

**NOTICE INVITING TENDER**

**1.1 GENERAL**

**1.1.1 Name of Work**

**Uttar Pradesh Metro Rail Corporation Limited** invites open e-Tenders from eligible agencies/firms/caterer, who fulfill qualification criteria, **for Providing Canteen Services in Agra Metro Depot (UPMRC) at Agra.**

**1.1.2 Key details:**

<b>Approximate cost of work/ NIT Value</b>	<b>INR 32.68 Lacs (Exclusive of GST)</b>
<b>Tender Security amount</b>	<p><b>Rs. 65,000/-</b></p> <p>The instrument type for payment of tender security/ EMD shall be RTGS, NEFT &amp; IMPS, Demand Draft, Bank Guarantee. No other mode of payment will be accepted.</p> <p><b>(i)</b> Payment of tender Security as above is to be made by RTGS, NEFT &amp; IMPS. The details of bank account of UPMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender security including e-receipt (clearly indicating UTR No. &amp; tender reference(i.e. AGCS-01) must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission). (Copy of GST registration no. to be provided along with Tender security)</p> <p><b>Name of the Bank -</b> HDFC Bank</p> <p><b>Banks Address-</b>HDFC Bank Limited, Tekari Chambers Ashok Marg, Lucknow</p> <p><b>Account Name -</b> UPMRCL (Agra Project)</p> <p><b>Account No.</b> – 50100301966491</p> <p><b>IFSC code</b> - HDFC0001267</p> <p><b>(ii)</b> Payment of tender security is to be made by BG/Demand Draft. BG/Demand Draft shall be submitted in original in the office of CE/ Contract within due date and time of submission end date of tender.</p>

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	<b>Validity of Tender Security in case of BG/ Demand Draft</b> shall remain valid for a period of 45 days beyond the final bid validity period.(Format of BG- <b>Annexure-5</b> )
<b>Completion period of the Work</b>	<b>36 Months</b>
<b>Tender documents on sale</b>	From <b>21.07.2023</b> (from 11:00 hrs) to <b>21.08.2023</b> (up to <b>15:00 hrs.</b> ) on e-tendering website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>  Tender document can only be obtained on the website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> .
<b>Cost of Tender documents (Non-Refund able)</b>	<b>INR 5,900/- (inclusive of 18% GST)</b>  Non-Refundable (Payment of tender document cost/ tender fee is to be made only by RTGS, NEFT & IMPS. No other mode of payment will be accepted. The details of bank account of UPMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender document cost/tender fee including e-receipt (clearly indicating UTR No. & tender reference(AGCS-01) must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission).  (Copy of GST registration no. to be provided along with Tender document cost/ tender fee) <b>Name of the Bank</b> - HDFC Bank <b>Banks Address</b> -HDFC Bank Limited, Tekari Chambers Ashok Marg, Lucknow <b>Account Name</b> - UPMRCL (Agra Project) <b>Account No.</b> – 50100301966491 <b>IFSC code</b> - HDFC0001267
<b>Last date of Seeking Clarification</b>	<b>31.07.2023 (Upto 1800 Hrs)</b>  Bidders to note that seeking clarification on the tender shall be done by sending it on e-tendering portal only. Seeking clarification by mail or post will not be considered.  Queries/clarifications from bidders after due date and time shall not be acknowledged.
<b>Pre-bid Meeting</b>	<b>31.07.2023 @ 1500 Hrs.</b>  The pre-bid meeting shall be conducted through video conferencing by software apps such as Google Meet, Microsoft Team, etc. All Prospective tenderers who

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	have made online payment towards the cost of tender document shall provide the details of the person(s) (maximum up to two) who will be participating in such virtual meeting at least one day before the meeting to the registered official email of Employer i.e. <a href="mailto:cecontract@upmrc.co.in">cecontract@upmrc.co.in</a> along with scanned copy of transaction of payment of tender cost / tender fee, including e-receipt (clearly indicating <b>UTR No.</b> and <b>tender reference</b> so that links having details such as software, meeting ID, password etc. can be mailed to these persons at least 12 hours before the scheduled pre-bid meeting
<b>Date &amp; time of Submission of Tender online</b>	Tender submission start date: <b>14.08.2023</b> (11:00 hrs). Tender submission end date: <b>21.08.2023</b> (15:00 hrs).
<b>Date &amp; time of opening of Tender (Technical Bid)</b>	<b>22.08.2023 @ 15:00 Hrs.</b>
<b>Date &amp; time of opening of Tender (Financial Bid)</b>	Will be informed later on after the evaluation of Technical Bids (only to the bidders who will successfully qualify the Technical Evaluation)
<b>Validity of Tender</b>	<b>180 days</b> from the last date of submission end date of tender.
<b>Authority and place for seeking clarifications etc.</b>	<b>Chief Engineer/ Contract, Uttar Pradesh Metro Rail Corporation Ltd., Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010, Uttar Pradesh, India.</b> <a href="https://etenders.gov.in/e procure/app">https://etenders.gov.in/e procure/app</a>

Any clarification/corrigendum/addendum to the tender documents shall be uploaded on the official e-portal only, without any obligation of press notification.

For further details, please visit official e-portal <https://etenders.gov.in/e procure/app>.

For any additional information & help for downloading & uploading, please contact e-tendering service desk at the following ID: support-eproc@nic.in or at Toll Free No.: (91)120-4001002, (91)120-4001005, (91)120-6277787.

**Note: EMD/Tender Security :** In case of Demand Draft, it should be in favor of “**Uttar Pradesh Metro Rail Corporation Limited**” and in case of **BG**, format is attached as **Annexure-5**.

### 1.1.3 Qualification Criteria:

#### 1.1.3.1 Eligible Applicants:

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies, corporations) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.1.3 of NIT. **Joint Ventures or Consortium are not allowed to participate in the tender.**
- ii. A tenderer shall submit only one bid in the same tendering process. A tenderer who submits or participates in, more than one bid will cause all of the proposals in which the tenderer has participated to be disqualified. No tenderer can be a sub-contractor while submitting a bid in the same bidding process.
- iii. Tenderers shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Tenderers shall be considered to have a conflict of interest with one or more parties in this bidding process, if:
  - a) tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for on implementation of the project;
  - b) tenderer is any associates/affiliates (inclusive of parent firms) mentioned in subparagraph (a) above; or
  - c) tenderer lends, or temporarily seconds its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for on implementation of the project, if the personnel would be involved in any capacity on the same project.

#### 1.1.3.2 Minimum Eligibility Criteria:

**A. Work Experience:** The tenderers will be qualified only if they have successfully completed work(s) in the field of providing Canteen & Catering Services, completion date(s) of which falling between 01.06.2016 to 31.05.2023 as given below:

- (i) At least One "similar work" \*\* of value of **Rs. 8.71 Lacs** or more.  
OR
- (ii) Two "similar work" \*\* each of value of **Rs. 5.44 Lacs** or more.  
OR
- (iii) Three "similar work" \*\* each of value of **Rs. 4.36 Lacs** or more.

**\*\* "Similar work" for this contract shall be work involving Canteen & Catering Services in Railways/ Metros/ Airports/ other government departments/ Shopping malls/ commercial complexes/ reputed restaurants/ Hostels.**

- The tenderer shall submit details of work executed by them in the Performa of **Annexures-1 & 1 A of NIT**. for the works to be considered for qualification of works experience criteria.
- For the above, documentary proof such as LOA, completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be submitted. The offers submitted without this documentary proof shall not be evaluated. In case the work is executed for private client, copy of work order, bill of

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quantities, bill wise details of payment received certified by C.A., T.D.S certificates, and **Form 26 AS** for all payments received and copy of final/last bill paid by client shall be submitted.

- Value of successfully completed portion of any ongoing work up to ending last date of previous month of submission end date of tender will also be considered for qualification of work experience criteria.
- For completed works, value of work done shall be updated to ending last date of previous month of submission end date of tender price level assuming 7% inflation for Indian Rupees every year and 2% for foreign currency portions per year.

### B. Financial Capability:

(i) **Annual Turnover:** The annual turnover of last three financial years (i.e. 2020-2021, 2021-2022 and 2022-2023) should be  $\geq$  **Rs. 10.00 Lacs** for each Year.

(ii) **Liquidity:** The tenderer must have liquidity equal to cash flow requirement of value Rs. 1.56 Lacs for the contract.

a) The liquidity shall be ascertained from Net Working Capital {Current Assets – (current liabilities + provisions)} as per latest audited balance sheet and/or from the Banking reference(s).

b) Banking reference(s) should contain in clear terms the amount that the Bank will be in a position to lend for this work to the applicant/member of the Joint Venture/Consortium. In case the Net Working Capital (as seen from the Balance Sheet) is negative, only the Banking reference(s) will be considered, otherwise the aggregate of the Net Working Capital and submitted Banking reference(s) will be considered for working out the Liquidity. (Refer **Annexure-7**)

c) The Banking references should be from a Scheduled Bank in India or from an International Bank of repute (in case of foreign vendors) and it should not be more than 3 months old as on the date of submission of bids.

(iii) **Net Worth:** Net Worth of tenderer during last audited financial year should be Positive.

(iv) **Bid Capacity:** The tenderers will be qualified only if their available bid capacity is more than the approximate cost of work as per NIT. Available bid capacity will be calculated based on the following formula:

$$\text{Available Bid Capacity} = 1.5 * A * N - B$$

Where, A = Maximum of the value of works executed in any one year during the last five financial years (updated at current price level assuming 7% per annum simple rate inflation for Indian Rupees every year and 2% for foreign currency portions per year), taking into account the completed as well as works in progress.

N = No. of years prescribed for completion of the work

B = Value (updated at current price level assuming 7% per annum simple rate inflation for Indian Rupees every year and 2% for foreign currency portions per year) of existing commitments and on-going works to be completed in next 'N' years. (**Annexure-3**)

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- Financial data for latest last 05 audited financial years has to be submitted by the tenderer in **Annexure-2 & 2-A of NIT** along with audited balance sheets. The financial data in the prescribed format shall be certified by Chartered Accountant with his stamp, signature and UDIN. In case audited balance sheet of the last financial year is not made available by the bidder, he has to submit an affidavit certifying that 'the balance sheet has actually not been audited so far'. In such a case the financial data of previous '2' audited financial years will be taken into consideration for evaluation.
- Available Bid Capacity has to be submitted by Bidder in **Annexure 4 of NIT**.

**C. Certificates:** The firm should have valid registration with GST, Income Tax and FSSAI.

**1.1.4** The tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of **Chief Engineer / Contract** , Uttar Pradesh Metro Rail Corporation Ltd. (UPMRC) Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Uttar Pradesh-226010 [Email id:- [cecontract@upmrcl.co.in](mailto:cecontract@upmrcl.co.in)]

**1.1.5** The intending tenderers must be registered on e-tendering portal <https://etenders.gov.in/eprocure/app>. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.

**1.1.6** The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid Class-II or Class-III digital signature. The tender document can only be downloaded or uploaded using Class-II or Class-III digital signature. However, the tenderer shall upload their tender on <https://eprocure.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.

**1.1.7** Tender submissions shall be done online on <https://etenders.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents such as scanned copies of transaction of payment i.e. RTGS, NEFT & IMPS and scanned copy of transaction of payment for Tender Security and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.

**1.1.8** Submission of Tenders shall be closed on e-tendering website of UPMRC at the date & time of submission prescribed in NIT after which no tender shall be accepted. It shall be the responsibility of the bidder / tenderer to ensure that his tender is submitted online on e-tendering website <https://eprocure.gov.in/eprocure/app> before the deadline of submission. UPMRC will not be responsible for non-receipt of tender documents due to any delay and/or loss etc.

**1.1.9** Tenders shall be valid for a period of 180 days from the date of submission end date of Tenders and shall be accompanied with a tender security of the requisite amount.

**1.1.10** Minimum number of guaranteed lunches will be 60 on all days (except Sundays and Holidays as observed in UPMRC). Total lunches/meals for 03 years will be approximately 56,160. The total cost of work is calculated on the basis of the same. Any

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**variation to this quantity will be dealt with mutual consent of UPMRC & Contractor.**

**1.1.11 A Performance Security Amount @ 10% of the LOA amount to be submitted within 01 Month of issuing of Letter of Acceptance, in form of BG/DD/NEFT/RTGS. In case of BG, the Format is attached as Annexure-3 of NIT. In case of DD, it should be in favor of "Uttar Pradesh Metro Rail Corporation Ltd.**

**1.1.12 UPMRC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the UPMRC for rejection of his proposal.**

**1.1.13 Any suit or application, arising out of any dispute or differences on account of this tender shall be filed in a competent court at Lucknow, Uttar Pradesh only and no other court or any other district of the country shall have any jurisdiction in the matter.**

**Chief Engineer/Contract  
UttarPradesh Metro Rail Corporation**