



COCHIN FISHERIES HARBOUR

(Tel: No. 0484 2220707)

**TENDER FOR RUNNING THE COMFORT STATION
AT COCHIN FISHERIES HARBOUR
FOR A PERIOD OF ONE YEAR**

**OFFICE OF THE ADMINISTRATOR
COCHIN FISHERIES HARBOUR
COCHIN 682005**

Tender No. AE/T-04/RCS/CFH/2020-C

Price Rs. 525/- Plus GST @ 12% & Cess @1%

COCHIN FISHERIES HARBOUR

**TENDER FOR RUNNING THE COMFORT STATION AT COCHIN FISHERIES
HARBOUR FOR A PERIOD OF ONE YEAR.**

The comprehensive tender document comprises the documents as detailed in the contents hereunder available in the website separately. The tenderer shall submit his tender based on the comprehensive tender document.

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SIGNATURE OF TENDERER

COCHIN FISHERIES HARBOUR

No. AE/T-04/RCS/CFH/2020-C

Office of the Administrator

Cochin 682005

Dated: 05-10-2020

Tender Notice

1. Tenders on percentage basis in sealed covers superscribed "Tender for running the Comfort Station at Cochin Fisheries Harbour for a period of one year" will be received by the Administrator, Cochin Fisheries Harbour, Cochin-5 upto 2.30 PM on 22-10-2020. The tenders will be opened by the Administrator or an authorized representative in the presence of tenderers or their representatives present at 3.00PM on 22.10.2020.

Estimated license fee to CFH : Rs.60,000/- per year (taxes extra)

2. The tender should be submitted in the prescribed form which can be obtained from the office of the Administrator (CFH) on all working days from 14-10-2020 upto 2.30 PM on 21-10-2020 on payment of Rs. **525/- plus GST @ 12% & cess @ 1%**. The cost of the tender form once remitted will not be refunded under any circumstances.

3. The tendered percentage shall be written in figures and words and shall be signed by the tenderer. The tender should be written legibly and shall be free from erasures and over writings or conversion of figures. Corrections where unavoidable should be duly attested by the signature(s) of the tenderer(s) with dates. **The tenderer(s) should quote his offer in percentage, based on the basic license fee in the schedule. Quote found other than in percentage will be rejected.**

4. **EARNEST MONEY DEPOSIT (EMD).**

Each tender should be accompanied by Earnest Money amounting to **Rs.5,000/-**. The Earnest Money shall be remitted in the office of the Administrator, Cochin Fisheries Harbour, Cochin-5 by cash or by a demand draft in favour of the Administrator, Cochin Fisheries Harbour and the cash receipt/ demand draft should be attached along with the tender. Under no circumstances should currency notes be enclosed as earnest money in the cover containing the tender. The earnest money will not earn any interest. In the event of a tender being rejected, the earnest money paid with such unaccepted tender will be refunded to the tenderer.

4.2 A Licensee exempted from depositing Earnest Money in individual cases, shall attach with the tender an attested copy of the bond executed by him to secure exemption from payment of Earnest Money.

4.3 The tender and EMD receipt cum Experience Certificate shall be placed in separate sealed envelopes each marked “TENDER” and “EARNEST MONEY & EXPERIENCE CERTIFICATE” respectively. Both the envelopes shall be submitted together in another sealed envelope.

4.4 The officer opening the tenders shall first open the envelope containing Earnest Money & Experience Certificate. The envelope marked “TENDER” of only those tenderers shall be opened, whose Earnest Money & Experience Certificate placed in the other envelope is found to be in order.

4.5 In case either the Earnest Money is not deposited or Experience Certificate not furnished or both not in order, the tender shall be returned to the tenderer unopened either on the spot if the tenderer is present or later by post. Only a mention to this effect shall be made in the tender opening register.

5. The right to accept any tender will rest with the Administrator who does not bind himself to accept the highest tender and reserves the authority to reject any or all the tenders without assigning any reason.

6. The tenderer should keep open the validity of the tender normally for 60 days from the date of opening. However it is also obligatory for the tenderer to keep the validity open for another 60 days for which a request in writing by the Administrator, Cochin Fisheries Harbour before the expiry of the original validity would be sufficient intimation. The receipt of the intimation from the Administrator should be acknowledged. Should any tenderer withdraw his tender before that date, the earnest money deposited by the tenderer shall be forfeited.

7. SECURITY DEPOSIT

The successful tenderer will be required to remit within **7 days** of receipt of the acceptance order, a sum of Rs. **15,000/-**(Rupees fifteen thousand only) as Security Deposit. The total amount thus deposited will be retained for the due and proper fulfillment of the license agreement and will not earn any interest. Such deposit shall be forfeited on failure to perform the activity being licensed or non fulfillment by the tenderer of the terms and conditions of the license agreement.

8. In addition, the licensee will have to make an advance payment of **Rs. 25,000/-**(Rupees twenty five thousand only) as retention money towards electricity and water charges. The monthly Electricity and water charges shall be remitted within 7 days of notice. The retention money will be adjusted towards the electricity charges of the last month of contract period and balance if any will be refunded to the contractor.

9. The successful tenderer will be required to execute an agreement at his expense on Kerala State Stamp Paper worth Rs. 200/- in the prescribed format for the due and proper fulfillment of the license agreement within 7 days of acceptance of his tender.

10. Failure to comply with conditions 6, 7, 8 & 9 above will entail forfeiture of earnest money.

11. The tenderer must furnish proof of his financial stability to execute the contract upto the limit of the tender by a certificate from revenue authorities. Otherwise he should specify any scheduled bank from which the Administrator can obtain reference regarding his financial status.

12. The tenderer should produce necessary proof of experience (original or Notarized Copy) of having run Comfort Station for a minimum period of one year in Government/Quasi Government/Private sector organizations, with certification of satisfactory execution of contract in their letterhead by the authorized signatory, specifying number and date of work order, completion cost etc., with tender document. However tenderers who are registered with Cochin Port Trust in the respective class and category are exempted from this requirement, upon furnishing details of such registration along with the tender.

13. Tenders which do not fulfill all or any of the above conditions or is incomplete in any respect are liable to summary rejection. Such tenders shall be entered in the tender opening register but their rates shall neither be read out nor entered in the register. Only remark mentioning the reason of rejection in brief shall be appended against such entry.

14. This tender notice shall form part of the license agreement. The tenderer will be required to remit the tendered amount in full within 7 days of receipt of work order at the office of the Administrator, Cochin Fisheries Harbour and obtain receipts for the amounts deposited. If the amount is not remitted within the period, the work order will stand cancelled and Earnest Money will be forfeited.

15. No addition/alterations shall be made to the building without obtaining permission from the Administrator.

16. The licensee is also permitted to provide soap, oil, tooth powder/paste etc. required by the persons who make use of the comfort station.

17. The rates prescribed elsewhere in this tender form for using bathrooms and toilets should be prominently displayed on a board by the licensee near the entrance of the comfort station.

18. A temporary collection bunk available at the premises can be utilized by the licensee for collection of fee.

19. If the licensee, his staff or accomplices or others cause damage to any part of the buildings, pipeline, water taps, electric fittings or wires, other than normal wear and tear, the licensee shall make good the same at his own expense barring which, the Administrator may cause the same to be made good and the cost will be recovered from the licensee.

20. The licensee should undertake to keep the premises neat and clean and free from rubbish and all other unwanted materials.

21. The bathrooms and latrines shall be kept open for use round the clock on all days.

22. Printed tickets for collecting fees should be issued to the persons using the comfort station.

23. Electricity charges with rates as applicable from time to time shall be remitted monthly by the contractor within 7 days of intimation. The existing rates for electricity and water are as specified below.

Electricity charge: Rs. 6.00 per KWh (up to 100 KWh)

Water charges: Rs.50 per KL

24 The licensee should make his own arrangements to take away the scum and clear the septic tank before the commencement of running of the comfort station, which should be got certified by the Assistant Engineer (SDO) Civil, (CFH). During the course of license period if any rectification/maintenance works are required for the said tank, the same shall be brought to the notice of the Assistant Engineer (SDO) Civil, (CFH) and the maintenance works shall be carried out by him subject to realization of the rectification cost if required.

25. The security deposit will be refunded only after successful completion of the contract after making necessary adjustments by way of recoveries if any.

26. The total number of bathrooms and latrines available are as below.

No. of bathrooms 25

No. of latrines 15

27. Maximum fee that can be collected for the use of bathrooms and latrines

For one bath of 5 minutes duration - Rs. 5.00

For one time use of latrine - Rs. 3.00

The licensees are at liberty to reduce the fees during the tenure of operation. It is also made clear that the licensee will not be permitted to charge enhanced fees or any other type of levy from the users.

28. Buckets, mugs etc. required for the consumers shall be provided by the licensee at his cost.

29. The CFH Administration will not be responsible for any failure in uninterrupted water supply or electricity due to reasons beyond its control. The licensee will have to make alternate arrangements to meet such eventualities and no claim for compensation on their account will be entertained by the Administration.

30. CFH shall not be involved in any dispute or claims that may arise between the licensee and those engaged by him for work in the comfort station. The licensee shall indemnify CFH from any third party claim arising in any manner as a result of any act or omission by the licensee or those engaged by him. The licensee must comply with all the relevant statutes and laws in force during the licence period including labour laws.

31. Any block in the sewage line shall be cleared by the licensee expeditiously at his own expense.

32. The closets, bathrooms and the premises shall always be maintained in a hygienic condition.

33. Permits for the entry of the employees of the licensee to the wharf will have to be arranged by the licensee at his cost. At no cost request for free permits or concessional permits will be entertained. However one complimentary permit will be given to the licensee.

**Administrator
Cochin Fisheries Harbour**

TENDER SCHEDULE

Tender No. AE/T-04/RCS/CFH/2020-C

Item No	Description	License fee expected by the CFH Administration per year (taxes extra)	License fee quoted in percentage of the expected amount	
			Above (+) *	Below (-) *
	Running of the comfort station at Cochin Fisheries Harbour for a period of one year from the date of commencement	Rs.60,000/- (Rupees sixty thousand only) per year.	In figures In words	In figures In words

Name of the Tenderer

Signature of the Tenderer with date

Address:

* Score out the column not applicable by marking
A cross line from left top to bottom right.

FORM FOR REQUEST FOR RELEASE OF EMD

From

.....
.....
.....

To

The Administrator,
Cochin Fisheries Harbour

Sir,

Sub: Running the comfort station at Cochin Fisheries Harbour for a period of one year”
Release of EMD regarding.

Ref: Tender No AE/T-04/RCS/CFH/2020-C

I / We have submitted tender for the subject work. I / We hereby request you to release the EMD of Rs.5,000/- (Rupees five thousand only) deposited along with the tender at the earliest in case the tender is not accepted. The hand receipt duly stamped and signed is enclosed.

Yours faithfully

(Signature)

Name

Place:

Date:

COCHIN FISHERIES HARBOUR

Form No. 9
Ref. Para 13 08 (C)

FORM OF HAND RECEIPT

No. and Date of Sanction :

Name and address of party to
whom payment is to be made :

Cash Book Voucher No.

Department/Division

Dated:

Head of Account/Code

No.

1. Pay by cash/cheque)
2. Paid by me by cash/cheque

Received from the Administrator, Cochin Fisheries Harbour, Cochin-682005, a sum of
Rs.5,000/-(Rupees five thousand only) towards (Name of work or purpose for which
payment is made)

Signature of Payee (with date)

Date:

Designation