GOVERNMENT OF ANDHRA PRADESH

THE AP SHILPARAMAM ARTS, CRAFTS & CULTURAL SOCIETY

Road No. 2, Loyola College Road, Central Excise Colony, Gunadala, Vijayawada – 520 008
Tel: 0866-2391840 | Email: shilparamam.ap@gmail.com

REQUEST FOR PROPOSAL

OPERATION AND MAINTENANCE OF FOOD COURT

at Shilparamam, GUNTUR

Document Reference	306/APS Shilparamam/FC/GNT/2026
Stall Location	Shilparamam, Guntur
Lease Period	Two (2) Years
Tender Registration Fee	Rs. 2,000/- (Non-refundable)
Tender issuing date	01-07-2026
Downloading of RFP document	From 01-07-2026 at 10:00 AM at https://shilparamam.ap.gov.in/tenders
Last date for Bid submission	17-07-2026, 3.00 p.m.
Date and Time of Opening Bids (Technical)	17-07-2026 4.00 p.m.
Opening of financial bid	17-07-2026 4.30 p.m.
Website & Contact details	https://shilparamam.ap.gov.in/tenders 8886652023

Any addendum/ corrigendum to the RFP Document will be notified in AP Shilparamam website https://shilparamam.ap.gov.in/tenders

Issued by:

Chief Executive Officer
AP Shilparamam Arts, Crafts & Cultural Society
Vijayawada, Andhra Pradesh

30/6

30/6/2026

TENDER DOCUMENT

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SECTION - 1

INVITATION FOR TENDERS

Tender Notice No. 306/AP.SHILPARAMAM/FOODCOURT/GTR/2026 Dt:30-06-2026

1. The Andhra Pradesh Shilparamam Arts, Crafts and Cultural Society (APSACCS) is a society set up by the Government of Andhra Pradesh for the promotion of Arts, Crafts and Culture in the State and to achieve the said object, Shilparamams are developed in the State.

2. Tenders (Bids) are invited from the eligible and competent agencies for Operation and Maintenance of existing Food Court at Shilparamam, Guntur, Andhra Pradesh. The Scope of Services are specified in Section 5 containing the Conditions of Contract.

3. Tender (Bid) Document can be downloaded from the Andhra Pradesh Shilparamam Arts, Crafts and Cultural Society website: **https://shilparamam.ap.gov.in/tenders**

The Document Fee Rs.2,000/- (Rupees: Two Thousand Only) to be paid while submitting the Tender Schedules through a demand draft obtained from any schedule commercial bank in favour of "CEO, The AP Shilparamam Arts, Crafts & Cultural Society" and payable at Vijayawada.

4. The total Bid Security will be Rs.30,000/- (Rupees Thirty Thousand Only). The Bidder shall submit the Tender for Food Court accompanied by a Bid Security of Rs.30,000/- payable through a Demand Draft obtained in the manner mentioned above, valid for 3 months. The bid security will either be refunded to the unsuccessful Bidder or forfeited if the Bidder withdraws its bid after submission or if the Selected Bidder fails to abide by the terms and conditions of the Letter of Award or for any other reasons hereinafter specified.

5. The Bidder shall submit the bid in the relevant formats given in the Appendices under Part-B for Operation & Maintenance of Food Court at Guntur duly filled in all aspects.

6. The period of contract is two (2) years for Food Court from the Commencement Date, unless terminated earlier. The contract period may be extended at the sole discretion of the Andhra Pradesh Shilparamam Arts, Crafts and Cultural Society on such terms and conditions as may be stipulated. For the contract period, Permission for Use of the premises will be granted for the respective premises for use of Food Court against payment of User Charges as hereafter specified.

7. Authority reserves the right, without any liability of whatever nature:

- To modify the terms and conditions of the Tender including extending the bid submission date or any other dates specified above by notifying in the website: https://shilparamam.ap.gov.in/tenders
- To accept or reject any or all bids received and to terminate the bid process either on or before the bid submission date or execution of the contract agreement, as the case may be, under intimation to those who procured or submitted the bids.

SECTION - 2

ELIGIBILITY CRITERIA AND TECHNICAL BID

1. The Tenderer (Bidder) shall be a single entity. No joint bidding or as consortium is permitted.
2. The Bidder should submit copy of the PAN/GST.
3. The Bidder should submit Registration Certificate under FSS Act, 2006 (or) submit undertaking in this regard.

SECTION - 3

BID EVALUATION & COMMERCIAL BID

1. The Bidders who satisfy the technical criteria prescribed under Section-2 above will be shortlisted for opening the Commercial Bid.

2. The Commercial Bid is for quoting/offering the User Charges (UC) for the premises over and above the upset amount fixed as under. GST and any other levies, fees and taxes or any other impositions under law towards the rents shall be borne by the Bidder. There shall be no guarantee by the Authority from commercial point of view.

Upset Amount: Rs.10,000/- (Rupees: Ten Thousand Only) per month + GST (as applicable) for the 1st year with 10% hike on 2nd year onwards.

The amount to be quoted by the Bidder should be higher than the upset amount. If the amount offered is less than the upset amount, the tender shall not only be rejected but the Security Deposit paid with the Tender shall stand forfeited.

3. The criteria for selection of the Bidder is the amount quoted by it in the commercial bid format appended and represents for one year. The Bidder quoting the highest amount will be declared as the selected Bidder for execution of the Contract Agreement.

SECTION 4

INSTRUCTIONS TO BIDDERS

1. The Technical Bid and Commercial Bid shall be submitted in two separate sealed covers and both shall be kept in a sealed outer envelope and submitted within the time and date and at the place duly superscribing thereon as under. Each page of the Tender shall have to be signed by the authorised person of the Bidder duly stitched with an index with page numbers.

   Cover-A: Tender for Food Court - Technical Bid

   Bidder name and address, Contact person and Mobile No.

   Cover-B: Tender for Food Court - Commercial Bid

   Bidder name and address, Contact person and Mobile No.

   Cover-C: Outer Envelope: Tender Providing for Food Court

   Addressed to: Chief Executive Officer, A.P. Shilparamam Arts, Crafts & Cultural Society, Plot No.56, D.No.54-16-1/18C, Central Excise Colony, Road No. 2, Loyola College Road, Gunadala, Vijayawada - 520008

   Bidder name and address, Contact person and Mobile No.

2. If the covers/envelope are not sealed, the Authority shall not be responsible for the contents therein. Each page of the Tender shall be signed by the bidder or Authorised representative of the Bidder. The Authorised Person shall be as nominated under its registered documents of the bidding entity, otherwise a duly notarized power of attorney executed by the competent authority/Board/Partners has to be submitted as per the registered documents of the bidder.

3. The validity of the bid shall be three months.

4. The Bidder or its associates shall not have conflict of interest with the APSACCS and should not allow any fraudulent methods to secure the tender. The Bidder is not blacklisted by any government departments and its agencies. If proved later, the contract will be terminated duly forfeiting the Performance Guarantee and the Bidder shall be liable for consequences under civil and criminal laws, besides blacklisting.

5. The successful Bidder shall have to furnish a performance guarantee equivalent to 6 (six) months user charges quoted by the bidder in its commercial bid by means of Demand Draft issued by a schedule commercial bank in favour of the "CEO, The AP Shilparamam Arts, Crafts & Cultural Society" and payable at Vijayawada, valid for 26 months from the date of signing the Contract. The performance guarantee will be refunded on successful performance of its contractual obligations or will be forfeited either fully or partly for any default or otherwise of the Bidder as stipulated in the Contract Agreement.

6. The Tender should be submitted in the formats annexed hereto with necessary information and documents as specified in this Tender Document and complete in all respects which will then be treated as responsive. Tenders which are otherwise non-responsive or incomplete in any respect shall be rejected.

7. The Authority reserves the right to seek any clarifications respecting any matter of the tender submitted by it and such information furnished by the Bidder with the due date as specified in the letter shall not modify the contents of the tender submitted.

8. The criteria for selection of the Bidder for awarding the tender shall be as specified in the preceding Section 2 - Evaluation of Bids.

9. The Commercial Bids of the Bidders who are qualified in the Technical Bid will only be opened in the presence of the authorised representatives of the Bidders if they so opt to be present.

10. If the date specified for bid submission and the date for opening of Commercial Bid are declared as public holidays, the said dates get postponed to the immediate next working day and at the same time and place.

11. In case less than two (2) bids are received in response to this RFP, the bid received (if any) shall be retained, and the Technical Bid(s) shall be opened. After opening of the Technical Bid(s), APSACCS shall issue a second call/re-invitation for bids in respect of this tender. The single bid already received and retained shall continue to remain valid for this purpose and shall not be required to be resubmitted. In the event that no additional bid(s) are received against the second call, APSACCS reserves the right to proceed further with evaluation of the single bid so retained, and to process the same in accordance with the terms and conditions of this RFP, without the requirement of a third call.

12. The decision of the Authority in selection of the Bidder in the manner specified above shall be final and binding on all the Bidders.

13. The selected Bidder who fulfills the conditions stipulated in the Letter of allotment shall execute the Agreement in the Format annexed within the stipulated time.

14. The Bidders are advised to visit the site and appraise themselves of the proposed activities, technical and commercial aspects. It may be noted, by submitting the Bid, it shall be deemed that the Bidders have inspected the site.

SECTION - 5

CONDITIONS OF CONTRACT

(Forming part of the Contract Agreement)

1. Contract Period and Extension

The duration of the Contract shall be two (2) years from the commencement date being the date of Contract Agreement or the date of occupation pending execution of the Agreement, whichever is earlier unless terminated earlier. The contract period may be extended at the sole discretion of the APSACCS on such terms and conditions as may be mutually agreed. **The Selected Bidder shall make the Food Court fully operational within 30 (thirty) days from the date of execution of the Contract Agreement. Failure to make the Food Court operational within the said 30-day period shall result in termination of the Contract Agreement without any prior notice, and the Performance Guarantee shall stand forfeited."**

2. Rights & Obligations of the Selected Bidder

For Food Courts

The Selected Bidder shall:

1) Have its own equipment and material for cooking and servicing, furniture and all such other things and material for successful operation and maintenance of Food Courts of multi cuisine.

2) Must have valid and relevant licenses and permits from the concerned authorities for running the Food Courts. The copies of the same shall be furnished to the Administrative Officer of Shilparamam, Guntur under an acknowledgement.

3) Exhibit the details of items served showing the quantity and price of such each item and the timings of service. Sale and consumption of liquor is prohibited in the premises of Food Court.

4) Ensure that each worker/employee working in the Food Court should have identity card issued by the Selected Bidder and security personnel during the course of events and ensure proper parking of vehicles.

5) Ensure that a complaint/suggestion register is maintained and the complaints are immediately attended by the management of the Selected Bidder.

6) Ensure that the premises is used for purpose for which occupational rights are given and not for any other purposes and activities including those of unlawful and also prohibited by law.

7) Shall pay the taxes, fees, levies, cess or any other impositions under law to the concerned authorities relating to running the Food Court.

8) Shall pay income tax, GST and any other levies, fees as per the Government orders issued or to be issued in future on the remittances to Shilparamam towards User charges, interest and penalties.

9) Should not keep any dangerous or inflammable material within the premises and its surroundings and keep the premises and its surroundings always clean without any debris and also observe the laws of the local authority to maintain sanitation obligations and other of other governmental agencies Central or State like Pollution Control Board.

10) The Selected Bidder shall have an office in Guntur with communication facilities including e.mail address and furnish the name and phone/mobile number of the contact person.

11) Follow the instructions issued by the APSACCS for improving the operation and maintenance of the Food Court from time to time.

12) Should not cause any inconvenience to or obstruct the visitors of Shilparamam and its other facilities and amenities.

13) To pay the power charges as per the sub-meter fixed as will be communicated by the Administrative Officer, Shilparamam, Guntur or obtain separate electricity connection from the concerned authorities and pay the monthly bills in time and furnish copies of payment receipts in the following month. Water charges shall be payable by the Selected Bidder as will be communicated by the Administrative Officer within the date specified in the communication.

14) To obtain prior written permissions and approvals from the Chief Executive Officer, APSACCS for any structural modifications of the premises.

15) Ensure that there shall be no damages to the premises except wear and tear.

16) The Selected Bidder is aware that he is neither owner nor is lessee of the premises and it is only a License for operation and maintenance of the Food Court in the premises and as long as it abides by the terms and conditions of the Agreement and performs its obligations and responsibilities as per the Agreement. Mortgaging or pledging of its user rights is prohibited. No sub letting or splitting the Food Court is permitted.

17) **The Selected Bidder shall ensure that appropriate insurance cover for the premises and third party insurance cover are obtained and kept in force during the entire contract period** at its own cost and expense and furnish a copy of the same to the Administrative Officer of Shilparamam, Guntur.

18) The Administrative Officer, Shilparamam, Guntur shall have right to inspect the premises to ensure that the premises is properly maintained and no un-authorized activity is being done.

3. Payment of User Charges

a) The bidder shall pay the user charges regularly each month on or before 5th of the succeeding month. Non-payment within the said time limit shall attract an interest at 18% calculated for one month irrespective of number of days of delay and such delay shall not exceed 30 days from the due date. Such delays in a year shall not be more than 2 occasions.

b) In case the payment is not made within the delayed period also, performance guarantee shall be invoked for the due amount without any prior intimation. On such invocation of the performance guarantee, an intimation of such invocation will be given to the bidder for replenishment of the equivalent amount within 7 (seven) days from the date of receipt of the intimation by submitting a fresh guarantee or Demand Draft. If the bidder fails to replenish the amount within the said time, such act amounts to a default and notwithstanding anything contained in this Contract Agreement, the Contract Agreement shall stand terminated without any prior notice thereof and the balance amount of the performance guarantee after adjusting for any further dues, shall also stand forfeited.

4. Performance Guarantee

a) In terms of the tender conditions the selected bidder has to furnish a performance guarantee for an amount equivalent to 6 (six) months user charges by means of a Demand Draft issued by a schedule commercial bank, valid for 14 months and payable at Vijayawada. The performance guarantee will be refunded on successful performance of its contractual obligations or will be forfeited either fully or partly for any default of the Bidder including any over dues, penalties to be paid by the selected bidder.

b) Notwithstanding anything contained in this tender document, where the Performance Guarantee is invoked/forfeited either fully or partly, within 7 (seven) days from the date of receipt of intimation of such invocation/forfeiture, the Selected Bidder shall replenish the invoked amount through a fresh guarantee and non-submission of fresh guarantee shall be a default leading to termination of the Contract without any further notice of whatever nature.

5. Force Majeure (FM) Events

a) For purposes of this Clause "Force Majeure" means occurrence of an event which is beyond the control of the Selected Bidder and not attributable to the Selected Bidder's default or negligence. Such FM events may be of natural or non-political or political nature.

b) Either of the Parties affected by FM shall promptly notify the other Party within seven (7) days of the occurrence in writing of such condition and the cause thereof, duration of such event, the steps taken to remedy the effect of the FM event and the present status.

c) If both the Parties conclude unless otherwise directed by the Tender Inviting Authority in writing, the Selected Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

6. Defaults and Consequences

(a) Default

Non-performance of their respective obligations and responsibilities under the contract shall be a default on the part of the concerned Party.

(b) Consequences of Default

i) For any default on the part of the selected bidder, the contract shall be liable for termination. Before such termination, an advance notice of 30 (thirty) days shall be given to the other Party specifying the nature of default and for rectification. If the default is not rectified by defaulting Party within the time specified, the Contract shall stand terminated and a formal notice of intimation of such termination may be sent to the defaulting Party.

ii) Where the Contract is terminated due to the default of the Selected Bidder, the performance guarantee shall stand forfeited.

iii) Where the contract is terminated due to the default of the Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society, the performance guarantee shall be returned within 30 days from the date of the termination.

iv) On such termination as above, the Selected Bidder shall handover the premises in working condition within 3 (three) days failing which the premises shall be deemed to have been handed over to APSACCS and APSACCS shall have the right to enter the premises and reoccupy it.

v) Where the contract is terminated under Cl.4 above, the provisions of sub-clause (iv) above of Cl.6 shall apply.

7. Dispute Resolution

In case of any dispute concerning the Contract, the same shall be resolved by mutual discussions and negotiations and no arbitration process is contemplated.

8. Indemnification

The Selected Bidder shall indemnify the APSACCS and its officers, employees and other staff for any loss or legal actions by third parties due to the acts of the employees and workers of the Selected Bidder.

9. Representation and Warranties

The Selected Bidder represents that it is in the legal existence as declared in its bid documents and has the authority to enter into the Contract; it is not blacklisted by any client due to non-discharge of its obligations under their contract.

10. Modifications to the Contract

No modification or amendment of the Contract shall be made except by a written amendment signed by the Parties.

11. Assignment

The Selected Bidder shall not sub-contract or assign for whatever purposes, in whole or in part, to others, its user rights and/or obligations under the contract.

12. Applicable Law and Jurisdiction

The Contract shall be governed by the laws of India and the courts in Vijayawada, Andhra Pradesh will have jurisdiction over the contract.

13. Notices

Any notice given by one Party to the other pursuant to the Contract shall be sent to other Party in writing by registered post acknowledgement due or by courier at the address hereinbefore specified for each Party signed by the authorised person. Notice shall be effective from the date of delivery.

PART - B: APPENDICES

FOR OPERATION & MAINTENANCE OF FOOD COURT

APPENDIX - 1

(Covering Letter accompanying the Tender on the letterhead with seal of the Tenderer)

Date: _____

To
The Chief Executive Officer,
The A.P. Shilparamam Arts, Crafts & Cultural Society,
Plot No.56, D.No.54-16-1/18C,
Central Excise Colony, Road No. 2,
Loyola College Road, Gunadala,
Vijayawada - 520008

Sir,

Sub: Tender for Operation & Maintenance of Food Court at Shilparamam, Guntur
Ref: Your Tender notification in the newspapers dated __.__.2026.

1. We are submitting our tender in response to your Tender notification for Operation & Management of Food Court at Shilparamam, Guntur. We have read and understood the Tender Document and the terms and conditions therein and hereby undertake to abide by the same. Our bid is valid for 3 (three) months. The amount towards User Charges quoted by us in the Commercial Bid is binding on us if selected.

2. We are herewith submitting the following DDs as stipulated in the Tender Document.

   (a) The tender document has been procured by downloading the same from the APSACCS website and the DD. No. _____, dated _____ issued by _____ Bank, Branch, for Rs.2,000/- (Rupees: Two Thousand Only) towards document fee is enclosed to the technical bid.

   (b) DD towards Bid Security: D.D. No. _____ dated _____ for Rs. 30,000/- (Rupees: Thirty Thousand Only) issued by _____, _____ Branch is enclosed to the Bid document.

3. Copies of the following documents as specified in the Tender Documents are enclosed:
   1. ITR for 3 years
   2. Certificate of experience for one year or Certificate under FSS Act, 2006
   3. Appendix-2 Part-1, 2 Technical Bid
   4. Appendix-3: Commercial Bid
   5. _____ (if any additional documents are attached)
   6. Tender Document as issued, each page duly signed by the Authorised Person

(12)

7. Appropriate document evidencing the Authorised Person to sign the Bid Document and if selected to sign the Contract Agreement as specified in the Tender Document

Yours faithfully,

Signature of Authorised Person
Name: _____
Designation: _____
Date: _____

APPENDIX - 2

TECHNICAL BID FOR OPERATION AND MAINTENANCE OF FOOD COURT

PART I - Basic Information of Bidder

1.	Name of the Bidder	:	
2.	Legal status (Company, Partnership Firm/LLP/Proprietorship Firm)	:	
3.	Year of Establishment	:	
4.	Address of Registered Office	:	
5.	Name of Contact Person Designation Phone Mobile No.		
6.	Name of Person Authorized to Sign the Bidding Documents (along with proof of authorization/Power of Attorney)Name Designation Phone Mobile No. E.mail.		

Signature of Authorised Person

PART II - Technical Eligibility Information for Operation and Maintenance of Food Court

1. Details of PAN/GST:
2. Details of Registration Certificate under FSS Act, 2006 or Undertaking

Signature of Authorised Person

APPENDIX - 3

COMMERCIAL BID FOR OPERATION AND MAINTENANCE OF FOOD COURT AT SHILPARAMAM, GUNTUR

We offer to pay User Charges to the Andhra Pradesh Shilparamam Arts, Crafts & Cultural Society as given below for "Operation & Maintenance of Food Court" at Shilparamam, Guntur specified in the Tender Document conforming to the specified quality standards and service levels during the period of contract.

In terms of the Tender Document, the User Charges quoted below per month is for one year of contract.

- User Charges per month: Rs. _____ (Rupees: _____ only)

Minimum Upset Price as fixed by the Department: Rs.10,000/- (Rupees Ten Thousand Only) per month + GST (as applicable) for the 1st year with 10% hike on 2nd year onwards.

(* GST or any other taxes, levies, or other impositions if payable under law shall be to the account of the Bidder.)

Signature of Bidder/Authorised Person
Name: _____
Designation: _____
Date: _____
Seal:

APPENDIX - 4

UNDERTAKING FOR OBTAINING REGISTRATION CERTIFICATE UNDER FSS ACT, 2006 FOR OPERATION AND MAINTENANCE OF FOOD COURT

AT SHILPARAMAM, GUNTUR

(To be submitted on the Bidder's letterhead, duly signed by the Authorized Signatory)

Date: _____

To
The Chief Executive Officer,
The A.P. Shilparamam Arts, Crafts & Cultural Society,
Plot No.56, D.No.54-16-1/18C,
Central Excise Colony, Road No. 2,
Loyola College Road, Gunadala,
Vijayawada - 520008

Subject: Undertaking for obtaining Registration Certificate under the Food Safety and Standards Act, 2006 – RFP for Operation and Maintenance of Food Court at Shilparamam, Guntur

Ref: RFP No. [_____] dated [_____]

I/We, M/s [ ], having our registered office at [_____], do hereby solemnly affirm and undertake as follows:

1. That I/We have submitted our bid in response to the above-referred RFP for Operation and Maintenance of Food Court at Shilparamam, Guntur.

2. That I/We undertake to obtain a valid Registration Certificate / License under the Food Safety and Standards Act, 2006 (FSS Act, 2006) and the rules and regulations made there under, from the competent authority (FSSAI), before the commencement of operations at the Food Court, in case the contract is awarded to me/us.

3. That I/We shall submit a copy of the said Registration Certificate/License to the Administrative Officer, Shilparamam Guntur is prior to commencement of operations, and shall ensure that the same remains valid and renewed throughout the contract period.

4. That I/We shall strictly comply with all applicable provisions of the FSS Act, 2006, rules, regulations, and guidelines issued by FSSAI from time to time, in respect of food safety, hygiene,

quality standards, and licensing requirements, during the entire period of operation of the Food Court.

5. That in the event of failure to obtain/renew the said Registration Certificate/License, or any breach of food safety norms, the Chief Executive Officer, APSACCS shall be entitled to take appropriate action, including termination of the contract/agreement, forfeiture of Security Deposit/Performance Guarantee, and any other action as deemed fit, without any liability on its part.

6. That this undertaking is given out of my/our own free will and without any coercion, and I/We shall be bound by the terms stated herein.

For and on behalf of M/s _____

Signature: _____

Name: _____

Designation: _____

Seal of the Company:

Place: _____

Date: _____

--- THE END ---