

**ODISHA TOURISM DEVELOPMENT CORPORATION**  
**LTD LEWIS ROAD, BHUBANESWAR -751014.**

**Invitation of application for Operation of F&B Counter at Eco Retreat Konark**

**1. Introduction**

Department of Tourism has initiated Eco Retreat at Konark since last two years which is one of the major attractions amongst the tourists. Apart from luxury tented accommodation the Eco Retreat has facilities for day visitors which include water sport activities and F&B counter. Five such eco-friendly F&B counter are being developed alongside the Eco Retreat venue which are proposed to be operated by private agencies having experience in hospitality and F&B services.

**2. Broad Contour of Operation & Scope**

- i) Department of Tourism shall provide eco-friendly F&B counter alongside the Eco Retreat near Chandrabhaga. The structure & furnishing of the same shall be done by the Department of Tourism.
- ii) The operation of such counter will be for a period of 3 months starting from 2<sup>nd</sup> week of December'21.
- iii) OTDC / DOT shall provide power, untreated water, green toilet facility, furniture along with the F&B counter. The specification of the counter shall be as below :  
  
*Size 10x10m With Raised Platform Of 1 Ft Height, Carpeting, Furnishing & Furniture, Kitchen Area with Water Connection, Proper Drainage and Power Supply*
- iv) Selected agencies shall be responsible for operation & maintenance of F&B Counter at its own cost and also shall be responsible to maintain quality service, sanitation including adhering to Covid protocol behavior.
- v) The item to be served in the counter shall be decided by DoT / OTDC and is binding on the selected agencies.
- vi) Operator shall be responsible to bear all operational expenses excluding power & water.
- vii) Operators shall be responsible to pay rental to OTDC@ Rs.1.00 lakh per month excluding GST for use of F&B counter, power & water supply, use of furniture.

**3. Obligation of OTDC / DoT**

- Department of Tourism shall provide eco-friendly F&B counter alongside the Eco Retreat near Chandrabhaga. The structure & furnishing of the same shall

be done by the Department of Tourism.

- OTDC / DOT shall provide power, untreated water, green toilet facility, furniture along with the F&B counter.
- OTDC shall facilitate to obtain permission, license for this purpose.

#### **4. Obligation of Operator**

- Operators shall be responsible to run the F&B Counter with their own qualified and trained employees.
- Shortlisted operators shall bring their own equipment to the site.
- All operating cost to be borne by the operators.
- All the project assets shall be maintained by the operators with proper safety, security, sanitation throughout the operation period.
- Adequate fire safety measures are to be made.
- Operator shall ensure that staffs engaged for the purpose are well trained, polite and free from communicable diseases. All staff should be well dressed in uniform. Each employee shall wear a photo identity card provided by the operator.
- Operator will be solely responsible for all payments and observance and compliance of relevant provision of laws / rules / regulations etc. OTDC will have no liabilities whatsoever with regard to such statutory compliances and payments excepting the obligation mentioned in Para-4.
- Operator shall maintain a suggestion and complaint book and the suggestion recorded therein will be given due consideration. Notice disclosing existence of this book will have to be displayed in the languages Odia / Hindi & English.
- Entire arrangement should be in pollution free manner.
- Quality of service shall be subject to verification by the authority or its authorized representative(s) at any time. If the quality of facility / service is not found to be satisfactory, the operator will be instructed to take the corrective measures. Further, if the service quality is found to be unsatisfactory repeatedly, the operator will not be allowed to operate.
- Operator shall display rate chart in prominent place
- All the sale must be supported by proper Bill.
- If the operator and/or his team and also functioning of the facility is not up to the mark or the quality of the service is below standard, then OTDC may remove the operator by giving 7 days' notice.
- To engage at least 75% of the manpower from the local community.
- Operators, who wish to withdraw operations, may do so post a written one month intimation to OTDC. Security Deposit of the operators, post adjustment against any

pending payments etc., shall be refunded to the bidders.

#### 5. **Invitation of Application**

Application are now invited from interested applicants for operation of F&B Counter for O&M for a period of 3 months. Detail of the applicant may be submitted in the format as per **Annexure-A**.

#### 6. **Eligibility Criteria**

- Minimum 3 years' experience in operation of Multi cuisine Restaurant / Star category Hotel / Resort / Beer Parlour / Bar
- Turnover – Average annual turnover for last three years Rs.50.00 lakh.
- Net worth as on 31.03.2020 / 31.03.2021 Rs.0.50 Cr.

#### 7. **Timeline for submission of Application**

<b><u>Particulars</u></b>	<b><u>Date</u></b>	<b><u>Remarks</u></b>
Invitation of application	30.11.2021	
Pre-bid Meeting	02.12.2021	Venue – OTDC Conference Hall at 11.30 A.M.
Last date for submission of application	07.12.2021	The application must reach the office of M.D., OTDC before 12.00 Noon dated 07.12.2021
Opening of application & evaluation	07.12.2021	Venue – OTDC Conference Hall at 3.00 P.M.
Final selection		Will be communicated later

#### 8. **Selection process**

- Short-listing on the basis of eligibility criteria followed by evaluation as per methodology given below :

<b>Criteria</b>	<b>Evaluation Methodology</b>	<b>Max. Weightage</b>
Net Worth	0.5Cr. - up to 1 Cr. – 10 Marks 1 Cr. – up to 2 Cr. – 15 Marks 2 Cr. & above – 20 Marks	20
Avg. Turnover of last 3 years.	0.5 Cr. - up to 1 Cr. – 10 Marks 1 Cr. – up to 2 Cr. – 15 Marks 2 Cr. & above – 20 Marks	20
Experience	For every 3-Star & above category Hotel / Resorts – 30 Marks each And / OR For every Bar / Beer Parlour / Multi-cuisine Restaurant – 15 Marks each	60

- N.B.** (i) 3-Star & above category hotel means the hotel which has been classified and certified by the Ministry of Tourism, Govt. of India. Multi-cuisine restaurant / Bar / Beer Parlour in the same hotel complex will not be treated as separate Unit for the purpose of evaluation.

(ii) Resort means as has been defined in the Tourism Policy, 2016

(iii) Bar / Beer Parlour means on shop with restaurant facilities

(iv) Multi-cuisine restaurant –Restaurant with registration under Shops & Establishment act, food license and average turnover from F&B service not below Rs.0.5 Cr. (from each restaurant) per annum during last 3 years.

Based on the evaluation methodology mentioned above the agency will be short-listed in descending order based on their technical score. The first five agencies scoring the highest technical score shall be selected for allotment of F&B Counter. In case of tie, random drawal will be followed between the parties having same score.

9. **Application Processing Fee**

Application processing fee is Rs.10,000/- for each application which is non-refundable. The application processing fee shall be submitted along with the application in shape of D.D. favouring Managing Director, OTDC Ltd. No other fees is payable at the stage of submitting application.

10. **Performance Security**

On being selected the agency shall be required to deposit Performance Security equal to one month rent i.e. Rs.1.00 lakh in shape of D.D. favouring Managing Director, OTDC Ltd. within 7 days from issue of LOA

11. **Payment of Rental**

Along with the Performance Security the agency shall also be required to deposit advance rental for 3 months totaling to Rs.3.00 lakh + GST with OTDC in shape D.D. favouring Managing Director, OTDC Ltd within 7 days from issue of LOA

The proposal in the prescribed format along with all relevant documents duly signed and sealed super scribed as “**Application for operation of F&B Counter at Eco Retreat Chandrabhaga**” should reach the OTDC Head Office, Lewis Road, Bhubaneswar on or before 07.12.2021 at 12.00 Noon either by Courier/ Speed Post/ Regd. Post or by hand. Sending of Applications through Fax/ e-mail/ electronics system shall not be accepted. Applications received after due date & time shall not be accepted. OTDC shall not be responsible for delay in postal delivery.

OTDC reserves the right to accept or reject any or all applications without assigning any reason thereof.

**Sd/-  
ManagingDirector**

**FORMAT FOR FURNISHING DETAILS OF THE APPLICANTS**

Sl.	Items	Details
1	Name of the Applicant	
2	Registered Office	
3	Head quarters	
4	Legal Constitution of the Firm (Public Ltd./Pvt. Ltd./LLPetc.)	
5	Details of Promoters/Owners	
6	Net Worth for the firm as on 31 <sup>st</sup> March 2020 / 2021. CA Certificate to be provided	
7	Experience of the Firm(indetail),ifany	
8	Details of Bar / Beer Parlour / Star Hotel / Resort / Multi-cuisine Restaurant operated by the applicant.	
9	Application processing fee @ Rs.10,000/- in shape of D.D. favouring M.D., OTDC.	

**Signature of the Applicant**

**Check-list of documents submitted**

#	Enclosures to the Bid	Documents to be submitted	Remarks
1.	Application Processing Fee of Rs.10,000/-	In shape of D.D.favouring Managing Director, OTDC Ltd.,	
2.	Signed copy of Application		
3.	Covering Letter		
4.	Net-worth certificate	Balance-sheet / certificate of Chartered Accountant / Solvency certificate by appropriate authority as on 31.03.2020 / 21	
5.	Average Turnover for last 3 years.	Audited P/L Account, certificate of Chartered Accountant	
6.	Experience <ul style="list-style-type: none"> <li>- 3-star &amp; above category hotel</li> <li>- Bar / Beer Parlour</li> <li>- Multi-cuisine Restaurant</li> </ul>	<ul style="list-style-type: none"> <li>- Certificate issued by Ministry of Tourism</li> <li>- Bar / Beer Parlour license for 3 years.</li> <li>- Food License, Registration under Shop &amp; Establishment Act, Certificate of the Chartered Accountant about F&amp;B turnover</li> </ul>	

Signature of the Applicant