

ROYAL GOVERNMENT OF BHUTAN
Bhutan Standards Bureau
Thimphu: Bhutan

BSB/Proc-09/2022-2023/27

Date:08/07/2022

STANDARD BIDDING DOCUMENT

Procurement of Services



Royal Government of Bhutan
Ministry of Finance

Bhutan Standards Bureau
Thimphu: Bhutan

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Date :07/07/2022

1. Name of the Work: **Leasing of BSB Office Canteen for Three (3) Years.**

2. Name of the Supplier:

3. Address of the Supplier:

Phone No.: Fax No.: Mobile No.:

4. Tender Document available on BSB website from: 8th July 2022 to 18th July 2022

5. Date of Tender Submission: on or before 10:00am 18th July 2022.

6. Date of Bid Opening: 10:30am, 18th July 2022 Instructions to Bidders

Bhutan Standards Bureau, Thimphu invites sealed bids from valid Restaurant license holders for leasing of BSB office Canteen against our advertisement number BSB/Proc-09/2022-2023/27 dated 8/07/2022. You are requested to submit the bid as per the terms and conditions mentioned thereof.

1. Deadline for Bid Submission.

Date of Tender Submission: on or before 10:00am 18th July 2022.

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The sealed bid should be addressed to the **Offtg Director General, Bhutan Standards Bureau, Thimphu** and submitted to the Procurement Office, on or before 10:00 AM 7th July 2022

2. Eligibility of Bidder

Each bidder shall submit only one bid either by itself, or as a responsible officer in the management of the company having the power of attorney. A bidder who submits or participates in more than one bid will be disqualified.

3. Clarification of Bidding Documents

The bidder shall not be allowed to seek any clarification on the bidding documents in person. Any bidders requiring clarification of the bidding documents may notify the same to the Offtg Director General, Bhutan Standards Bureau, Thimphu in writing.

4. Amendment of Bidding Documents

The Client, Bhutan Standards Bureau, Thimphu, shall reserve the right to amend or modify the bidding documents for any reasons by issuing addendum either in its own initiative or in response to a clarification request from a prospective bidder any time prior to the deadline for submission of bids.

5. Contract Period

The Canteen shall be leased out for a period of Two (3) years with effect from the date of signing of contract agreement and shall be review in one year, if the members are not satisfied with the service provided.

6. Evaluation:

Evaluation will be done on the rate quoted for the menu attached below

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9. Award

The award for the leasing of the contract will be given to the lowest evaluated bidder for the items mentioned on the menu attached below (lot wise).

CONTRACT AGREEMENT FOR LEASE OF BSB OFFICE CANTEEN THREE YEAR

This Agreement executed Between.....

and Bhutan Standards Bureau on

As per the quotation call vide BSB/Proc-09/2022-2023/27 dated 07/07/2022, M/S

..... has won the bid for running BSB Canteen for Three years

with effect from on terms described and agreed on follow.

Terms & Conditions

1. The bid security of the successful bidder shall upon the bidders executing the contract and furnishing the bid performance security of **5,000 (Five Thousand) only**.
2. The Lessee shall be responsible in maintaining the cleanliness of the surroundings of the Canteen and taking care of light and water.
3. The validity of canteen is for Three Years, and shall be reviewed annually.
4. The Lessee shall not sublet the shop in part or whole without prior notification of the lesser. Failing which the performance security of 5,000 (Five Thousand) shall be forfeited and the contract shall be terminated thereof.
5. The other terms and conditions not covered by this document will be governed by the Financial/Procurement Manual. The bidders should sign in the tender register upon submission of tender and at the time of purchase with detailed contact Number, Name and detailed addresses of the tenderer. The committee member's decision will be final and binding.
6. The lessee shall pay the monthly rent by the 5th day of 1st week of every calendar Month, failing which a penalty of 0.1% daily to a maximum of 10% in a week shall be applied. If the lessee fails to pay the monthly rent for three months, the performance security shall be forfeited and terminated.
7. The lessee shall not be charged for electricity, water, sewerage and telephone.
8. The Canteen space shall be leased out and rent as per Government spacing rate i.e. Nu. 2,877.00 Per month.

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For any enquiry please contact the procurement section at 325104/323105 during office hours.