



HIMACHAL PRADESH TOURISM DEVELOPMENT CORPORATION LIMITED  
A STATE GOVERNMENT UNDERTAKING

# Hotel Holiday Home, Shimla

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No.: HHH/F&B/TDC/-

Dated: 12<sup>th</sup> February, 2019

**e-Procurement NOTICE**  
**INVITATION FOR BIDS (IFB)**

The Asstt. General Manager, Hotel Holiday Home, Shimla on behalf of Managing Director have item rate bid through electronic tendering system for supply of kitchen provision items at Hotel Holiday Home, Shimla for a period of 3 months as per terms and conditions mentioned in the tender document. The earnest money deposit amounting to Rs.10,000/- and tender document fee amounting to Rs.600/- may also paid through bank draft payable in favour of Assistant General Manager, Hotel Holiday Home and payable at Shimla.

- 1. Availability of BID Document and mode of submission:** The bid document is available online and bid should be submitted online mode on website: <https://hptenders.gov.in>
- 2.** Bidder would be required to register in the web-site which is free of cost. For submission of bids, the bidder is required to have Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities (CA). "Aspiring bidders who have not obtained the user ID and password for participating in e-tendering in HPPWD may obtain the same from the website: <https://hptenders.gov.in>". Digital signature is mandatory to participate in the e-tendering. Bidder already possessing the digital signature issued from authorized CAs can use the same in this tender:
- 3. Key Dates:**

1	Date of online publication	12.02.2019 15:00 Hrs
2	Document Download start and end date	13.02.2019 to 05.03.2019 upto 11:00 Hrs
3	Bid submission start and end date	13.02.2019 to 06.03.2019 upto 11:30 Hrs
4	Physical submission of EMD, Copy of documents and cost of tender document	06.03.2019 upto 11:30 Hrs
5	Date of Evaluation of Technical Bid followed by opening of Financial Bid	05.03.2019 to 12:00 Hrs

- 4. Tender Details:** The tender documents shall be uploaded online in two covers
  - (i) The Technical Bid shall contain following documents:
    - a. Original demand draft towards the cost of bid document
    - b. Original Bid Security / Earnest Money Deposit (EMD)
    - c. Copy of GST Registration

- d. Copy of PAN Card before opening bid.
  - e. Copy of FSSAI Certification / Have to sign Form E, (COG)
- (ii) Cover 2: Financial bid shall contain “BOQ Financial Bid”, Where supplier will quote offer for each item inclusive of GST.
5. **SUBMISSION OF ORIGINAL DOCUMENTS:** The bidders are required to submit (a) original demand draft towards the cost of bid document. (b) Original bid security / Earnest Money Deposit (EMD) and (c) Copy of GST Registration (d) Copy of PAN Card before opening of financial bid.
  6. **BID OPENING DETAILS:** The bids shall be opened on **06.03.2019** at **12:00 HRS** in the Corporate Office of HP Tourism Development Corporation, Ritz Annexe, Shimla-1 (HP) by the Authorized Officers. In the interest of bidders, all bidders are advised to be present at the time of opening of tenders. If the office happens to be closed on the date of opening of the bids specified, the bids will be opened on the next working day at the same time and venue.
  7. Specifications and other details can be downloaded with the bidding documents. The Officer Inviting tender shall not be held liable for any delays due to system failure beyond its control. Even though the system will attempt to notify the bidders of any updates. HPTDC shall not be liable for any information not received by the bidder. It is the bidder’s responsibility to verify the website for the latest information / updates related to the tender.
  8. The offer of the lowest bid shall be kept opened for acceptance for 120 days from the date of opening of the tenders.
  9. HPTDC reserves the right to reject any or all the tenders without Assigning any reason or cause.
  10. Rates of items should be quoted by tendered both in figures and words and amount of cost of each item be calculated for each items and totaled as total amount of tendered cost.
  11. The bidder / supplier shall bear and pay all type of taxes, charges, duties, GST or any kind of other tax and liabilities imposed by local Authority / State / Centre Govt. or any statutory authority from time to time in respect of supplies made to HPTDC.
  12. Earnest money and tender cost payable by bank draft drawn in favour of Assistant General Manager, Hotel Holiday Home payable at Shimla.
  13. The supplier has to provide / supply copy of GSTIN at the time of tender and copy of PAN.
  14. Supplier has to give an undertaking that he will issue tax invoice under GST after checking and passing of every bill which contain Sr. No. of invoice, amount of bill rate & amount of GST, date of invoice, GSTIN of HPTDC, GSTIN No. of supplier / dealer before receipt of any receipt of any payment of bill. The amount of GST & amount of bill should be shown separately in the invoice.

Asstt. General Manager,  
HPTDC, Hotel Holiday Home, Shimla