



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

NKDA Administrative Building

Plot No. DG/13, Premises No 04-3333, Action Area ID, New Town,
Kolkata 700156

Memo No. 7759/EE-II/NKDA/2022-23

Dated:13.09.2022

NOTICE FOR e-AUCTION
(e-auction ID : 2022_WB_2629)

**E-AUCTION FOR RENTING OUT 2 SHOP SPACES IN COMMUNITY CENTRE I BETWEEN
BISWA BANGLA CROSSING AND FAIRFIELD HOTEL ON BISWA BANGLA SARANI**

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY (NKDA)

New Town Kolkata Development Authority invites offers from eligible, experienced, reputed and resourceful agencies for operating 2 (Two) shops at the ground floor of the 3 (three) storied Community Centre 1, in Action Area IC, Plot No. CC 2&3, Premises 31-1111 New Town, Kolkata, on monthly rent basis through **e-auction** process to be conducted through the e-Auction Portal <https://eauction.gov.in> of National Informatics Centre, Government of India as described fully herein below. **E- Auction will be held on 04.11.2022 from 12.00 hrs. onwards up to 16.00 hrs. subject to auto-extension.**

The allotment will be made to the bidder bidding the highest bid in such e-auction process provided that the highest bid so obtained is higher than the minimum reserve monthly rent fixed for the shop(s)

Earnest Money Deposit (EMD) for individual shop(s) is provided in the table of offer below. A bidder has to deposit EMD for as many shops he/she intends to bid for and is to be deposited by **14.00 hrs. of 19.10.2022** only through RTGS/NEFT in NKDA' s Account with Canara Bank Rajarhat, New Town Branch, details of which are given herein.

Intending bidders shall have to register themselves with National Informatics Centre, Govt. of India on <https://eauction.gov.in>. Such registration process, payment of EMD as well as uploading of all documents for e-auction to be completed **by 14.00 hrs. of 19.10.2022**

Details are available on the website of NKDA/NIC. Bidders are also requested to note that **only digitally signed bids shall be accepted in the e-auction.**

Hence, they should equip themselves with Indian Digital Signature Certificates before the date of e- auction. E-auction will be started on 04.11.2022 from 12.00 hrs. onwards up to 16.00 hrs. subject to auto-extension.

NKDA, however, reserves the right to cancel the e-auction at any stage prior to the handing over of Tenancy. NKDA shall not be liable to pay any compensation to any bidder for any loss that they may incur due to such cancellation.

NKDA reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of NKDA would be final and binding on the Bidders.

**Executive Engineer II
New Town Kolkata Development Authority**

THE OFFER

New Town Kolkata Development Authority (NKDA), invites offer from eligible, experienced, reputed and resourceful agencies for operating the following shops on rent at the ground floor of the 3 (three) storied Community Centre 1, in Action Area IC, Plot No. CC 2&3, Premises 31- 1111 New Town, Kolkata

Details of shops

| Serial No. | Type of Shop | Location within Building | Covered Area (Square feet) | Earnest Money Amount (Rs.) | Bid starting value for monthly rent (Rs.) |
|-------------------|---------------------|--|-----------------------------------|-----------------------------------|--|
| 1 | Shop 1 | Back side of Community Centre- I, Ground Floor | 270 | 10000 | 9720 |
| 2 | Shop 2 | Back side of Community Centre- I, Ground Floor | 270 | 10000 | 9720 |

- i. Minimum rent per month Rs36/- (Rupees Thirty-Six only) per square feet covered area per month**
- ii. The duration of the tenancy will be initially for 11 (eleven) months subject to further extension on mutual agreement.**

The shops will be allotted on tenancy basis to the bidder offering highest monthly rent in the auction process for the space subject to the offer being above the minimum rent and fulfilling of other conditions. The auction process will be conducted through the e-Auction Portal <https://eauction.gov.in> of National Informatics Centre, Government of India as described fully herein below. **E-Auction will be held on 04.11.2022 from 12.00 hrs. onwards up to 16.00 hrs. subject to auto-extension.**

A. TERMS & CONDITIONS

- 1) E-auction bids are invited for allotment on rental basis of above-mentioned shops. NKDA, however, reserves the right to cancel the e-auction at any stage prior to the signing of the agreement for rental allotment. NKDA shall not be liable to pay any compensation to any bidder for any loss that they may incur due to such cancellation.
- 2) The shops are located at a prime place at the ground floor of the 3 (three) storied Community Centre 1, in Action Area IC, Plot No. CC 2&3, Premises 31-1111, New Town, Kolkata just beside Hotel Fairfield and Croma retail adjacent to Biswa Bangla gate.

- 3) A bidder can bid for one or two shops desired from the offered shops. He /She has to submit Earnest Money Deposit and participate in the auction process of each of the shop intended to be bid for.
- 4) NKDA, reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of NKDA would be final and binding on the Bidders.
- 5) The bidders who have either been blacklisted from participation in any tender/quotation of HIDCO/NKDA/NKGSCCL/any office/organization earlier or have record of default in payment of rent to HIDCO/NKDA/NKGSCCL are not eligible to apply. In this connection one affidavit shall be submitted before signing Agreement, with clearly mentioned that "Neither Black listed from participation nor have record of default in payment of rent to the authority."
- 6) The bidders who have been disqualified from running their business earlier at HIDCO / NKDA allotted space due to non-observance of required terms and conditions and whose letter of allotment/acceptance has been cancelled by the Competent Authority, are not eligible to apply.
- 7) The entire arrangement should be in pollution free manner. In case of any deviation, the contract shall also be liable to be cancelled.
- 8) The waste materials generated out of the running of the shops will be handled by the agency as per rules and guidance of New Town Kolkata Development Authority (NKDA) for collection by their solid waste management staff from a particular point as decided by the NKDA. NKDA will clear and replace the waste bins from time to time in normal way. But if required, the agency may keep separate waste bins to store the garbage at their own arrangement and no littering will be allowed under any circumstances. The agency will be responsible for elimination of the littering and penalty will be imposed for such deviation. NKDA reserves the right to cancel the rent agreement in such cases.
- 9) The selected agency shall be bound to comply with the requisition and direction of the NKDA's authorized representative(s).
- 10) The successful Bidder himself shall have to procure all materials/items required for running the business and will run the business by their own employees. No material will be issued by NKDA.

- 11) The agency will be responsible for maintaining high standards of hygiene and cleanliness in the shops for full observance of all relevant regulations of Government /NKDA authority. The selected agency shall carry out any business in the said space as per approval of NKDA.
- 12) The shop premises should never be used for sale of tobacco products, Pan Masala, Guthka or any kind of alcoholic beverages under any circumstances. Violation of this condition will lead to cancellation of the tenancy agreement without any compensation or refund of any advance rent already paid
- 13) The tenant will be solely responsible for all payments and observance and compliance of relevant provision of laws/rules/regulations etc. in respect of his/her employees and the business of running the shops. NKDA or their authorized representatives will have no liabilities whatsoever with regard to such statutory compliances and payments.
- 14) Sub-leasing, sub-letting of the outlet will not be allowed.
- 15) NKDA reserves the right to accept or reject any offer without assigning any reason whatsoever. In case of cancellation, no liability will be incurred by NKDA.
- 16) The upfront payment of rent plus GST/ Property Tax as applicable will have to be paid in advance for the tenure of 3 (three) months before signing of tenancy agreement with NKDA. The rent is payable from the date of receiving of access of Shop(s) or from the date of execution of agreement whichever is earlier.
- 17) Before submitting any offer, the intending Bidders should make themselves acquainted thoroughly with the prevailing local conditions by way of actual inspection of the site and no claim whatsoever will be entertained after finalization of the bid.
- 18) The selected Bidder will have to enter into a renewable agreement of eleven months with NKDA within 15 (Fifteen) days from the date of issuance of LOA.
- 19) The agreement can be terminated in case of irregularities/ under-performance/ non-payment of upfront monthly rent/suppression of facts by giving a written notice of one month.

- 20) The bidder will have to bear maintenance charge of internal cleaning.
- 21) Electricity charges for the shop space will have to be borne by the tenant.

- 22) GST on prevailing rate on commercial rent to be fixed through bid has to be paid by the successful bidder during the tenancy period.

B. CONTACT PERSON OF NKDA

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| Executive Engineer II New Town Kolkata Development Authority 3rd floor, NKDA Administrative Building Plot No. DG/13, Premises No 04-3333, Action Area ID, New Town Kolkata 700156 E mail: ee2@nkda.in |
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C. ELIGIBILITY CONDITIONS FOR BIDDERS

1. Registered Companies, proprietorship Firms, partnership firms, Shop operators, individuals are allowed to participate.
2. Bidder should be having PAN card and proof of registration
3. Bidders bidding on individual capacity will have to submit copy of Adhaar Card
4. NKDA reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of NKDA would be final and binding on the Bidders.

D. REGISTRATION

All those who wish to participate in this e-auction and who fulfill the eligibility conditions as stated above shall have to register with the Government e-auction website <https://eauction.gov.in>. No fees are required to be paid for such registration as " Bidder" . Once registered the bidder is not required to register again for each and every e- auction in this site. However, after such Registration a bidder has to enter the particular e-auction ID system for participating in this particular e-auction.

This shall involve filling upon online form and submission of necessary documents with NKDA. On receipt of all documents and payment of EMD the bidder's registration shall

be activated by NKDA and only thereafter a bidder can log into and participate in the e-bidding process. Participation in this e-auction is not possible without a valid registration. **Such process of Registration with Digital Signature Certificate, payment of EMD & uploading of Documents shall have to be completed by 14.00 hrs. on 19.10.2022 at the website <https://eauction.gov.in>.** against this particular e-Auction.

E-auction bidding process will take place through web portal on the day and time specified in the e auction notice published in the newspaper/web portal. The Bidder should have valid Class II or Class III Digital Signature Certificate (DSC) obtained from any Indian Certifying Authority. In case of requirement of DSC, interested Bidders should go to <https://eauction.gov.in>.

The bidder has to obtain user ID and Password free of cost and can get training for e-auction from NIC. Guidelines to Bidders on the operations of Electronic Auction System can be obtained from eauction.gov.in The bidders interested in participating in the above Auction, using the Electronic Auction System are required to create User ID. Bidders who are interested in participating in NKDA's e-auction are requested to contact the representatives of NIC for registration, computer setting and clarification on e-tendering. The duly filled in bid as instructed to be submitted online.

E. DOCUMENTS TO BE UPLOADED AT THE TIME OF REGISTRATION:

(i) Confirmation of electronics transfer of EMD through NEFT/RTGS, (ii) Copy of valid PAN issued by the Income Tax Dept., Government of India, (iii) Valid GST registration if any (iv) Valid Trade License if any (v) Professional Tax registration certificate if any (vi) individual bidders applying on personal capacity has to submit copy of Aadhaar or Voter ID Card as Identity Proof.

Such Documents are required to be uploaded online on or before the specified end time for submission of such documents online i.e., by 14.00 hrs. of 19.10.2022 for getting access to the live e-Auction field on the day of e-auction. The Bidders can upload a single document or a compressed file containing multiple documents (i.e., scan copy of EMD particulars, and all other documents) against this NIA.

F. Documents to be furnished by the successful bidder after e-auction:

Self-attested copies, as mentioned in Clause E above.

G. Use and Protection of User ID, Password and Digital Signature Certificate

The bidders are advised to keep their User ID and Password secret and not share these with anyone to prevent misuse or abuse of the same. The bidders are also advised to change their passwords regularly. NIC/NKDA not be responsible for any misuse/abuse/ unauthorized use of the password of any bidder and no representation in this regard from any bidder shall be entertained by NIC/ NKDA. A bid recorded in this e-auction against any password will be deemed to have been submitted by the owner of the password only.

Bidders shall require Class II or Class III Digital Signature Certificate (DSC) to participate in this e auction. The bidder shall have to set the parameters of his computers so that the DSC is operational. NIC / NKDA shall not be responsible for any malfunctioning or nonfunctioning of any bidder's computer either on account of DSC or for any other reason. Bids submitted by a bidder after signing with his/her DSC signifies nonrepudiation by the bidder. Thus, a bidder after submitting a bid, cannot disown it. A bidder shall be fully and solely responsible for the bid recorded against his/her name to be identified by the set of User ID, Password and DSC.

H. Bidding Methodology

On the day of the e-auction, which will be **started on 12:00 Hrs. 04.11.2022 12.00 hrs. & onwards up to 16.00 hrs. subject to auto-extension**, the bidder has to visit the Government e-auction website <https://eauction.gov.in> and click on the link for NKDA e-auctions. He/she has to login with his/her User ID and Password. In the next page, the bidder has to click on the link "View Live e auctions" and click on the link with the e-auction number for this e-auction . The bidder shall be required to sign his acceptance of e-auction terms and conditions with his DSC and then only the bidder can have access to the bidding area.

The bidding for monthly rent of the shops in whole Rupee in nearest hundred. The incremental **value is Rs.100/- (one hundred only). Thus, to bid an amount of Rs.20000 (Twenty thousand only), a bidder needs to type 20,000** in the space provided for bidding and click on the BID button. On clicking the BID button, the bid has to be signed by the bidder with his DSC.

I. CAUTION IN SUBMISSION OF BID:

The Bidder shall be solely responsible for all consequences arising out of the bid submitted by him (including any wrongful bidding by him) and no

complaint/representation will be entertained by NIC/NKDA in this regard. Hence Bidders must be careful to check (the Bid Amount/No. of Zeros/ No. of Digits/Unit of Measurement etc.) and rectify their bid (if required) before submitting their Bid into the live e-auction floor by signing the Digital Signature Certificate.

J. EARNEST MONEY DEPOSIT (EMD)

All intending Bidders have to deposit **Earnest Money Deposit (EMD)** as follows:

| Serial No. | Type of Shop | Location within Building | Covered Area (Square feet) | Earnest Money Amount (Rs.) |
|------------|--------------|--|----------------------------|----------------------------|
| 1 | Shop 1 | Back side of Community Centre- I, Ground Floor | 270 | 10000 |
| 2 | Shop 2 | Back side of Community Centre- I, Ground Floor | 270 | 10000 |

Deposit of such EMD and uploading the same online should be completed by **14.00 hrs of 19.10.2022** Submission of **EMD** should be in favour of New Town Kolkata Development Authority, only through RTGS/NEFT in the Canara Bank, Rajarhat, New Town Branch of NKDA on or before **14.00 hrs. of 19.10.2022** EMD in form of DD/PO shall not be accepted. **BANK DETAILS towards PRE-BID EMD for payments through Indian Rupees only:-**

| | | |
|----|--------------------|--|
| 1) | Account Name | New Town Kolkata Development Authority |
| 2) | Bank & branch name | Canara Bank, Rajarhat, New Town Branch |
| 3) | IFS Code | CNRB0019525 |
| 4) | Account number | 95253070004652 |

Bidders should take utmost care to ensure that the EMD and intimation are made correctly. EMD deposited elsewhere will not be considered for participation in this e- auction. No interest will be payable on the EMD. EMD of the unsuccessful bidders would be returned by NKDA after completion of the bidding process. The EMD of the Successful Bidder shall be automatically retained. In case the bid is accepted, and the bidder refuses/ fails to make further payment towards the rent, the EMD shall be forfeited without prejudice to the rights of NKDA to claim such further damages in this regard without further reference to the bidder.

BANK TRANSFER CHARGES EITHER WAY WOULD BE ON INTENDING BUYER'S A/C.

K. FORFEITURE OF EARNEST MONEY DEPOSIT (EMD)

The highest bidder shall be notified by e mail. Hence, bidders are advised to keep their email account active and monitor the same carefully. In case of non -receipt of email, the bidder may contact NKDA.

In case the submitted documents are found false, their offer would stand cancelled, and the Earnest Money Deposit will automatically stand forfeited. In addition to such forfeiture as stated above the defaulting Bidder may not be allowed to take part in any of the bids which may be held by NKDA in future.

L. BID STARTING PRICE

There is a 'Start Price' for e-auction for each of the shops as follows:

| Serial No. | Type of Shop | Location | Covered Area (Square feet) | Bid starting value for monthly rent (Rs.) |
|-------------------|---------------------|--|-----------------------------------|--|
| 1 | Shop 1 | Back side of Community Centre- I, Ground Floor | 270 | 9720 |
| 2 | Shop 2 | Back side of Community Centre- I, Ground Floor | 270 | 9720 |

M. OTHER CONDITIONS

The allotment of each shop would be made in favour of a single successful bidder who has quoted highest rate above minimum reserve price and who has been found to have fulfilled all conditions of allotment as stated in these documents, after the approval of the competent authority is obtained.

N. SALIENT FEATURES [e-auction ID : 2022_WB_2629]

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|----|-------------------------------|--|---------------------|--|--|
| 1. | Description | 2 shops located at a prime place at the ground floor of the 3 (three) storied Community Centre-I, in Action Area IC, Plot No. CC 2&3, Premises 31-1111, New Town, Kolkata just beside Hotel Fairfield and Croma retail adjacent to Biswa Bangla gate | | | |
| 2. | Covered Area and location | | Type of Shop | Location within Building | Covered Area (Square feet) |
| | | | Shop 1 | Back side of Community Centre- I, Ground Floor | 270 |
| | | | Shop 2 | Back side of Community Centre- I, Ground Floor | 270 |
| 3. | EMD | | Type of Shop | Location within Building | Earnest Money Amount (Rs.) |
| | | | Shop 1 | Back side of Community Centre- I, Ground Floor | 10000 |
| | | | Shop 2 | Back side of Community Centre- I, Ground Floor | 10000 |
| 4. | Starting Price (monthly rent) | | Shop | Location within Building | Bid starting value for monthly rent (Rs.) |
| | | | Shop 1 | Back side of Community Centre- I, Ground Floor | 9720 |
| | | | Shop 2 | Back side of Community Centre- I, Ground Floor | 9720 |
| 5. | Bid Incremental Value | Rs.100/- (Rupees one hundred only) | | | |

| | | |
|----|---------------|--|
| 6. | Rental Period | Initially for 11 months . which may be extended further 11 months each for two times on mutual agreement. |
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Q. Schedule of Dates: [e-auction ID : 2022_WB_2629]

| No. | Activity | Date & Time |
|-----|---|--|
| 1. | <i>Auction Publish date</i> | On 13.09.2022 at 18.00 PM |
| 2. | <i>Pre bid meeting</i> | On 20.09.2022 at the chamber of Executive Engineer-II at 2.00 PM |
| 3. | <i>Bid documents submission Start Date</i> | 16.09.2022 from 11.00 AM |
| 4. | <i>Bid documents submission End Date</i> | 19.10.2022 up to 2.00 PM |
| 5. | <i>Document/Payment Approval Start Date</i> | 01.11.2022 from 12.00 Noon |
| 6. | <i>Document/Payment Approval End Date</i> | 03.11.2022 up to 2.00 PM |
| 7. | <i>Auction Start Date</i> | 04.11.2022 from 12.00 Noon |
| 8. | <i>Auction End Date</i> | 04.11.2022 up to 4.00 PM subject to auto extension. |

Closing of e-auction: - The e-auction will be closed at given time. However, if there is any bid within 10 minutes of closing time the closing time shall automatically be extended by the system by 10 minutes and continued to be extended in the same way by 10 minutes unless there is no bid within such extended time.