



Office of the Executive Engineer  
BPPD-II, E &AM Sector, KMDA  
Kit Market Complex  
Jadavpur, Kolkata – 700032.

**Kolkata  
Metropolitan  
Development  
Authority**

Memo No: 119 /EE/BPPD-II/E&AM/KMDA/W-18(Pt.-IV)

Date: - 01 /12/2017

e-NIQ No.: 14/Q/EE/BPPD-II/E&AM/KMDA of 2017-18(3<sup>rd</sup> call)

DATED: 01 /12/2017

Executive Engineer, BPPD-II, E&AM Sector, KMDA at KIT Market Complex Building (2<sup>nd</sup> floor), Jadavpur, Kolkata -32, on behalf of Kolkata Metropolitan Development Authority (KMDA) invites ON LINE e-QUOTATION in KMDA Form No. 1 from bonafide, reliable and resourceful agencies/companies having Credentials of similar nature of works against Licence Fees for the following works.

Sl. No.	Name of Work	Earnest Money (Rs).	Rate	Time period
1	Inviting quotation for Non-residential, commercial use of three storied KMDA Building at Baishnabghata adjacent to 45/45B Bus Stand within BP Township, on licence fees basis for a period of 05(five) years. Period may be extended further if considered satisfactory by KMDA with higher fees in the discretionary power of KMDA. (3 <sup>rd</sup> call)	20,000/-	To be quoted	5( five) years,.
Tender ID: 2017_KMDA_140595_1				

**Note:** Rate to be quoted excluding GST but the GST amount as admissible is to be deposited to KMDA separately along with the quoted amount by the agency as applicable time to time.

**Mode of Payments of the Bid Money-**The agency is to make payment to KMDA of his quoted amount as yearly upfront basis in five equal installments along with GST amount as admissible separately prior starting of each individual tenure in the form of Bank Draft or Pay Order from any nationalized Bank/Schedule Bank, in favour of "KMDA" payable at Kolkata, failing which the offer of the agency will be treated as cancelled and the Bid Security which is kept under the custody of KMDA will be forfeited.

The 1-st installment of bid money will be paid before issuance of Work-Order. Remaining 4(four) installments of Bid Money will be paid before 15(Fifteen) days of scheduled date. However, delay in payment may be allowed upto 30(Thirty) days with interest @ 10% per annum. Otherwise his agreement with K.M.D.A will be terminated.

**Earnest Money deposit (EMD):-** EMD is to be remitted by the Quotationer through e-filing as mentioned in the column 4 above through Net- Banking/ RTGS/NEFT in respect of the Tender ID in favour of KMDA. In this respect the designated Bank details are as follows

**Name of the Bank: ICICI**

**Security Deposit:** The successful bidder will have to deposit Rs. 2.0 (Two) Lac as Security Deposit before issuance of Work-Order in the form of Bank Draft or Pay Order from any nationalized Bank/Schedule Bank, in favour of "KMDA" payable at Kolkata, failing which the offer of the agency will be treated as cancelled and the Bid Security which is kept under the custody of KMDA will be forfeited. Earnest Money which was deposited during participation in N.I.Q will be treated as a part of Security Deposit. As soon as the license period is over the agency has to hand over the premises in a good condition satisfying with the department and then only the Security deposit will be refunded.

Submission of Bid:- a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbtenders.gov.in&www.kmdaonline.org> as per time schedule stated herein under. Time will be reckoned as per Server Clock. b) The Financial Bid of the Participant bidders will be opened only if the bidder qualifies in the Technical Bid evaluation.

Time Schedule for Downloading, Uploading and Opening of Bid Documents:-		
a)	Date of uploading of e-N.I.Q. & other Documents (online) (Publishing Date)	Date: 01.12.2017, Time: 15.00 hrs.
b)	Documents download start date (Online)	Date: 01.12.2017, Time: 15.00 hrs.
c)	Documents download end date (Online)	Date: 18.12.2017, Time: 12.00 hrs.
d)	Date & Time of pre-bid meeting with	Date: 05.12.2017, Time: 15.00 hrs.
e)	Online Bid Submission Start Date & Time	Date: 01.12.2017, Time: 15.00 hrs.
f)	Online Bid Submission Last Date & Time	Date: 18.12.2017, Time: 12.00 hrs.
g)	Time and Date of Opening of Technical Bid ( Bid will be opened by the Authorized Officers)	Date: 20.12.2017, Time: 12.00 hrs.
h)	Date for opening of Financial Proposal (Online)	To be notified later on

**List of common documents shall have to be uploaded by each Quotationer at the time of submission of Quotation through online:-**

- 1) Income Tax e-Return ( For last 3yrs )



- 2) Audited Balance Sheet ( For last 3yrs)
- 3) Pan Card.
- 4) Professional Tax Enrolment certificate with current year challan.
- 5) Valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act. 2017.
- 6) Valid Renewed Trade License.
- 7) Credential.
- 8) Work Order for the work of credential submitted.

**List of documents shall have to upload by a Partnership Firm in addition to**

- i) The power of Attorney for the firm for signing the tender by a partner.
- ii) Partnership Deed.

**Language of Tender/Quotation:-** The Quotation shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

**Others:-**The Quotation Notice along with other documents like KMDA's Tender Form No. -1, Special Terms and Conditions, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.

**Declaration:-**Quotationer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

For any queries related to work, the intending agency may contact the office of the undersigned.

The Quotation inviting authority reserves the right to accept or reject any or all the Quotations without assigning any reason what so ever.

For detail information please visits <https://wbtenders.gov.in&www.kmdaonline.org>.

**General Terms and Conditions**

1. The bidder may operate and run shop or may use for commercial purpose of the building.
2. The bidder shall have valid trade license issued by a competent authority.
3. Internal civil and electrical works have to be undertaken by the licensee without damaging the structural part of the building and in this regard prior approval of K.M.D.A has to be taken. Electrical connection is to be obtained in the name of the bidder from CESC Ltd. by the licensee at his own cost and monthly bill will be paid by Licensee.
4. K.M.D.A will not allow changing the External architectural view.
5. Bar/F.L. off /wine shop will not be allowed.
6. Licensee will have to allow the officials of K.M.D.A for inspection purpose at any time.
7. The successful bidder will have to start usage of commercial complex within Two (2) months from the date of issuance of L.O.I.
8. Sub-leasing/Sub-letting is not allowed.
9. The successful bidder himself has to procure all the materials /items required for running of the business and will run the business by his own employees. No materials shall be issued by KMDA.
10. The upfront payment of the license fees will have to be paid on yearly basis and payable as per instructions/terms and conditions.



11. 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 shall be entertained after finalisation of the bid.
12. The selected bidder will have to enter into an agreement with KMDA within seven working days from the date of issuance of L.O.I.
13. **The commercial building will be allotted for a period of five years on license fees basis time period may be extended as per discretion of the competent authority of KMDA with enhance rate as negotiable.**
14. The agreement can be terminated in case of irregularities/under performance/non payment of upfront yearly license fees/suppression of facts by giving a written notice of one month.
15. **The KMDA authority acts as facilitator only, will provide the built up area measuring more or less 1327 Sq.ft in each floor of a 3(Three) storied building with toilet block having area 455 Sq.ft at ground floor as marked in site plan as attached with. Open terrace space will remain under the custody of KMDA and will not be allowed to use to the bidder for any purpose. Common Municipal Water supply & sewerage facility is available in the building. But any extra additional water requirement for business purpose will have to arrange by the bidder at his own cost.**
16. The bidder will have to bear maintenance charge of internal cleaning of commercial space.
17. GST and other applicable Govt. Taxes shall have to be paid by the bidder with yearly license fees.
18. After completion of successful lease period the Licensee will have to vacant & hand over thenon-residential commercial building to KMDA in good condition as was in position during take over

  
 Executive Engineer,  
 BPPD-II, E&AM.Sector, KMDA

Memo No: 119/EE/BPPD-II/E&AM/KMDA/W-18 (Pt.-IV)

Date: - 01 /12/2017

**Copy forwarded for information & necessary action to:**

1. The Secretary, KMDA.
- 2-7 The Chief Engineer, E&AM, R&B, W&S, Housing, Electrical, PM&C Sector, KMDA.
8. The Director of Finance, KMDA.
9. The Dy. Director, P.R.O, KMDA- publication as per KMDA rule and for display this NIQ in KMDA & Govt. of West Bengal Web site.
10. The Superintending Engineer, Construction Circle, E&AM Sector, KMDA
- 11-17. The Executive Engineer-BPPD-I,II/CRS/ECPD.-I,II / CD-II/NSD, E&AM Sector, KMDA.
18. The A.C.F.A, E&AM.Sector, KMDA.
19. The Head Estimator, CRS Circle, E&AM Sector, KMDA
20. NOTICE BOARD.

  
 Executive Engineer,  
 BPPD-II, E&AM.Sector, KMDA.