

Request for Proposal

For opening 'Grocery Shop' at Shop no.05 of shopping complex
of IIM Raipur



Indian Institute of Management Raipur

Atal Nagar, P. O. - Kurru (Abhanpur),

Raipur – 493 661, Chhattisgarh

Website: <http://www.iimraipur.ac.in/>

:

प्रस्ताव के लिए अनुरोध
Request for Proposal

आईआईएम रायपुर के शॉपिंग कॉम्प्लेक्स की दुकान संख्या 05 पर 'ग्रोसरी शॉप' के संचालन के लिए एक लिफाफा प्रणाली के तहत प्रतिष्ठित और अनुभवी एजेंसियों / विशेषज्ञों से प्रस्ताव (अनुबंध- I और II के अनुसार) आमंत्रित करता है।

IIM Raipur invites proposal from reputed and experienced agencies / experts under one envelop system (as per Annexure-I and II) for opening 'Grocery Shop' at shop no.05 of the shopping complex.

Grocery shop means-

“Grocery shop to meet the daily needs of our community members. This facility is intended to provide a comprehensive range of general items of daily needs including milk, curds etc, in addition to that fresh produce such as vegetables, ensuring the convenience and well-being of our community members”.

Proposal **subscribing “RFP for opening ‘Grocery Shop’ at shop no.05 of shopping complex of IIM Raipur”** should be reached at IIM Raipur on or before 15.03.2024 till 03:00 pm in the following address:

To,
CAO,
Indian Institute of Management
Atal Nagar, Kurru (Abhanpur), Raipur 493661

A draft copy of the agreement for opening ‘ Grocery Shop’ at shop no.05 of the shopping complex is placed at **Annexure-III**.

ANNEXURE –I

COMPANY DETAILS

Name of the Agency	
Number and Date of Incorporation / Shop Establishment No. & date (Submit a copy of certificate in the proposal)	
PAN Number (Submit a copy of PAN card in the proposal)	
GST Number (if applicable) (Submit a copy of GST registration certificate in the proposal)	
Current license no. for operating general stores or gumasta or trade license (Submit a copy of certificate in the proposal) etc.	
Local Office Address at Raipur (C.G.) (Submit proof of the local office address at Raipur) (Local office is mandatory)	
Authorized Signatory Details / Contact details	Name
	Designation
	Email
	Phone

Signature and Seal of the agency:

Name in Block Letter:

Designation:

Contact no.

Date :

Annexure-II

Sr.No	Item Name	Unit	Rate (In Rs.)	GST charge	Total rate with GST
1.	List of the services which will be provided by the service provider with current rate list	As per list (Please provide service list with rate)			

➤ Please mention the number of female and male staff to be deployed at shopping complex
Female _____
Male _____

- The service provider will install the furniture & furnishing, AC/Coller at the shopping complex at their own cost.

Signature and Seal of the agency:

Name in Block Letter:

Designation:

Contact no.

Date :

Annexure-III

Agreement

This agreement is made on _____ by & between the Indian Institute of Management, Raipur (here in after referred to as the IIMR) through the Chief Administrative Officer, Indian Institute of Management, Raipur having its registered office at Atal Nagar, PO-Kurru (Abhanpur) Raipur-493661, Chhattisgarh, which expression shall unless repugnant to the context, be deemed mean and include its assignees, successors, executors of the **FIRST PART**

AND

M/s _____, Proprietor _____ and having its local office at Raipur (C.G.) which expression shall repugnant to the context, be deemed mean and include its assignees, successors, executors of the **SECOUND PART**.

IIMR & M/s _____, are hereinafter collectively referred to as “parties” and individually as “party”.

Letter of Award No. _____ will be an integral part of this agreement.

Where As

1. M/s _____ is desirous for operating/opening “Grocery Shop” at shopping complex of IIMR at Atal Nagar, PO-Kurru (Abhanpur), Raipur Campus, near hostel block.
2. IIMR is willing to allow M/s _____ to operate/open/setup “Grocery Shop” in shopping complex ‘**Shop No.05**’. M/s _____, agrees to pay IIMR of **Rs. _____/-** (Rupees _____ Thousand Only) towards rent of the shop per month. Electricity charge will be paid extra as per actual. Also, any other Govt. charges (if applicable), will be paid by M/s _____.
3. The agreement is being entered with a vision to provide hygienic products to the students, faculties, staffs and residents of IIMR as well as visitors to the IIMR.
4. The general public shall not be allowed to enter into the IIMR premise for beauty parlour. However, M/s _____ shall be given the permission in “Grocery Shop” to outside visitors coming to IIMR for dealing for specific purpose.

IT IS HEREEBY AGREED BY AND BETWEEN THE PARTIES HERETO AS UNDER:

1. The agreement shall be for a period of two years i.e from _____ to _____ and can be extended further with mutual consent of both the parties. **Monthly rent will be renewed after one year.** At the end of the agreement period both parties can mutually agree for further extension. Unless extended in writing the agreement hereunder shall cease automatically.
2. The permission granted by IIMR to M/s _____ shall not create any tenancy/proprietary rights or any other interest in the IIMR premises, which shall continue to be of the exclusive ownership, control, and possession of the IIMR.
3. In the event of M/s _____ being in arrears of the rent including electricity charges for a period of two months or above, IIMR shall be entitled to terminate this agreement forthwith.
4. Ms/_____ shall run the “Grocery Shop” through its franchise or any other person at the discretion of M/s_____.
5. IIMR would permit M/s_____ to operate only from a constructed area of Shop of about **240 sq. ft.** at shopping complex.
6. M/s _____ will keep sufficient dustbins inside shop and dispose off waste as per prevalence rules and regulation.
7. M/s_____ shall ensure compliance with all requirements of law and also with this agreement. M/s_____ will take proper safety precautions for the use of facilities or any other service provide in the area. M/s_____ will ensure regular upkeep of the surrounding area and would ensure dustbins near by the shop at its cost.
8. It is the responsibility of M/s_____ to ensure that all statutory requirements concerning employment and deployment of his staff are met. Meeting these requirements shall be the sole concern and responsibility of M/s_____ ; and those employees of M/s_____ shall not be entitled to any payment, compensation, consideration or wages of any description by IIMR. IIMR shall not accept any liability whatsoever in respect of the employees of M/s_____.
9. M/s_____ shall intimate details of its staff to IIMR security in-charge and obtain appropriate passes for entry into the campus.
10. In case, either party is desirous of terminating this agreement before the expiry of the period agreed, then thirty days’ notice in writing to either side must be provided. The termination of this agreement shall not release party of its obligation to pay any sums then owing to the other party nor from the obligation to perform or discharge any liability that had been incurred prior thereto.
11. In case of legal dispute arising out of or relating to this agreement or breach, or the invalidity thereof, shall first be attempted to be settled by discussions, if the same is not resolved through mutual discussions, then the same shall be referred to the court of Raipur only.

12. M/s_____ shall be solely responsible for ensuring compliance of saloon rules and regulation AC in regard to run the “Grocery Shop” from the shop and other related laws pertaining in India.
13. All licenses pertaining to operate “Grocery Shop” and sell of products in “Grocery Shop” shall be obtained and maintained by M/s_____.
14. In the event of any employee/agent/representative of M/s_____ mis conduct at the IIMR premises; IIMR will have the right to ask M/s_____ trust to depute such person to the shop at IIMR and shall withdraw such person forthwith. Non-compliance of such request by M/s_____ shall constitute a breach of the agreement and shall entail cancellation of permission to operate the shop. In such an event the notice for vacating the premises or shop will only be 7 days notwithstanding the period of notice mentioned in ‘**Clause 10 above**’.
15. Upon termination/non-renewal of this agreement, M/s_____ shall remove the articles belongings to it within a week from the date of such termination. In such case, M/s_____ will hand-over the building/space/internal or external accessories to the IIMR in the same condition as it was found.

(Efficiency, Promptness, Quality service, Good behavior & Politeness of the service provider and his staff are the essence of this agreement)

For and on behalf of the ‘M/s_____’	For and on behalf of the ‘IIM Raipur’
Signature :	Signature :
Name of the Official :	Name of the Official:
Designation :	Designation : Chief Administrative Officer
Stamp / Seal :	Stamp / Seal of the ‘ Institute ’ :
Witness :	Witness :
Signature :	Signature :
Name :	Name :
Address :	Address :