



**TAMILNADU FISHERIES DEVELOPMENT CORPORATION LIMITED,**  
**Integrated Office Complex for Animal Husbandry & Fisheries Department**  
**No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035.**

**No.658/S6/2019**

**Dated: 25.10.2023**

**NOTICE INVITING TENDER (NIT)**  
**FOR**

<b>Sl No.</b>	<b>Name of the Tender</b>
<b>1</b>	<b>Leasing of Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park, Chennai for a period of Three (3) years.</b>

**Form of Contract: Item Rate (Two cover system)**

Sealed Tenders are invited for taking Lease of the “**Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park**” in Chennai under two cover system. The bid documents will be available up to 05.45 P.m on 28.11.2023. The bid document can be downloaded from the website [www.fisheries.tn.gov.in](http://www.fisheries.tn.gov.in) The Cost of Tender and Earnest Money Deposit to be remitted in favour of The Managing Director, TNFDC Ltd., Chennai – 600 035 by means of Demand Draft and should be furnished along with technical bid of Tender.

Any additional/further details and conditions related to these works can be had from the office of the Tamil Nadu Fisheries Development Corporation Limited, Chennai – 600 035.

**Important dates for Submission:**

1.	Tender Schedule issue last date	28.11.2023 – 05.45 pm.
2.	Last Date and time for submission of bid document	29.11.2023 – 03.00 pm.
3.	Date and time of opening of the Technical Bid	29.11.2023 – 03.30 pm.

**Sd./-MANAGING DIRECTOR**



**BID DOCUMENT FOR**  
**Leasing of Ornamental Fish Cum Aquarium**  
**Accessories Sale Center at Chetpet**  
**Eco Park In Chennai**  
**(FOR A PERIOD OF THREE YEARS)**

**Tamil Nadu Fisheries Development Corporation Limited,**  
Integrated Office Complex for Animal Husbandry & Fisheries Department,  
No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035.  
E-mail : [tnfdcho@gmail.com](mailto:tnfdcho@gmail.com)

**TAMIL NADU FISHERIES DEVELOPMENT CORPORATION LIMITED**

Integrated Office Complex for Animal Husbandry & Fisheries Department,  
No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai - 600035.

**No.658/S6/2019****Dated: 25.10.2023**

The Managing Director, TNFDC, invites sealed tenders from the Tenderer / Firms having valid Registration Certificate, GST Registration and PAN Card number and having experience in similar line of business.

**Prequalification Criteria:**

- Tenderer should have a minimum experience of not less than 5 years in the field of ornamental fish and marketing of Aquarium and its related equipment and accessories.
- The tenderer should have minimum turnover of Rs.25.00 lakh per annum and income tax returns of the last 2 years to be submitted.
- **Joint venture / consortium of two parties** is acceptable for this package. MOU in Non-Judicial stamp paper to be submitted declaring the consortium and accepting responsibilities and liabilities severally and jointly.
- The tenderers should have local Office at Chennai to ensure satisfactory fulfillment of all contractual obligations.
- The tenderer should be a Individual/ Registered Firm / Agency / Company with due registration.

**Schedule of tender:**

1. Sale of tender documents: up to 5.45 P.m. on 28.11.2023.
2. Last date for submission of tender documents: up to 3.00 P.m on 29.11.2023.
3. Opening of tenders: at 3.30 P.m. on 29.11.2023.

**NOTE:** In case, the tender opening day happens to be holiday due to any unforeseen circumstances, the tender will be opened on the next working day at the same time and venue.

Tender documents can be obtained from the office of the Managing Director, TNFDC Ltd., Integrated Office Complex for Animal Husbandry & Fisheries Department, No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035. A fee of Rs.1000/- (Rupees one thousand only) and GST @ 5% towards the cost of the tender document, along with the Earnest Money Deposit (EMD) of Rs.10,000/- may be enclosed in the form of separate Demand Drafts drawn in favour of the Managing Director, TNFDC Ltd.

Such of those who wish to obtain the tender form by post should remit an additional amount of Rs.500/- (Rupees Five hundred only) over and above the cost of tender form specified above towards registration and other postal charges. The TNFDC administration will not be responsible for any postal delay or loss of the form in postal transit.

The successful tenderer has to remit security deposit in the form of 'Bank Guarantee' for a sum equivalent to 25% of the contract value and take up the work within 15 days of the date of acceptance of the tender.

The Technical Evaluation Committee will assess the ability of the agencies to render the requisite services based on its past record, profile and on such other criteria as it may fix and only those found fit will be eligible.

The bidders are required to submit EMD and cost of the document along-with the attested copies of valid Registration Certificate, Pan-Card and up-to date GST details along-with the bid documents, failing which the tender shall be declared as non-responsive and thus liable for rejection.

Submission of more than one tender paper by a tenderer for a particular work will render the bid liable for rejection.

The tenderer may assess about the nature and quantum of work before quoting their rate.

Tenderer or his authorized representative may be present at the time of opening of the tender, if they so desire.

Late, delayed incomplete tenders or with insufficient EMD and other documents will be summarily rejected.

**Sd./-MANAGING DIRECTOR**

**TERMS OF REFERENCE FOR**  
**LEASING OF ORNAMENTAL FISH CUM AQUARIUM ACCESSORIES**  
**SALE CENTER AT CHETPET ECO PARK IN CHENNAI**  
**(FOR A PERIOD OF THREE YEARS)**

**1. Tender Components:**

This tender invites tenderers *for taking Lease of Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park*. The period of contract would be for a period of three years with 10% increase in the annual lease amount for the subsequent years..

**2. Objectives:**

The objectives of the Operation and Maintenance services for Ornamental Fish Cum Aquarium Accessories Sale are listed below.

- a. The tenderer is required to run the Ornamental Fish Cum Aquarium Accessories Sale Center only in leased out premises of the Chetpet Eco Park;
- b. To utilize the Aqua Shop so established for display and sale of Aquarium related equipment and accessories with Co-Branding of products with TNFDC Ltd.
- c. To establish Aquariums on Commercial & hobby nature and carry out maintenance activities in collaboration with Tamil Nadu Fisheries Development Corporation Limited whenever and wherever possible.

**5. Scope of Work:**

The various maintenance works (but not limited to) for the contractor is listed in the following sections of the report.

- a. The tenderer is required to operate and maintain Aqua shop size is approximately 25 Sq.m..
- b. Maintain all accounting and statutory records as required by the Corporation.
- c. The house keeping works of the Aqua Shop and surroundings should be done by tenderer daily at periodical intervals. The place in and around Aqua Shop should be keep clean and tidy at any time

**6. Terms of Reference:**

- a. The tenderer will be handed over a warm shell of the Aqua Shop only as is where is conditions.

- b. The tenderer could carry out additional lighting and other facilities if any needed.
- c. The tenderer should fulfil all statutory requirements like permissions, licenses etc. and take all required permission before operation of Aqua Shop.
- d. The tenderer should not involved in no unlawful activities shall be allowed inside the area of Aqua shop.
- e. The period of lease will be for 3 (three) years.
- f. The quoted amount will be for annual basis excluding all taxes and charges (GST) applicable as per norms.
- g. Notice period for termination from either side, 90 days after a minimum of 9 months operation.
- h. No modifications are permitted to the provided infrastructural facilities by the tenderer without permission of the Park Administration.
- i. The current consumption charges are to paid by the lessee based on sub meter provided every month to park the Manager as per claim without fail
- j. The tenderer should employe atleast 1 No. of trained sales man during the Operation and Maintenance. The TNFDC Ltd. reserves the right to ask for a change if needed.
- k. The tenderer should operate the Aquarium Fish cum accessories sales Activities on continuous basis throughout the tender period.
- l. The tenderer shall take insurance coverage under public liability clause during the period of operation.
- m. Anti Government activities shall not be allowed inside the premises / place allotted to them.
- n. On the expiry of the contract, the tenderer shall handover all articles which were entrusted in good conditions.

**7. Period of Contract:**

The period of contract for Leasing of Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park would be three years with 10% increase in the annual lease amount for the subsequent years.

## **GENERAL CONDITIONS OF TENDER**

1. All tenders must be addressed to the Managing Director, TNFDC Ltd., Integrated Office Complex for Animal Husbandry & Fisheries Department, No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035 and must reach this office not later than 3.00 P.m on 29.11.2023 in a Sealed cover duly **SUBSCRIBED TENDER FOR Leasing of Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park**. Tender received after 3.00 P.m of the same day will be returned to the Tenderer unopened. Tenderers may be present if they so desire at the time of opening tenders.
2. Tenders shall be submitted either by registered post, courier with acknowledgment due or in person. Tenders by telegram or by any other means of communications will not be accepted.
3. Tenders shall be submitted in the enclosed form only, failing which they will not be considered.
4. (a) Tenders by firm shall be in the firm's name signed on behalf of the firm by the person authorized in this behalf. In case of partnership firm, the names of all the partners with their full postal address should be furnished with the tender and if the firm is registered under the Indian Partnership Act of 1931 the registration Number of the firm should also be given. The partner who is signing a tender form should hold a power of Attorney in his favor to act for and on behalf of the partnership of firm. In case of a joint Hindu Family the tender must be signed by the Manager expressly as such manager.
5. (a) The tender amount should be legibly written in INK BOTH IN FIGURES AND WORDS.  
  
(b) Tenders containing erasures or alterations without proper Attestation/Omissions are liable to be rejected.
6. (a) The Envelope for the Earnest money shall be superscripted with "Earnest Money" and shall contain EMD of Rs.10,000/- in the form of DD issued by a nationalized / scheduled bank located in India favoring " The Managing Director, TNFDC Ltd." payable at Chennai to keep the offer open till acceptance/ rejection thereof is communicated by the TNFDC Administration

or till 120 days (One hundred and twenty) days from the date of opening the tender whichever is earlier. ***The EMD should be valid for 90 days beyond the validity of the Tender.*** Offers received without earnest money shall be summarily rejected.

- (b) It shall be understood that the tender documents have been sold/issued to the Tenderer and that the tenderer is permitted to tender in consideration of the stipulation on his part that after submission of his tender, will not renege from or modify the terms and conditions thereof in a manner not acceptable to the TNFDC Administration. Should the tenderer fail to observe or comply with the said stipulation, the aforesaid amount shall be liable to be forfeited to the TNFDC.

No interest will be allowed on the Earnest Money Deposit. Tenders will not be considered unless the Earnest Money Deposit, have been submitted in accordance with the stipulations mentioned above.

7. The Earnest Money Deposit deposited by the successful tenderer will be adjusted towards Security deposit payable by them before entering into acceptance subject to the conditions stipulated above. The earnest Money Deposit of the unsuccessful tenders will be returned /refunded as soon as the tenders have been disposed off.
8. Each tender must be accompanied by the following:-
  - a. The remittance of Earnest Money Deposit.
  - b. In case of a Partnership Firm, the copy of the certificate of registration issued by the Competent Authority.
  - c. The copy of the a power of Attorney of the Managing Partner to sign the Tender document should also be enclosed with the tender
9. Tenders submitted without proper and fully complying with tender requirement will be disqualified and will not be considered.
10. The Successful tenderer shall be required to execute an agreement in the prescribed form without which he will not be considered.



11. (i) The successful tenderer must deposit to the TNFDC Administration in advance at the time of initial award of the contract a sum equivalent to 25% of the contract value as Security deposit / Bank Guarantee within 14 days of the date of acceptance and communication of the tender and execute an agreement in the prescribed form.  
  
(ii) The successful applicant shall remit security deposit in the form of Demand Draft / Bank Guarantee being 25% of the contract value which will be veils and kept open not only during the contract period of three years but also for a further period of six months beyond the contract period and take up the contract within 14 days of the date of acceptance of tender.
12. Should a tenderer whose tender has been accepted and communicated decline or failed to remit the 25% bank Guarantee as referred above and also execute an Agreement in the prescribed form and take up the contract within 14 days from the date of acceptance of tender, the Earnest Money Deposit will be forfeited by the TNFDC administration as ascertained liquidated damages.
13. The contractor or his Agent must be available at the Chetpet Eco Park from 09.00 hrs to 18.00 Hrs. or such period as may be specified from time to time by any authorized official of TNFDC.
14. The successful tenderer shall not assign, sublet or transfer the contract either on whole or part. If it is found that the contract has been assigned or sublet or either in part or in full, the TNFDC Administration will terminate the contract without any notice duly forfeiting the Security as ascertained liquidated damages.
15. No separate communication relating to the tender must be addressed by the tenderer to the officer or any other person in the TNFDC Administration by all explanatory or qualifying remarks which the tenderer may desire to make must be recorded in the tender form in the space provided for purpose in the respective paras.
16. Further the TNFDC Administration reserves the right to accept/negotiate with the next second highest tenderer in the event the highest tenderer withdraws the bid or not able to abide by the terms and conditions of the contract.

17. The persons employed by the tenderer should not have any Police records/criminal cases against them. The tenderer should make adequate enquiries about the character and antecedents of the persons whom they are employing. The character and antecedents of persons will be verified by the tenderer before their deployment through local police, collecting proofs of residence, driving license, bank account details, previous work experience and recent photograph and a certification to this effect submitted to this office. The tenderer will also ensure that the personnel deployed are medically fit and will keep in record a certificate of their medical fitness. The tenderer shall withdraw such employees who are not found suitable by the office for any reasons immediately on receipt of such a request.
18. The tenderer will have to bear cost of providing personnel for this work load/ duty hours or weekly off. The said persons engaged by the tenderer shall be the employee of the tenderer and it shall be the duty of the tenderer to pay their salary every month.
19. The tenderer has to provide Photo Identity Cards to the persons employed by him/her for carrying out the work. These cards are to be constantly displayed & their loss reported immediately.
20. The successful bidder shall furnish a security deposit equivalent to 25% of the contract value in the form of an account payee demand draft drawn in favour of the Managing Director, TNFDC Ltd. or Fixed Deposit Receipt from a nationalized / commercial bank or Bank Guarantee from a nationalized / commercial bank in an acceptable form safeguarding the interest of this office in all respects. The security deposit shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the tenderer. Manpower is delayed beyond the period stipulated by this office or non-compliance of the terms of agreement by the tenderer or frequent absence from duty/misconduct on the part of manpower supplied by the tenderer.
21. The successful bidder will enter into an agreement with this office on the terms and conditions on non judicial Rs. 100/- stamp paper. The above stamp paper will be arranged by the bidder for execution of agreement. The agreement will be valid for a period of two years commencing from, and shall continue to be in force in the same manner, unless terminated in writing.

22. The rates quoted by the tenderer shall be on annual basis with Increase at 10% of every year for a period of three years and no request for any change/modification shall be entertained before expiry of the period of three years.
23. The tenderer shall not assign, transfer, pledge or sub contract the performance of services.
24. The agreement can be terminated by either party by giving one month's notice in advance. If the agency fails to give one month's notice in writing for termination of the Agreement then one month's wages etc and any amount due to the tenderer from the office shall be forfeited.
25. That on the expiry of the agreement as mentioned above, the tenderer will withdraw all its personnel and clear their accounts by paying them all their legal dues. In case of any dispute on account of the termination of employment or non-employment by the personnel of the tenderer, it shall be the entire responsibility of the tenderer to pay and settle the same.
26. This office reserves the right to reject any or all the tenders without assigning any reason whatsoever and the decision of the management shall be final and binding on all the bidders.
27. In case of dispute arising between the tenderer and staffs of other firms personnel of Chetpet Eco Park, the tenderer shall refer the matter in writing to The Managing Director, TNFDC whose decision in the matter shall be final.
28. The Managing Director, TNFDC as the highest authority reserves the right to cancel the lease without assigning any reasons therefore.
29. For breach of any of these conditions The Managing Director, TNFDC will be the authority to take penal action as deemed fit.
30. Any money due by the tenderer under the terms of the tender shall be recovered by the appropriate statutory act or any modifications thereof.
31. In case of any dispute, the court of Jurisdiction will be at Chennai only.

**Sd./-MANAGING DIRECTOR**

**TENDER FORM**

NAME OF THE INDIVIDUAL/FIRM/ : \_\_\_\_\_  
 SOCIETY (BLOCK LETTERS)

FULL NAME IN (BLOCK LETTERS): \_\_\_\_\_

ADDRESS : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To

The Managing Director,  
 Integrated Office Complex for Animal Husbandry & Fisheries Department,  
 No.571, 4<sup>th</sup> Floor, Anna Salai,  
 Nandanam, Chennai – 600 035.

Sir,

Subject: Leasing of Ornamental Fish Cum Aquarium Accessories Sale  
 Center at Chetpet Eco Park for a period of three years from the  
 Date of award of Contract.

1. I / We have read and understood the general conditions of contract and terms and conditions of the proposed Agreement. In the event of my/our tender being accepted. I / we promise to abide by the said Rules and conditions.
2. Subject to the conditions given in the general conditions of the tender, I / We hereby tender to the Managing Director, TNFDC Ltd., Integrated Office Complex for Animal Husbandry & Fisheries Department, No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035, herein after called Chetpet Eco park Administration.

Note: In the event of partnership firm, please state the Name, Age and permanent Address of all the partners separately along with this tender.

3. I / We agree that I / We will not withdraw the offer before Chetpet Eco Park Administration accepts or rejects the same or before 120 (One hundred and twenty only) days from the date of opening of tender whichever is earlier and in the event of my/our withdrawing the same, earnest money deposit shall be liable to be forfeited by the Chetpet Eco Park Administration.

4. In the event of failure on successful Tenderer part to comply with all or any of these conditions, within the time mentioned, the Earnest Deposit shall be adjusted against liquidated damages without prejudice to any right of the Chetpet Eco Park Administration to claim damages from the successful tenderer for breach of contract.
5. I/ We agree to pay the security deposit in the form of Demand Draft / Bank Guarantee being 25% of the contract value which will be valid and kept open not only during the contract period of three years but also for a further period of six months beyond the contract period within 14 days of the date of acceptance of the tender.
6. In the event of the information furnished by me is found to be false I agree that my tender is liable to be summarily rejected by the Chetpet Eco Park Administration who shall be sole Judge whose decision shall be final.
7. Tender is liable to be summarily rejected and the decision of the Chetpet Eco Park Administration shall be final.

Thanking you,

Yours faithfully.

(SIGNATURE)

**Enclosures:**

1. Earnest Money Deposit - Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)
2. Necessary certificates as per Tender Document.
3. The details of other contracts held by me/us
4. Other documents if any to be listed below.

**UNDERTAKING BY THE BIDDER**

This is to certify that I/we before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of the Tenderer with Seal

Name :  
Designation :  
Address :  
Phone No. :

**CHECKLIST OF DOCUMENTS SUBMITTED**

<b>Sl. No.</b>	<b>Documents to be submitted</b>	<b>Submitted</b>	<b>Not submitted</b>	<b>Remarks</b>
	Copy of Registration of firms			
	Copy of Registration certificate of EPF			
	Copy of Registration Certificate of ESI			
	Copy of Income Tax Return for last 2 years			
	Copy of GST Registration			
	Copy of PAN/TAN Card			
	Proof of experience			
	Details of EMD deposited			
	Details of Cost of bidding document			
	Copy of VAT Certificate.			
	Last 2 years audited statement from Chartered Accountant			
	Rate quoted complies with the Minimum Wages Act of Govt. of India(Central Govt) with all other statutory provisions			

**Signature of Bidder Seal of Establishment**

**Full Name of Bidder with address & Date**

**ANNEXURE - I****PROFORMA FOR TECHNICAL BID**

Sl. No.	Particulars	To be filled in by the tenderer
1	Name of the Tenderer	
2	Details of EMD	
	(i) Amount	
	(ii) Draft No.	
	(iii) Date	
	(iv) Issuing Bank	
3	Date of establishment of the tenderer	
4	Detailed office address of the tenderer with Office Telephone Number, Fax Number and Mobile Number and name of the contact person	
5	PAN/TAN Number( copy to be enclosed)	
6	GST Registration Number (copy to be enclosed)	



7	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to be attached in this regard.)	
8	Length of experience in the field	
9	Whether a copy of the terms and conditions (Annexure-I), duly signed, in token of acceptance of the same, is attached.	
10	Whether tenderer profile is attached?	

**(To be kept inside sealed Price Bid cover separately)**

**ANNEXURE – II**

**PROFORMA FOR FINANCIAL BID**

**Proforma for submission of rate on annual basis excluding all Taxes and charges applicable as lumpsum for taking on Lease of the Operation & Maintenance of Aqua Shop at Chetpet Eco Park, Chennai – 600 010. For sale of ornamental fishes and related accessories and equipments**

<b>Sl. No.</b>	<b>Description</b>	<b>GST and other charges applicable will be charged as extra (Amount in Rs.)</b>
1	Annual Lease amount for Leasing of Ornamental Fish Cum Aquarium Accessories Sale Center at Chetpet Eco Park, Chennai .	

**Signature of Bidder**