



**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.

R.C.No. 459/S6/2018

Date: 15.06.2024

**NOTICE INVITING TENDER**  
FOR

**Operation & Maintenance of “Media Centre and Amphi Theatre its facilities in Sports Fishing-Cum-Eco Park at Chetpet Eco Park” for period of 3 years.**

Sl No.	Name of the Work
1	Lease of the Operation & Maintenance of Media Centre and Amphi Theatre in the Chetpet Eco Park and its facilities at Chetpet Eco Park in Chennai

**Form of Contract: Lumpsum Rate Quote (Two cover system)**

Sealed Tenders are invited for the above Operation & Maintenance of “Media Centre and Amphi Theatre its facilities Chetpet Eco Park at Chennai under two cover system. The bid documents will be available up to 5.45 P.m. on 04.07.2024. The bid document can be downloaded from the [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-35 by means of Demand Draft and should be furnished along with Tender. Bids can be submitted for all the packages or any number of packages separately.

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- 35.

**Important dates for Submission:**

1	Last date and time for downloading bid documents	04.07.2024 – 5.45 P.m.
2	Last Date and time for submission of bid document,	05.07.2024 – 3.00 P.m.
3	Date and time of opening of the tender	05.07.2024 – 3.30 P.m.

**Sd./-MANAGING DIRECTOR**



**BID DOCUMENT FOR**  
**OPERATION & MAINTENANCE OF MEDIA CENTRE**  
**AND AMPHI THEATRE AT CHETPET ECO PARK IN**  
**CHENNAI**

**(FOR A PERIOD OF THREE YEARS)**  
**(TWO COVER SYSTEM)**

**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.  
Phone : 044 – 2436 4908, 2436 4901 Fax: 2436 4904  
E-mail : tnfcho@

**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.459 / S6 / 2018**

**Date:15.06.2024**

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

***Prequalification Criteria:***

- Tenderer should have experience in ***Business of Operating Banquet / Marriage Hall / facility for at least five years in the last seven years.*** Self-Certification duly notarized has to be submitted.
- The tenderer should have minimum turnover of Rs.20.00 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 04.07.2024.
2. Last date for submission of tender documents: up to 3.00 P.m. on 05.07.2024
3. Opening of tenders: at 3.30 P.m. on 05.07.2024.

***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 Managing Director, TNFDC Ltd., Integrated Office Complex for Animal Husbandry & Fisheries Department No.571, 4th 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) Rs.10,000/- may be enclosed in the form of separate Demand Drafts drawn in favour of the Managing Director, TNFDC Ltd.

Both should be furnished along with the technical bid cover only. 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 tender document shall also be downloaded from the Tamil Nadu Tender Information Website.

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 Media Centre and Amphi Theatre 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 qualifications based on its past record, profile and on such other criteria as it may fix and only those found fit will be eligible for financial bid opening.

The bidders are requested to submit EMD and cost of the document along-with the attested copies of valid Registration Certificate, Pan-Card and up-to date Goods and Service Tax 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.

Tenderers or their 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**  
**OPERATION & MAINTENANCE OF MEDIA CENTRE AND AMPHI**  
**THEATRE AT CHETPET ECO PARK IN CHENNAI**  
**(FOR A PERIOD OF THREE YEARS)**

**1. Tender Components:**

This tender document invites firms / service providers for taking lease of Operation and Maintenance of Media Centre and Amphi Theatre in the Chetpet Eco Park. The period of contract would be for a minimum of three years with 10% increase in the annual lease amount for the subsequent years proposed for tendering by the Tamil Nadu Fisheries Development Corporation Limited to increase revenue and proper management.

**2. Objectives:**

The objectives of the operation and maintenance services for Media Centre and Amphi Theatre are listed below.

- The tenderer is required to Operate & Maintain Media Centre and Amphi Theatre in the Chetpet Eco Park.
- Regular upkeep and manage the infrastructure of the Media Centre and Amphi Theatre along with its related activities in the Chetpet Eco Park.

**3. Scope of Work:**

The various maintenance works (but not limited to) for the contractor are listed as below:

- a. The tenderer is required to operate and maintain an air conditioned Media Centre, 50 seater with AV equipment (Fitted with essential AV equipment and seating arrangement). Three shows each of 20min duration have to be operated for the benefit of park visitors between 9 am. to 6 pm. Balance time is available for renting out by the tenderer.
- b. The tenderer should operate and maintain an outdoor Amphitheatre 100 seater capacity, without equipment (lake view). This facility shall be fully rented out by the tenderer.
- c. Maintain all accounting and statutory records as required by the Corporation.

**4. Terms of Reference:**

- a. The tenderer / operator will be handed over media centre and Amphi-theatre fully functional. The operator will operate and maintain the facility spic and span. Electricity bills has to be paid and cleared as per metered readings to the park administration.

- b. The tenderer / operator should not carry out any modification to the facility provided without permission of the park administration.
- c. The tenderer / operator should fulfill all statutory requirements like permissions, clearances, licenses, PF/ESI etc. from concerned authorities before operation of the Media Centre, Amphi-Theatre.
- d. The period of agreement will be for 3 years.
- e. The operation will be on annual lease basis and lumpsum to be quoted by the tenderer.
- f. Notice period for termination, from either side, 90 days after a minimum of 9 months operation.
- g. No modifications are permitted to the infrastructural facilities provided, by the tenderer without permission of the Park Administration.
- h. Permission of events / function in Amphitheatre and Media Centre only with prior permission of park administrative.

**5. Period of Contract:**

The period of contract for operation and maintenance of Media Centre and Amphi Theatre would be three 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 05.07.2024 in a Sealed cover duly SUBSCRIBED TENDER FOR OPERATION & MAINTENANCE OF MEDIA CENTRE AND AMPHI THEATRE 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.  
(c) Tender amount should be Paid immediately after acceptance of Tender. 2<sup>nd</sup> year lease amount should be paid with 10% increase on 1<sup>st</sup> year Tender Amount and for subsequently year of lease upto 3 years.
6. (a) The Envelope for the Earnest money shall be superscribed 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 "TNFDC" 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 45 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 deposited in accordance with the stipulations of this para.

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 24 hrs. x 7 days throughout the year or such period as may be specified from time to time by any authorized official of TNFDC Ltd.
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 to itself 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 manpower will have to be supplied by the agency within 15 days of award of contract.
18. The persons engaged by the tenderer for Operation & Maintenance of Media Centre and Amphi Theatre should not have any Police records/criminal cases against them. The Agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. 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.
19. The tenderer shall engage necessary persons as required by this office from time to time. The Deployment of personnel is to be on monthly basis. Thus deployment/arrangement of the personnel should be in such a manner that there shall be no violations of any leave Rules and weekly off days. 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.

20. There is no Master and Servant relationship between the employees of the tenderer and this office and further that the said person of the tenderer shall not claim any absorption in this office or the Government of India.
21. The tenderer's person shall not claim any benefit/ compensation/ absorption/ regularization of services from/in this office under the provision of Industrial Disputes Act., 1947 or Contract Labor (Regulation & Abolition) Act, 1970. Undertaking from the persons to this effect shall be submitted by the tenderer to this office.
22. The tenderer's personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative / organizational matters as all are of confidential/secret nature.
23. The tenderer's personnel should be polite, cordial, positive and efficient, while handling the assigned work. The tenderer shall be responsible for any act of indiscipline on the part of persons deployed by him. The agency shall be bound to prohibit and prevent any of their employees from being intoxicated while on duty, trespassing or acting in any detrimental or prejudicial to the interest of this office. The decision of the officer in charge upon any matter arising under the clause shall be final and binding on the agency.
24. That the persons engaged shall not be below the age of 18 years or above the age of 45 years and they shall not interfere with the duties of the employees of this office.
25. The functional control over the personnel deployed by the Agency will rest with this office and the disciplinary administrative / Technical control will be with the Agency.
26. This office may require the tenderer to dismiss or remove from the site of work, any person or persons, employed by the tenderer, who may be incompetent or for his/ her/their misconduct and the tenderer shall forthwith comply with such requirements. The tenderer shall replace immediately any of its personnel, if they are unacceptable to this office because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from office.
27. 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.

28. The transportation, food, medical and other statutory requirements in respect of each personnel of the tenderer shall be the responsibility of the tenderer.
29. The agency shall have employer's liability and workers' compensation insurance in respect of the Personnel of the agency and of any sub-contractors, in accordance with the relevant provisions of the Applicable law, as well as, with respect to such personnel, any such life, health, accident, travel or other insurance as may be appropriate; and
30. That the agency will be wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislations as applicable to it from time to time including Minimum Wages Act, Employees Provident Fund, ESI Act etc. and this office shall not incur any liability for any expenditure whatsoever on the persons employed by the agency on account of any obligation. The Agency will comply all statutory provisions of law, rules and regulations of Act and keep this office informed about any amendment in the law from time to time.
31. The tenderer will provide the required personnel for a shorter period also, in case of any exigencies as per the requirement of this office.
32. The tenderer shall provide a substitute well in advance if there is any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the tenderer.
33. The tenderer shall be contactable at all times and messages sent by phone /e-mail/ fax / special messenger from this office shall be acknowledged immediately on receipt on the same day. The tenderer shall strictly observe the instructions issued by the Corporation in fulfillment of the contract from time to time.
34. This office shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the tenderer.
35. That the tenderer on its part and through its own resources shall ensure that the goods, materials and equipment's etc. are not damaged in the process of carrying out the services undertaken by it and shall be responsible for acts of commission and omission on the part of its staff and its employees etc. If this office suffers any loss or damage on account of negligence, default or theft on the part of the employees/agents of the agency, then the agency shall be liable to reimburse to this office for the same. The agency shall keep this office fully indemnified against any such loss or damage. Any accident/ casualty occurred during the course of working to any staff engaged by the Agency; the responsibility will remain

with the Agency. For any accident or casualty occurred during the course of working to any staff deployed by the Agency, the liability that will arise out of the accident will be borne by the Agency. The responsibility will remain with Agency and this office will no way be responsible for it or any other clause mentioned above.

36. This office will maintain an attendance register in respect of the staff deployed by the agency on the basis of which wages/remuneration will be decided in respect of the staff at the approved rates.
37. 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 TNFDC 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. The security deposit will be forfeited in case the supply of 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 Agency.
38. The successful bidder will enter into an agreement with this office for supply of suitable and qualified manpower for Operation & Maintenance of Media Centre and Amphi Theatre as per requirement of this office on these 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 three years commencing from, and shall continue to be in force in the same manner, unless terminated in writing.
39. The service charges/rates quoted by the agency shall be fixed for a period of three years and no request for any change/modification shall be entertained before expiry of the period of three years. Any statutory increase in wages/DA etc. is to be absorbed by the tenderer. The contract/agreement is extendable by another three years subject to satisfactory performance of the agency and such amendments as mutually agreed to.
40. The tenderer shall not assign, transfer, pledge or sub contract the performance of services without the prior written consent of this office.
41. 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.

42. That on the expiry of the agreement as mentioned above, the agency 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 agency, it shall be the entire responsibility of the agency to pay and settle the same.
43. That if any amount is found payable by the bidders towards, wages, allowances and statutory dues in respect of personnel or any loss to this office property, the same shall be adjusted from the security deposit of the extent of the amount so determined reserving right to recover the deficit amount through other modes of recovery including the right to terminate the agreement without notice.
44. 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.
45. EPF and ESI contribution to be paid for personnel employed by tenderer shall be responsibility of tenderer.
46. The tenderer will have to bear cost of providing personnel for this weekly off. The total monthly rates quoted shall inclusive off all these, including profits, overheads, bonus, gratuity etc and taxes whatsoever payable.
47. The employed personnel shall wear a common dress and shall have a badge mentioning their cadre. It should be worn inside the lake when on duty.
48. The personnel shall not cook or make noise or use music system inside the lake
49. In case of dispute arising between the contractor and staffs of other firms personnel of Chetpet Eco Park, the contractor shall refer the matter in writing to The Managing Director, TNFDC whose decision in the matter shall be final.
50. The Managing Director, TNFDC as the highest authority reserves the right to cancel the lease without assigning any reasons therefore.
51. For breach of any of these conditions The Managing Director, TNFDC will be the authority to take penal action as deemed fit.
52. Any money due by the contractor under the terms of the tender shall be recovered by the appropriate statutory act or any modifications thereof.
53. In case of any dispute, the tenderer will refer the dispute to an Arbitrator in accordance with the provisions of the Arbitration and Conciliation Act, 1996

(Central Act 26 of 1996) and the parties agree to abide by the decision of the Arbitrator and the place of Arbitration shall be at Chennai.

**Other Amendments**

1. The rates quoted should be exclusive of all taxes, cess etc.
2. Para 11 of General Conditions of tender be read as under,  
“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 annual contract value as Security deposit / Bank Guarantee valid for 2 years or maximum years of agreement as the case may be, within 14 days of the date of acceptance and communication of the tender and execute an agreement in the prescribed form’.

**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: *Operation & Maintenance of Media Centre and Amphi Theatre 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 accepts or rejects the same or before 120 (One hundred and twenty only) days form 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(a). In the case of Group/ Co-Operative Society of unemployed educated youths. The registration number being \_\_\_\_\_ and to this effect we enclose a copy of the registration certificate issued by the Competent Authority of co-operatives Society.

7(b). It is hereby declared that each member of Group/ Co-Operative Society is Educated and unemployed and they are between the age of 18-30 years. The names and other details of the members of the Group / Co-Operative Societies are furnished below.

SL.NO.	NAME	AGE	QUALIFICATION	ADDRESS

(The names of all the members with the above details should be given).

7 (c). In the event it is disclosed that the account is found to be false and either any one of us are below 18 years and already employed, we agree That our tender is liable to be summarily rejected and the decision of the Chetpet Eco Park Administration shall be final.

7 (d). We also undertake that if our tender is accepted, to notify to the Chetpet Eco Park Administration during the tenure of contract, if any of the members employed of our Group / Co-Operative society seeks employment in other firms and replacement of member from our group/ society will be made within immediately on approval of the Chetpet Eco Park Administration.

7 (e). We further agree that we shall not disband / dissolve the Group / Co-Operative Society formed by us without the knowledge of Chetpet Eco Park Administration and all the members of the Group/ Co-operative Society shall be collectively responsible for the fulfillment of the term of the contract.



- 7 (f). We further agree and undertake to do all the work connected with the Management of the Cycle/Scooter/Car Stand ourselves. We will not sublet or assign the duties to any person other than the members of the group/co-operative society.
8. The details of other maintenance contracts held by me/us are given below (Copies of the award Letters indicating the name of the place, period, and contract value to be stated here)

Thanking you,

Yours faithfully.

(SIGNATURE)

**Enclosures:**

7. Earnest Money Deposit - Demand Draft No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)
8. Necessary certificates as per Tender Document.
9. The details of other contracts held by me/us
10. 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>S.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 Service Tax Registration			
	Copy of PAN/TAN Card			
	Proof of experience			
	Details of EMD deposited			
	Details of Cost of bidding document			
	GST 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**

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

7	<p>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.)</p>	
8	<p>Length of experience in the field</p>	
9	<p>Experience in dealing with Govt. Departments (Indicate the names of the Departments and years of dealing with those Departments and attach copies of contracts orders placed on the agency.)</p>	
10	<p>Whether a copy of the terms and conditions (Annexure-I), duly signed, in token of acceptance of the same, is attached.</p>	
11	<p>Whether agency profile is attached?</p>	
12	<p>List of other clients</p>	

**(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 Media Centre and Amphi Theatre at Chetpet Eco Park, Chennai – 600 010.**

<b>Sl. No.</b>	<b>Description</b>	<b>Amount in Rs.</b>
1	Media Centre (50 seater Capacity)	
2	outdoor Amphitheatre (100 seater capacity)	

**Signature of Bidder**

**ANNEXURE- III**

**BANK GUARANTEE SHOULD BE SUBMITTED ON NON-JUDICIAL STAMP PAPER TO THE VALUE OF Rs.100/- (RUPEES ONE HUNDRED ONLY)**

1. In consideration of Government of Tamilnadu through The Managing Director, TNFDC, Integrated Office Complex for Animal Husbandry & Fisheries Department, No.571, 4<sup>th</sup> Floor, Anna Salai, Nandanam, Chennai – 600 035.. (Hereinafter called the Chetpet Eco Park Administration) having agreed to consider the tender from (Name of the tenderer with full address)..... (hereinafter called the said tenderer) for *Operation & Maintenance of Media Centre and Amphi Theatre at Chetpet Eco Park* for a period of 3 years from..... to..... Under the terms and conditions of the open tender called by The Managing Director, TNFDC, wherein the tenderer has promised that should his/their tender be accepted he/they promise to pay an amount equivalent to 25% of the contract value towards Security Deposit.
2. And whereas, the tenderer is required to make Security Deposit equivalent to 25% of the contract value tendered by him long with the tender papers we (Name of the Scheduled /Nationalized Bank)..... do hereby viz.a sum of Rs..... (In words)..... equivalent to the value of 25% of the contract value for *Operation & Maintenance of Media Centre and Amphi Theatre at Chetpet Eco Park* for a period of (Three) 3 YEARS UNDER. This guarantee without any demur or a demand from the Chetpet Eco park caused or surrendered by the Chetpet Eco park Administration by reasons of breach by the said contract of any of the terms or conditions contained in performing the said agreement. Any such demand made on the Bank shall be conclusive as regard to the amount due and payable by the Bank under this guarantee. We agree to keep this grantee open not only for the contract period of (THREE) 3 years but for a further period of (06) six months beyond the date of expiry of the contract period.

However, our liability under thin grantee shall be restricted to an amount not Exceeding Rs..... (in words).....

We undertake to pay the Chetpet lake any money so demanded not withstanding any dispute or disputes raised by the contractor in any suit or proceedings pending before any Court or Arbitrator/Tribunals relating thereto out of liability under this present being absolute and equivocal.

The payment so made by us under this bond shall be valid discharge of our Liability for payment there under and the contract shall have no claim against Us for making such payments.

We..... Bank further agree that the guarantee herein contained shall remaining force not only during the period of contract but for a further period of (06) six months there of and it shall continue to be till or the dues of The Chetpet eco park Administration under or by virtue of the said agreement have been fully paid and its claim satisfied or discharged or till Chetpet eco park administration certify that the terms & conditions on the said agreement have been fully and properly carried by the said contractor and accordingly discharges this guarantee. Notwithstanding anything Contained herein, the Banks liability under this guarantee shall be restricted to Rs. \_\_\_\_\_ (In .. Words) \_\_\_\_\_ Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_ (Specify the date, month & year) 06 (SIX) MONTHS AFTER THE PERIOD OF CONTRACT) we shall be Discharged from all liability under this guarantee thereafter.

3. We \_\_\_\_\_ Bank further agree with the Chetpet Eco park Administration That the Chetpet Eco park Administration shall have the full liberty without our consent and Without effecting in any manner our obligation here under to vary any of the terms & conditions of the said Agreement or to extend the time of performance by the said contractor and to forebear or enforce any of the terms and conditions relating to the Said Agreement and shall not be relived from our liability by reason of any such Variation or extension being granted to said contractor or any such indulgence, act Or omission on the part of the Chetpet eco park Administration, any indulgence by the Chetpet eco park Administration to this said contractor or by any such matter or thing Whatsoever which under the law relating to sureties would, but for this provision Have effect of so receiving us.

4. This guarantee will not be discharged due to the change in the constitution of the Bank or contractor.

5. We \_\_\_\_\_ Bank lastly undertakes not to revoke this guarantee during its currency except with the previous consent of the Chetpet eco park Administration in writing.

Dated \_\_\_\_\_ Day of \_\_\_\_\_ Year \_\_\_\_\_

Bank Seal

**Signature of the Bank official with seal.**