

## **Evaluation Criteria for Allotment of MAIN CANTEEN ATH**

Mandatory Documents		Last year Income Tax Return CDR Attached with financial bid Affidavit. ATL Registration with KPK revenue Authority Bank statement last 3-years			Bids without Mandatory documents shall not considered for evaluation.	
S. No.	Parameters	Detail / Supporting Documents			Total Marks	
1	Past performance (Last one year)	Major institution served:			<b>15</b>	
		i.	No institution served	<b>0</b>		
		ii.	1 to 2	<b>5</b>		
		iii.	3 to 5	<b>10</b>		
		iv.	More than 5	<b>15</b>		
2	Human resource with reference to job / work				<b>15</b>	
		i.	More than 6 expert cooks	<b>6</b>		
		ii.	4 to 6 cooks	<b>4</b>		
		iii.	More than 6 waiter/ bearers	<b>5</b>		
		Iv	4 to 6 waiter/ bearers	<b>3</b>		
		v	3 to 5 Dish washer	<b>2</b>		
		vi.	3 to more sweepers	<b>2</b>		
3	Financial Strength				<b>10</b>	
		i.	Two million or more	<b>10</b>		
		ii.	1.00 million	<b>7</b>		
		iii.	Below 1 million	<b>0</b>		

**Total marks: 40**

**Qualifying marks: 70% (28) and above.** the financial bids of technically accepted bidders will be opened publicly at a time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned un-opened to the respective Bidders. **Highest priced bid from the technically qualified bidder will be accept.**

**TERMS AND CONDITIONS FOR CONTRACT OF MAIN CANTEEN IN AYUB TEACHING  
HOSPITAL, ABBOTTABAD**

1. The contract shall be single stage two envelope basis (Technical & Financial bid)
2. The under mentioned documents are mandatory and bid shall not be accepted without these documents.
  - a. CDR equal to three months quoted rent from schedule bank.
  - b. Valid NTN Certificate. The contractor should be on ATL.
  - c. Bank Statement for the last 3-years.
  - d. Experience in the relevant field in Govt./private similar institution for five years supported with performance certificate for the concerned department
  - e. No of employees to be deployed in the Canteen.
  - f. Tender documents receipt.
  - g. An affidavit on judicial stamp paper with regards to that the firm/contractor is not blacklisted from any Govt. department.
3. The period of contract will be upto 30.06.2020 (two years) or till completion of next year contract.
4. The earnest money / security of the contractor will be released after the completion of contract period.
5. Minimum monthly rent of canteen shall be Rs. 470,000/- per month excluding utility charges (Sui Gas/Electricity) which will be determine by the maintenance department on actual basis and the highest offer of rent amongst the bidder who fulfill the mandatory documents shall be consider successful.
6. Monthly rent shall be deposited by 5<sup>th</sup> of each month in advance failing which 5% penalty shall be imposed for the due month. In case of non-deposit of rent for consecutive 3-Months, the contract shall be automatically cancelled with forfeiture of CDR.
7. The contractor will be bound to provide furniture according to specification approved / provided by hospital authority & will also provide paint in canteen premises twice a year first before taking over the charge and 2<sup>nd</sup> time in the month of January of each calendar year.
8. The contractor will not shown grievances for opening of Tuck shop in front of Maintenance department offices or any other place desired by Hospital Administration.
9. The staff of canteen will be managed by canteen contractor and any employee below 18 years will not be allowed.
10. All canteen staff will be medically examined by the Medical Officer on contractor's expenses.
11. The employees of contractor should not carry weapons/narcotics in Hospital area.
12. The contract of canteen will be cancelled in case of over-charging from approved rate of the following items or misbehavior with staff and patient's attendant.
13. The administration will not be responsible for any credit etc.
14. Smoking and sale of cigarette/Naswar will not be allowed.
15. Approved rates list should be affixed at two prominent places duly signed by Hospital Director on visible place in a frame or Panaflax. Non affixation of

- rates and charging higher than rates will tender canteen contractor for fine which may rise up to Rs.5000/-
16. Cleanliness of the canteen shall be responsibility of the contractor. The hospital administrations or any authorized person shall/will regularly checkup the cleanliness standard of canteen area both inside as well as outside. In case of default action will be taken against the contractor which can be cancelled of contract/fine etc.
  17. The contract can be terminated at any time if canteen is not run the entire satisfaction of administration.
  18. The canteen staff shall have to wear **clean specified uniform with nameplates**, which will be provided by the contractor.
  19. Teapot inside the hospital premises will not be allowed.
  20. In case of violation/breach of contractor terms the contract can be terminated on proper notice by the administration. The penalty will be deducted from the security amount.
  21. As Affidavit from the contractor should be submitted on (50-rupees stamp paper) that in case of any breach/violation he will not go to any court of law. He will abide by terms and conditions of contract.
  22. Sub-letting will not be allowed and if found/approved so that the contract will be cancelled by forfeiting the call deposit in favor of institution.
  23. The approved rates are applicable in the hospital canteen.
  24. Bio-data of the worker along with copy of ID cards will have to deposit with the administration by the successful bidder.
  25. Any type of narcotic/weapon in the hospital premises is strictly prohibited.
  26. In case of any violation the contract shall be terminated without any notice and security will be forfeited and firm also be blacklisted.
  27. The sealed and postal/courier tenders shall be received up to 30-06-2018 at 11:30 which will be opened on the same day at 12.00 noon in presence of available contractors or their authorized representative.
  28. In case of any conflict raised between both parties (institution and Contractor) the matter shall be resolved through mutual understanding but the decision of the undersigned will be final.
  29. The contractor already working/running the contract must attach clearance certificate from Account Department.
  30. It will be the responsibility of the contractor to follow to ensure all the safety measure issue by Assistant Director (Food) for time to time during the contract period otherwise will be dealt according to the rules & regulation by the concerned department.

HOSPITAL DIRECTOR  
AYUB TEACHING HOSPITAL  
ABBOTTABAD

**I abide the terms and conditions and offer Rs. \_\_\_\_\_/rent per month**

**Rupees in words** \_\_\_\_\_

**Contractor's Signature & Address**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Mobile Number \_\_\_\_\_