

**Hostel Administration Committee,
National Institute of Technology, Tiruchy-15**

Tender No. HAC/ NITT/BP/2013/8 dated 23.10.2013

Sub: Tender for running of Beauty Parlour at girls' Hostel in National Institute of Technology, Thuvakkudi, Trichy-15

Sealed Tenders are invited from renowned beauty Parlour operators, having reputation/ distinguished name in Tamil Nadu, for operating a beauty Parlour at the girls' hostel premises in National Institute of Technology, Thuvakkudi, Tiruchrappalli-15. The applicant should have a minimum of at least TEN beauty Parlours in Tamilnadu with the SAME NAME. The combined average annual turnover of the applicant during the last three years from beauty parlour operation should not be less than Rupees 25 lakhs.

The bids are to be submitted under two bid system viz., Technical bid and Price bid. The tender should reach Hostel Office on or before **22/11/2013** at 3.30 P.M. along with a Demand Draft for Rs. 520/ towards Non refundable tender fees and another Demand Draft for Rs. 10,000/= (Rupees Five thousands only) towards Earnest Money Deposit. Both the Demand Drafts should be drawn in the name of Chief Warden, Hostel Administration Committee, National Institute of Technology and payable at Tiruchirappalli.

The Technical bid will be opened on **25/11/2013** at 3.00 P.M. in the presence of representatives of the bidder and committee members constituted for this purpose. The price bid will be opened at a later date. The tender envelope should be superscripted **Tender for Operating Beauty Parlour at girls' hostel**. The tender document should be downloaded from the Institute website www.nitt.edu.

The NITT reserves the right to shortlist/reject any or all tenders without assigning any reasons.

CHIEF WARDEN/ HAC/ NITT



**National Institute of Technology
Tiruchirappalli-15**

Notice inviting tender for running of a beauty parlour

Tender No. HAC/ NITT/BP/2013/8 dated 23.10.2013

Sealed tenders are invited from renowned beauty parlour operators for running of a beauty parlour at the Girls' Hostel in National Institute of Technology, Tiruchirappalli-15. The tender document can be downloaded from the Institute website www.nitt.edu Last date for submission of Tender **22/11/2013**.

Chief Warden/ NITT

BID SYNOPSIS

Name of Work/ Service	Allotment of space for running of Beauty Parlour at Girls Hostel, National Institute of Technology, Tiruchirappalli-15, Tamil nadu
Brief Scope of Work	Running of Beauty Parlour at Girls Hostel, National Institute of Technology, Tiruchirappalli-15
Tender documents can be downloaded from	The Institute website www.nitt.edu
Cost of Tender Document (i.e., Tender Fees)	Rs.540 (Five hundred and forty only) Non refundable
EMD Amount	Rs.10,000/ (Ten Thousand Only)
Last date and time for submission of tenders	22/11/2013 upto 3.30 p.m.,
Address for submission of Tender	The Chief Warden, Hostel Administration Committee, Hostel Office, National Institute of Technology, Tiruchy-15 Tamil Nadu
Date and Time of Opening of Technical Bids	25/11/2013 at 3.30 p.m at the hostel office
Date of Opening of Price Bid	Will be intimated to the technically qualified bidders
Mode of Submission of Tender	Registered Post or Speed Post. No hand delivery will be accepted.
System of tendering	Two Part system viz., Technical bid and Commercial bid

**Hostel Administration Committee (HAC),
National Institute of Technology (NITT), Trichy-15**

**Allotment of premises for running of beauty Parlour at Girls' Hostel, NIT,
Tiruchirappalli – Terms and conditions**

1. The applicant should be renowned beauty Parlour operator and should have at least TEN beauty Parlours in Tamilnadu with the same name. Authenticated certificates, testimonials and proof of similar experience should be produced along with the technical bid. The combined average annual turnover of the applicant during the last three years from beauty parlour operation should not be less than Rupees 25 lakhs.
2. Since the Parlour has to be operated within the premises of girls' hostel, the successful bidder (i.e., Licensee) shall have to deploy **female employees only** for all business/ service purposes. Under no circumstances, male employees of the successful bidder will be allowed inside the girls Hostel.
3. The Hostel Administration Committee, National Institute of Technology, (HAC/ NITT) shall provide premises for running the beauty Parlour, electricity and water connections. The successful bidder has to pay the monthly rent, electricity charges based on actual consumption at prevalent TNEB tariff and fixed water charges at the rate of Rs.250/- per month.
4. The applicant is expected to be well known in the beauty Parlour field.
5. Before submitting the bid, the applicants/ bidders are advised to see the premises / space available at the Girls Hostel premises on their own interest under prior intimation to the Girls Hostel Warden.
6. The number of girls' students at our hostel is 1050. Apart from girls' students, female faculty members, house wives from our staff quarters may also avail the services of beauty Parlour. However, no outsider will be allowed to avail the services/ facilities.
7. The successful bidder shall have to render the Beauty Parlour services at the rates/ tariff stipulated by the Hostel Administration Committee. Tariff list for various beauty Parlour services should be displayed prominently in front of the Parlour, at a conspicuous place. The indicative tariff is given below:

BEAUTY PARLOUR AT		LADIES HOSTEL
S.NO.	ITEM	RATE
1	Threading	20.00
2	Facial Ayur	300.00
3	Manicure	150.00
4	Pedicure	150.00
5	Waxing Arms(Half)	90.00
6	Waxing Arms(Full)	120.00
7	Waxing Leg(Half)	120.00
8	Waxing Leg(Full)	150.00
9	Cutting	150.00
10	Hairstyles	200.00
11	Heena Hair	100.00
12	Heena Hand	50.00
13	Shehnaj Facial	500.00
14	Hair Dye	100.00
15	Facial Fruit	400.00
16	Hair Oil Massage	100.00
17	Full Face Threading	80.00
18	Bridal Make up	5000.00
19	Face Bleach	80.00
20	Hair Rolling	100.00
21	Face scrub	100.00
22	Hair Bleach	120.00
23.	Blow Drier	100.00
24.	VLCC -Pearl	600.00
25.	-Gold	750.00
26.	-Silver	650.00
27	-Diamond	800.00
28	HAIR OIL MASSAGE- - Mustard Coconut	100.00
29.	- Olive Oil	150.00
30.	- Shahnaj Oil	200.00
	BLOW DRY	
31.	Strait/Out turn	150.00
32.	Pressing	200.00
33.	Cure- Ringhals	400.00
	WAXING	
34.	Chocolate Wax- Half Arms	200.00
35.	Chocolate Wax- Full Arms	300.00
36.	Chocolate Wax- Half Legs	300.00
37.	Chocolate Wax- Full Legs	450.00

Beauty Parlour [Ladies hostel] Additional work:-

1.	Threading upper lips	10.00
2.	Threading chin	15
3.	Under arms waxing	40
4.	Chin waxing	15
5.	Forehead	15
6.	Upper lips wax	20
7.	Chin wax	20
8.	Full face wax	100
9.	Stomach wax	150
10.	Full body wax	500
	Hair cutting	
11	Flick	70
12	Splitends Onwards	120
13	Baby cut	150
14	Step style	200
15	Pressing onwards	200
16	Straitening Wella	3500
17	Hair wash	100
18	Loreal straitening	5000
19	Oxi bleach	150
20	Back/front arms	200
21	Full body	900
22	Fruit Bleach	150
23	Joolen	100
24	Full body Bleach wella	1000
25	Gold bleach - Face	200
26	-Back	250
27	Neck front	250
28	Body	1000
	Face cleaning	
29	Alovera gel	200
30	Natural	250
31	Fruit	300
32	VLCC	350
	Body Massage	
33	Herbal cream	500
34	Coconut amla oil	550
35	Olive oil	750
36	Sahenaz oil	850
	Foot care super deluxe	
37	Delux manicure	250
38	Delux pedicure	250
39	Nails paints	25

40	Saree draping	100
Beauty Parlour [Ladies hostel]		
Facials & treatment		
41	Fruit facial	400
42	Fruit vitamin facial	450
43	Shahnaz oxi	550
44	Shahnaz Chocolate	700
45	Shahnaz pearl	900
46	Shanaz Veg peal	700
47	Shanaz gold	1600
48	Aroma nourishing	600
49	Aroma pearl	800
50	Aroma diamond	1000
51	Lotus facial	600
52	Charmis	350
53	Lemon	350
54	Cucumber	350
55	Biotech	450
56	Light makeup	350
57	Party makeup	700

8. The allotment shall be valid for a period of one year from 1/12/2013 to 30/11/2014, unless terminated earlier on account of the following reasons: (a) By giving thirty days notice in writing from either side without assigning any reason. (b) Terminated by HAC on a short notice on account of unsatisfactory performance of the successful bidder.
9. The decision of the HAC/ NITT is final and the successful bidder has to commence the business in December 2013
10. The EMD amount Rs.10,000/- of the successful bidder will be converted as interest free security deposit and will be refunded on expiry of period of agreement.
11. In the event of breach of any of the terms and conditions, the allotment is liable to be cancelled with one month notice as provided in the allotment deed.
12. EMD will be forfeited on non acceptance of the shop allotted.

13. The beauty parlour shall remain open from 11 A.M to 9.00 P.M or such time schedule which may be decided by the HAC/ NITT.
14. The premises of the Parlour will be used exclusively for the purpose for which the allotment is made and not for any other purpose.
15. The allottee shall not make any alteration/ amendment to the structure/ shop without prior written approval of the HAC/ NITT.
16. The period of contract is for a period of one year from December 2013 and extendable by another year based on performance and review by the Hostel Administration Committee.
17. The bidder shall have all necessary permissions, licenses, no objection certificates, registrations, statutory compliances from the competent authorities required to run the beauty parlour.
18. Appropriate fire fighting equipments shall be installed to meet any eventuality. The allottee shall abide by all statutory regulations of Government.
19. The allottee has to execute and sign a deed on one hundred rupees stamp paper as per the format of NITT/ HAC.
20. In the event of breach of any of the terms and conditions of the allotment, the allotment is liable to be cancelled with one month notice as provided in the license deed of agreement.
21. The successful should maintain hygiene, cleanliness and presentation of not only the venue but also the surroundings/ staff.
22. Wastages have to be placed in appropriate place fixed for the disposal.
23. The bidder shall not assign, sublet or part with the possession of the premises and properties of the NITT therein or any part thereof under any circumstances.
24. The bidder shall not make or permit any construction or structural alteration of additional fitting without proper approval of HAC.

- 25.No exclusive possession has been given to the allottee. The right to do the Beauty Parlour business will only is given to the Licensee. The allottee is put to restricted use under the guidelines of the HAC/ NITT.
- 26.The successful bidder is liable to comply with all Govt. legislations. The bidder is solely responsible for any non-compliance of govt. guidelines/ regulations.
- 27.The NITT reserves right to reject or cancel any or part of the tender at any stage of process.
- 28.The bidder should not be giving any room for any complaint from staff/student/residents or by the Hostel Administration Committee. If any complaints received, it should be rectified immediately within the time given by the HAC/ NITT.
- 29.The allottee will not be permitted to franchise the shop for any other commercial activity.
- 30.For any disputes, the decision of the HAC/ NITT will be final.
- 31.The allottee is expected to be well aware of the laws of the land (Labour and other statutory requirements) and the HAC/ NITT will not be held responsible / liable for non compliance of the same.
- 32.The Licensee/ his servants/ his nominee will not be permitted to stay in the allotted shop beyond working hours.
- 33.The allottee shall make payment of license fee etc., by cash at the cash counter of NITT and furnish documentary evidence to the Hostel Office/ Girls Hostel Warden.
- 34.That in the event of failure to pay the tendered monthly rental, electricity and water charges by due date, simple interest @ 12% will be levied as penalty.

35. At all times during the currency of the agreement, it shall be the responsibility of the allottee to obtain proper fire insurance coverage including theft and burglary in respect of all the movable assets stored or used in the allotted premises and HAC shall not be responsible for any loss or damage caused to the allottee on any accounts whatsoever.
36. That the HAC/ NITT reserves to itself the right to change the location of the premises at any time and may at its discretion to call upon the allottee to vacate the site and may give him an alternative premises for the purpose of this license. In such a case, the allottee shall be bound to vacate the premises immediately and accept the said alternate premises. The entire expenditure on such shifting shall be borne by him and the allottee shall not be entitled to claim any compensation or revision in the license fee on that score.
37. The allottee shall use the premises for the bonafide purpose as provided in the agreement, more particularly described in the enclosed schedule, for the use of Girls Hostel students.
38. The allottee shall not erect or display any advertisement or signboards except after obtaining the prior approval in writing of the HAC.
39. The allotment can be terminated by the HAC by giving 30 days notice in writing without assigning any reason thereto.
40. In the event of any default, failure, negligence or breach, in the opinion of the HAC on the part of the allottee in complying with all or any of the conditions of the license agreement, the HAC will be entitled and be at liberty to determine the allotment forthwith and resume possession of the premises without payment of any compensation or damages and also forfeit in full or in part the amount deposited by the allottee.
41. The allottee shall not abuse the water resources, the drainage facilities in the NITT premises, so as to create a nuisance or insanitary situation prejudicial to public health.
42. The allottee and his servants shall observe, perform and comply with all rules and regulations of the Shop and Establishment Act, Minimum Wages Act and the provisions of any statutory law applicable to the allottee including any rules and regulations made by the HAC and or local body or administration in force from time to time and the business which the

allotee is allowed to carry on under this agreement and the area in which the said premises are located.

43. On expiry of the allotment period or on termination of the license by the HAC on account of any breach on the part of the licensee, the allottee shall deliver the possession of the premises in good condition and in peaceful manner.

44. In case of any dispute where legal action is compelled to be initiated by any of the party, jurisdiction of the court shall be Tiruchy.

ChiefWarden/HAC/NITT

Details of remittance of EMD amount Rs.10,000	DD Number: Date: Drawn in favour of: Issuing Branch: Payable at:
Details of remittance of cost of tender application form Rs.540/-	DD Number: Date: Drawn in favour of: Issuing Branch: Payable at:

Certificate

I/ we have carefully read and understood the terms and conditions of the license as contained in the Tender documents issued by the HAC / NITT.

Earnest Money Deposit of Rs.10,000/- is liable to be forfeited by the HAC/ NITT, if on allotment of the premises, I/ we do not accept the award or do not fulfill any of the conditions stipulated in tender documents, within the prescribed time.

In case the documents submitted by me/ our firm along with tender are false / incorrect, the tender of my/ our firm will be liable to be rejected by giving reasons. In addition, HAC/ NITT reserve the right to forfeit the EMD of my / our firm and debar my/ our firm from participation in the further tender of HAC/ NITT.

HAC/ NITT reserves itself the right to reject the conditions offer without assigning any reason thereto.

The HAC/ NITT does not bind itself to accept the highest or any tender and reserves itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to provide the service at the rate quoted.

Signature of the bidder-----
Name-----
Status -----
Address -----
Telephone Number (office) -----
Residential Number -----
Cell Number

Witness:

- 1.
- 2.

Application format for Price Bid (Annexure TWO)

(To be submitted in a separate sealed cover, but to be kept in the larger size outer envelope)

Price quotation for running a beauty Parlour at girls' hostel, NIT,
Tiruchirappalli-15

Location of the shop to be allotted	Purpose of allotment	Monthly rent tendered/ quoted by the bidder for the premises allotted for running of beauty parlour at the girls Hostel	
Opal Hostel	Running of Beauty Parlour at Girls Hostel, NIT, Trichy	Rs.	

I/ We have gone through the contents of the tender application form carefully. The information supplied by me/ us is true to the best of my knowledge and belief and nothing has been concealed there from. I further confirm that:

I shall abide by the terms and conditions of the Hostel Administration Committee/ National Institute of Technology, Trichy.

Neither I nor my blood relation had been allotted any commercial establishment in NIT, Trichy. Neither I nor my blood relation is presently holding license of commercial establishment in NIT, Trichy

Date:

Place:

Signature of the bidder

Name of the bidder

Procedure for submission of Tender - General Instructions to the bidders

- a. The tender document should be downloaded from the NITT website www.nitt.edu
- b. Application Format for Technical bid is given in Annexure ONE to the tender document and Application format for Price bid is given in Annexure TWO to the tender document.
- c. The Technical bid should be accompanied with two separate demand drafts towards Tender Fees Rs.540 and EMD amount Rs.10,000/-
- d. Without Tender Fees and EMD, the Technical Bid will not be considered for evaluation.
- e. This tender is based on **Two cover system** i.e.,
 - **Envelope A** : Tender Fees Rs.540/- + EMD amount Rs. 10,000 + Application for Technical bid along with required enclosures
 - **Envelope B** : Application for Price bid in the prescribed format
- a. Technical bid and Price bid should be submitted in two separate envelopes. Tender fees and EMD should be enclosed with the technical bid.

Contents of the two separate envelopes	On the top of the Envelope, to be super scribed as
Two Separate Demand Drafts towards Tender Fees (Rs.520/-) and EMD amount (Rs. 10,000) and Application for Technical bid along with the required enclosures	“Envelope A: Tender Fees + EMD amount + Application for Technical Bid” Name of the bidder: Tender Number:
Application Format for Price Bid	“Envelope B: Price Bid cover Name of the bidder: Tender Number:

- f. Above mentioned two separate envelopes should be placed / kept in a LARGER Size, Outer Envelope (i.e., the Master Envelope) super scribing “Tender for running beauty parlour at girls hostel in NITT” and it should reach the Chief Warden, Hostel Administration Committee, Hostel Office, National Institute of Technology, Thuvakkudi Tiruchy-15, on or before **22/11/2013 3.30 p.m**
- g. The bidders should furnish the complete details called for. Inadequate

and incomplete details which are not as per the documents are liable to be rejected.

- h. The bidders are cautioned that suppression of facts and alteration of prescribed format will entail outright rejection of tender application.
- i. The tenders received after the stipulated date and time will not be considered.
- j. The tender should be submitted either through Registered Post or through Speed Post. **No tender will be accepted by hand delivery.**
- k. HAC/ NITT will not accept any responsibility or grant any relaxation of time for any Postal delay in submission of tender. Belated and incomplete offers will not be accepted.
- a. The technical bid will be opened hours **on 25/11/2013 3.30 p.m** in the presence of HAC members and the bidders or their representatives they may choose to be present.
- b. Mere submission of information does not entitle the bidders to meet the eligibility criteria. HAC reserves the right to verify and vet, any or all the information submitted by the bidder.
- c. Making misleading or false representation in the bid document will lead to disqualification of the bidder at any stage.
- d. The HAC/ NITT reserve the right to shortlist the acceptable technical bids.
- e. The Price Bids of the technically acceptable bids will only be opened. Bidders whose technical bids are not acceptable, their commercial bids will not be opened and they will be treated out of the process.
- f. Price bids shall be opened separately on a date fixed by HAC/ NITT and intimated to the technically acceptable bidders after scrutiny and evaluation of the technical bid.

Chief Warden/ HAC