



**Directorate of Food & Drugs Administration**  
Government of Goa  
Dhanwantari, Opp. Shrine of the Holy Cross, Bambolim -  
Goa - 403 202

F.No.DFDA/FSSAI/CDA /98(247)/2021-22(part)/3479

Dated: 23/09/21.

**Sub: Inviting quotation for Appointment of Fabrication on turnkey basis for organizing the Eat Right -Walkathon and Eat Right Mela scheduled to be held on 23/10/2021 in Panaji City - reg.**

Sealed bids (Technical and Financial Bids in separate envelope) are invited for appointment of Fabrication on turnkey basis for organizing the Eat Right - Walkathon and Eat Right Mela scheduled to be held on **23/10/2021** in Panaji City from interested Agencies. The following terms and conditions will be, inter alia, applicable:-

**1. Details of City in which Right -Walkathon and Eat Right Mela scheduled to be held is as under:**

S. No.	Name of States	Name of City	Date
1	Goa	Panaji	23/10/2021

**2. Specification of works:** the following work will be required to be taken up:

(i) Eat Right Walkathon

- Signage for start and finish areas
- Arrangement of Water/ Juice / Refreshment
- Branding on the Route
- Photography/Videographer

(ii) Proposed Activities (Eat Right Mela):

Particulars	Requirements
Space for FSSAI stall and food stalls	(i) FSSAI Stall - 01
	<ul style="list-style-type: none"><li>• TV Screen: 1 ( 42" inches) on stand</li><li>• Magazine stand</li><li>• Printing of display panels</li></ul>

		<ul style="list-style-type: none"> <li>• Printing of Posters</li> </ul>
		<ul style="list-style-type: none"> <li>• Games with all accessories for Healthy and Non Healthy Foods</li> </ul>
		<ul style="list-style-type: none"> <li>• Provision for brand specified tea/coffee for visitors, for officials on duty Lunch and snacks.</li> </ul>
		<ul style="list-style-type: none"> <li>• Volunteers for the stall</li> </ul>
		<ul style="list-style-type: none"> <li>• Visitor Book</li> </ul>
	<b>(ii)</b>	<b>Food Stalls - up to 10-15</b> (Unit cost to be specified) <ul style="list-style-type: none"> <li>• Size (3 x 3 mtr) with dustbin</li> <li>• Covered Pantry for each food vendors</li> <li>• Kitchen area for vendors on back side (top open)</li> </ul> <i>(Pagoda Style stalls with Facia, Carpeting, 2 Nos. Chair, Lighting, 2 Plug Points, 3 Tent Tables with frills)</i> <ul style="list-style-type: none"> <li>• <b>Two Washing area with provision for disposal of waste water</b></li> <li>• <b>Water dispensers system with disposable cup</b></li> <li>• <b>Housekeeping staff</b></li> </ul>
<b>VIP Zone</b>	<b>(iii)</b>	VIP zone for award function, meetings and expert talks
<b>Photography</b>	<b>(iv)</b>	Walkathon and Mela
<b>Others</b>		<ul style="list-style-type: none"> <li>• Dustbin to be placed all over venue with regular cleaning</li> <li>• Hand sanitizer</li> </ul>
<b>Optional Requirement</b>		<ul style="list-style-type: none"> <li>• Small gift items to be given</li> </ul>
		Mobile toilet with regular cleaning and housekeeping with consumables and water etc.

### 3. SCOPE OF WORK AND ACTIVITIES REQUIRED

1. It would be the responsibility of the selected bidder to arrange for sufficient number of dustbins, chair, tables, support staff, volunteers, water proofing of stalls, arrangement to close the stall from front side, cleanliness, etc.
2. The agency shall also construct Pagoda Style Food Stalls. Food Stalls are to be given three tables with frills & plastic sheets & two chairs each along with 4 lights-tubes light & focus lights.
3. Provision for cooking area behind every food stall has to be created with water facility/ dustbin etc.
4. All the electrical cables and wires should be properly insulated. There should not be any loose wires.
5. Regular removal of garbage from the dustbin. The garbage/wastes shall be collected in bags during cleaning and shall be disposed off by the agency outside the site area in disposal yard/scrap yard/location identified by the bidder and

the same shall be disposed off properly through garbage disposal trucks/vans at the area as designated by the local municipality.

6. It shall be the responsibility of the selected bidder to set up Publicity Panel/Standees and hoardings, continuous flex panels. The design and content for the same would also be provided by FDA and would be used only for the event purpose. The design and layout drawings of the these is sole property of FDA and will be returned after completion of event.

7. Sanitizer provision for the food stall.

8. In case more stalls are to be arranged, same will be done on unit price quoted.

9. All the work should be completed on or before 12:00 PM of 22/10/2021.

4. Tentative theme is safe healthy and sustainable diet on the occasion of 75 years of independence

**5. Evaluation Criteria & Price Bid issues**

**(i) Composite Score of the Bidders:-**

Composite Score of the Bidders shall be worked out as under:

Bidder's Scores		Weightage	Weighted Score
(A)	Technical Score	70	
(B)	Financial score	30	
<b>Composite Weighted Score of the Bidder (A+B)</b>			

The Bidders who has secured the highest Composite Score shall be declared the most Preferred Bidder.

(ii) The selection of fabricating agency will be through Composite Quality cum Cost Based System (CQCBS). The weightage for Technical Criteria will be 70 while the Financial Criteria will be 30. The agency who quotes lowest in the financial bid shall be given 30 marks. The financial quotes of other bidders shall be computed as follows:-

$(L-1 \text{ divided by } Lx) \text{ multiplied by } 100$  wherein X is the bid quoted by L 2, L3, L 4.

(iii) The technical bids must be supported by documentary proof of technically qualifying the laid down criteria and samples/photo etc of listed items and presentation. For financial bids, the offers should be restricted to only financial/price aspects. The rates per unit and the total cost be quoted and would be as per format attached.

(iv) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words

and figures, the amount in words will prevail for calculation of price.

*All the interested agencies are hereby requested to develop concept and design as per scope of work. For any further assistance and clarification, the bidders may contact the undersigned during working hours.*

**6. The Design and Concept shall be selected as per the following criteria:- The technical evaluation will be done through presentation as per following :**

S. No.	Items	Point
1	Innovation	25
2	Ideas for enhancing public participation	25
3	Branding, space and design	20
	Total	70

The hard copy as well as the soft copy of the presentation may also be given to FDA after the presentation.

**Financial Score**

**30 Marks**

The financial bid is to be quoted in the prescribed format

FDA reserves all the rights related to the opening, evaluation and cancellation of Bids without assigning any reasons thereof. FDA can accept OR reject the financial bids without assigning any reason and decision of the FDA will be final & binding in this regard. In case of any ambiguity while comparing the rates offered by the bidders, FDA reserves all the rights to decide on the issue of identifying selected bidder, as considered appropriate.

**Special Conditions for Evaluation**

The Preferred Bidder would be selected as per criteria mentioned. However, in the event that two or more Bidders secure exactly the same Composite Score, then FDA reserves the right to declare as Preferred Bidder who's Presentation Score is highest among such Bidders who have secured exactly the same Composite Score.

**7. Performance Security:**

Within one (1) day from the date of the receipt of the award letter, the successful bidder shall furnish performance security to the FDA which shall be equal to 3% of the value of the contract and shall be in the form of a Bank Guarantee from a nationalized /scheduled bank. The Bank Guarantee should be valid for a minimum period of 60 days beyond the tentative date of completion of entire work. No interest will be given to agency on PBG.

**8. Deliverables & Timelines**

All the work should be completed on or before 12:00 PM of 22/10/2021

**9. Delay in the assignment and Liquidated Damages:**

(a) The selected agency shall be liable for all costs, damages, compensation, fees, charges, levies, and expenses suffered or incurred by FDA due to the him/their or

his/ their employees negligence and/or un-workman like performance of any services under this Contract, or breach of any terms of the Contract, or failure to carry out any of the obligations under the Contract. The decision of the FDA regarding such failure of the Successful Agency and their liability for the losses, etc. suffered by FDA, and quantum of such losses, shall be final and binding on the Successful Agency and FDA is entitled to recover all such losses from them.

(b) Without prejudice to generality of the foregoing and subject to force majeure, the parties to this contract treat time as the essence of this contract and it is an additional condition of the Contract that in the event of failure of the Successful Agency to complete any assignment within the stipulated time or if the work remains uncompleted/or incomplete at any stage with reference to time prescribed and reason for delay cannot be satisfactorily substantiated, without prejudice to the other remedies available to the FDA under this contract and in Law, the Successful Agency shall be liable to pay FDA Liquidated Damages @ 0.5 % of the value of the contract which the parties to the contract having agreed to as reasonable preestimate of the losses to FDA arising on account of such failure, subject to upper ceiling.

(c) If in the opinion of FDA the delay in completion of assignment is delayed unduly, it shall be lawful for FDA to terminate the contract at the risk and cost of such agency and to forfeit the performance guarantee for recovery of all losses/damages/cost and expenses which may be incurred by FDA consequent to such termination.

**10. Penalty:**

In case the agency fails to complete the work as per the FDA requirement within stipulated period penalty of 0.5% of the total value of the project will be charged as penalty for every week of delay, upto maximum of 5% of the total value of the project.

**11. Transfer and Sub-letting:** The agency has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.

**12. FORCE MAJEURE :** In the event of either party being rendered unable/helpless by Force Majeure to perform any obligation required by them under the contract, the relative obligation of the party affected by such Force Majeure shall be suspended for the period during which such cause lasts with the approval of the other party. It is clarified that in case, the Force Majeure event occurs due to negligence of agency, then the provisions of this clause shall not apply. Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable/helpless as aforesaid thereby, shall notify to the other party in writing within 07 (Seven) days of the alleged beginning and ending thereof giving full particulars and satisfactory proof. If deliveries are suspended under Force Majeure conditions lasting for more than 2 (two) months, FDA shall have the option of cancelling this contract in

whole or part at its discretion without any liability on its part.

**13. Other Conditions:**

- (i) No advance payment will be made. However, the payment will be released after satisfactory completion of the work and receipt of invoice.
- (ii) The FDA reserves the right to accept or reject any or all the offers without assigning any reason what so ever.
- (iii) For any legal dispute in the matter, the jurisdiction shall be of court at Panaji.

**Proposed Activity**  
**FINANCIAL BID FORMAT**

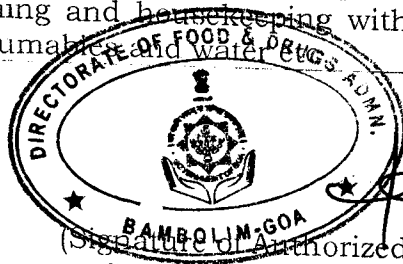
**Eat Right Walkathon (Morning event)**

S. No.	Requirements	Unit Rate	Total Rate
1	Signage for start and finish areas		
2	Arrangement of Water/ Juice/ Refreshment		
3	Branding on route		
4	Photography/ videography		

**Eat Right Mela (evening event)**

Particulars	Requirements	Unit Rate	Total Rate
<b>Space for FSSAI stall and food stalls</b>	(i) <b>FSSAI Stall - 01</b>		
	• TV Screen: 1 ( 42" inches) on stand		
	• Magazine stand		
	• Printing of display panels		
	• Printing of Posters		
	• Games with all accessories for Healthy and Non Healthy Foods		
	• Provision for brand specified tea/coffee for visitors, for officials on duty Lunch and snacks.		
	• Volunteers for the stall		
	• Visitor Book		
	(ii) <b>Food Stalls - up to 10-15 (Unit cost to be specified)</b>		
• Size (3 x 3 mtr) with dustbin			
• Covered Pantry for each food vendors			
• Kitchen area for vendors on back side (top open)			
(Pagoda Style stalls with Facia, Carpeting, 2 Nos. Chair, Lighting, 2 Plug Points, 3 Tent Tables with frills)			
• <b>Two Washing area with provision for disposal of waste water</b>			
• <b>Water dispensers system with disposable cup</b>			
• <b>Housekeeping staff</b>			
<b>VIP Zone</b>	(iii) VIP zone for award function, meetings and expert talks		

<b>Photography</b>	<b>(iv)</b>	Walkathon and Mela		
<b>Others</b>		• Dustbin to be placed all over venue with regular cleaning		
		• Hand sanitizer		
<b>Optional Requirement</b>		• Small gift items to be given as prizes		
		Mobile toilet with regular cleaning and housekeeping with consumables of food & water		



*[Handwritten Signature]*

23/09/2021

(Signature of Authorized Signatory with date and seal)