

Nabadiganta Industrial Township Authority

'Unnayan Bhawan', 1st Floor, Block - A, Salt Lake, Kolkata - 700 091

2ND CALL

NOTICE INVITING QUOTATION

N.I.Q. NO. : 06/NDITA/2012-13 of E.O.

Date: 25.09.2012

Sealed Quotations (in two bids system) are invited from experienced, resourceful, bonafide car parking agencies/other firms, for the below stated work, by the Executive officer, Nabadiganta Industrial Township Authority, 'Unnayan Bhawan' 1st Floor, Block - A, Salt Lake, Kolkata - 700 091, as per terms and conditions, given hereinafter:

I.O. : **Name of Work :** Management of 'Fee Car parking' Block AQ-11 areas in NDITA, Parking Space (Area of Space 4068 sqm)

Last date and time for submission of sealed Quotation.	Up to 2.00 p.m. on 03.10.2012
Date and time for opening of Quotation in presence of willing Quotationers.	After 3.00 p.m. on 03.10.2012

2. Eligibility :

- a) The intending quotationer may be an individual or a bonafide Co- operative Society or a firm.
- b) Should be financially capable for undertaking such work.
- c) Should have experience in similar type of job.

3. Credentials :

The intending Quotationers shall submit documents, along with following enclosures :

- i) Valid experience certificate for similar type of work with any Government/Semi Government department or organizations.
- ii) in case of Co-operative Societies - ARCS Certificate and Audited report for last three years (11-12, 10-11 and 09-10).
- iii) IT, ST, PT Certificate/challans of last three years (11-12, 10-11 and 09-10).
- iv) Valid Trade License issued by competent Authority.
- v) Legal documents of ownership and partnership of the applicant.
- vi) Any other document, as felt necessary by the applicant.

Note : **a)** All credentials in attested copies. Originals to be shown for verification, whenever asked for, to NDITA.

b) An envelop, duly superscribed with NIQ No. and the Quotation inviting Authority, containing application and copies of credentials, may be used.

4. A) SUBMISSION OF QUOTATION :

a) Applicants who intend to participate in the Quotation, termed as 'Quotationer', shall have to comply following requirements :

i) Read and understand the contents, intention and related information in the quotation. No claim on misunderstanding, misinterpretation and insufficient data/information on one/few/all aspects, shall be entertained on later stage.

ii) Inspect the location of work and obtain all relevant information and conditions prevailing, beforehand and no claim at later stage on insufficient knowledge on any count, shall be entertained.

iii) Place seal and signature on all pages of the quotation and place the offered rate, both in figure and words, at appropriate spaces with seal and signature.

b) No overwriting is allowed. In case of mistake, single line scratch, writing correct entry adjacently and initial signature near the cutting and correct entry, to be maintained. No use of ink remover or use of white/coloured correction fluid is allowed.

c) The quotation will be received in two bids system (Technical offer & Price offer) in sealed cover.

B) ACCEPTANCE OF OFFERS IN QUOTATION:

a) The quotation received shall be opened, as per specified time schedule, in presence of willing quotationers, by the quotation inviting authority.

b) After detailed scrutiny of all the offers received, the quotation accepting authority shall accord acceptance of offers against the work, within a reasonable time and inform the concerned successful quotationer(s). The authority does not bind himself to accept the highest bid rate(s) or he may cancel all/few offers in quotationer(s) or split the work in further groups, without assigning any reason. The decision of the accepting authority shall be final and binding to all.

c) Acceptance of the offered rate and intent for allowing the work in favour of the successful quotationer shall be made by quotation accepting authority through a Letter of Intent (LOI).

d) The successful quotationer(s) shall, within seven days, shall perform formal deed of contract in duplicate and also remit the installment of payable license fee, in bank draft pledged in favour of NDITA.

e) Formal order to undertake the parking management work shall be issued by NDITA after fulfillment of point 5(d) above, and the date(s) to reckon the operation period of the work shall be considered from the date of this work order.

f) NDITA may partly combine the scope of LOI and formal work order, if felt necessary.

C) OTHER SALIENT FEATURES :

a) Secrecy of offers shall have to be strictly maintained and in case it is ascertained that secrecy has been violated, the tender(s) may be forthwith cancelled by the Tender accepting authority.

b) Any kind of canvassing or any improper means of negotiation shall make the offerer liable to get the tender rejected and their participation in future tenders shall not be allowed.

D) TERMS & CONDITIONS FOR FEE CAR PARKING UNDER NDITA :

1. The Period of license will be for **3(Three) months(90 days)**commencing from 01.10.2012. License fee shall have to be deposited at a time for 3 months before the issuance LOI/Work Order.
2. After expiry of license period NDITA reserves the right to renew/cancel the contract & float fresh Quotation before expiry of license period. The decision of NDITA will be final & binding.
3. **It may be stated clearly that the work order is issued by NDITA following the agreement of the agency/Co-operative Society to the effect that the rate has been quoted after being thoroughly acquainted with the site condition & under no circumstances the license fees as deposited will be returned.**
4. The staff engaged by the licensee are required to wear uniform with logo to be provided by the licensee. NDITA will decide the colour of the uniform in due course.
5. No consideration and remission will be allowed for any Strike/Hartal/Traffic Dislocation/Sunday & Holidays, Force Majurere.
6. The licensee must not assign or any way transfer the right to collect parking fees to third party/Co-operative societies & any other body without prior written approval from NDITA.

7. The licensee will not be allowed to realize car-parking fees from Government Vehicles/NDITA vehicles/Police Authority.
8. **The licensee is required to collect fees strictly as per rate as decided by NDITA. If any written complain with necessary documents are received by NDITA regarding charging of parking fees above the rate fixed by the NDITA, the license will be cancelled & in that case no refund of license fees will be allowed.**
9. The Licensee is required to install display Board at a convenient location including the following :
- Site Description & reference of order issued by NDITA.
 - Approved rates of parking fees as follows :

Time	Bus/Truck (for private use)	Minibus/Mini Truck (for private use)	Small Motor cars of 4 Wheeler (for private use)	Scooter/Motorcycle of 2 Wheeler (for private use)
1 st one (1) hour	Rs. 50.00	Rs. 30.00	Rs. 10.00	Rs. 5.00
Next each hour or less	Rs. 7.00	Rs. 5.00	Rs. 3.00	Rs. 2.00
Monthly rate	Rs. 2,500.00	Rs. 1,500.00	Rs. 800.00	Rs. 400.00

- Name, Address of Licensee & Contact no.

The Display Board (2MX1M) shall be placed by the license at his own cost.

10. Any tax, if applicable will be imposed on license fee & will be paid by the licensee.
11. The Licensee may be required to execute an agreement detailing the terms & conditions in a stamped paper on allotment of license.

Executive Officer
Nabadiganta Industrial Township Authority

Memo no. : 1067(14)/NDITA/11

Date: 25.09.2012

Copy to :

1. The Chairman, NDITA
2. The Vice Chairman, NDITA
3. Project Director, Sundarban Development Board, Mayukh Bhavan
4. The Chief Engineer, Municipal Engineering Directorate, Bikash Bhavan
Bidhannagar, Kolkata – 700 091
5. The Special Engineer, Urban Development Department, Sech Bhavan,
Bidhannagar, Kolkata – 700 091
6. Sub-Divisional Officer, Bidhannagar,
7. Executive Officer, Bidhannagar Municipality
8. Executive Engineer (PWD) Circle-I, Purta Bhavan
9. Secretary KMDA, Prasasan Bhavan, Bidhannagar
10. Executive Engineer, NDITA
11. The OSD(Tech), NDITA
12. The Accountant, NDITA
13. The Notice Board, NDITA
14. Publication in our official website (www.ndita.org) & the website of Municipal Affairs
Department, Government of West Bengal.

Executive Officer, NDITA