

# **JHARKHAND ZOO AUTHORITY**

**BHAGAWAN BIRSA BIOLOGICAL PARK, ORMANJHI, RANCHI**

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## **SHORT TERM TENDER NOTICE**

**(INVITING TENDER FOR “OPERATION AND MANNING OF SOUVENIR SHOP” AT BHAGWAN BIRSA BIOLOGICAL PARK, RANCHI)**

NOTICE No.: 01/2022

Tenders are invited from interested parties/individuals for “Operation and Manning of Souvenir shop” in Bhagawan Birsa Biological Park. Tender document with details of technical specifications, scope of work, and terms and conditions can be obtained from the office of the Director, Bhagawan Birsa Biological Park on payment of application fee of Rs. 1000/- by cash or DD from any scheduled/nationalized bank drawn in favour of Member Secretary, Jharkhand Zoo Authority, Ranchi. Tender documents can also be downloaded from the website [www.”birsazoojharkhand.in”](http://www.birsazoojharkhand.in). and the application fee can be paid in the form of DD while submitting the tender. The last date of receipt of the tenders is 16.09.2022 by 12.30 PM. The technical bids will be opened on 16.09.2022 at 01:00 PM in the office of the Director, Bhagawan Birsa Biological Park. The financial bids will be opened on the same day at the same venue after technical evaluation.

### **2. General Terms and conditions of the Tender:**

1. Tender should be handed over to the office of CCF and Director Bhagwan Birsa Biological Park at Ormanjhi.
2. Tender (all pages) should be duly signed by the bidder along with date.
3. The licence fee should be quoted both in figures and words. In case of difference rates quoted in words will be treated as final.
4. Tenders having cutting/overwriting and/or use of any correction fluid shall be liable for rejection.
5. The applicant should furnish any of the documents with photo identity card as proof of address such as pan card, passport, voter Id, Driving licence, Bank passbook or ration card.
6. The applicant should submit Demand Draft towards earnest money deposit (EMD) for on amount of Rs. 10,000/- in favour of Member Secretary, Jharkhand Zoo Authority, Ranchi.

7. Application without EMD will not be considered. The EMD paid by unsuccessful bidder shall be refunded after finalization of tender process.
8. The successful bidder should remit electrical charges as advised by the zoo authority.
9. The successful bidder will have to pay the following amount before commencement of the contract.

1	Security Deposit	Three times the amount equal to the monthly license fee
2	License fee	One month license fee in advance

The EMD paid will be adjusted against Security Deposit of payable by the successful applicant. If the successful applicant fails to pay the amounts as above and commence the contract, his EMD will be forfeited and will be debarred from participation in all future tenders/quotations of this office.

### **3. Special Terms and Conditions**

(i) The successful bidder will be allotted space for selling of souvenir items at Bhagwan Birsa Biological Park, Ormanjhi. The licensee will be managing the Souvenir Shop on day-to-day basis. Maintaining sales record, marketing and publicity etc.

(ii) The licensee will procure the items for souvenir shop from reputed Manufacturers, distributors, local suppliers/manufacturers, self-help groups etc. The licensee shall be solely responsible for the payments to the suppliers/vendors. The Zoo Administration can also advise on the items to be sold and from whom to procure. The licensee shall also indemnify Bhagwan Birsa Biological Park towards any outstanding amount during the license period whatsoever towards the souvenir shop.

(iii) The licensee shall obtain approval for all the items to be sold in souvenir shop from the office of CCF cum Director, Bhagwan Birsa Biological Park. In any case no item other than the duly approved list shall be allowed to displayed or sold in the shop. The licensee shall be obliged to display and sell the items provided by the zoo authority.

(iv) The licensee shall have the freedom to decide and reuse the selling price of souvenir items as deemed suitable based on demand, seasonal variation etc. The price of the souvenir items should be conspicuously displayed by the licensee.

(v) The licensee shall maintain a separate account for daily sales which will be shared with zoo administration on monthly basis. The licensee shall also deploy suitable facilities for digital and online payment.

(vi) A list of various “Wildlife Themed” products that are being envisaged as a part of souvenir items, but not limited to, are as follows :-

- (a) Fabrications :- Handmade and hand painted miniature replica models of rolling stocks (Elephant, Tiger, Leopard etc.)
- (b) Novelty items : Fridge magnets, Key chain, Coasters, Pen stand, Paper weight, Toys, Ladies purse, Gents Wallets, Mobile case/cover etc.
- (c) Apparels : - T-shirts, Sweat shirts, Scarves, Neck tie, Hankies, Track Suits etc.
- (d) Stationary/Paper made items : - Carry bags, Packing materials, packing boxes, Greeting Cards, Posters, Post card etc.
- (e) Crockery : Stoneware mug, Bone China mug, Crockery sets etc.

#### **4. Tax liability**

(i) The licensee shall be responsible for all the taxes payable to Central/State Governments, Local bodies, Civil agencies for the services rendered by him which may be applicable for the subject license. There will be no tax liability upon the zoo administration whatsoever on any account

(ii) GST as per applicable rates will be collected separately on the licensee fee.

#### **5. Termination and penalty**

(i) Zoo administration at its sole discretion can impose on the licensee for overcharging, rude behavior of his/her staff with the visitors/zoo employee, complaints against the licensee/licensee’s manager/licensee’s staff etc. without prejudice to the other remedies. The licensee shall be liable to pay the penalty to be decided by zoo administration depending on the discrepancy noticed for any action in contravention of any of the clause of the notice inviting tender.

(ii) Zoo administration shall have the right to terminate license with immediate effect in the event of violation of any of the conditions, unsatisfactory service, sub-letting or any other improper act on licensee’s part.

(iii) The license to run and manage the Souvenir Shop will be for a period of one year initially extendable up to maximum three years depending on the satisfactory compliance of the terms and conditions by the licensee.

Sd/-

CCF & Director,  
Bhagavan Birsa Biological Park,  
Ormanjhi, Ranchi

## TENDER APPLICATION

To,

Chief Conservator of Forests and Director,  
Bhagwan Birsa Biological Park, Ormanjhi, Ranchi.

**Sub. :- Tender for Operation and Manning of Souvenir Shop on Turn Key Basis**

Ref. :- Short Term Tender Notice no. 01/2022 Published in news paper on. **25.08.2022**

Sir,

With reference to the above, I hereby submit my tender along with necessary documents for the purpose of technical approval, details of which are as follows.

Sl. No.	Particulars	Information provided by Tenderer
1.	Name of Tenderer & Address.	
2.	Address Proof.	
3.	Money receipt or proof of purchase of tender document	
4.	Details of EMD.	
5.	GST number and upto date GST clearance from concerned department.	
6.	Letter of undertaking that the tenderer is not black listed and criminal history (Form-B).	
7.	Proof of experience of supply of Operation and Manning of Souvenir Shop to any govt. organization, (optional).	
8.	Signed Tender Document.	

I Submit that financial bids have been made in the prescribed forms as per the tender. I have understood the terms and conditions of the tender and hereby agree to follow the same for supply of Operation and Manning of Souvenir Shop to the park.

Signature of Tenderer

Telephone no. :

Seal :

## FINANCIAL BID

Sub: Operation and Manning of Souvenir Shop  
Ref: Tender Notice No/. 01/2022

### FORM A

<b>S.N</b>	<b>Item</b>	<b>License Fee Rate (per month)inclusive of all Taxes etc (Rs.)</b>	<b>Remarks</b>
1	Operation and Manning of Souvenir Shop		

Dated :

Signature of the bidder

Name, Address & Seal

## **FORM-B**

### **UNDERTAKING**

**Sub. : Tender for operation and manning of souvenir shop on Turn Key Basis.**

I am a tenderer for operation and manning of souvenir shop **on Turn Key Basis** in office tender notice no. 01/2022 I have read and understood the terms and conditions for this tender. The information provided by me is true. I declare that no criminal proceeding is pending against me in any court of law and also my firm/agency is never been blacklisted/debarred.

I undertake to supply the requisite items as per terms and conditions if am ordered for this.

Signature of Tenderer

Address :

Telephone no. :

Seal :