

**ZOOLOGICAL GARDEN**  
**Alipore, Kolkata 700027**



No: 490(7)/ZGA/Accts/E-tender/2024-25

Date : 20.03.2025

Notice inviting e-Tender No. e-Tender No. **17/Acct/ZGA/e-tender/2025** , invites e-tender for the work detailed in the table below. (Submission of Bid through **online**)

List of Schemes:

**Food Stall/kiosk at Main and NL gate entrance of Zoological Garden,Alipore**

**Category A : Number of food Stall/kiosk :05 Space allowed:56 Sq ft. (4) & 112(1) SQ ft**

Stall name	Product category	FSSAI Category	Area (sqft)	Base price /sqft (Rs)	Base Price / month (Rs)	EMD (Rs)	Location
A1	Tea (Ready-to-Drink in Cup), Cakes, Muffins, Pastries, Pies, Sandwiches, Burgers, Wraps, Puffs, Croissants, Biscuits, Popcorn, Chips, Crackers etc	Beverages (Non-Alcoholic), bakery ,snacks , desserts & other foods, cereal based products	112	1383	1,54,896	37,175	As per annexure 1, 2
A2	Tea (Ready-to-Drink in Cup), Cakes, Muffins, Pastries, Pies, Sandwiches, Burgers, Wraps, Puffs, Croissants, Biscuits, Popcorn, Chips, Crackers etc	Beverages (Non-Alcoholic), bakery ,snacks , desserts & other foods, cereal based products	56	1383	77,448	18,588	
A3	Tea (Ready-to-Drink in Cup), Cakes, Muffins, Pastries, Pies, Sandwiches, Burgers, Wraps, Puffs, Croissants, Biscuits, Popcorn, Chips, Crackers etc	Beverages (Non-Alcoholic), bakery ,snacks , desserts & other foods, cereal based products	56	1383	77,448	18,588	
A4	Tea (Ready-to-Drink in Cup), Cakes, Muffins, Pastries, Pies, Sandwiches, Burgers, Wraps, Puffs, Croissants, Biscuits, Popcorn, Chips, Crackers etc	Beverages (Non-Alcoholic), bakery ,snacks , desserts & other foods, cereal based products	56	1383	77,448	18,588	
A5	Tea (Ready-to-Drink in Cup), Cakes, Muffins, Pastries, Pies, Sandwiches, Burgers, Wraps, Puffs, Croissants, Biscuits, Popcorn, Chips, Crackers etc	Beverages (Non-Alcoholic), bakery ,snacks , desserts & other foods, cereal based products	56	1383	77,448	18,588	

**Category B Number of food Stall/kiosk 04 Space allowed: 80 Sq ft.(4no )**

Stall name	Product category	FSSAI Category	Area (sq ft)	Base price/ sqft (Rs)	Base Price / month (Rs)	EMD (RS)	Location
B1	Ice Cream & Kulfi (Cone Only), Frozen Yogurt & Sorbets, Lassi, Buttermilk, Chaas, Chocolate & Cocoa Products etc	Ice Creams & Frozen Desserts, Dairy Products & Analogues	80	2420	1,93,600	46,464	As per annexure 1, 2
B2	Ice Cream & Kulfi (Cone Only), Frozen Yogurt & Sorbets, Lassi, Buttermilk, Chaas, Chocolate & Cocoa Products etc	Ice Creams & Frozen Desserts, Dairy Products & Analogues	80	2420	1,93,600	46,464	
B3	Ice Cream & Kulfi (Cone Only), Frozen Yogurt & Sorbets, Lassi, Buttermilk, Chaas, Chocolate & Cocoa Products etc	Ice Creams & Frozen Desserts, Dairy Products & Analogues	80	2420	1,93,600	46,464	
B4	Ice Cream & Kulfi (Cone Only), Frozen Yogurt & Sorbets, Lassi, Buttermilk, Chaas, Chocolate & Cocoa Products etc	Ice Creams & Frozen Desserts, Dairy Products & Analogues	80	2420	1,93,600	46,464	

In the event of e-filing, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> (the web portal of West Bengal Zoo Authority) directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money may be remitted through Demand Draft / Pay Order issued from any Scheduled banks (except co-operative banks) in favour of the “Zoological Garden, Alipore” payable at KOLKATA and also to be documented through e-filing. The original Demand Draft / Pay Order against cost of tender document, Earnest Money Deposit (EMD) or documents in support should be submitted physically in the Office of Director, Zoological Garden under sealed cover as per schedule (sl. 3) date and time.

**1. Qualification criteria**

sl	Items
1.	NIT
2.	EMD
3.	PT Deposit receipt Challan
4.	GST registration Certificate and latest GST return of the last month
5.	I.T.R Acknowledgement latest receipt
6.	PAN Card
7.	Voter ID card
8.	ESI and EPF registration Certificate(if applicable)

9.	Trade licence
10.	Experience Profile (List of completed project of similar nature)
11.	Bidder's Annual Turn Over should be at least 100% of estimated project of this NleT in the last 3 preceding years
12.	Bidder's profit should have made after taxes for each of these last 3 financial years.
13.	Profit and loss balance sheet for last 3 financial years.
14.	Audit report/Tax audit report
15.	FSSAI certificate

- Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 03. Technical bid will accompany the above **documents mentioned and photocopy of demand draft both cost of tender documents & earnest money and special terms & conditions.**
  - The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the Director, ZGA. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
  - Bid shall remain valid for a period not less than 180 (one Eighty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 5. Date and Time Schedule:**

Sl. No.	Particulars	Date
1	Date of uploading of N.I.T. & other Documents (online) (Publishing date)	<b>25.03.2025 &amp; 10.00 Hrs.</b>
2	Documents download/ submission start date (Online)	<b>25.03.2025 &amp; 10.00 Hrs.</b>
3	Bid Submission closing date (On line)	<b>08.04.2025 &amp; 17.00 Hrs.</b>
4	Last Date of submission of original copies for the cost of Tender Documents (Demand Draft) and Earnest Money Deposit (Demand Draft) and hard copy of technical bit documents Off line	<b>08.04.2025 &amp; 18.00 Hrs.</b>
5	Bid opening date for Technical Proposals (Online)	<b>11.04.2025 &amp; 12.00 Hrs.</b>
6	Bid opening date for Financial Proposals (Online)	<b>The date and time of financial bid opening will be announced after Technical bid evaluation</b>

6. Earnest Money: The amount of Earnest Money 2 % of reserve price to be deposited in the shape of Bank Draft / Pay Order of any Scheduled Banks (except co-operative banks) in favour of the , Zoological Garden, Alipore payable at Kolkata against the tender as per the NIT. The Earnest Money of all the unsuccessful and successful tenderers deposited in favour of Zoological Garden, Alipore will be refunded by the Director, Zoological Garden, Alipore on receipt of application from tenderers
7. Security Deposit: The contractor whose tender is accepted will be required to furnish security deposit equivalent to 2 (two) month license fees by Pay Order/ Demand Draft. No interest will be paid on Security Deposit. The stall will be run by the party for a minimum period of one year failing which security deposit will be forfeited.
8. The Bidder, at his own at their expenses may visit and examine the place and obtain all information that may be necessary for preparing the Bid and entering into a contract for the Food Stall as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the place shall be at his own expense.
9. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursed by the garden authority. The tender accepting authority of Zoological Garden. reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
10. Conditional / Incomplete tender, sub contract will not be accepted under any circumstances.
11. The intending tenderers are required to quote the rate into financial bid *online*.
12. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
13. The Director, Zoological Garden, Alipore reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
14. If there be any objection regarding disqualifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.
15. Before issuance of License, the tender inviting authority may verify the credential and other documents of the highest bidder if found necessary. After

verification, if it is found that the documents submitted by the highest bidder are either manufactured or false in that case License will not be issued in favour of the said bidder under any circumstances without any reference to the highest bidder.

16. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

17. List of the catering food items and their rates should be submitted with the tender (hard copy).The rate should be approved by the authority before selling of the food items.

No addition of rate will be taken from the visitors by the party in case of company's product

Sd/-  
Director  
Zoological Garden, Alipore

## INSTRUCTION TO BIDDERS

### SECTION – A

#### *General guidance for e-Tendering*

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

#### *Registration of Contractor*

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in> (the web portal of West Bengal Zoo Authority) the contractor is to click on the link for e-Tendering site as given on the web portal.

#### *Digital Signature certificate (DSC)*

Each provider is required to obtain a class-II or Class-III Digital Signature Certificate(DSC) for submission of tenders, from the approved service provider of the National Information's Centre(NIC) on payment of requisite amount, details are available at the Web Site stated in Clause 2 of Guideline to Tenderer DSC is given as a USB e-Token.

The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

#### *Submission of Tenders.*

General process of submission - Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

#### *Technical proposal*

The Technical proposal should contain scanned copies of the following further two covers (folders).

### **Tender Evaluation Committee (TEC)**

Evaluation Committee constituted by the Director, Zoological Garden, Alipore will function for selection of technically qualified contractors.

#### **Opening of Technical Bid:**

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Intending tenderers may remain present if they so desire.

Cover (folder) for Technical Proposal will be opened first. If there is any deficiency in the Technical Propose the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

Summary list of technically qualified tenderers will be uploaded online.

Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & th work for which their proposal will be considered will be uploaded in the web portals.

During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

#### **Financial Bid**

The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (monthly), (Above / At per) online through computer in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of information furnished.

**Penalty for suppression / distortion of facts:**

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant Act.

**Rejection of Bid:**

Tendering authority reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tendering authority's action.

**Award of Contract**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting Authority through acceptance letter / Letter of Acceptance.

The notification of award will constitute the formation of the Contract.

The Agreement in prescribed format will incorporate all agreements between the Tender Inviting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in Sl. No. 1 of N.I.T. along with requisite cost through Demand Draft / Pay Order issued from any Scheduled public sector/private sector banks (except co-operative banks) in favour of the Zoological Garden, Alipore within time limit to be set in the letter of acceptance.

## **ANNEXURE-A**

### **GENERAL TERMS AND CONDITIONS**

- 1. Guideline of CZA-** as per guideline 2f of CZA *“Food court /kiosk should be restricted at the entrance of the zoo. However some kiosk (1-3 nos) may be located suitably inside the zoo. It is also pointed out that such kiosk should not cater/sell any take away food, package or disposable water bottles. Sell of alcoholic beverage should also be banned”.*
2. Each Food kiosks shall primarily be placed near the near main entry gate /administrative area, away from enclosures in one place as per CZA guidelines. In cases of space constraints, only 2 to 3 stalls may be permitted near the NL entry Gate as an exception.
- 3. Regulations on Material Usage:** No disposable plastic items, plastic packets, or single use plastic water bottles are allowed. Only biodegradable packaging materials will be permitted. Take away to be avoided
- 4. Space allocation & Restrictions:** The allotted area will be fixed and cannot be exceeded under normal circumstances. Additional space (not exceeding 10% of the allotted area) may be provided only in extreme cases, subject to a charge of twice the rated of allotted rate.
5. All stall to be as per approved design in specific location and area , to be constructed by the successful bidder at their own cost



6. The Stall will be decorated by the agency as identified by Zoological Garden, Alipore.
7. The licensee exhibit any advertisement except displaying his own name. If the licensee exhibits any advertisement other than his own name, his license will be terminated.
8. The successful tenderer will have to allow 25% rebate on approved rate of food articles, tea etc. as are prepared by them in their stall to the garden staff.
9. Without the approval of the Director, Zoological Garden, Alipore, rate/rates of any food items cannot be increased by the licensee.
10. The tender must satisfy the Director, Zoological Garden, Alipore about the hygienic conditions of their products and articles offered for sale as well as the reasonableness of the process of each item of food and drinks offered for sale at the stall
11. The tender are required to quote rate online in their tenders, the amount of the licence fee per month in English both in figure and in words legibly, which is payable to the garden authorities for Sweet shop.
12. The shop will be run by the party for the entire period of one year, if the party is desirous to stop running of the restaurant at any time of the contract period, the party shall have to pay Licence Fee for rest period of the contract tenure and in such case Security Deposit money will be adjusted to the License Fee on request of the party. Failing which Security Deposit will be forfeited and the party will be debarred

13. The Director, Zoological Garden, Alipore may terminate the contract earlier by issuing of one calendar month's notice if any violation of terms & condition
14. Selling of alcohol, tobacco & allied prohibited predicted is not allowed. Single use plastic is not allowed and responsibility lies on seller of the product inside the zoo.
- 15. No conditional tender /sub tender will be considered.**
16. The tender whose tender will be accepted must enter into an Agreement and shall have to furnish security money deposit equivalent to 2(two) months license fees. The licensee has to pay the license fee within or before 7<sup>th</sup> day of every month. The security money is liable to forfeiture if the agency fails to deposit license fee as aforesaid within the last day of the respective month with additional charges of **twenty percent of the monthly license fee.**
17. The license fee will not include any other charges for running the business of fast food centre. The licensee shall have to bear all such charges e.g. electricity and water etc. if any.
18. The licence fee fixed by the Director, Zoological Garden, Alipore will be payable at the office of the Zoological Garden Alipore, as per terms and conditions of the contract.
19. The licence fee will not include any other charges for running the business. The firm shall have to bear all such charges required for conducting their business.
20. The licence, so granted by the Director, Zoological Garden, Alipore to the firm, can not be assigned or sublet in whole or in part to any one else.
21. Stall should be made at the cost of the successful tenderer subject to approval of designs by the authorities of this Garden at the sites mentioned here above.
22. No relaxation in licence fee will be given to the successful licence for the loss time required for creation of the stall
23. The agency besides paying the quoted bid price to the Zoological Garden will be liable to pay such other Government dues/fees as well as be levied to such authority on his own responsibility without burdening the Zoological Garden on that account.
24. Taxes as applicable by Govt. time to time will have to bear by the licensee.

25. The decision of the Director, Zoological Garden, Alipore will be final and binding in all the cases.
26. Extension of area or creation of additional kiosk/stall outside the refreshment pavilion will not be permitted.
27. The licensee will be liable to make good the damages caused to the property of the ZGA, if any, during the execution/creation of the refreshment pavilion/restaurant. The full liability and responsibility will also lie over the agency due to any damage to the property, animal or human due to any unforeseen incident/accident caused by the said restaurant.
28. The agency shall handover the peaceful possession of the restaurant (land & structure and other fittings owned by this garden) and remove all particles/assets of their own within seven days from the date of expiry/ termination of the contract, failing which, the Zoo garden Authority will take the possession of the restaurant with immediate effect, necessary expenses for this purpose incurred by the garden authority will be paid by the party on demand, failing which it will be deducted from the security Deposit money.
29. Separate private Meter for consumption of electricity in the pavilion/restaurant will have to be installed by the successful tenderer at their own cost before commencement of their business.
30. All dispute in any matter arising out of this tender shall be settled by the Director, Zoological Garden, Alipore

31. Successful tenderer is required to execute an agreement with the tendering authority before commencement of business as per usual procedure.

**32. License Fees, Utility & Other Charges**

- a. The successful bidder shall pay a **monthly license fee** as per the financial bid.
- b. The vendor shall bear **electricity, water, and cleaning charges** separately as per actual consumption and rates determined by the zoo authority.
- c. A **refundable security deposit** (equivalent to 2 months' license fee) must be deposited before signing the contract.

**33. Key Terms & Conditions**

- a. **Tenure of License:** The initial contract period will be **1 year**,
- b. **Product Restriction:** Vendors shall **only** sell approved items under their allotted category. Selling tobacco, alcohol, Gutkha, or non-approved items is strictly prohibited.
- c. **Pricing Regulation:** Packaged food and beverages **must be sold at MRP or below**.
- d. Ignition of fire in zoo campus strictly prohibited
- e. Vendors may **charge a service fee** if serving **tea, coffee, or cold beverages in separate cups/glasses**, but this fee must be **clearly displayed**.
- f. Overpricing beyond MRP for packaged items is strictly prohibited.
- g. **Hygiene & Sanitation:** Vendors must maintain **high cleanliness standards**, use **eco-friendly packaging**, and comply with **FSSAI hygiene norms**.
- h. **Operating Hours:** Vendors must operate strictly within **zoo visiting hours**, as per zoo authority guidelines.
- i. Failure to comply with the terms will result in **penalties, suspension, or termination of the contract**.

 20/03/25  
Director  
ZOOLOGICAL GARDEN,  
ALIPORE,

**AFFIDAVIT – Y**

**(To be furnished in Non-judicial stamp paper of Rs. 100.00 (Rupees Hundred Only) duly notarised after publication of E-NIT & e-NIT No. & date should be mentioned in the body of Affidavit)**

Subject: Name of the Work with Tender reference no. \_\_\_\_\_.

Reference: (N.I.T No.) \_\_\_\_\_

Dear Sir / Madam,

1. I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.

2. Having examined the Statutory, Non-statutory and NIT documents, I/We hereby submit all the necessary information and relevant documents for evaluation.

3. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

4. I/We understand that

(a) Tender Inviting Authority and Accepting Authority can amend the scope and value of the contract bid under this project

(b) Tender Inviting Authority and Accepting Authority reserve the right to reject any tender without assigning any reason.

(c) The application is made by me/us on behalf of \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly notarized to submit the tender.

5. I/We refer to the tender notice issued by you for the works in \_\_\_\_\_ authority vide tender reference no. \_\_\_\_\_ mentioned above.

6. I/ We do hereby offer to perform, provide execute, complete and maintain the works in conformity with instruction of zoo authority for the sum of Rs.....(quoted in Financial BOQ )..... only at the respective quoted ITEM WISE rates mentioned in the Schedule of Quantities.

7. I/ We have satisfied myself/ ourselves as all aspects of tender conditions, subject above, I/ We hereby agree, should this tender be accepted in whole or in part, to: (a) abide by and fulfil all the terms and provisions of the said conditions annexed hereto; (b) complete the works within.....days.

8. I/ We have deposited the earnest money of Rs. \_\_\_\_\_ only which, I/ We note that deposited EMD, will not bear any interest and is liable for forfeiture-

(i) If our offer is withdrawn within the validity period of acceptance.

9. I/ We understand that you are not bound to accept the lowest or any tender you receive.

10. I/We undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.

11. I/We the undersigned also hereby certifies that neither our firm M/S\_\_\_\_\_ nor any of constituent partners had been debarred to participate in tender by the Directorate of Forests/Government of West Bengal or any of the Statutory Bodies or Government Organizations in favour of whom credentials are preferred by the undersigned towards eligibility criteria claim; during the last 5 (five) years prior to the date of this N.I.T.

12. I/We The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by Director, Zoological Garden Alipore, W.B. herein referred to as the Tender Inviting & Accepting Authority, to verify this statement.

13. I/We The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Tender Inviting & Accepting Authority.

14. Certified that I have applied in the tender in the capacity of individual/as partner of a firm & I have not applied severally for the same job.

Date:\_\_\_\_\_

Signature of authorized officer of the firm:\_\_\_\_\_

Title & Capacity of the officer:\_\_\_\_\_

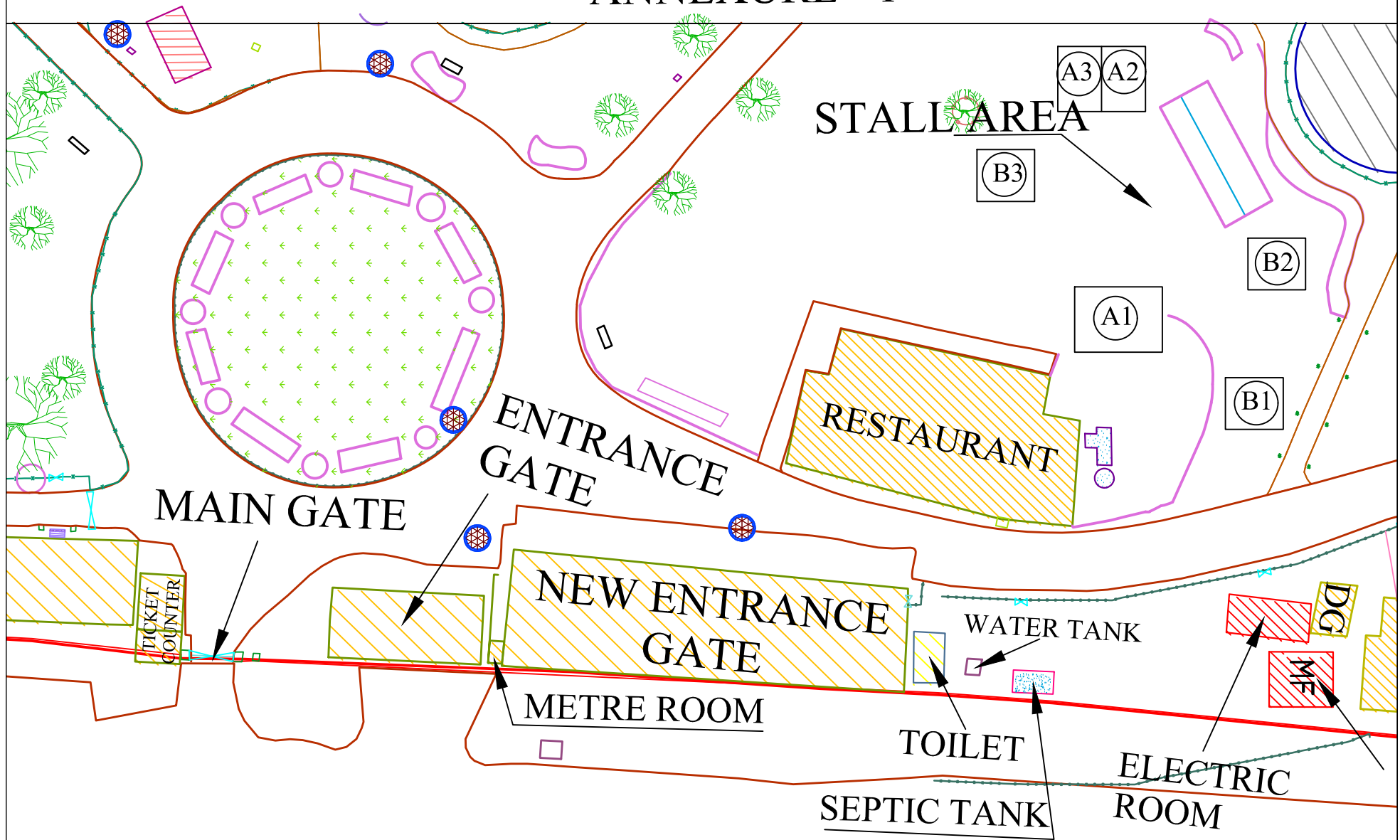
Name of the Firm with Seal:\_\_\_\_\_

Enclosure:

(1) Statutory Documents

(2) Non Statutory Documents

# ANNEXURE - 1



## FOOD STALL AND ICE STALL BESIDE MAIN GATE IN ZOO PREMISES

NO :- A1 ( FOOD STALL 112 Sqft.)

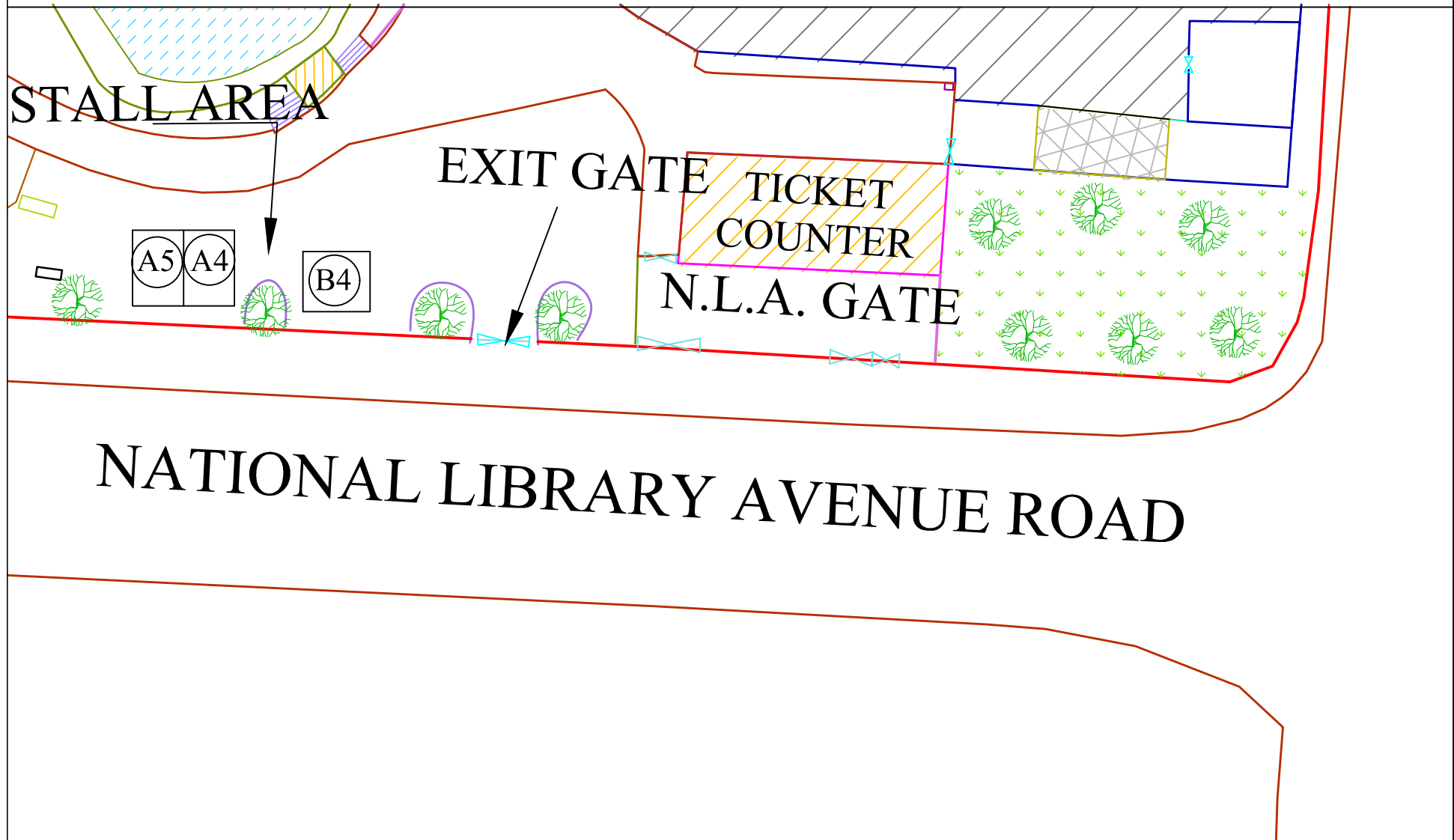
NO :- B1 (ICE CREAM STALL 80 Sqft.) NO :- B2 (ICE CREAM STALL 80 Sqft.)

NO :- A2 ( FOOD STALL 56 Sqft.)

NO :- A3 ( FOOD STALL 56 Sqft.)

NO :- B3 (ICE CREAM STALL 80 Sqft.)

# ANNEXURE - 2



## FOOD STALL AND ICE STALL BESIDE NL EXIT GATE IN ZOO PREMISES

NO :- B4 (ICE CREAM STALL 80 Sqft.)

NO :- A4 ( FOOD STALL 56 Sqft.)

NO :- A5 ( FOOD STALL 56 Sqft.)