

**Notice Inviting Tender
For
Selection of Consultant & Consultancy Agency**

For

“Designing, Commissioning & Operationalizing

Modern Kitchen

In 8(Eight) Central Prisons of Bihar”

**Inspectorate of Prisons & Correctional Services
Home Department, Government of Bihar**

Aim & Objective:-

As a part of the various prison reform measures by the Government of Bihar (GoB), the *“Inspectorate of Prisons & Correctional Services”* intends to set up Modern Kitchen in prisons of Bihar State. With this aim, in the first phase, the Inspectorate intends to set up Modern Kitchen with mechanized and efficient cooking equipment to provide healthy food to inmates in all the 8 (eight) central prisons in the State of Bihar, namely (1) Model Central Jail, Beur, Patna (2) Central Jail, Gaya (3) Shahid Khudiram Bose Central Jail, Muzaffarpur (4) Central Jail, Purnea (5) Central Jail, Buxar (6) Central Jail, Motihari (7) Shahid Jubba Sahni Central Jail, Bhagalpur (8) Special Central Jail, Bhagalpur.

The average population of inmates in above stated 08 Central Jails as on 31.07.2016 is tabulated below :-

Sl.No.	Name of Central Jails	Population of inmates (As on 31.07.2016)
1	Model Central Jail, Beur, Patna	2209
2	S.K.R.B, Central Jail, Muzaffarpur	1681
3	Central Jail, Buxar	766
4	Spl. Central Jail, Bhagalpur	1003
5	S.J.S.C Jail, Bhagalpur	915
6	Central Jail, Gaya	1324
7	C.J. Motihari	1806
8	C.J. Purnea	1039

There are five services i.e.

- Breakfast
- Morning Tea
- Lunch
- Evening Tea with Snacks
- Dinner

In the light of above facts, it has been decided to invite Tender for selection of Consultant/Consultancy Agency for designing, commissioning and operationalization of the prison kitchens based on modern concepts incorporating automation and mechanization in the process of cooking and serving food as per diet chart/menu prescribed for the inmates lodged in 8 Central Prisons of the State.

2. Scope of Work:-

- a) Consultants expected to submit detailed and complete Jailwise project proposal regarding assessment of requirements of demands, space, equipment, supplies, manpower, etc.
- b) The Consultant is expected to provide the following for all 8 Central Jails:-
 - i. A layout plan for establishing Modern Kitchen.
 - ii. Elevations for above.
 - iii. Rough-in drawings for civil, electrical, plumbing, gas, ventilator/exhaust for above.
 - iv. Coordination between various agencies i.e. architect, plumber, electrician, HVAC, Civil contractor, gas supplier i.e. all who are connected with the kitchen project.
 - v. Inspection of equipment at manufacturers end.
 - vi. Final supervision of the installation and commissioning at each kitchen.

3. Eligibility Criteria:-

- a) Any Consultant or Consultancy Agency registered in India can apply.
- b) Consultants should have an experience of setting up of at least two industrial/commercial kitchens during last 6 years.
- c) The Bidder/Agency should not be blacklisted or debarred by any Government organization/PSU etc. The Bidder/Agency should submit an affidavit in this regard.

4. Evaluation Process:

The **Financial Bid** of only those Bidders/Agencies shall be opened, which fulfill the eligibility criteria as mentioned in Para-3 above.

5. Submission of Tender:-

Interested Consultant/Consultancy Agencies willing to undertake the above task on behalf of the Inspectorate of Prisons & Correctional Services, Bihar, Patna may submit their Bid in a sealed envelope with clearly marked "Tender for selection of Consultant /Consultancy Agency for *Designing, Commissioning & Operationalizing Modern Kitchen In 8 (Eight) Central Prisons of Bihar*". This envelope shall contain two separate sealed envelopes, one regarding **Technical Bid** & other regarding **Financial Bid**.

Bidders are expected to submit Bid as following:-

As **Part –I Technical Bid** duly super scribed as "**Technical Bid**" on the face of the envelope and **Part –II Financial Bid** duly super scribed as "**Financial Bid**" on the face of the envelope are to be submitted.

Part – I TECHNICAL BID (Should contain following documents/papers)

1. Covering letter.
2. Details of the bidder in the format given in ANNEXURE-I
3. Work experience information as per ANNEXURE-II and proof regarding these work experience are to be attached with this ANNEXURE-II.
4. Following information shall be provided:-
 - i. Constitution of the bidders i.e the members of the team.
 - ii. Experience of the bidders i.e the members of the team.
 - iii. Any affiliation with National or International organization of food service consultants.
 - iv. Essential documents i.e. PAN registration, service tax registration, list of jobs in hand as on date.
5. Affidavit on non-judicial stamp paper of Rs. 100/- declaring therein that Bidder/Agency has never been found guilty of malpractice, misconduct, nor ever blacklisted/debarred either by Central Govt. / State Govt./Central or State PSU as per ANNEXURE-IV
6. Earnest Money Deposit (EMD) of rupees 5.000 (Five Thousand) only through Bank Draft issued in favour of Assistant Inspector General, Home Department (Prison), Bihar, Patna.
7. A **Power Point Presentation** for above mentioned project regarding brief of general approach & methodology to be adopted based on the information provided with a soft copy in a C.D.

Part –II FINANCIAL BID

1.Total Cost of Consultancy as per ANNEXURE-III

6. Pre-Bid meeting & Presentation:-

- a) A **Pre-Bid meeting** in this regard will be held on 09.09.2016 at 12:30 PM in the office of "**The Inspector General, Prisons & Correctional Services, Home Department, Old Secretariat, Bihar, Patna-800015**".
- b) A Power Point Presentation will have to be made by the Tenderer or its authorized representative on 20.09.2016 at 3:00 PM in the office of "**The Inspector General, Prisons & Correctional Services, Home Department, Old Secretariat, Bihar, Patna-800015**" regarding their profile, experience, work details, proposed methodology or proposal etc.

7. Interested parties must submit the complete and sealed proposal through Post / Courier/ Byhand at the address mentioned below:-

To,

The Inspector General
Prisons & Correctional Services,
Home Department, Old Secretariat
Bihar, Patna-800015.

8. Important Dates for Selection Process:

1.	Date and Time of Pre-Bid meeting	09.09.2016 at 12:30 PM
2.	Last Date and Time of Procurement of papers	19.09.2016 till 1:00 PM
3.	Last Date and Time of Submission of Proposal	20.09.2016 till 1:00 PM
4.	Date and Time of opening of Proposal	20.09.2016 at 1:30 PM
5.	Date and Time of Presentation	20.09.2016 at 3:00 PM
6.	Place for Submission of Proposal and for Presentation	In the Office of The Inspectorate of Prisons & Correctional Services , (Home Department), Old Secretariat Bihar, Patna-800015

9. In case the last date of receipt of Tender is a holiday, the same will be extended up to the next working day. No Tender will be accepted after the due date and time. The Tender will be opened on the same day at 1:30 PM or next working day in case of a holiday. The applicant or his bonafide and authorized representative may be present at the time of opening of the Tender.

10. The Inspectorate of Prisons shall reserve the right to reject the Tender of any participant, without assigning any reason whatsoever.

Sd/-
(Shivendra Priyadarshi)
Deputy Inspector General (Admn),
Prisons & Correctional Services,
Bihar, Patna.

ANNEXURE – I

DETAILS OF THE BIDDER/Agency

1	Name of Bidder/Agency	
2	Name of Owner/Director	
3	Full particulars of office	
4	A) Address	
5	B) Contact Telephone No.	
6	C) Fax No.	
7	D) E-Mail	
8	Name Telephone and Mobile No. of the dealing representative	
9	Any other information	

Signature of authorized signatory

Name:

Place:

ANNEXURE – II

Information on Prior experience

Sl. No.	Name of the project and location	Contracting organization	Month & Year of commencement of project	Duration of project	Document proof submitted (Yes/No)

ANNEXURE –III

Financial Quotation

<p>Total Cost for Consultancy (Inclusive of all Taxes and Duties)</p>

ANNEXURE -IV

Format for Affidavit

Format for Affidavit certifying that Entity/Promoter(S) Director (S) Members of Entity are not Blacklisted (On a stamp paper of relevant value)

Affidavit

I, M/s-.....(Sole Applicant/Lead Member/Member/Affiliate),(the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter (s) director(s) are not barred by Govt. of Bihar or any other entity of GOB or blacklisted by any OTHER State Government or Central Government/PSU in signing of application).

We further confirm that we are aware that, our application for the captioned project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the bidding process or thereafter during the agreement period and the amount paid till date shall stand forfeited without further intimation.

Dated this.....Day of2016

Name of the Applicant:
Signature of the Applicant/Authorized
Signatory
Seal of the Agency: