



**THE MUNICIPAL COUNCIL OF BEAU BASSIN-ROSE HLL**

**BID DOCUMENT**

**For**

**Lease of Commercial Shops at Balfour Garden, Beau Bassin**

**Ref.: IFB No. 04-2020/2021**



## **MUNICIPAL COUNCIL OF BEAU BASSIN-ROSE HILL**

### **Notice – Invitation of bids**

#### **Lease of commercial shops at Balfour Garden, Beau Bassin**

The Municipal Council is inviting sealed bids for the lease of Commercial Shops at Balfour Garden as follows:

- **Shop 1&2:**                    **Sale of food items (Sandwich shop/crêperie/coffee shop/fresh juice shop etc.);**
- **Shop 3:**                    **Ice Cream Parlour; and**
- **Shop 4:**                    **Sale of magazines/newspapers/souvenir/handicrafts.**

The site and location plans of the shops are attached at Annex 1 and Annex 2 respectively.

#### **INSTRUCTIONS TO BIDDERS**

- 1) Bid shall be made in the Bidding Forms A & B. The forms shall be completed and duly signed as provided at **Annex A & B**.
- 2) The bid shall be inserted in a plain sealed envelope and bearing no indication of identity but clearly showing the Reference No.: **IFB No. 04-2020/2021** of the bid and addressed to the Chief Executive of the Municipal Council of Beau Bassin/Rose Hill, Town Hall, Rose Hill and should be deposited in the bid box, placed in the Administration Department on **Friday 23 October 2020 up to 13.30 hrs (local time)** at latest.
- 3) Bids sent by Fax or by electronic mail shall not be accepted.
- 4) Bids received after the prescribed date and time shall not be entertained.
- 5) The Council does not bind itself to accept any bid nor will it assign any reason for the rejection of a bid. The Council further reserves the right to annul the bidding exercise at any time prior to the award of contract without thereby incurring any liability to any bidder or any obligation to inform the bidder of the grounds of its action.

- 6) Bidders are hereby informed that they should bid the amount for the rent of the respective shops of approximate area of 6m<sup>2</sup> each.
- 7) A bidder may quote for one or more shops but **only one shop** shall be allocated to him/her in the event that he/she is the highest responsive bidder.
- 8) Bidders should not hold an active trade licence of any similar economic activity for which they are submitting their offer. An undertaking should be submitted to that effect **as per Annex C** together with their bid.

This deposit shall be forfeited to meet the cost of damages caused to Municipal property (if any) or to recover any amount due to the lessor.

- 9) Priority will be given by the Council to **individuals** residing within the township. To that effect, bidders are requested to submit proof of residence (Utility Bill for the last 3 months) or any other documentary evidence on his/her personal name.
- 10) The lease of the right of occupation of the commercial shop shall be for a period of not more than three years but may be renewed for further periods not exceeding 3 years with an increase of 10% annually of the rent.
- 11) The successful bidder shall enter into a contract for the occupation of the shop.
- 12) **The Payment should be made in advance to the Finance Department, Town Hall, Royal Road, Rose Hill on a monthly basis before the 8<sup>th</sup> day of each month.**  
In addition to the above, a yearly trade fee is payable.
- 13) **Bid Security : The bidder shall submit with its bid, a bid security of Rs1,000/- in the form of an office cheque from a local commercial bank drawn in favour of the Municipal Council of Beau Bassin – Rose Hill.**  
The bid security will be returned to the unsuccessful bidders at the expiration of 120 calendar days from the receipt of bids or upon successful completion of the bidding exercise, whichever the earliest.

In the case of the bidder whose bid has been accepted, the bid security will be returned as soon as the agreement would have been signed. Should the successful bidder, who has been awarded the tender fail to call at the Council for signature of agreement this bid security will be forfeited.

#### 14) **Security Deposit**

The successful bidder shall pay to the lessor a sum representing **two months' rental** (Hereinafter referred to as a Security deposit) by way of deposit and as security for the due observance and performance by the lessee of the Lessee's covenants, the terms, stipulations and conditions herein contained in this agreement.

The Security deposit shall be maintained at the aforesaid sum during the term and shall not without the prior consent in writing of the Lessor be treated as payment

of rental(s) for any period of the lease herein and/or any other monies due to the Lessor under the agreement.

- 15) Making use of gas for cooking purposes on site is **not allowed**. However bidders may use electrical appliances (electrical oven, microwave etc...) for the heating of meals. Disposable plates/glasses/spoons/forks etc. should be used.
- 16) The lessee of each shop shall make appropriate applications for electricity and water supply at his/her own costs, including payment of the charges for consumption.
- 17) The lessee shall be responsible for the good maintenance of the shop allotted to him/her. He/she shall make good at his/her own cost all damages caused to the shop in exercise of his/her trade.
- 18) The Lessee shall not be entitled to sell, transfer, cede, let or otherwise dispose of the aforesaid right of occupation.
- 19) It shall be lawful for the Lessor at any time thereafter to serve a forfeiture notice, rescind the contract and take back the commercial shop in the following events:-
  - a. If the rental or such other monies hereby reserved and payable by the Lessee or any part thereof shall be in arrears and unpaid after becoming due and demandable **for a period of three consecutive months** (whether formally demanded or not); or
  - b. If the lessee shall fail, default or neglects in the observance or performance of any of the covenants, stipulations or agreements on its part herein contained.

**NOTE:**

Bidders are to stay guided by the content of:

- i. The Bid Notice.
- ii. This Bid document.

**TOWN HALL  
ROSE HILL**

**Date: 05 October 2020**

## ANNEX A



### MUNICIPAL COUNCIL OF BEAU BASSIN-ROSE HILL

#### Lease of commercial shops at Balfour Garden, Beau Bassin

##### **Bid Form A**

I, the undersigned am pleased to submit my offer for shops at Balfour Garden, Beau Bassin as follows:

<b>Commercial Shop</b>	<b>Designated Activities</b>	<b>Description of activity (*)</b>	<b>Expected minimum rental value (Monthly) Rs</b>	<b>Proposed Rent by bidder (Monthly) Rs</b>	<b>In Words (Rupees)</b>
1	Sale of food items (Sandwich shop/crêperie/ coffee shop/ fresh juice shop etc.)		5,000		
2.	Sale of food items (Sandwich shop/crêperie/ coffee shop/ fresh juice shop etc.)		5,000		
3	Ice Cream Parlour		5,000		
4	Sale of magazines/ newspapers/ souvenir/handicrafts		5,000		

***(\*) Bidder to describe the exact nature of the proposed economic activity***

Name of Bidder : .....

Signature: .....

Date: .....

**ANNEX B**



**MUNICIPAL COUNCIL OF BEAU BASSIN-ROSE HILL**

**Lease of commercial shops at Balfour Garden, Beau Bassin**

**BID FORM B**

1. Name of Bidder: .....
2. National Identity Card No.....
3. Residential Address .....
- .....
5. Telephone No.: ..... Mobile No.....
6. Fax.: .....
7. Email: .....
8. Documents to be submitted (if any):
  - Proof of residence (Utility bill for last 3 months and other documentary evidence on personal name)

Signature of Bidder : .....

Date: .....

**ANNEX C**

**UNDERTAKING**

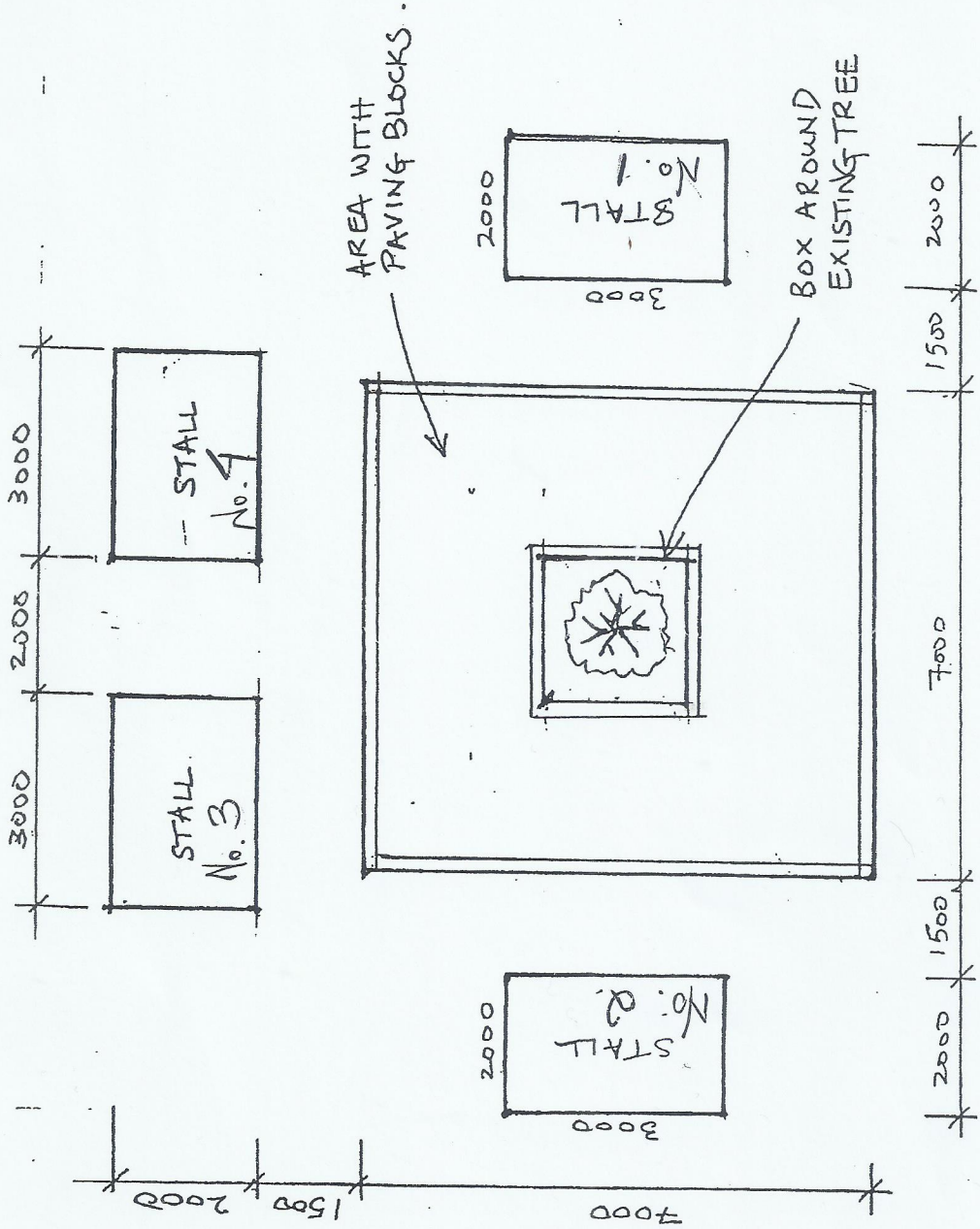
I, .....,

**National Identity Card No.** ..... **residing at** ..... do hereby certify that am not operating any economic activity and do not have any trade fee or licence on my name.

I, the undersigned, hereby certify that all the above information are true and correct and that I have taken note of all the conditions to which I agree to abide.

**Date:**..... **Signature of Bidder:** .....

BALFOUR STREET.



LAYOUT OF STALLS AT BALFOUR GARDEN.



