

Request for Proposal (R.F.P)

BIDDING DOCUMENT

Issued on: 03rd October 2018

Selection of Investor to develop and maintain the wayside amenities with their own funding at Kunchenapalli, Tadepalligudemmandal (3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership with District Tourism Council.

**Authority: District Tourism Council, West Godavari
Andhra Pradesh, India.**

Vol I: Instructions to Bidders (ITB) and Bid Data Sheet (BDS)



ANDHRA PRADESH

— TOURISM AUTHORITY —

INSTRUCTIONS TO BIDDERS (ITB)

1 Invitation to bidders

Date: 03.10.2018

To

Sub: Selection of Investor to develop and maintain the wayside amenities with their own funding at Kunchenapalli, Tadepalligudem mandal (3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership with District Tourism Council.

Dear Sir,

1. District Tourism Council, West Godavari (The “*Authority*”) is inviting private investor/developer/company/firm/agency for development and maintenance of wayside amenities at Kunchenapalli, Tadepalligudem mandal (3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership.
2. In this regard, the Authority invites **Request for Proposals (RFPs)** from eligible and interested investors/developers/parties/companies/Agencies/ bidders / Consultants of tourism projects for development of the project.
3. The RFP document comprises of

Volume I Instructions to Bidders (ITB)
Invitation to Bidders
Bid Data Sheet (BDS)

Volume II Project Profile
• Details of the land

The Request for Proposal (RFP) document can be downloaded from the website <http://www.westgodavari.org> from 03.10.2018 to 18.10.2018 (Up to 1.00 pm).

Instructions to Bidders

1. **Scope of bid and bidding process:** The Authority named in the Bid Data Sheet invites bids for development of project, as briefly described in the BDS and specified in greater detail in these bidding documents.
2. This bid is being called pursuant chairman DTC for Tourism and The District Collector West Godavari. (Ref: YS-DTPCOTDA/2/2016-SETWEL-WG Dt: 21-09-2018).
3. All bidders either investors, developers, Sole proprietor, Partnership, Firms, Companies, Agencies or a consortium, shall have to comply with the general similar experience and financial eligibility criteria to be declared "Eligible".
4. The bids may be submitted as a sole bid or as a consortium:
 - 4.1 In case of a consortium, the number of consortium members should not exceed two entities. The entity can be a sole proprietor, firm or a company.
 - 4.2 In case of a sole bidder, the sole bidder shall have to meet the General, similar experience and financial eligibility requirements.
 - 4.3 In case of a consortium, the consortium members shall together meet the general, special experience and financial eligibility requirements as mentioned below:
 - a. The lead member shall meet (minimum) 50% of the financial eligibility requirement and other member shall meet (minimum) 50% of the technical eligibility requirement as specified in BDS.
 - b. The lead bidder shall submit the willingness of parties involved in the consortium.
5. The Bidder shall bear all costs associated with the preparation and submission of its bid including inspections to site etc., and the Authority will in no case be responsible or liable for those costs. The Bidder agrees that all bidding costs and expenses shall be non- Refundable.
6. At any time prior to the deadline for submission of bids, the Authority may, for any reason, whether on its own or in response to a clarification to a prospective Bidder, amend the Bidding Documents. The amendments so made, shall supersede the earlier clauses. The amendments or addenda will be informed in due course.
7. The Lease period of Land shall be allotted 33 years initially and it may be extended if the investor services are essential and excellent to authority and Annual Lease rent shall be quoted with a minimum upset value of 2.5% of total land cost in lump sum shall be submitted in the form of Demand Draft It must be the net amount (Absolute terms) With one year advance annual lease rental Payable to the Authority at the time of Agreement and must exclude all taxes including IT, Service Tax, all duties, levies and fees. It will be the responsibility of the bidder to pay all taxes including the property tax, IT, Service tax etc., cess and surcharges." H1" is the successful bidder in terms of financial eligibility. However there is an escalation of 5% every year on annual lease rent.

8. Prices shall be quoted in Indian Rupees only. Any bid submitted without the bid fee prescribed shall be summarily rejected.
9. The decision of the Authority shall be final with respect to the determination of the eligibility of the Bidders.
10. Any bid received by the Authority after the bid submission deadline i.e. **after 1.00 PM on 18.10.2018 prescribed by the Authority will be rejected and the R.D Tourism & E.D APTDC have right to cancel tender without any further notice** .However those bids returned unopened to the Bidder.
11. The Successful bidder shall be awarded LOI within 7 days from the tender finalisation process and the bidder has to made agreement within 7 days along with annual lease rent quoted in the form of bank guarantee and necessary action plans for draft checks and route survey reports submission to the authority.
12. Necessary permissions shall be obtained by the Investor. However, DTC will recommend the authorities for the process and the charges have to borne by the Investor.
13. The Authority reserves the right to accept or reject any bid at any time prior to the execution of Agreement, without assigning any reasons.
- 14.

Bid Data Sheet (BDS)

B.1 ELIGIBILITY CRITERIA AND SELECTION:

Envelope I: Eligibility like proprietorship is operators, Sole proprietor, Partnership, Firms, Companies, Agencies or a consortium and Technical documents like experience in minimum one retail outlets or related and hospitality allied project in similar lines along with 2 years of I.T returns with a minimum turnover of 1.5 Crores annually.

Envelope II: Financial proposal.

The bidder shall be selected based on the highest lease rental paid to the authority and also need to follow the instructions for submitting the documents as prescribed by the District Tourism Council after the careful examination the bidder will be finalised.

Note: The bidder shall have experience in maintaining at least one Tourism project in the Tourism Industry.

The both Envelope's shall be submitted separately and along with all prescribed documents both can be kept in another big cover sealed and submitted to the below

Address: O/o Regional Director, Tourism & Executive Director, APTDC, Rajamahendravaram, East Godavari district, Andhra Pradesh.

Deadline for bid submission is: 18.10.2018 (up to 4.00 PM)

Bid opening and evaluation: 18.10.2018 @ 5.00 P.M

Bid Fee: INR 1,000 only (Non Refundable)

Bid Security: INR 50,000 only

The cost of bids shall be submitted through a DD, drawn from Nationalized/ Scheduled Bank in favour of "Collector&Chairman, District Tourism Council, payable at Eluru," West Godavari.

APPENDIX I - FORMAT FOR COVERING LETTER

(On the letterhead of the Bidder)

Date:

To,

The District Collector,
& Chairman District Tourism Council,
Collectorate Compound, Eluru,
West Godavari District,
Andhra Pradesh.

Sir/ Madam:

Sub: Selection of Investor to develop and maintain the wayside amenities with their own funding at Kunchenapalli, Tadepalligudemmandal (3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership with District Tourism Council.

Being duly authorized to represent and act on behalf of..... (hereinafter referred to as “the Bidder”), and having reviewed and fully understood all of the proposal requirements and information collected and provided to us, the undersigned hereby submits the Proposal on behalf of (Name of the Bidder) in response to the RFP for the abovementioned project of <<>> at <<>>, with the details as per the requirements of the RFP, for your evaluation.

We confirm that our proposal is valid for a period of 06 months from (insert the Bid Due Date).

We understand that any omission, commission, miss -statement in factual statements made by us will make our Bid invalid at any time during the course of Bidding Process and also after award of the project. The Authority reserves the right to take appropriate action accordingly. We understand that the Authority reserves the right to accept or reject any or all the Bids and reserves the right to withhold and/or cancel the Bidding Process.

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Bid is unqualified and unconditional in all respects and we agree to the terms of the Service Agreement.

Yours faithfully,

For and on behalf of

Name of Bidder

Duly signed by the Authorized Signatory of the Bidder

(Name, Title and Address of the Authorized Signatory)

APPENDIX II – GENERAL INFORMATION*(To be provided for all bidders)*

1. Bidder details
 - a. **Name of the Bidder**
 - b. **Bidder’s Constitution (Proprietorship / Partnership / Private Limited / Public Limited)**
 - c. **Country of incorporation**
 - d. **Address of corporate headquarters and its branch office(s), if any, in India**
 - e. **Date of incorporation and/or commencement of business**

2. Details of individual (s) who will serve as the point of contact / communication within the Company:
 - a. **Name**
 - b. **Designation :**
 - c. **Company :**
 - d. **Address :**
 - e. **Telephone Number :**
 - f. **E-Mail Address :**
 - g. **Fax Number :**

3. Name, Designation, Address and Phone Numbers of Authorized Signatory of the Bidder:
 - a. **Name**
 - b. **Designation :**
 - c. **Company :**
 - d. **Address :**
 - e. **Telephone Number :**
 - f. **E-Mail Address :**
 - g. **Fax Number :**

.....

Signature of the Authorized Person

(Name, Designation and Address)

Appendix III - Format for Eligibility Criteria

S. No.	Particulars	Details
1.	Name of the Eligible Project	
2.	Cost of the eligible project	INR ____ (Rupees XXX) ¹
3.	Type of Project	Hotel/Retail outlet/ any other, please specify
4.	Details of the project	Area of the project : _____ Total built up Sqft : _____ FSI : _____ Year of completion: _____ Start of commercial operations:<Date> ²
5.	Location, State, Country	Location: State: Country:
6.	Development Proof of attachments Municipal plans, photographs copies of agreements	Y/N

Financial Eligibility

Bidder name	
Net worth (as on 31 st March 2018)	

¹ The cost of the project shall be certified by CA.

² The start date of project shall be supported with Occupancy Certificate from the competent authority

Net worth = {(Subscribed and paid up Share Capital + Reserves and Surplus) – (Revaluation Reserves + Miscellaneous expenditure not written off + Deferred Revenue Expenditure + Deficit in P & L Account if any)} in the preceding financial year before the Application Due Date as per the Audited Annual Report

- The Bidder should provide an Auditors Certificate specifying the Net Worth as on 31st March, 2018 and also specifying the methodology adopted for calculating such net worth.

Appendix IV – Format of Power of Attorney for Bid Signatory

(On Stamp Paper of relevant value and duly attested by notary public. To be submitted individually by each Bidder)

POWER OF ATTORNEY

Know all men by these presents, 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 of _____ as 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 <<>> at <<>>, including signing and submission of all documents and providing information/ responses to <<Authority name>> in all matters before <<Authority name>>, and generally dealing with in all matters in connection with the said bid. We hereby agree to ratify all such acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all such acts, deeds and things lawfully done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Executant’s Signature

(Name, Title and Address)

I Accept

Attorney Signature

(Name, Title and Address of the Attorney)

Attested

Executant

Notes:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.
2. Also, where required, the executants(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
3. In case the Proposal is signed by an authorized Director of the Bidder, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

Appendix V: Format of Power of Attorney for Lead Bidder in Consortium

(On Stamp Paper of relevant value and duly attested by notary public. To be submitted by the lead bidder with signatures of authorized bid signatory of consortium member)

Whereas the <<Authority Name>> (AUTHORITY) has invited bids for <<>> at <<>>.

Whereas, _____ and _____ (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the Request for Proposal document (RFP) and other connected documents in respect of the Project, and Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

I, _____ having our registered office at _____ [the name and address of the registered office] (hereinafter referred to as the “Principal”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/s _____ having its registered office at _____, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”) . I hereby irrevocably authorize the Attorney (with power to sub delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the Contract, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the pre-qualification of the Consortium and submission of its bid for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of bid of the Consortium and generally to represent the Consortium in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid for the Project and/ or upon award thereof and throughout the tenure of the agreement

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____20**

For <<Consortium Lead Member>> _____

(Signature)

(Name & Title)

For <<Consortium Member>> _____

(Signature)

(Name & Title)

Witnesses:

1.

2.

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*

Appendix VI – Format for Financial Proposal (Envelope -2)

Date:

To,

The District Collector,
& Chairman District Tourism Council,
Collectorate Compound, Eluru,
West Godavari District,
Andhra Pradesh.

Dear Sir/ Madam

Ref: Selection of Investor to develop and maintain the wayside amenities with their own funding at Kunchenapalli, Tadepalligudemmandal (3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership with District Tourism Council.

I/ we offer to develop and maintain the **wayside amenities with our own funding at Kunchenapalli, Tadepalligudem mandal(3.00 Acres), west Godavari district in Andhra Pradesh under Public Private Partnership with District Tourism Council** on the stipulated terms and conditions and other particulars therein. I / we hereby submit our unconditional financial proposal

- i. I/we hereby offer and agree to pay INR _____ Per Annum (Rupees _____) One Demand Draft of drawn in favour of“Collector& Chairman DTC West Godavari” payable at Eluru towardsFinancial (Price bid) shall be submitted to the Authority within 7 days of issuance of LoI.
- ii. It is understood that the amount payable to authority is net and exclusive of all applicable taxes (such as IT, TDS, Service tax etc.).
- iii. This proposal and all other details furnished by us shall constitute a part of our Bid. I / we understand that you are not bound to accept the highest or any Bid received.
- iv. I/ we agree that my / our Bid shall remain valid for a period of 180 days from the Bid Due Date prescribed for submission of proposal. I/ we agree to bind by this offer if we are the Successful Bidder.

For and on behalf of:

Signature:

(Authorized Representative and Signatory of the Bidding Company) Name of the Person:

Designation:

SEAL OF THE BIDDING ENTITY

Vol II: Project Profile:

The project shall be divided into following milestones **and Timelines:**

S. No	Milestone to be achieved	Details
1.	Acceptance of Letter of Intent (LoI)	Within 07 days of receipt
2.	Signing of Agreement	Within 07 days of acceptance of LoI
3.	Financial Closure (as evidenced by a letter from a scheduled bank/ financial institution)	Within 10 days of signing of the lease agreement(As per DTC instructions)
4.	Possession of Land to bidder	On compliance to conditions Precedent
5.	Physical grounding of operations	On compliance to conditions Of authority.

2. Scope Data Sheets:

The following components are to be developed by I.O.C in the project with joint venture With District tourism council are as follows:

S.No	Name of the component (Details)	Quantity
1	Retail outlet	2..No (732 sft) with shed area in sft and no of pumps petrol.and diesel
2	Restaurant	1.No Multicusine restaurant (veg & Non Veg) (5031 sft)
3	Vehicle service centre	1.No (1044 sft)
4	A.T.M.	With 1 machine (140 sft)
5	cloak room and dormitory	Cloak room (211 sft) Dormitory 2 (ladies & gents one each) Each with 8 bed capacity (948 sft)
6	Parking	With Capacity of 25 4 wheelers, 14 2 wheelers and 3 buses.(5372 sft)
7	Rest rooms	9 rest rooms (3391 sft)
8	Tourism kiosks with proper signage's.	1.No Tourist information centre (237 sft)
9	Medical emergency care	1 .No (431 sft)
10	Sovereign shops	1 .No (700 sft)

11	Children play area	1244 Sft
12	Land Scaping	As per the requirement

Note: Investor shall be responsible for all Movable objects like furniture, chairs, tables and necessary objects as per the requirements to be finalised in consultation with Authority.

Project Information memorandum:

S. No	Item	Details
1	Area of the land (Acres)	3.00
2	Project Cost (Approximately)	Rs.5,00,00,000 (Five Crores)
3	Survey no.	348/2C
4	Land Value	36,00,000
5	village	Kunchanapalli
6	Mandal	Tadepalligudem
7	District	West Godavari

Project Actual land position of Kunchenapalli is shown below:



Boundaries of the Site:

East: R.S.No.1B3

South:R.S.No.348-2c

North:R.S.No.348-1A

West:Rs.No.348-2C