



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No.454/NKDA/Admn-641/2016

Date:24.01.2018.

NOTICE INVITING e-TENDER

Notice Inviting e-Tender No. 7/NKDA/ADMN of 2018.

Estate Manager-II, New Town Kolkata Development Authority (NKDA) invites tender from resourceful, reliable, bona-fide and experienced working establishments / firms / Co-operative / Company/ Agency of having experience in similar nature as detailed below.

(Submission of Bid through online)

Sl. No	Name of the work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Period of Contract
1.	"Fee Car Parking Zone-C" Purely on Contract basis for 11 (eleven) months	Rs.14,69,143/- (including GST @ 18%)	Rs. 24,901/- (excluding GST @ 18%)	11 (eleven) months

- 1) Intending bidder may download the tender documents from the website <http://wbtenders.gov.in>. All the bidders will have to submit Earnest Money, which may be remitted by separate Demand Draft / Banker's Cheque to be issued from any scheduled bank in favour of the "New Town Kolkata Development Authority" payable at Kolkata and also to be documented through e-filing. The Highest bidder shall submit the hard copy of the Demand Draft / Banker's Cheque under sealed cover (super scribing the name of work with NleT No) to the Office of New Town Kolkata Development Authority at 03,MAR New Town, Kolkata-700156 with his acceptance letter of the Letter of Intent (LoI). Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.
- 2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtender.gov.in>
- 3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 19 of this NleT.
- 4) The **FINANCIAL OFFER** of the prospective qualified tenderer(s) will be considered only if the **TECHNICAL BID** of the tenderer(s) is found qualified by competent authority of New Town Kolkata Development Authority. The decision of the competent authority of New Town Kolkata Development Authority will be final and absolute in this respect.
- 5) **Eligibility**
 - a) For undertaking collection of Car Parking Fees from the fee car parking Zone within NKDA area, sealed quotations are invited by NKDA from establishments / firms / Co-operative / Company /Agency/ NGOs for single / more Zones.
 - b) The bidder should not have any present disputes with NKDA and that agency should not be blacklisted from anywhere.

(2)

- c) Establishments / firms/Co-operative/ Company / Agency / NGOs must have an Office/branch Office within Kolkata with proper certificate of enlistment, with competent authorities.
- d) Consortium of establishments /firms/ Co-operative/ Company / Agencies is not eligible to participate the tender.

6) Title of the Land

The NKDA is and shall continue to be the absolute owner of the area allotted for parking right to the successful bidder /establishments / firms / Co-operative/ Company/Agency/NGO's.

7) Roles and Responsibilities

Supporting infrastructure to be provided to the selected bidder by NKDA:

1. **Liaison with agency authorized by NKDA for e- parking solution:** In future NKDA may authorize any agency for implementation of IT based e- parking solution. In this regard the parking contractor shall assist/cooperate NKDA to implement the e- parking solution. (Installation of CCTV or other mechanism applicable etc.)
2. **The Parking contractor shall be responsible for damage caused to the public/property during operation of parking site:** NKDA shall not be responsible or liable or made a party to any damages to people or vehicles or thefts or accidents which may happen at the site. The parking contractor shall be responsible to redress / settle the dispute whatsoever.
3. **The Parking contractor to intimate change of address/E-mail ID:** The Parking contractor shall keep Car Parking Department of NKDA informed of change in his address, E-mail ID, change in constitution, closure of Bank A/c etc. The intimation of change of address shall be given to the Department for necessary amendments in the registration certificate. Otherwise a communication sent at the address given to the NKDA shall be deemed to have been received by the Parking contractor.
4. **No subletting of parking rights:** No subletting of the parking site is permissible. The Parking contractor shall manage the Parking site by himself/itself or through his/its employees but shall not be allowed to sublet the Parking site to any other person/agency/firm. If at any point of time it is found that the Parking site has been sub-let the license, as well as current contract shall be liable for cancellation with the approval of competent authority.

Description of the works

5. The contractor/agency shall be permitted to participate the tender as contained in **Zone –C** which shall be allotted on 'as is where is' basis.
6. Parking Policy from time to time framed by the NKDA should be complied by the agency.
7. In no case the parking should go beyond the allotted area. If it goes the license will be revoked & will be treated as black listed.
8. NKDA holds the right to decrease and increase the size and number of the parking area/space and lot. NKDA may introduce taxi point at any stretch as and when required.
9. In case the parking is full, parking licensee shall provide a board at the entrance displaying 'PARKING IS FULL, KINDLY SEEK ALTERNATE PARKING' at his own cost, in order to avoid any inconvenience to the intending visitors to the parking lot.

(3)

10. Information Board displaying mandatory information of parking site: The licensee shall display an illuminated glow-sign board (size 6 ft. X 4 ft.) at the entrance and exit points of the parking site showing prominently there upon the following details with one board in Bengali/Hindi and other in English language or a single bilingual board in Bengali/Hindi & English:-

(Iron angle with GI sheet, blue background with white letter and NKDA logo, along with the map of parking site).

11. This should also be displayed by the agencies in the following manner

IN CASE OF ANY DEFICIENCY OR COMPLAINT, PLEASE CONTACT
AT TELEPHONE NO. 1800-345-1571

8) TENURE & PRIMARY TERMS AND CONDITION

The Zone is offered to the applicant for 11 (eleven) months.

- The Reserve Price is inclusive of GST.
- Please note that during the agreement period no consideration for remission for strike, hartal, festival, traffic dislocation, Sundays and Holidays will be entertained.
- The mode of parking will be strictly followed based on Bidhannagar Police Traffic Guidelines.
- NKDA has every right to cancel any parking stretch or part thereof at any point of time. In case of breach of any terms or conditions on part of the licensee the authority will be entitled to cancel the license without assigning any reason and take over possession of the site. The licensee will not be entitled for any compensation on such an event.

9) Reserve Price & offered Rate:

ZONE	DESCRIPTION/ LOCATION OF PARKING LOT	RESERVE PRICE
Zone- C	1. Car Parking space abutting premises No. 03-0097 of Street No. 97 (i.e. behind Home Town).	Rs.14,69,143
	2. One side of Street No.95 (Opposite to Central Mall) Block, Action Area-I in a single row.	
	3. One side of Street No.104 [starting from opposite to office upto the Service Road adjacent to the Flyover of (IIII)] in BG Block, Action Area-I in a single row.	

- Highest quoted applicant or the bidder, as decided by the authority, with valid documents may be allowed for offered Zone subject to payment of offered price for total tender tenure **within 03 (three) days of the issue Letter of Intent.**
- Any application with / without Demand Draft for less amount will be forfeited and rejected.
- NKDA reserves to itself the Liberty to reject all or any bid including the highest bid without assigning any reason.**
- Do not quote any amount below "Reserve Price".

10) Document to be uploaded

- Name and address Phone No
- EMD.
- Copy of Pan Card.

(4)

- Copies of Income Tax Return for the last 03 (three) years.
- Copy of Profession Tax Registration Certificate.
- Copy GST Registration Certificate.
- Certificate of Establishment–Trade License.
- Copy of Co-operative Registration Certificate. (in case of Co-operative only) & valid Certificate of Enlistment of NKDA / Trade License.
- For partnership firm – Enclose Xerox copy of registered partnership deed & Certificate of Enlistment of NKDA / Trade License.
- For Company – Enclose Xerox copy of Registration & Certificate of Enlistment of NKDA.
- For individual- Xerox of 1st page of Bank Pass Book, Xerox of Voter ID Card or Aadhar Card or Ration Card & Certificate of Enlistment of NKDA / Trade License.
- For NGO –PAN Card, registration certificate –West Bengal Society Registration ACT & Certificate of Enlistment of NKDA / Trade License.
- Copy of the affidavit (Annexure-B).

11) MODE OF SELECTION

The highest bidder has to submit the Demand Draft of Earnest money which was uploaded at the time of Bidding along with the License Fee **within 3 days** of the issue of Letter of Intent (LoI).

If the highest bidder fails, then authority will decide if the second highest bidder will be offered or the stretch be re-tendered. It won't be automatic choice that the second bidder or there after establish the claim. If authority so desires, bid call for auction will be made and auction amongst the particular stretch, bidder will be taken place multiplying by an amount to be decided by the tendering officer/NKDA authority.

The evaluation of the Technical bids will be carried out in the following manner:

- (i) Technical Bids will be evaluated of only those bidders who fulfill the eligibility Criteria.
- (ii) The bidders' technical proposal shall be evaluated as per the requirements specified in the NleT. The Bidders are required to upload all required documentations in support of the evaluation criteria specified as required for technical evaluation.
- (iii) The Financial/Commercial Bids of only the technically qualified bidders will be opened for evaluation.
- (iv) Highest quoted applicant may be allowed for offered Zone subject to payment of offered price for total tender tenure within 03 (three) days of issue of the Letter of Intent.

12) MODE OF PAYMENT

The contractors/agency shall deposit the 11 (eleven) months license fee in advance within 3 days of the issue of Letter of Intent (LoI). All payments shall be deposited by way of Bank Draft/ Pay Order in favour of 'New Town Kolkata Development Authority' and 'Payable at Kolkata, against proper receipts.

13) OTHER IMPORTANT CONDITIONS

- a) The staff engaged by the licensee at the parking site shall wear blue shirt (code number to be provided by the department should be written on the shirt properly) and navy blue trousers provided by the licensee and must carry identification and display the same. The cost of providing such uniform shall be borne by the licensee.
- b) **The Parking Fee Realization should be made through Handheld Terminal** and shall include details of the vehicle number, kind of vehicle, time-in and time-out of the vehicle and also the

(5)

- c) location of the parking site. These coupons should be issued to all parked vehicles in the parking stretch. The cost of such coupons shall be borne by the licensee. The hourly charges for all modes of vehicles should be
- d) printed on the reverse side of the coupon and must be stamped by the NKDA authority beforehand. In no way issue of coupon manually will be allowed.
- e) In case when the parking fees realization coupon is lost by a customer, the licensee shall deliver such vehicle to its rightful owner only after checking the identity of the owner and upon proper proof of ownership of the vehicle. In case of a dispute, the matter shall be reported to Bidhannagar Police.
- f) The parking attendant should be polite to its customers. In case any complaint of misbehaviour or misconduct is received against the attendant of the concerned licensee, the NKDA authority may decide to cancel the license.
- g) The licensee should put-up rate charts by way of sign-boards at diverse prominent places within their territory mentioning therein the rates of parking fees fixed by the NKDA.
- h) The licensee must strictly follow the car parking rates approved by the NKDA. NKDA reserves the right to cancel the license given to the licensee, in case the licensee collects parking fees in excess of the rate approved by NKDA.
- i) Only when parking space is unavailable, the licensee is entitled to refuse parking facilities to a person seeking parking space.(instruction given above)
- j) The manner of parking as directed by the NKDA authority must be strictly followed. Moreover, no parking is allowed in front of entrances to premises, carriageways, gates etc.
- k) No parking fees can be charged in respect of vehicles belonging to the Hon'ble Judges of the High Court, Fire Brigade, Traffic Police, Military, Armed Police, on-duty Civil Defence Organization, Ambulance, Foreign Consulates, WBHIDCO and NKDA vehicles, MLA's and MPs.
- l) The licensee must allow NKDA employees access to the parking zone for necessary works like repair of hydrants/manholes/pits/curbs etc.
- m) The licensee will have to keep the entire parking area including the adjacent footpath and curb channel clean. Garbage collected is to be stored in a contained and must be handed over to the NKDA's Solid Waste Management staff.
- n) The licensee will ensure that all gully pit grids/holes are kept scrupulously clean to maintain free flow of water. Any missing/broken gully pit grid must be reported forthwith to the concerned Executive Engineer for replacement.
- o) In the event of any untoward disturbance created in the designated parking area, which may cause any damage to the parked vehicles, the licensee shall be responsible for informing the relevant authorities (including the NKDA and Bidhannagar Police) as soon as possible.
- p) After acceptance of the offer possession certificate will be issued after installation of display board indicating the following:
 - Sl. No. (Stretch name)
 - The number of cars to be parked
 - Rate chart
 - Name and address of licensee. The display board (2 M X 1 M) shall be placed by the licensee at the allotted parking space on steel stand.
- q) The car parking space has allotted the licensee shall have to be clearly marked by white paint. Such painting cost payable to be borne by the agency.
- r) Arrangement of parking lay out in a carriage way shall be at the discretion of police authority.

(6)

- s) Proper maintenance of the car parking space to be ensured by the licensee. A) cleaning the parking space regularly B) washing of the parking space whenever required C) demarcation of the parking space should be painted (as said above) and maintained properly in regular interval D) Staff engaged by the agencies /contractors should keep constant watch & not to allow fixing illegal hoarding, banner, flex, cutout or small paper display in their own area (usually it fixes on street reeling, divider, trident lamppost, nearby tree, vacant place on footpath etc.) so that the effort of NKDA to keep the New Town clean can be successfully made.

14) Opening of Tender:

Tender shall be opened as per Date and Time Schedule. In case Tender opening date is declared HOLIDAY, Tender shall be received and opened on next working day at the same time specified in the NleT (Notice Inviting e-Tender).

15) Payment:

The offer made by the 'parking contractor/agency/cooperative' shall be subject to acceptance by the NKDA. The offer once accepted, shall be final and binding upon the parking contractor/agency/cooperative. Any offer/permission granted by the competent authority 'may/can' be withdrawn, any time without assigning any reason thereof.

- 16)** The successful bidder whose bid is accepted shall make **formal agreement** along with bid documents in triplicate, within 03 (three) days from the date of issue of Letter of Intent (LoI). If the successful bidder fails to perform the formalities within the specified period the Tender is liable to be cancelled and the Bid Security will be forfeited.

- 17)** The offer shall remain valid for 180 days from the date of opening of the tender.

18) Security Deposit:

The Earnest Money will be converted as Security Deposit for successful bidder. The Security Deposit will be refunded after successful completion of entire work.

19) Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of NleT (online) (Publishing Date)	25/01/2018 at 03:00 PM
2	Documents download start date (Online)	25/01/2018 at 03:00 PM
3	Documents download end date (Online)	07/02/2018 upto 02:00 PM
4.	Date of Pre-Bid meeting	01/02/2018 at 03:00 PM
5.	Bid submission start date (Online)	25/01/2018 at 03:00 PM
6.	Bid submission closing date (Online)	07/02/2018 upto 04:00 PM
7.	Bid opening date for Technical Proposals (Online)	09/02/2018 at 03:00 PM
8.	Last Date of uploading list for Technically Qualified Bidder(online)	Will be notified separately
9.	Date for opening of Financial Proposal (Online).	Will be notified separately

- 20)** The bidder is bound by the terms & conditions of NleT document, Instruction to Bidders, Schedule of works etc, which forms a part and parcel of this contract.

(7)

- 21) Prospective applicants are advised to note carefully the eligibility criteria before bidder the bids.
- 22) Conditional / Incomplete bid will not be accepted under any circumstances.
- 23) Any Corrigendum, notification in connection to this NleT will be published in the official website of New Town Kolkata Development Authority (www.nkdamar.org) as well as <https://wbtenders.gov.in> . The applicants are requested to please follow the websites for such notifications, corrigendum etc.

 24/1/18

Estate Manager-II,
New Town Kolkata Development Authority.

Memo No. 454/1(10)/NKDA/Admn-641/ 2016

Date: 24.01.2018.

Copy forwarded for information to:-

1. The Chief Engineer, New Town Kolkata Development Authority.
2. The Finance Office, New Town Kolkata Development Authority.
3. The Administrative Officer-I, New Town Kolkata Development Authority.
4. The Administrative Officer-II, New Town Kolkata Development Authority.
5. P.A to the Chairman, New Town Kolkata Development Authority.
6. P.A to the CEO, New Town Kolkata Development Authority.
7. Official website of WB Tender (www.wbtenders.gov.in)
8. Official Website of New Town Kolkata Development Authority (www.nkdamar.org).
9. Office Notice Board.
10. Guard File.

 24/1/18

Estate Manager-II,
New Town Kolkata Development Authority.

Rate Chart for Parking

I. Rate Chart for Day Parking (7 A.M. – 10 P.M.)			
Category of Parking space	Rate per hour or part thereof (in Rs.)		
	Type of vehicle		
	Two Wheeler (Motorized)	Car / Van	Mini Bus / Bus / Lorry
All category	Rs. 5/-	Rs. 10/-	Rs. 20/-
All category	Monthly rate in Rupees		
	Rs. 600/-	Rs. 1,200/-	Rs. 1,500/-
II. Rate Chart for Night parking (10 P.M. – 7 A.M.)			
Category of Parking space	Type of vehicle		
	Two Wheeler (Motorized)	Car / Van	Mini Bus / Bus / Lorry
All category	Rate per night in Rs.		
	Rs. 10/-	Rs. 30/-	Rs. 60/-
All category	Monthly Rate in Rs.		
	Rs. 1,000/-	Rs. 1,500/-	Rs. 2,000/-
III. Rate Chart for Exclusive car parking			
Sl. No.	Category	Per car per annum	
1	Commercial	Rs. 15,000/-	
2	Institutional	Rs. 15,000/-	

AFFIDAVIT (by Notary)

1. That I am a citizen of India.
2. That I am the(your status of the firm)
3. That no case (Criminal) is pending against me or my company or representative for commission of any offence. I further undertake that in the event it is found that any Criminal case for violation of any Act is pending against me or my company or company's representative in any court of India then the NKDA reserves its right to cancel this License without giving any further notice.
4. That I am not convicted against any Criminal case.

The statements made above are all true to the best of my knowledge and belief.

DEPONENT

Prepared in my office
And identified by me