

**GREATER MOHALI AREA DEVELOPMENT AUTHORITY**  
**PUDA BHAWAN, SECTOR 62, SAS NAGAR**



Bidding Document for Operation, Management & Maintenance of Sports  
Complex situated in Sector 59 SAS Nagar.

**Price of Bid Document: Rs. 5000/-**

**GREATER MOHALI AREA DEVELOPMENT AUTHORITY**  
(PUDA Bhawan, Sector 62, SAS Nagar.

**BIDDING DOCUMENT**

Name of Work : Bidding Document for Operation,  
Management & Maintenance of Sports  
Complex situated in Sector 59 SAS  
Nagar.

Time Limit : 5 (Five) Year

Bid Security : Rs. 50000/-

This Copy of Bidding Documents is issued to:-

M/s .....

.....

.....

Signature of Authorized Officer

**A FORM OF PERFORMANCE BANK GUARANTEE**

To

..... (Name of Engineer)

..... (Address of the Engineer)

WHEREAS ..... (Name and Address of Contractor  
..... (Hereinafter called "the contractor" has undertaken, in  
Pursuance of contract No. .... dated ..... to execute (Name  
of contract and brief description of works) ..... called "the  
Contract".

AND WHEREAS it has been stipulated by you in the said contract that the contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the contract.

AND WHEREAS we have agreed to give the contract such a Bank Guarantee.

NOW THEREFORE, we hereby affirm that we are the guarantor and responsible to you, on behalf of the contractor, up to a total amount of guarantee..... (in works ..... ) we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of amount of Guarantee ..... as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We further agree that no change or addition to or other modifications of the terms of the term of contractor before presenting us with the demand.

We further agree that no change or addition to or other modifications of the terms of the contractor of the work to be performed there under for any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

The Guarantee shall be valid until 28 days from the date of expiry of the defect \_\_\_\_\_ Liability period.

**SIGNATURE AND SEAL OF THE GUARANTOR**

Name of Bank .....

Address .....

Date: .....

**GREATER MOHALI AREA DEVELOPMENT AUTHORITY  
PUDA Bhawan, Sector 62, SAS Nagar.**

**(Press Note)**

**Bidding Document for Operation, Management & Maintenance  
of Sports Complex situated in Sector 59 SAS Nagar.**

GMADA invites tenders for running operation; management and maintenance of Sports Complex situated in Sector 59 in Mohali through double envelop system from the reputed agencies which are already working in similar nature of works. Bid Document can be obtained by paying Rs. 5000 (Five Thousand only) from the office of undersigned up to 9<sup>th</sup> March 2018 at 3.00 PM. The tenders complete in all respect along with earnest money of Rs.50000/- (Fifty Thousand Only) should be submitted in the office of the Divisional Engineer (PH-2), GMADA, Mohali at above mentioned address. The date of opening of Technical Bid is 14/03/2018 at 3.00 PM & shall be opened in the office of Superintending Engineer (C-I), GMADA, Room No. 445, 4<sup>th</sup> Floor, PUDA Bhawan, SAS Nagar in the presence of the agencies or their authorized representative who may like to be present. The DNIT, terms & conditions can be seen in the office of the undersigned on any working day up to 9<sup>th</sup> March 2018.

**Divisional Engineer (PH-2)  
GMADA, SAS Nagar.**

# **GREATER MOHALI AREA DEVELOPMENT AUTHORITY**

PUDA BHAWAN, SECTOR 62, SAS NAGAR.

## Bidding Document for Operation, Management & Maintenance of Sports Complex situated in Sector 59 SAS Nagar.

S.A.S Nagar (Mohali) in Punjab is the Country's investment destination for Housing, I.T & ITES, and Knowledge & Services based industries & is also emerging as the Education Hub of North India. To cater to the recreational needs of the residents, business and industry and to promote various sports including swimming as a sport. Sports Complex had been constructed by GMADA in Sector 59 in SAS Nagar. The GMADA intends to offer operation, management & maintenance contract for this Sports Complex for a period of 5 years. Tenders are hereby invited through double envelop system from reputed companies, firms, agencies having minimum 3 years' experience of running/ maintenance, operation and management of such type of sports complex/Academy/Gym, having an average annual turnover of Rs. 20.00 lacs during the last 3 financial years. The management of such agency/firm should have at least one player of National/International repute.

### **A. Envelope "A" should contains the following details :-**

1. Earnest Money for an amount of Rs. 50,000/- in the Shape of Demand Draft/Pay Order in favour of Divisional Engineer (PH-2),GMADA, SAS Nagar payable at Mohali.
2. Qualification, consent and certificate of experience of sports coaches intended to be hired for this complex.
3. Experience certificate of the bidder.
4. Solvency certificate from the Bank regarding financial capability.
5. Audited Balance sheet for last three years.
6. Income tax returns of the last three years.
7. Turn over during last three years.

**B. Envelope "B":- Envelope "B"** should contain financial bid. The financial bid (**envelope "B "**) will only be opened of those agencies that fulfill all the requirements of Envelope **"A "**.

The plans of the sports complex showing the facilities, etc can be seen in the office of Divisional Engineer (PH-2), GMADA, SAS Nagar during working hours on any working day up to 5:00 PM. The site visits can also be arranged on prior request.

A pre bid meeting will be held in the Committee room of PUDA Bhawan Sector 62, Mohali on 07/03/2018 at 3:00 pm. The proceedings of the pre bid meeting shall be uploaded on the website of GMADA, which will form the part & parcel of the Tender Document.

**Divisional Engineer (PH-2)**  
GMADA, SAS Nagar.

### **Term & Conditions:-**

1. The norms (rules and regulation) laid down by the Sports Authority of India must be followed and as per the norms specific staff will be deputed at sports complex by the agency. List of requisite coaching staff etc. is attached below:-

<b>Sr. No.</b>	<b>ACTIVITIES</b>	<b>NO. OF COACHES AND SUPPORT STAFF</b>
<b>1</b>	Swimming (Indoor)	1 COACH, 2 LIFE GUARD
<b>2.</b>	Table Tennis	1 COACH
<b>3.</b>	Basket Ball	1 COACH
<b>4.</b>	Badminton	1 COACH
	<b>TOTAL</b>	<b>4 COACHES , 2 LIFE GUARD</b>

2. Work will be allotted to that agency which quotes the highest rates.
3. The sports complex will be handed over to the agency on "As is where is" basis.
4. Sports complex timings will be between 5 A.M. to 10 P.M. and Sports complex shall be open for full year. During the non working period the responsibility of watch and ward shall be of the agency.
5. Agency will provide life saving equipments such as First-Aid box etc. The agency shall be responsible for any mis-happening or loss of life or property. Compensation of any kind will also be paid by the agency / firm and GMADA will not be responsible in any manner.

6. The Agency will arrange cycle/scooter/motor cycle/ car stand inside the Sports complex.
7. Agency will pay the full amount of lease money (as fixed) to the GMADA quarterly. If agency fails to deposit the amount of lease money as required within stipulated period a penalty of 10% of the quoted amount shall be charged up to one month. After one month it will be 15% of the quoted amount per month and in case of 3 months defiant, GMADA can cancel the agreement without giving any prior notice in this regard.
8. The bank guarantee deposited by the bidder shall be treated as security and will be released after 6 (six) months from the date of completion of contract period.
9. The agency will provide the requisite manpower for the Management, Running and Operation & maintenance of sports complex (Manager, Security guards, Sweeping/House keeping staff etc.)
10. The agency will manage to keep the Sports complex clean in all respect so that it is not harmful to the players. GMADA SAS Nagar can check the cleaning whenever it is required.
11. In case of any dispute the Hon'ble court of S.A.S Nagar alone shall have the jurisdiction for the purpose of this contract.
12. The current user's fee for sports activities would be benchmark i.e. minimum price, but agency can increase the user's fee with mutual consent of GMADA, if needed.



13. The agency shall require registration of workers under the act, the building and other workers regulations of employees and condition of Service Act, 1996 and Contract Labour (Regulation & Abolition) Act, 1970 and extension of benefits of each worker under the Act. The agency will registered the labour employed on this work as beneficiary and will make ensure that the benefits under the schemes of the Board are being given to them. The requisite information in this regard will also be supplied to the undersigned.
14. The requisite staff would be provided by the agency as per norms and as per direction of GMADA so as to efficiently run each & every game, which has been facilitated in the Sports Complex and the duty hours of the deputed employees / workers will not be excess than the norms fixed by the Govt.
15. The list of deputed employees / workers is to be supplied to the GMADA by the agency.
16. The agency will be responsible to make contribution under EPF and ESI rules regularly and deposit the same for all employees deputed for the execution of the contract in question. The copy of the same must be provided to GMADA every month.
17. The agency will pay at least the minimum wages to the staff as fixed by the Labour Department / Deputy Commissioner / Punjab Govt., from time to time.
18. The agency will restrict the entry of fire arms and fireworks in the complex at its own level, GMADA will not be responsible in any manner in this regard.
19. Any kind of unlawful activities are totally ban which will be assured by the Agency.

20. The Agency shall not use/allow to use this Sports Complex for any purpose other than sports activities.
21. The agency can conduct Sports Tournaments in the Sports complex as per rules laid by GMADA no other activity apart from sports is allowed in anyway.
22. The dues of existing members shall be paid by GMADA to the agency till the remaining membership period. The users will be liable to pay revised charges for renewing their memberships.
23. The staff deputed by the agency shall wear a uniform with logo of the agency & GMADA on it, which will be provided by the agency from its own resources.
24. New memberships shall be given as per the rates fixed by the agency.
25. The Agency may introduce new sports activities in these sports complex with the prior approval of GMADA but no damage should be made to the property for making arrangements of new facility.
26. All electricity, water charges, property taxes & all other relevant taxes pertaining to this complex, imposed by the Govt. from time to time during tenure of contract agreement shall be paid by agency and will not be compensated by GMADA.
27. Any litigation arose during the tenure of contract agreement w.r.t operation & usage by the sports persons shall be the responsibility of the Agency & GMADA will neither be responsible for it nor should it be involved in it.
28. Agency is free to run Café and Sports shops in the premises but only by making sure that no more than 5% of the area is utilised for commercial purposes that too with prior consultation with GMADA.

29. After completion of the period of allotment it is the responsibility of the agency to give peaceful possession to GMADA.
30. Agency will take NDC from all concerned departments at time of Completion/Termination of the work.
31. **DISPUTES RESOLUTION MECHANISM**
- i) If any dispute or differences of any kind what-so-ever arise between the Authority, its authorized representatives and the contractor in connection with or arising out of this contract or the execution of work, these shall be resolved as under.
  - ii) Whether before its commencement or during the progress of Project/Work or after the termination, abandonment or breach of the contract, the dispute shall, in the first instance, be referred for settlement to the Engineer of the work and he shall, within a period of sixty days after being requested in writing by the contractor to do so, convey his decision to the contractor. Such decision in respect of every matter so referred shall, subject to arbitration as hereinafter provided, be final and binding upon the Contractor. In case the work is already in process, the contractor shall proceed with the execution of the work on receipt of the decision of the Engineer as aforesaid with all due diligence, whether any of the parties requires arbitration as hereinafter provided or not.
  - iii) If the Engineer has conveyed his decision to the contractor and no claim for arbitration has been filed by the contractor within a period of sixty days from the receipt of the latter communicating the decision, the said decision shall be final and binding upon the contractor and will not be a subject matter of arbitration at all.
  - iv) If the Engineer fails to convey his decision within a period of sixty days from the date on which the said request was made by the contractor, he may refer the dispute for arbitration as hereinafter provided.
  - v) All disputes or differences in respect of which the decision is not final and conclusive shall, at the request of either party made in communication sent through registered A.D. post, be referred to the sole arbitration of a Superintending Engineer of Greater Mohali Area Development Authority acting as such at the time of reference unless debarred from acting as an Arbitrator by an order of the Authority, in which event, the Employer shall appoint any other technical officer of the department to act as an arbitrator on receipt of a request from either party.
  - vi) The Employer shall have the authority to change the arbitrator on an application by either the contractor or the Engineer requesting change of arbitrator giving reasons thereof, either before the start of the arbitration proceedings or during the course of such proceedings. The arbitration proceedings would stand suspended as soon as an application for change of Arbitrator is filed before the Employer and a notice thereof is given by the applicant to the Arbitrator. The Employer after hearing both the parties may pass a speaking order rejecting the application or accepting to change the arbitrator or simultaneously, appointing a technical officer as Arbitrator under the contract. The new arbitrator so appointed may enter upon the reference afresh or he may continue the hearings from the point these were suspended before the previous arbitrator.

vii) The reference to the arbitrator shall be made by the claimant party within one hundred twenty days from the date of dispute of claim arises during the execution of work. If the claim pertains to rates or recoveries introduced in the final bill, the reference to the arbitrator shall be made within six calendar months from the date of payment of the final bill to the contractor or from the date a registered notice is sent to the contractor to the effect that his final bill is ready by the Engineer (whose decision in this respect shall be final and binding) whichever is earlier.

32. The agency will arrange entire staff for managing parking of vehicles properly during the functions to avoid harassment to General Public.
33. All the record of booking of sports complex will be maintained by the agency and the same can be checked by the engineer-in-charge at any time to avoid any misuse.
34. This agreement can be extended after expiry of contract agreement for any specific period with the mutual consent of both the parties if running, management, maintenance and operation work of sports complex of the agency is found satisfactory and rates shall be revised as per mutual understanding.
35. Fire safety equipments will be provided to the entire satisfaction of district fire officer/GMADA.
36. Subletting of works is not allowed.

**Divisional Engineer (PH-2)  
GMADA, SAS Nagar.**

### LIST OF IMPORTANT DATES

List of important dates of submission of bids:-

1.	Name of work	:	Bidding Document for Operation, Management & Maintenance of Sports Complex situated in Sector 59 SAS Nagar.
2.	Period	:	5 (Five) Years.
3.	Mode of Submission of Tender	:	To be submitted by double envelop system
4.	Period & Time for issue of EOI / bidding documents	:	From 22/02/2018 to 09/03/2018 up to 5:00 P.M.
5.	Time, Date & Place of Pre Bid Meeting	:	07/03/2018 at 03:00 pm, Committee Room, PUDA Bhawan, Sector 62, Mohali
6.	Last Date of submission of Bids	:	14 <sup>th</sup> , March 2018 at 1:00 P.M.
7.	Time & Date of opening of Technical Bid	:	14 <sup>th</sup> , March 2018 at 3:00 P.M.
8.	Time & Date of opening of Financial Bid	:	To be informed later to the eligible bidders
9.	Place of Opening of tenders	:	Superintending Engineer (C-1), GMADA, Room No. 445, 4 <sup>th</sup> Floor, PUDA Bhawan, SAS Nagar.
10.	Officer Inviting Bids	:	Divisional Engineer (PH-2) GMADA, SAS Nagar.

# GMADA

**Name of Work:** Bidding Document for Operation, Management & Maintenance of Sports Complex situated in Sector 59 SAS Nagar.

Tender No. GMADA/DE (PH-2)/2018/ dated:

Performa for quoting the rates of lease money to be paid to GMADA

Name of the Firm				
Sr. No.	Description	Year	In figures.	In words.
1	Lease money to be paid by the Agency /firm to GMADA.	During 1 <sup>st</sup> Year	Quoted rates = Q1	
2	Lease money to be paid by the Agency /firm to GMADA.	During 2 <sup>nd</sup> Year	Q1 + 10% =Q2	
3	Lease money to be paid by the Agency /firm to GMADA.	During 3 <sup>rd</sup> Year	Q2 + 10% =Q3	
4	Lease money to be paid by the Agency /firm to GMADA.	During 4 <sup>th</sup> Year	Q3 + 10% =Q4	
5	Lease money to be paid by the Agency /firm to GMADA.	During 5 <sup>th</sup> Year	Q4 + 10% =Q5	
		<b>G.Total</b>		

Note: For detailed price bid refer detail given in these documents.

Minimum Quoted Amount (Q1) for 1<sup>st</sup> year = Rs. \_\_\_\_\_

This DNIT contains pages 1 to14

**Divisional Engineer (PH-2)**  
GMADA, SAS Nagar.