

EXPRESSION OF INTEREST



JANUARY 12-17, 2024
**Jawaharlal Nehru International
Stadium Ground
Kaloor, Kochi, Kerala**

**SELECTION OF HOTEL/CATERING AGENCY FOR
PROVIDING FOOD TO THE PARTICIPANTS OF THE
20TH EDITION OF KERALA BAMBOO FEST**

K-bip

KERALA BUREAU OF INDUSTRIAL PROMOTION

2, Vidhya Nagar, Opposite Police Ground, Thycaud P.O.

Thiruvananthapuram – 695 014, Kerala.

Tel: 91 471 2321882, Fax: 91 471 2322883

Email: kbip@keralaindustry.org / info@keralabamboomission.org

Website: www.kbip.org



I. BACKGROUND

The Department of Industries & Commerce, Government of Kerala is organising the **20th edition of 'Kerala Bamboo Fest' at Jawaharlal Nehru International Stadium Ground (West Portion) at Kaloor, Kochi, Kerala from January 12 to 17, 2024.**

On behalf of Department of Industries & Commerce, Government of Kerala, Kerala Bureau of Industrial Promotion (KBIP) proposes to select an Agency from the interested Hotels/Catering Agencies through an open competitive selection process for food & catering arrangements for the participants of the 20th edition of 'Kerala Bamboo Fest' being organised from January 12 to 17, 2024 at Jawaharlal Nehru International Stadium Ground (West Portion), Kaloor, Kochi, Kerala.

II. PURPOSE

The Expression of Interest (EoI) for offering the services as an Agency for food and catering arrangements in 'Kerala Bamboo Fest' from January 12 to 17, 2024 (Event Days) and on January 11, 2024 (Pre-Event Day) along with the details of the applicant and documentary proof for the items mentioned in the eligibility criteria is invited from interested Hotels/Catering Agencies.

III. INVITATION

On behalf of Department of Industries & Commerce, Government of Kerala, Kerala Bureau of Industrial Promotion (KBIP) intends to engage the services of a Hotel/Catering Agency for food and catering arrangements in 'Kerala Bamboo Fest' being organised by Department of Industries & Commerce, Government of Kerala from January 12 to 17, 2024 at Jawaharlal Nehru International Stadium Ground (West Portion), Kaloor, Kochi, Kerala.

- i. KBIP invites Expression of Interest (technical and financial bids) from Hotels/Catering Agencies for food arrangements in connection with 'Kerala Bamboo Fest'.
- ii. Interested Agencies may download the Expression of Interest (EoI) from the websites www.keralaindustry.org / www.keralabamboomission.org

IV. IMPORTANT DATES

Sl. No.	Information	Details
1	Last date and time for submission of Expression of Interest	December 26, 2023
2	Place, date and time of making technical presentation & opening of financial bid	Shortlisted Agencies will be informed by letter/email
3	Address for submission of Expression of Interest (EoI) with necessary documents as mentioned in the Eligibility Criteria	The Chief Executive Officer Kerala Bureau of Industrial Promotion (KBIP), 2, Vidhya Nagar, Opposite Police Ground, Thycaud P.O., Thiruvananthapuram - 695014, Kerala. Tel/Fax: 91 471 2321882, 2322883 E-mail: kbip@keralaindustry.org



V. SCOPE OF THE WORK

On behalf of the Department of Industries & Commerce, Government of Kerala, it is intended to engage the services of a Hotel/Catering Agency with prior experience for food & catering arrangements for 20th edition of Kerala Bamboo Fest.

The Agency shall ensure food and catering arrangements on the Event days from January 12 to 17, 2024 and on the pre-event day (January 11, 2024) as per the Bill of Quantities. **In addition to food requirements, the arrangements for hand washing with adequate wash basins, soap, tissue paper & required water, water storage tank with related accessories, counter setting, service at the counters, waste disposal and transportation shall be the responsibility of the Agency.**

VI. ELIGIBILITY CRITERIA

The selection of the Agency will be subject to the following terms and conditions.

- i. The Applicant Agency shall be a registered entity and FSSAI certified Hotel/Catering Agency. The documents in this regard shall be submitted along with the EoI.
- ii. The Applicant Agency shall have a registered office in Kerala and shall be able to co-ordinate activities as per the requirements at Ernakulam. The documents regarding the details of the Agency shall be submitted along with the EoI.
- iii. The Applicant Agency shall have a minimum 5 years' experience in the field of food/catering service in Kerala. The document substantiating the same shall be submitted along with the EoI.
- iv. The Applicant Agency shall have the expertise and experience in arranging food and catering service as per the requirements of the Event. The Agency shall furnish the details of the similar events/activities undertaken along with the EoI.
- v. The Applicant Agency shall have attained a minimum Annual Turnover of Rs.3 Crores during one of the last five Financial Years starting from the year 2018-19. The document substantiating the same shall be submitted along with the EoI.
- vi. Preference will be given to Agencies which had undertaken similar events/activities and has catered a minimum of 2000 persons in a single Event.

VII. EVALUATION CRITERIA

The selection process for the Agency will be as below:

1. Short listing based on the eligibility criteria on receipt of EoI.
2. Short listed Agencies may have to make a detailed presentation (Power Point Presentation) on the 'Activities, expertise & experience of the Agency' as mentioned in the EoI before the Selection Committee appointed by the Competent Authority for selection of qualified Agencies.



3. The Financial/Price Bid enclosed in *Annexure I* will have **to be submitted in separate sealed cover only** by the qualified and selected Agencies **at the time of presentation**.
4. Financial/Price Bids will be opened/considered only of those qualified short-listed Agencies/Bidders shortlisted by the Selection Committee after the Technical Presentation. The Financial Bids of only technically qualified Agencies who attain 70% and above marks in the Technical Presentation will be considered.
5. Financial bids of qualified and selected Agencies received in complete and within the stipulated deadline shall be opened by the Selection Committee in the presence of the Agencies who wish to be present at the time of opening of the Bid.
6. Lowest bid, found suitable as per the specifications required, shall be referred to the Competent Authority for final decision. The decision of the Competent Authority shall be final.

Subject to the terms & conditions stipulated herein above, the interested Agencies may send their Expression of Interests (EoI) in sealed envelope superscribed 'EoI for Food & Catering Arrangements for Kerala Bamboo Fest' addressed to Chief Executive Officer, Kerala Bureau of Industrial Promotion (KBIP), 2, Vidhya Nagar, Opposite Police Ground, Thycaud P.O., Thiruvananthapuram-695014, Kerala and should reach by **17.00 hours on or before January 01, 2024.**

It may also be noted that all the Expression of Interests (EoIs) received after the above referred stipulated time and date shall be liable to be rejected forthwith.

The Department of Industries & Commerce, Government of Kerala/Kerala Bureau of Industrial Promotion (KBIP) reserves all rights to reject any or all the Expression of Interests (EoIs) received, without assigning any reason or may call for fresh Expression of Interests (EoIs) without assigning any reason whatsoever or if it appears appropriate in the public interest.

For any further details, it is requested to contact:

Kerala Bureau of Industrial Promotion (KBIP)
2, Vidhya Nagar, Opposite Police Ground,
Thycaud P.O., Thiruvananthapuram - 695014, Kerala.
Tel/Fax: 91-471-2321882, 2322883
E-mail: kbip@keralaindustry.org



BILL OF QUANTITIES FOR
20TH EDITION OF KERALA BAMBOO FEST

FOOD REQUIREMENTS (January 11 to 17, 2024)

Sl. No.	Date	Food Requirements	No. of Pax	Amount (Rs.)
1	January 11, 2024	Evening Tea & Snacks	400	
		Dinner	400	
2	January 12 to 17, 2024	Lunch	500	
		Evening Tea & Snacks	500	
		Dinner	500	
TOTAL				
GST				
GRAND TOTAL				

1.	Lunch (12.30 PM to 2.30 PM)	Rice, Chappathi, Dal, Sambar, Rasam, Avial, Thoran, Curd, Salad (1), Pickle (1), Pappads, Fish Curry (Modha Fish) or Fish Fry (Modha Fish), Payasam & Drinking Water.
2.	Evening Tea & Snacks (3.30 PM)	Tea along with Veg. Samosa or Vada or Pazhampori (any one snack on each day).
3.	Dinner (7. 00 PM to 8.30 PM)	Chappathy, Chicken Curry, Dal, Vegetable Kurma or Gobi Manchurian, Salad (1), Pickle (1) &- Drinking Water.

- ***The rates quoted shall be inclusive of all arrangements including counter setting, service at the counters, hand washing with adequate wash basins, soap, tissue paper & required water, water storage tank with related accessories, waste disposal and transportation shall be the responsibility of the Agency.***
- ***Cooking of food at the venue is not permissible. Food shall be cooked at the kitchen of the Agency and has to be served at the venue.***
- ***Green protocol shall be followed during serving the food items at the venue.***
- ***In case of any food poisoning/related issues during the Event, all the claims arising out of it shall be met directly by the Agency.***