



Kandla SEZ Authority (KASEZA)
(Government of India)

**Ministry of Commerce & Industry,
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No.KASEZ/P&C/4/113/2017/

Dated:- 16/11/2017

**Outsourcing of operation and maintenance of guest House
cum-Facilitation centre**

The Chairman, KandlaSEZ Authority, invites quotations from reputed agencies or agencies managed by person having experience of running of atleast a four star hotel for five years and having experience of operation and maintenance of government owned hotels or guest houses for a period of five years, to run and maintain the guest house at Kandla SEZ. The guest house is to be used by the entrepreneurs, their guests, officers and others authorized by authority. The guest house has at present eight room including two suits with provision for future expansion.

Interested parties, who qualifies the above criteria, with documentary proof, may send in their offer / terms and condition for operating and maintaining the guest house and canteen on or before 15th December, 2017. Outsourcing shall be on a leave and license basis, as per the following terms and condition:-

TERMS AND CONDITION:-

1. The outsourcing shall be on a leave and license basis initially for a period of **five** years or as may be decided by the authority. Leave and License Agreement shall be drawn separately. However the authority reserves the right to cancel the agreement any time by issuing a 3 months notice without assigning any reason.
2. The Leave and Licence shall be increased by the Authority for a further period of five years, if the performance of the Service Provider is found satisfactory and on recommendation by the KASEZ Advisory Committee, with a 25% increase in the Annual Fee being paid to the Authority.
3. Tenderer has to be quote for the annual fee which will be paid to the authority.
4. Tenders shall be accompanied by a demand draft of Rs. 25,000/- (Rupees twenty five thousand only) towards earnest money deposit, payable in favour of Kandla SEZ Authority, payable at Gandhidham without which bid will not be considered valid. In case the bidder withdraws his bid within the validity period, the earnest money shall be forfeited without assigning any reason whatsoever.
5. The tenderer shall provide business centre facilities including telephone, fax, internet, video conference and printing etc to the entrepreneurs and other guest staying at guest house. These services shall be in accordance with the infrastructure facilities provided/envisaged in the Centre Building on chargeable basis as per approved rates.

6. In particular the tenderer shall provided for the following minimum facilities in the centre: –

- (i) Liners, towels and curtains
- (ii) Cutlery, crockery, glass wares and table linen.
- (iii) Deep Freezers
- (iv) Refrigerator
- (v) Bottle Coolers
- (vi) Water Coolers
- (vii) Kitchen vessel and equipment such oven ,mixer,grinder,serving dishes,cooking ranges
- (viii) Music system
- (ix) Land line telephone connection with intercom in all rooms

7. That all the charges in respect of public utility like electricity, water, telephone on actual basis shall be paid by the tenderer to the respective authorities and borne by them and in no case it shall remain outstanding at any time, except for the permitted period. In case of default or disputed default, the tenderer, on demand by the Authority shall furnish adequate security for meeting such charges.

8. The tenderer shall not be in the exclusive occupation of the licensed premises and the Authority will have at all times right to enter upon an supervise the premises at any time during the usual hours of working, including by the KASEZ Advisory, which will guide and advise the licensee.

9. The tenderer shall charge room rents and food charges as per the approved room and menu tariff fixed by the KASEZ Advisory Committee, from time to time. In case of any dispute arising out in the fixation of the tariff, the decision of the Authority shall be final and binding to the licensee. (At present room tariff is Rs.1000/- for VIP suite and Rs.800/- for other rooms, per night and for Govt. officers & guests there will be 25% concession).

10. The authority has built up the guest house and has provided furniture and fixtures in the rest rooms.

11. The entire premises and building along with the fixtures shall be exclusive property of the Authority and the tenderer shall have no ownership right over these premises, fixtures and furniture.

12. The tenderer shall not carry out any work of structural repairs or addition or alteration to the said premises. However, they shall do the usual maintenance to the premises at their own cost and Authority shall not be responsible for the amount incurred thereon by the tenderer.

13. The tender is under obligation to maintain the premises and fitting, fixtures in good working condition and perform necessary timely repairs so as to maintain them nicely.

14. The tenderer shall maintain the open areas and lawns in good and pleasant condition.

15. The tenderer would be in entitled to discontinue operation after giving 3 month notice to Authority.

16. The Chairman, Kandla SEZ Authority reserves the right to not consider any application without assigning any reason.

17. Interested agencies or agencies managed by person having experience of running of four star hotel for five years and having experience of operation and maintenance of government owned hotels or guest houses for a minimum of five years, may send their offer in sealed envelope so as to reach the undersigned on or before 15th December, 2017. Envelope should be superscribed "Tender for **Outsourcing of operation and maintenance of Guest House-cum- Facilitation centre, KASEZ**".


(Rajesh Kumar)

Dy. Development Commissioner,
Kandla Special Economic Zone.