

Tender Document for outsourcing operations and maintenance of Tennis courts at Sardar Vallabhbhai Patel International School of Textiles and management (SVPISTM)

1. Introduction

The SVPITM invites tender for operation and maintenance of three tennis courts of size 125' X 164' for a period of one year on a monthly payment basis (20500 sq.ft)

2. Scope of works

- Rental period: 1 year
- Rental amount: Rs 25,000 + GST per month
- Operations Restriction: The tennis courts should be used only for tennis coaching and playing.
- Maintenance Responsibilities: The bidder shall be responsible for maintaining the tennis courts and the surrounding area up to 10 feet by doing rolling and marking.

3. Eligibility criteria

- Experience: Minimum of 3 years of experience as a tennis coach and managing Tennis courts.
- Financial capacity: Average annual turnover of Rs. 10, 00,000 per year.
- Other relevant Qualification: Certificate from a recognized Tennis association.

4. Tender Process

- Tender document can be obtained from Admin office (10.00 am to 5.30 pm) at SVPISTM on payment of Rs. 1000/-

5. Terms and conditions

- General Terms: The bidder shall comply with all the applicable rules updated periodically and regulations of SVPISTM, a copy of which can be obtained from Administrative officer.
- Payment details: Monthly payment shall be made by 5th of every month.
- Cancellation policies: The SVPITM reserves the right to cancel the contract within three months of notice on either side
- Insurance: The bidder shall ensure sufficient insurance coverage.
- Surrounding areas up to 10 feet should be maintained neat and tidy.
- Working hours on all days – 6.30 AM to 8.30 AM and 3.30 PM to 6.30 PM.
- Out of three tennis courts, one court should be available for use by the students of SVPISTM at all times, coaching also should be provided to SVPISTM students if required by them at a nominal cost i.e, Rs. 500/- per month

- The period of the contract shall normally be one year from the date of awarding of the tender but can be extended for further period based on satisfactory performance of the contractor.

6. Facilities

1. Water will be provided by SVPITM for levelling the ground.
2. Electrical power will be charged on actuals
3. Parking Vehicles for five 4 wheelers and ten 2 wheelers will be allowed between 6.30 AM to 8.30 AM and 3.30 PM to 6.30 PM
4. One exclusive toilet facility will be given, however the bidder will be responsible to maintain it neat and tidy.

7. Submission of Requirements

Authentic Bidder profile, Training profile and financially sound status to run the Tennis coaching in SVPITM.

8. Tender Document Format

The tender should be submitted in the following format

- Covering letter
- Bidder profile
- Technical Qualification
- Proposal for using Tennis court
- Payment per month

9. Penalty clause

- a. A Penalty of Rs.500/- will be imposed at each instance for violation of the Rules & Regulations of SVPISTM.
- b. A penalty of Rs. 500/- will be levied at each instance for misconduct by any staff member of the bidder / trainees.
- c. A case-specific penalty will be imposed for damage caused by the bidder's staff / trainees.
- d. The Penalty levied should be remitted to SVPISTM within 5 working days of demand.
- e. The SVPISTM's Director's decision shall be final and bonding in case of any dispute.

10. Validity

The Bid shall remain valid for 15 days from the date of advertisement.