

**INSTITUTE FOR PLASMA RESEARCH**  
**NR. INDIRA BRIDGE, BHAT, GANDHINAGAR - 382 428**

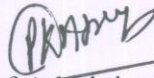
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TENDER NOTICE No. IPR/ADMN/TN/03/2016 dated 22/06/16 – Managing Guest House on Contract basis

On behalf of Director, Institute for Plasma Research (IPR), the Acting Chief Administrative Officer invites sealed tenders from reputed, experienced parties for Managing Guest House on Contract basis. The party will be required to provide Front Office Services, House-keeping Services and Food and Beverage (wholesome hygienic food, & services etc.,) services for providing for a period of two years, initially.

**Eligibility criteria:** The party should have (1) An office set up in Ahmedabad or Gandhinagar since 5 years or more and their office should be equipped with latest and modern communication facilities, (2) minimum 5 years of experience of independently running a Company guest house professionally, providing all the above mentioned services, (3) Certificate of registration of the firm, (4) Registration of PF/ESI/WC policy, VAT, Service Tax etc., (5) Currently having at least one single contract of running a 12 room guest house independently in and around Ahmedabad/Gandhinagar (6) Providing similar services for guest house contract where billing is more than ₹ 2.5 lacs per month, in and around Ahmedabad/Gandhinagar, (7) Experience certificates preferably from Government / semi-governmental organizations for providing similar services

**General Instructions for Tenders:** Eligible parties should submit an application along with introduction, profile, list of present and past reputed clients, legal registrations, etc, requesting for the tender document along with proof of fulfilling above mentioned eligibility criteria, on or before **June 30, 2016**. Tender document shall be issued subject to (a) Satisfactory report submitted by a committee of IPR, after inspecting of the office, availability of infrastructure & qualified staff, evaluating the capability of the party to provide satisfactory services and feed back of parties to whom services are provided, (b) scrutiny and verification of documents (c) verification from present and past clients. Based on the above, the tender document may be issued on payment of ₹ 500.00 (Non-refundable) in the form of Bank Demand Draft or pay order payable to "Institute for Plasma Research" at Ahmedabad. Earnest Money Deposit of: ₹50000/- will be required to be paid at the time of submission of the tender document. Director, Institute for Plasma Research reserves the right to accept or reject any or all tenders without assigning any reason thereof.

  
Acting Chief Administrative Officer

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