**Government of West Bengal**
**Directorate of Forests**
**Office of the Ex-Officio Director, Bardhaman Zoological Park &**
**Divisional Forest Officer, Burdwan Division.**
**Golapbug, P.O. - Rajbati, Dist. - Purba Bardhaman – 713104.**
**Phone: 0342-2950507; Fax: 0342-2659507**
E-mail: dfobdn@yahoo.co.in

**No. 1335 / B – 7 / e-Tender Dated; Burdwan, the 10 / 04 / 2023.**

# NOTICE INVITING e-TENDER

**Notice Inviting e-Tender No. 9(e)/BZP/WBZA/2022-23 (3rd Call)**

of the Ex-Officio Director, Bardhaman Zoological Park & Divisional Forest Officer, Burdwan Division Directorate of Forests, Government of West Bengal, Invites e-Tender for the work detailed in the table below. (Submission of Bid through **online**)

**E-TENDER FOR COLLECTION OF PARKING FESS FROM PARKING LOT AT BARDHAMAN ZOOLOGICAL PARK, RAMNABAGAN, BURDWAN**

Ex-Officio Director, Bardhaman Zoological Park invites ONLINE BID (E – BID) of the following work:-

***Last date & time of submission of bids online is : 03/05/2023 up to 4.30 PM & technical bid documents copies, Bid Confirmation Slip, EMD (online) confirmation and copy of others documents which was uploaded by the tenderer Physically Submission in Offline: 04/05/2023 up to 2.00PM*.**

## List of Work(s):

| Sl. No. | NIT No. | Type of Works | Base Rate (excluding all taxes) | Cost of Tender Paper | Earnest Money | Period of Lease |
|---|---|---|---|---|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| 1. | 9(e)/BZP/ WBZA/ 2022-23(3rd Call) | Collection of Parking Fees from Parking Lot at Bardhaman Zoological Park | Rs.1,50,000/- | Rs. 2,000/- (only for successful tenderer) | Rs. 3,000/- | 1(One) Year from the date of commencement |

**1. Name and Area of work**:

Collection of Parking Fees from Parking Area (Lat.-N-23°15'14.9, Long. - E-87°50'59.4", Lat.-N23°15'10.00", Long-E-87°50'59.6", Lat.- N23°15'17.9", Long.-E87°50'58.3" & Lat.-N23°15'21.00", Long.-E87°50'59.2") of Bardhaman Zoological Park alongside Bijoy Bihar Wall from the Sign Board of Bardhaman Zoological Park in front of the Mahogany (West Indian mahogany) Tree upto Entrance Gate opposite the University 1st Gate (within the premises of Burdwan Forest Division Land).

**2. E-Filing:**

In the events of e-Filing intending bidder has to download the bid documents from the website http://etender.wb.nic.in directly with the help of Digital Signature Certificate.

**3. Earnest Money (EMD)**:

The amount of earnest money as calculated on the Estimated Amount furnished in the statement of works schedule put to tender **should be deposited only by NEFT/RTGS/Demand Draft to the account of "Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan" Account No. 32302138407 of SBI Main Branch (IFSC Code – SBIN0000048), Kanchari Road, Burdwan .**This clause is also applicable for all categories of applicants except those who are exempted from this as per prevailing Government Order.

**There is no exemption of any kind for any of the eligible contractors towards cost of tender document fee or EMD.**

**The documents submitted by the bidders should be indexed and also should be according to his / their Firm name.**

The L1 bidder shall make the Formal Agreement after getting the Letter of Acceptance (LOA) issued by the Tender Inviting Authority.

**4. Refund of EMD**:

The EMD of the unsuccessful Tenderers deposited in favour of "Ex-Officio Director, Bardhaman Zoological Park" will be refunded without any interest on receipt of application addressed to the Ex-Officio Director, Bardhaman Zoological Park & Divisional Forest Officer, Burdwan Division, from Tenderers as per relevant Govt. Rules vide **G.O. No. 3975-F(Y) dated 28.07.2016.**

**5. HELPDESK:**

Please note that for further details, contact Ex-Officio Director, Bardhaman Zoological Park & Divisional Forest Officer, Burdwan Division, Golapbug, P.O. - Rajbati, Dist- Burdwan, Pin-713104, Ph.No. 0342-2950507 on working day from ***26/04/2023 to 03/05/2023.***

**6. BASE RATE:**

The quoted amount payable to the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan shall not be below Rs. 1, 50,000 (Rupees One Lakh Fifty Thousand) only per year which will be the base rate, excluding Govt. Taxes as applicable.

**ALL THE INTENDING BIDDERS SHOULD OFFER THE RATE NOT LESS THAN THE BASE RATE (excluding Govt. Taxes as applicable). Government taxes like GST and TCS etc. has to be borne by the bidder in addition to the accepted bid rate**

**7. Maximum Schedule of rate for Parking**:**

| Sl. No. | Vehicle Type | Rate (in Rs.) | Timing |
|---|---|---|---|
| i. | Heavy Vehicle (Bus etc.) | Rs. 200.00 (Per Vehicles) | For 2(Two) Hours Only |
| ii. | Light Vehicles, Car, Taxi, 3 wheelers | Rs. 50/- (Per Vehicles) | For 2(Two) Hours Only |
| iii. | 2(Two) Wheeler – Motor Cycle | Rs. 30/- (Per Vehicles) | For 2(Two) Hours Only |
| iv. | 2(Two) Wheeler – Bicycle | Rs. 10/- (Per Vehicles) | For 2(Two) Hours Only |

**(** All the above mention rates are excluding of Govt. Vehicles)**

**8. Quoting of Rate:**

The agency has to quote the rate for 1 (one) year as a whole from the date of commencement. The successful agency shall deposit the 1st year revenue only by NEFT/RTGS/Demand Draft to the account of "Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan" **Revenue Account No. 32302138305** of SBI Main Branch (IFSC Code – SBIN0000048), Kanchari Road, Burdwan with 10 % increase for subsequent period if the contract is extended, failing which the authority will cancel the original work order.

**9. Eligibility criteria for participation in bid:**

a. The prospective bidders shall have satisfactorily completed as prime agency during the last 3 ( three) years prior to the submitting of bid similar nature of work of any State/Central Govt. Deptt or statutory body, Zilla Parishad, Mahukuma Parishad, Panchayat samiti and should possess the following for submission of copies with the bid papers:-

b. GST documents.

c. Pan Card.

d. Latest Income Tax acknowledgement receipt.

e. Valid trade licence.

f. Professional Tax receipt updated challan.

g. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co.-Op. Societies are required to submit as follows.

i. Valid Registration certificate issue by the Co-operative Deptt.

ii. Latest Audit report audited by Co-operative Deptt.

iii. Latest Resolution copy of Annual General meeting.

h. The partnership firm shall furnish the registered partnership deed.

i. Any change of BOQ will not be accepted under any circumstances.

**GST, Royalty & all other statutory levy/Cess if applicable will have to be borne by the agency.**

**Sd/-**

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

**10. Date & Time Schedule:**

| Sl. No. | Activity | Date & Time |
|---|---|---|
| *1.* | *Date of uploading of N.I.T. & other Documents (online) (Publishing Date)* | *26.04.2023* |
| *2.* | *Documents download & Submission date (online)* | *26.04.2023 from 11.00AM* |
| *3.* | *Documents download end & closing date (Online)* | *03.05.2023 upto 4.30 PM* |
| *4.* | *Last date for submission of technical bid documents copies and EMD (online) confirmation and copy of others documents which was uploaded by the tenderer (Self attested).* | *04.05.2023 upto 2.00 PM* |
| *5.* | *Bid opening date for technical proposals (online)* | *08.05.2023 after 4.30 PM* |
| *6.* | *Date of uploading & display of Technical Bid Evaluation sheet* | *To be notified in due course.* |
| *7.* | *Date of opening & uploading & display Financial Bids ( Online)* | *To be notified in due course.* |

11. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan reserves the right to reject any application for participating in the Bid and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

12. No CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.

**13. Normally highest bidder will be accepted &will be awarded work order but the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan, reserves the right to cancel the NIT without assigning any reasons thereof and no claim in this respect will be entertained.**

14. During scrutiny, if it comes to the notice of Tender Inviting Authority that the credential or any other papers found incorrect/manufactured/fabricated, that bidder/tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without forthwith without any consideration.

15. Before issuance of the work order if the credential & other documents of the highest bidder found manufactured or false, work order will not be issued in favour of such bidder under any circumstances.

16. **Refund of EMD:** EMD of all the unsuccessful Bidder will be refunded and EMD of the successful bidder will be converted into security deposit which will be refunded after contract period on satisfactory performance.

17. **Deposition of Quoted Amount:** Entire quoted and accepted amount along with all taxes as admissible as per Govt. order to be deposited in advance.

18. The Successful bidder (as lessee) will also have to sign an agreement with the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan on requisite stamp. The bid documents along with other Terms and Conditions shall form part of the agreement and the Successful Bidder (L1) shall be bound himself / themselves to abide by the same. The undersigned shall also reserve the right either to accept or reject any or all the bids without assigning any reason whatsoever.

19. **Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan** shall not be responsible for any delay in postal services for submission of the bid and late submission of the bid after scheduled date and no request for extension of scheduled time will be entertained.

**Sd/-**

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

## SCOPE OF WORK, GENERAL TERMS AND CONDITIONS

1. Selection of the L1 shall be on the basis of Bid by online submission by bidders to be received by the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan The accepting authority has the right to accept the highest bid or any other bid or to reject all of them without assigning any reason.

2. The L1 bidder shall realize parking fees as per rates prescribed in format attached to the NIT and shall abide by the provisions of the subsequent amendment, if any from time to time. This will constitute one of the terms and conditions of the contract. No reduction or remission of bid money will be admissible for the reasons whatsoever (viz. Bandh, Strike, natural calamities, public agitation, and / or suspension of traffic movements for any other reasons whatsoever). No police or Security arrangements would be made by Tender Inviting Authority.

3. Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan reserves the right to terminate the contract at anytime during its pendency without assigning any reason to the Lessee whatsoever. On receipt of the order on this behalf the Lessee shall hand over vacant and peaceful possession of parking area etc. to the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan.

4. The L1 bidder will supply from time to time the traffic count data as and when required by the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan.

5. The parking charges shall be displayed distinctly in Hindi, Bengali and English languages for each category of vehicles at terminus premises.

6. The L1 bidder shall keep complaint book in the Terminal premises available for lodging complaints, if any. He will also maintain an ORDER BOOK for receiving instructions from the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan from time to time.

7. The L1 bidder shall carry out instructions that may be issued by the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan or his/her representative for efficient and peaceful operation of the parking collection.

8. During the lease period any damages occurred to the Govt. properties (viz:- Bridge props, approaches, guards posts etc.) due to parking collection procedure, would have to be repaired by the L1 bidder at his own cost and upto the satisfaction of the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan.

9. During the lease period the traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.

10. During the lease period, all the Energy (Electric) bills and other statutory bills, if any, have to be paid by the L1 bidder and with intimation to the Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan along with original receipt.

11. The Ex-Officio Director, Bardhaman Zoological Park, Ramnabagan, Burdwan shall not bear any responsibility related to i) any insurance claim ii) Theft/ robbery/ loss of parking fees collected iii) any legal hazards related to accidents in parking area. Any claim related to operation of parking collection, personal engagement in parking collection shall be bound by the L1 bidder at his own responsibility.

12. The Security deposit will be released to the contractor after **1 (one) year** from the last date of completion of work of the project, if no irregularity is noticed within this period. In case of any irregularity, the Security Deposit will be forfeited, in addition to any legal action as deem fit &required.

13. The Scheduled Parking fees (mentioned in Sl. No. 5 of Tender Notice) which are prescribed by the **WBZA Memo No. 727/WBZA/C-3/22-23, dated 14-10-2022** should not be breached at any circumstances.

14. Any kind of structure (permanent / non permanent) shall not be erected. If required, Plastic Tarpaulin may be covered over the Motor Cycle / Bicycle for protection from natural calamities.

15. No Vehicle (Bus, Car, Taxi, 3 Wheelers, Toto, Cycle Rickshaw, Bicycle) will have to be kept in the parking area beyond the time period of 2(Two) hours. All such vehicles are to be parked used only by the zoo a visitor's is allowed to park in the parking area.

16. The Tender notice along with all terms & conditions Sl. No. 1 to 16 mentioned above will from the part of agreement to be executed by the Tenderer.

Sd/-

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

**Section – B**
**FORM-I**
**APPLICATION**

**To,**
**Ex-Officio Director,**
**Bardhaman Zoological Park,**
**Ramnabagan, P.O. – Rajbati,**
**Dist. – Purba Bardhaman. Pin – 713104.**

**Subject: Name of the Work with Tender reference no. _____.**

**Reference: NIT No. : _____**

Dear Sir,
Having examined the Statutory, Non-statutory and NIT documents; I/We hereby submit all the necessary information and relevant documents for evaluation.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

I/We are interested in bidding for the work mentioned above.

I/We understand that

(a) Tender Inviting Authority and Accepting Authority can amend the scope and value of the contract bid under this project
(b) Tender Inviting Authority and Accepting Authority reserve the right to reject any tender without assigning any reason.

The application is made by me/us on behalf of _____in the capacity of _____duly authorized to submit the tender.

Enclosure:
(1) Technical Proposal (Envelop-1/Folder)
(2) Financial Proposal (Envelop-2/Folder)

Date:_____

Signature of authorized officer of the firm: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

Sd/-

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

**Section-B**

**FORM II**

**(TO BE FILLED UP BY TENDERER)**

**To,**
**Ex-Officio Director,**
**Bardhaman Zoological Park,**
**Ramnabagan, P.O. – Rajbati,**
**Dist. – Purba Bardhaman. Pin – 713104.**

Dear Sir/ Madam,

**Subject: Name of the Work with Tender reference no. _____.**

**Reference: NIT No. : _____**

1. I/We refer to the tender notice issued by you for the work stated above vides tender reference no. _____mentioned above.
2. I/ We do hereby offer to perform, provide execute, complete and maintain the works in conformity with the drawings, conditions of contract, specifications, Schedule of Quantities for the sum of Rs……..(quoted in Financial BOQ )..... only at the respective quoted ITEM WISE rates mentioned in the Schedule of Quantities.
3. I/ We have satisfied myself/ ourselves as to the site conditions, examined the drawings and all aspects of tender conditions, subject above, I/ We hereby agree, should this tender be accepted in whole or in part, to:
   (a) Abide by and fulfill all the terms and provisions of the said conditions annexed hereto;
   (b) Complete the works within….....days.
4. I/ We have deposited the earnest money of Rs._____only which, I/ We note that deposited EMD, will not bear any interest and is liable for forfeiture-
   (i) If our offer is withdrawn within the validity period of acceptance.
   (ii) If the contract is not executed within 15 days from the date of receipt of the letter of acceptance. Or
   (iii) If the work is not commenced within 10 days after issue of work order/handing over of the site whichever is later.
5. I/ We understand that you are not bound to accept the lowest or any tender you receive.

Yours faithfully,

Signature.....
Designation: .....
Address : .....

Name of Partners of our Firm:

1) _____.

2) _____.

Sd/-

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

**Section – B**

**FORM – III**

**STRUCTURE AND ORGANISATION**

**General Information about the Organization**

| Sl. No. | Particulars | Details to be furnished | |
|---|---|---|---|
| **Details of the Bidder (Organization)** | | | |
| 1. | Name | | |
| 2. | Office Address | | |
| 3. | Telephone (Mobile No.) | | Fax |
| 4. | E-mail | | |
| **Details of Authorized person (if any)** | | | |
| 5. | Name | | |
| 6. | Address | | |
| 7. | Mobile No. | E-mail | |
| **Information about the Organization** | | | |
| | Status of Organization (Public Ltd./ Pvt. Ltd/ Institution/ University etc.) | | |
| 8. | Details of Registration of Organization | Date : | |
| | | Ref. : | |
| 9. | Locations and addresses of offices | | |
| 10. | Professional Tax Registration Number (If any) | | |
| 11. | PAN No. of Firm / Organization or Owner / Proprietor | | |
| 12. | GST No. | Aadhar No. | |
| 13. | Bank Account Number | | |
| 14. | Type of Account | Savings / Current / CC | |
| 15. | Bank Branch Name and Address | | |
| 16. | Bank IFSC Code | | |

Note : Attach an organization chart showing the structure of the company with names of key personnel and technical staff with Bio-data

**Signature of the Bidder**

Note: Application covers Proprietary Firm, Partnership, Pvt. Ltd. Company or Corporation

Sd/-

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.

**Section-B**

**AFFIDAVIT – Y**
**(To be furnished in Non-judicial stamp paper of appropriate value duly notarized)**

(I) I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.

(II) The undersigned also hereby certifies that neither our firm M/S_____ nor any of constituent partners had been debarred to participate in tender by the Directorate of Forests /Government of West Bengal or any of the Statutory Bodies or Government Organizations in favour of whom credentials are preferred by the undersigned towards eligibility criteria claim; during the last 5 (five) years prior to the date of this N.I.T.

(III) The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Ex-Officio Director, Bardhaman Zoological Park & Divisional Forest Officer, Burdwan Division, W.B. herein referred to as the Tender Inviting & Accepting Authority, to verify this statement.

(IV) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Tender Inviting & Accepting Authority.

(V) Certified that I have applied in the tender in the capacity of individual/as partner of a firm & I have not applied severally for the same job.

Date: _____

Signature of authorized officer of the firm: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

Sd/-

Ex-Officio Director, Bardhaman Zoological Park &
Divisional Forest Officer, Burdwan Division.
(Signature of Tender Accepting Authority)

Seal and Signature of the Tender.