.odishacraftsmuseum.com](http://www.odishacraftsmuseum.com).

SIDAC reserves the right to reject the Eol or alter the date of opening of the bids without any reason whatsoever. Member Secretary.



### **State Institute for Development of Arts & Crafts**

Handlooms, Textiles & Handicrafts Department, Government of Odisha  
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**EXPRESSION OF INTEREST FOR OPERATING KALABHOOMI CAFETERIA IN  
THE PREMISES OF ODISHA CRAFTS MUSEUM, POKHARIPUT,  
BHUBANESWAR**

1. Odisha Crafts Museum, Kala-Bhoomi under Handlooms, Textiles & Handicrafts Department, Govt. of Odisha proposes to open Exclusive Cafe inside the museum campus to provide Tea, Snacks, Beverages to officials/ participants/ visitors on working days at a reasonable price. The address is : Odisha Crafts Museum, Pokhariput, Bhubaneswar.
2. Expression of Interest in two separate bids i.e. "Technical Bid" and "Financial Bid" in two separate sealed covers are invited from interested Hoteliers/Restaurants/Organisations.
3. The Technical Bid will be opened at **3.00PM** on **22.10.2018** in the presence of the bidders or their authorized representatives at the conference hall of SIDAC, Gandamunda, Bhubaneswar.
4. The Financial Bids of the qualified bidders will be opened at **12.00 PM** on **23.10.2018** at the same venue.
5. Interested bidders have to submit the bids in sealed cover specify clearly the bid for Kalabhoomi Cafeteria.

**7. Eligibility Criteria**

The bidder should have the following eligibility criteria to be considered for the technical bid.

Criteria	Cafeteria Kalabhoomi
Minimum Annual Turnover	Rs.25.00 Lakh per annum.
Experience in providing cafe service.	Minimum 1 year

**8. The Technical bid and evaluation**

Sl No	Technical Parameter	Maximum Marks
1	Annual Turnover	20
2	Experience of the agency in providing cafe service	20
3	Manpower	20
4	Infrastructure/Equipment facility available	20
5	Brand name/ chain	20
	Total	100

- Minimum Qualifying Mark in the Technical Evaluation is 75.
- Only those agencies who qualify in the Technical evaluation will be eligible for opening of financial bids. Financial bid of those bidders will not be opened who will not qualify in the technical bid.



## **9. Financial Bid**

1. The financial bid will be the annual maintenance cost of the café which is excluding the electricity charges. The selected agency has to deposit the annual maintenance cost at the start of each year. The electricity charges will be collected on monthly basis as per meter reading. The annual maintenance cost will be revised from time to time basing upon the market rate by the authority.
2. Minimum annual maintenance cost for “Kalabhoomi café” is Rs. 50,000/- per year. This rate is exclusive of electricity charges which will be charged separately.

## **10. Final Selection**

The technically qualified bidder with highest rate of quote above the maintenance cost of Rs.50,000/- will be selected.

## **11. Documents to be submitted**

The bidder should submit the following documents to be considered

1. EMD of Rs 10,000/- (Rupees Ten Thousand only) in shape of DD favouring “State Institute for Development of Arts & Crafts”, Bhubaneswar
2. Valid food licence.
3. GST Registration Certificate & upto date return copy.
4. TAN/PAN and up-to date return (2017-18)
5. Documents supporting Past Experience in providing cafe service.
6. Details of manpower and equipment/infrastructure available.
7. Annual turnover in the last 1 year.

## **12. General Terms & Condition**

1. The agency will have to abide to the rules and Regulation of the Odisha Crafts Museum.
2. Activities of the selected agency should be confined only to the premises allotted.
3. For running the cafe the establishment will provide
  - (i) Built up space
  - (ii) Table & chair
  - (iii) Water supply
  - (iv) Electricity
4. The agency will have to make necessary arrangement to deploy staff, kitchen equipment/ utensil & drinking water to run the cafe.
5. Adequate number of Fire extinguishers need to be installed in the kitchen and dining area or as recommended by the Fire Officer, Govt. of Odisha.
6. The firm shall lift the waste generated from the cafe and deposit the same in the earmarked area/ container and then out of the campus to the earmarked area of BMC.
7. The firm shall maintain hygienic condition of the kitchen, the dining and surrounding area.
8. The firm shall sell the food& beverage items following all food safety guidelines.

9. The firm shall have to maintain the quality of the food & beverages.
10. The cafe premises will be plastic free area where only eco friendly products will be utilized.
11. Tea/ coffee will be served in kulhad (earthen pot) or paper cup only. Paper Straw and paper bags will be utilized only.
12. The agency has to supply refreshments on priority basis on reasonable rate during any programme inside the museum campus with prior order .
13. Extra decoration/signage/flex may not be allowed but if necessary it may be done with prior permission of the competent authority.
14. The agency has to follow all Govt laws and regulations.
15. The firm shall be solely responsible for all liabilities for running the cafe in the museum premises.
16. Child labour is strictly prohibited in the campus of Kalabhoomi.
17. No addition/ alternation are allowed to the building provided by the institution.
18. The Cafe should be operational by 1<sup>st</sup> November 2018.
19. Bidder has to abide by any other condition as imposed by the authority.
20. Any dispute on the matter, the decision of the Commissioner-cum-Secretary, Handlooms, Textiles & Handicrafts Deptt, Govt of Odisha shall be final & binding.
21. The authority reserves the right to accept or reject any or all the EOIs without assigning any reason there.



Member Secretary, SIDAC