

Purba Bardhaman Zilla Parishad

Court Compound, 713101
Phone No.: 0342-2662400 (Office)
Email: zp_bwn@yahoo.com



Memo No.: 286/PBZP/e-Auction

Dated: 15/06/2026

NOTICE INVITING e-AUCTION NO.: 01 of 2025-26 (2nd Call)

On behalf of Purba Bardhaman Zilla Parishad, bid is hereby invited by Secretary, Purba Bardhaman Zilla Parishad, for e-Auction of below noted Bardhaman Bhaban, Sadhanpur, Purba Bardhaman from Bonafide individuals/firms/Co-operative society/Companies having experience in running any hotel/restaurant/lodge/guest house for at least 03 years and having annual turnover of at least Rs. 01 crore. E-Auction process will be held only through on-line mode of bidding in the Govt. e-Auction portal [[http:// eauction.gov.in](http://eauction.gov.in)].

Intending Bidders must have **Digital Signature Certificate (DSC)** for submission of their bids online through Government e-Auction System to participate in the competitive bidders.

The terms & conditions to participate in e-auction are given below:

Sl. No.	Name of Service	Base Price	Earnest Money @2%	Lease Period
1	Management for Operation and Maintenance including Hospitality in the specified rooms in Bardhaman Bhavan, Sadhanpur, Purba Bardhaman on lease basis	Rs. 32,16,000/- (For 1 st Year i.e. 01.08.2026 to 31.07.2027)	Rs.65,000/-	01.08.2026 to 31.07.2029 (for 03 Years)

Earnest Money should be deposited in A/C No. 44535922645 of State Bank of India, IFS Code: SBIN0000048, Burdwan Branch in favour of "Purba Bardhaman Zilla Parishad Own Fund" payable at Burdwan through Payment Gateway system/RTGS/NEFT only. The NIA No. and / or UTR No. should be clearly mentioned on the deposit challan. Payment made otherwise will be rejected.

e-Auction Elapse time is maximum 15 (fifteen) minutes and e-Auction Bid auto extensions is also 15 (Fifteen) minutes. The e-auction shall be an ascending forward online electronic auction. Minimum incremental value is Rs. 10,000/- (ten thousand) and its multiple only and maximum is 10% of base price i.e., Rs. 3,20,000/- (Three lakh twenty thousand only) (App.). The Earnest Money of the unsuccessful bidders will be refunded to their respective bank accounts.

On Successful bidding process, the Highest Bidder will have to deposit entire Offered Rate for 1st year of lease during Lease Agreement. Only after receiving the entire Amount, Lease Agreement will be completed by Zilla Parishad and Lease Order will be issued thereafter.

The Eligibility Criteria are given below:

1. Self- attested photocopy of document having experience in successfully running any hotel/restaurant/lodge/guest house for at least 03 years for operation and maintenance of the installed facilities on lease or ownership for at least **three** years is to be uploaded. **PAN Card, Voter Card/ Adhaar Card** [for individual only], Income Tax Return of last **03** (three) years, **P. Tax Registration Certificate, Receipt of Earnest Money** Deposited in favour of Purba Bardhaman Zilla Parishad and **Registration Certificate / Trade license** (valid and up to date) for Firm/ Co-operative Societies/Companies should be uploaded with the e-Auction document in www.eauction.gov.in portal.
2. Bidder concern should have an **annual turnover of Rs. 1 Crore and above.**
3. Only technically approved participant can attend the e-Auction Process.
4. No claim will be entertained for natural calamity, strike called by any political party/labour union, etc.
5. No **CONDITIONAL / INCOMPLETE** auction will be accepted under any circumstances.
6. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co.-Op. Societies are required to furnish **valid Bye Law, Current Audit Report, Valid Clearance Certificate from A.R.C.S** for the last year along with other relevant supporting papers.
7. Before issuance of the Lease Order, the Auction inviting authority shall verify the documents of the highest bidder if found necessary. After verification, if it is found that such documents submitted by the highest

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- bidder is either manufactured or false, in that case, Lease Order will not be issued in favour of the highest bidder under any circumstances and Legal Action shall be initiated against such bidder. In that case, e-auction will be cancelled, as well as the Earnest Money of such bidder shall be forfeited in favour of the Purba Bardhaman Zilla Parishad.
8. All the documents in proof of their eligibility IN ORIGINAL need to be produced as and when asked and required.
 9. An agreement will be signed between the Purba Bardhaman Zilla Parishad and the successful bidder to run the operation and maintenance including hospitality service in the specified rooms for **three (03) year** upon payment of **100% of the 1st year's lease amount**. Failing of any of the above conditions, it will be treated as cancellation of agreement and the Earnest Money shall be forfeited.
 10. The Lessee shall ensure that only trained Operators having sufficient experience in serving and management of hospitality are deployed. Arrangement of Safety Measures, fire extinguisher, Life Jackets, lights, first aid kits etc should always be kept at the serving place to help the operation and maintenance including hospitality service using them during any accident.
 11. The Purba Bardhaman Zilla Parishad authority reserves the right to accept or reject any bid or cancel the bidding process without assigning any reason whatsoever.
 12. The successful bidder shall abide by the guidelines / order issued or to be issued in future by this office or any Department of Govt. of West Bengal.
 13. If the lessee does not want to run the service before completion of tenure, he shall serve a notice in writing to the Authority of Purba Bardhaman Zilla Parishad giving at least 60 (Sixty) days' time.
 14. Individuals/firms/Co-operative society/Companies etc who previously couldn't run the service properly as per the conditions of Zilla Parishad, their bids will not be accepted.
 15. Bidder who will refuse to run the service despite successfully bidding for it, their Deposit/Earnest Money will be forfeited and they will be held responsible for any mischief/falsehoods/ fraud conducted and shall be liable to be punished as per existing laws.
 16. If any bidder instead of giving his/her original name and bids through an imaginary name, he or she shall be held responsible for fraud. If such bidder tries to commit fraud on the Zilla Parishad, legal action shall be taken against the bidder concern.
 17. Previous lessee who are yet to complete any payment to Purba Bardhaman Zilla Parishad shall not be allowed to participate. If they want to participate, then must have to clear all dues before technical evaluation.
 18. Willing bidders before participations in the bid must satisfy themselves regarding the present status of Bardhaman Bhavan, Sadhanpur, Purba Bardhaman. Any objection, complaints letters on regarding the above will not be accepted.
 19. Lease order, Payment deposit Certificate and Work Order will have to be place as past experience of providing hospitality service for at past.
 20. Information regarding any litigation or arbitration during the last five years in which the Bidder is involved, the bidders concern the disputed amount, and the matter will have to be uploaded.
 21. Purba Bardhaman Zilla Parishad will not take any liability and responsibility for any kind of accident / incident during lease period.
 22. The Secretary, Purba Bardhaman Zilla Parishad, reserves the right to cancel the Notice Inviting e-Auction due to unavoidable circumstances, without assigning any reason thereto to the intending bidder and no claim from any corner in this respect will be entertained.
 23. The successful bidder shall maintain good and healthy relation with occupants/customers and he will be solely liable for the inconvenience, if any, caused to the occupants/customers at the instance of the employees of the hospitality service at Bardhaman Bhavan, Purba Bardhaman Zilla Parishad will not be liable or responsible for the same. However, Purba Bardhaman Zilla Parishad will have the power to entertain any complaint to that effect and to take appropriate decision thereon.
 24. Non- compliance and /or deviation of any of the **terms and conditions and Rules & Regulations** of this notice will lead to cancellation of lease agreement / work order issued in favour of the successful bidder.
 25. During and /or after the e-auction process, if it is found that anybody had/has attempted to frustrate /vitiate the e-auction process, he shall be black listed and the earnest money deposited by him shall be forfeited in favour of Purba Bardhaman Zilla parishad.
 26. All bidders are liable to abide by the **Rules & Regulations** issued by this office or higher authority, Govt. of West Bengal.

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27. During any physical inspection, any aberrations of any clause will make the work order liable for cancellation and forfeiture of the amount paid without any chance of hearing.

Terms and Conditions:

1. The highest bidding amount of the said e-Auction offered by the Highest Bidder will be the final lease amount for the first (1st) year, the final lease amount for the 2nd year will be increased @ 10% of the highest auction over the lease amount of the 1st year, the final lease amount for the 3rd year will be increased @ 10% over the lease amount of the 2nd year.
2. The highest bidder shall pay the full amount of each year's lease amount determined in (as Sl. No. 1 of the **terms & conditions** above) within **30th June of every year starting from 2027 till 2028**.
3. A **penalty of 2% of due amount** of each year's lease amount will be charged for **each month delay from the stipulated time period** is to be paid by the bidder in terms of the agreement and work order.
4. No sub-bidder/sub-leasing/sub-renting will be allowed under any circumstances whatsoever. The agreement shall stand cancelled on detection of such circumstances.
5. The Lessee shall **keep all arrangements** of the property as described in the **Rules & Regulations** of the Government and Zilla Parishad enclosed with the original notice at his own costs to meet up any situation.
6. Purba Bardhaman Zilla Parishad shall not take any liability and responsibility for any kind of accident / incident during service and the successful bidder shall bear the cost of Salary, remuneration etc. of the staff/ employees involved in the operation and maintenance including hospitality service.
7. The Lessee shall be bound to keep necessary Signage properly at all important places and rooms of Bardhaman Bhavan at his own costs.
8. That the party of the Second Part/Lessee shall have the right to take necessary Licences from the Licensing "Authority" i.e. from the local Gram Panchayet / Panchayet Samiti / Zilla Parishad/Municipality/Municipal Corporation or any other competent authority for carrying on business over and above the schedule mentioned service.
9. The lease holder will be free to determine the room rent of Bardhaman Bhavan.
10. All the details of the timings of the services to be provided with other details are to be displayed at the main entrance of Bardhaman Bhavan.
11. Proper safety & security arrangements shall be made available at Bardhaman Bhavan.
12. Photo Identity Cards are to be issued to all personnel working at Bardhaman Bhavan and the same shall be displayed on the respective person.
13. No alteration of the permanent infrastructure at Bardhaman Bhavan will be allowed by the authority concern. Lessee concern will responsible for maintenance of the leased property at their own cost.
14. Regular inspection and surprise checks have to be undertaken by the authority concerned to ensure the compliance of guidelines of the Government and Zilla Parishad.
15. The Principal Employer will be the concern bidder and not the Purba Bardhaman Zilla Parishad. Cost of Infrastructure and manpower wages shall have to be borne by the lessee itself.
16. The above terms are binding upon the heirs, successors, administrators and/or assignee of the party of the First Part/Lessor as well as upon the successors in office, administrators, legal representatives of the party of the Second Part/Lessee.
17. Jurisdiction: The Court at Burdwan in West Bengal shall only have jurisdiction in all matters arising out of and touching and/or concerning this Agreement.
18. All the terms and conditions are to be governed by the INDIAN CONTRACTS ACT, 1972 Amendment, and all disputes arising between the parties are to be resolved by the same, provided no other regulation at that time offers a more just relief to the complainant.
19. The Lessee must continue hospitality service at Bardhaman Bhavan as per Rules & Regulations of the Government and Zilla Parishad enclosed with the original notice and any core services will be introduced time to time will be enforced and required to be provided by the lessee.
20. Wastages/trash have to be properly disposed of as per Government regulation in consultation with Burdwan Municipality. No trash/wastes can be thrown outside Bardhaman Bhavan.

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Important Dates & Time for E-Auction:

Sl. No.	Events	Dates	Time
1.	Publishing date & time	15.06.2026	05.00 PM
2.	Pre-Bid meeting	17.06.2026	01:00 P.M
3.	Documents submission / Payment start date & time	17.06.2026	03.00 PM
4.	Documents submission/ Payment end date	03.07.2026	05.00 PM
5.	Documents / Payment approval start date	06.07.2026	11.00 AM
6.	Documents / Payment approval end date	07.07.2026	05.00 PM
7.	Auction start date & time	08.07.2026	11.00 AM
8.	Auction end date & time	08.07.2026	04.00 PM

For any additional information regarding e-auction the intending bidder can contact in the Office of the Purba Bardhaman Zilla Parishad, Bardhaman. Helpline No. related to e-Auction: 9732160467.

Secretary

Purba Bardhaman Zilla Parishad.

Dated: 15/06/2026

Memo No. 286(52)/PBZP/e-Auction

Copy forwarded for information & necessary action to:

1. Superintendent of Police, Purba Bardhaman.
2. Sahakari Sabhadhipati, Purba Bardhaman Zilla Parishad.
- 3-6. Sub-Divisional Officer, Katwa /Kalna/Bardhaman Sadar North/ Bardhaman Sadar South Sub Division
7. Adhyaksha, District Council, Purba Bardhaman Zilla Parishad
- 8-17. Karmadhakshya, All Sthayee Samiti, Purba Bardhaman Zilla Parishad.
- 18-40. Sabhapati, Panchayet Samity (All), Purba Bardhaman
41. Deputy Seretary, Purba Bardhaman Zilla Parishad.
42. F.C & C.A.O, Purba Bardhaman Zilla Parishad.
43. District Engineer, Purba Bardhaman Zilla Parishad.
44. DIO & T.D, NIC, Purba Bardhaman, with a request to publish the notice in the District Website:
<http://www.bardhaman.nic.in>
45. Block Development Officer (All)_Development Block.
46. District Information & Cultural Officer, Purba Bardhaman.
47. District Information Analyst, Purba Bardhaman Zilla Parishad to upload the notice in Purba Bardhaman Zilla Parishad Website: <http://www.burdwanzp.org>
48. Head Assistant, Purba Bardhaman Zilla Parishad.
49. C.A. to Sabhadhipati, Purba Bardhaman Zilla Parishad.
50. C.A to District Magistrate & Executive Officer, Purba Bardhaman Zilla Parishad.
51. C.A to Additional Executive Officer, Purba Bardhaman Zilla Parishad.
52. Notice Board, Engineering Wing, Purba Bardhaman Zilla Parishad

Secretary

Purba Bardhaman Zilla Parishad

**Rules & Regulations of the Government and Zilla Parishad which will have to be complied by the
lessee for providing/running hospitality services at the Bardhaman Bhavan**

1. Basic Hospitality services which include: -

- a) Reception
 - b) Bookings
 - c) House keeping
 - d) Room service
 - e) Attendants
 - f) Restaurant / Cafeteria/Event Management Service which may be opened to outsiders also.
2. Operation and maintenance of electrical installations.
 3. Operation and maintenance plumbing & water supply.
 4. Maintenance of security and guarding round the clock.
 5. Cleaning and maintenance of the campus including garden.
 6. Operation and maintenance of the conference hall & all other common areas.
 7. Firefighting arrangement.
 8. Installation of CCTV.

DETAILS: -

1. Basic Hospitality services: -

- a) **Reception:** - The lessee will arrange for adequate receptionists at reception counter. He will maintain visitor's Register as per norms. The bidder will also arrange adequate number of attendants.
- b) **Booking:** - Reservation and allotment of rooms as well as free space within the premise will be given by the lessee. However, Purba Bardhaman Zilla Parishad will get preferential treatment.
- c) **Housekeeping:** - The bidder will arrange for washing of all types bedding materials, tables linens, curtain, sofa cover etc. The linens should be changed after three days of continuous occupations or as per the requirement whichever is earlier.
The Rooms, Bathrooms, Kitchen, Pantry, Dining Room, Meeting Hall and allied premises should be kept clean. Cobwebs to be removed periodically. Disinfection of rooms, furniture, crockery etc to be done periodically including supply of materials.
- d) **Room Service:** - The lessee will have to arrange for supply of food right from bed tea to dinner (i.e. Bed tea, Break- fast, Lunch, Tiffin and Dinner) as per requirement of the boarder on payment.
- e) **Attendants:** - Sufficient nos. of trained bell boys should be provided to attend the Visitors/Boarder.
- f) **Restaurant / Cafeteria/ Event Management Service:** - The Restaurant and open-air cafeteria which may be opened to outsiders also should be run by the lessee. Alternative suggestion for the same may also be provided.
- g) All deployed employees should borne Identity Cards issued by the lessee.

2. Operation and Maintenance of electrical installations: -

- i) Cleaning of dust, soot etc., from electrical installations and appliances, lamps, fittings, etc. should be done by the lessee frequently on a minimum fortnight interval at his own cost & arrangements.
- ii) Checking the performance of different fittings & fixtures regularly and consequent rectification of detected faults swiftly should require to be done by the lessee at his own cost & arrangements.
- iii) Replacement of fused /defective lamps, gear box, timer, fuse and other electrical equipment's etc. as and when required along with AC Machine, including operation of Diesel Generator Sets (15 KVA, Open-type & 50 KVA, Canopy-type) with necessary consumable items to be done by the lessee at his own cost & arrangements.
- iv) Operations & Maintenance of fountain with pump motor sets, all water supply equipment's etc along with electrical installation for that purpose should require to be done by the lessee at his own cost and arrangements.
- v) Necessary expert persons should be required to be engaged for the purpose (other than periodical visit or supervisors) regularly by lessee at his own cost and arrangements, so as to ensure round the clock observation as and when required (except the closing day /period with the prior intimation) towards operations and maintenance and immediate rectification of any type of break down and to attend service call at any time.
- vi) The lessee should be required to keep a close watch over the conditions & performance of different electrical accessories & installations.

- vii) All new installation and replacement of existing installation with permission of the Zilla Parishad will be the responsibility of the lessee and they will do so at their own cost.
- viii) Operations & Maintenance of electrical works to be done by engaging licensed electricians/supervisor as per I.E. rules and in accordance with I.S. specification.
- ix) The person(s) engaged in operation and maintenance should be ensured against all sorts of accidents etc. by the lessee at his own cost. Wages for person(s) engaged by the party should be guided as per relevant acts. Zilla Parishad will have no liability whatsoever for person(s) engaged by the lessee towards operation and maintenance
- x) Attendance sheet /register for the engaged person(s) should be maintained by the lessee and that should be retained in the office of the "Bardhaman Bhavan" complex for the duration of contract for the operation and maintenance.

3. Operation and maintenance plumbing & water supply: -

Day to day maintenance of Sanitary & Plumbing works to be done by the lessee at his own cost and arrangements.

4. Maintenance of security and guarding round the clock: -

- i) The lessee should be required to take over the charges of providing Security Guards round the clock at their own cost and arrangements.
- ii) Security of the buildings & installations of the Bardhaman Bhavan Complex will be the agencies responsibility during the tenure of the contract.
- iii) Engagement should normally be made for 6 (six) men in 3 (three) shifts and each shift will consist of 2(two) men for the purpose by the lessee at their own cost & arrangements. If required, necessary additional guards have to be engaged on special occasion.
- iv) No engaged guard should leave premises until or unless relieved by the next shift guards. Zilla Parishad will not bear any responsibility for the additional engagement towards leave reserves and that should be arranged by the lessee at their own cost.
- v) Attendance sheet /register for the engaged men by the lessee should be prepared by the bidder at their own arrangements.
- vi) The engaged security guards should be provided by the bidder with approved coloured specific "**Uniform**", and **Identity Cards** at their own cost & arrangements.
- vii) Other essential guarding equipment's like Torch Light with required batteries, 'Lathi' etc and Arms, if necessary (procured by the lessee with necessary license from appropriate authority) should be arranged by the lessee at their own cost.
- viii) In the event of any compliment regarding negligence to duty or misbehaviour or any other misdemeanour, the concerned security guard should be forthwith withdrawn and new replacement provided by the lessee at their own cost and arrangements.
- ix) The person(s) engaged for the security guard should be ensured against all sorts of accidents etc. by the lessee at their own cost & arrangements.
- x) Wages of security guards have to borne by the lessee and they will be solely liable of their performance.

5. Cleaning and maintenance of the campus including garden: -

The lessee will arrange for adequate sweepers and cleaning staff to keep the complex scrupulously clean. The gardening of both indoor and outdoor will be the responsibility of bidder. The lessee will also arrange gardener, seeds, plants etc at his own cost. Aquarium to be maintained by the lessee at his own cost.

6. Operation and maintenance of the Conference Hall / Meeting Hall: -

During meeting, requisite attendants at least four and as per requirement to be provided by the lessee and to make necessary arrangement for supply of tea, coffee, Tiffin, cold drinks etc. as per requirement of the occupants on payment. The meeting hall may also double up as a banquet hall and the required services for a banquet should be provided.

7. Firefighting arrangement: -

Installation of Firefighting arrangement to be provided by the lessee at his own cost & necessary certificate to be obtained from govt. department.

8. Installation of CCTV: -

CCTV to be installed at his own cost at entry, passage etc. of the complex & building as per direction of Zilla Parishad.

The lessee in addition to offering the core services indicated at (1) to (8) above will be expected to workout tie up arrangements with reputed Travel bidder/ Tour operator and Transport Fleet Owners etc. for offering ancillary services indicated at (a) to (k) below for the tourists at Bardhaman Bhavan. The detailed

proposal regarding the same to be uploaded in the expression of interest offer.

The Purba Bardhaman Zilla Parishad also intends to augment ancillary sector by way of introducing the facilities offered for Tourists at Bardhaman Bhavan to exploit the tourism potential of Purba Bardhaman Zilla Parishad District. The bidder may propose use of additional space within the Bardhaman Bhavan Campus for providing the services. The additional space and services will be allowed to the lessee as "franchisee" of Zilla Parishad subject to payment of requisite fees/charges to be determined by Zilla Parishad.

- Cab –on –call service.
- Conducted trips for local sightseeing with local Guide Service.
- Specially Packaged food delicacies of Bardhaman.
- Room delivery of Newspapers /Periodicals.

B. Rules and Guideline for the occupants/boarders of rooms: -

- One V.V.I.P. Suit will always be kept reserved for Zilla Parishad at free of cost.** Another V.I.P. Suit may be requisitioned on **24 hrs'** notice by Zilla Parishad. However, rent for the same will be paid @ Rs. 500/- only.
- Online Booking/Reservation facility and Online payment facility to be provided to willing visitors. Appropriate identity proof to be obtained from the occupants at the time of entry and entry of occupants will not normally be allowed after **11.00 PM** in the night.
- The occupants may have to vacate in case of very urgent need.
- Booking is not transferable.
- Day will be counted from **12=00 noon to 12=00 noon** of the following day.
- Drunken behaviour will not be allowed.
- Cooking is not permitted in the room.
- Zilla Parishad has the power to take legal action against anybody for disobeying the rules and instructions issued from the time to time.

Description of rooms in Bardhaman Bhavan

SI No	Type of Room	No of Rooms
i	Ordinary (Double Bed, Non-AC) (1 st floor)	5
ii	A.C. (Double Bed) (1 st floor)	3
iii	V.I.P. Room (Double Bed) (2 1 st floor + 2 Ground floor)	4
iv	V.V.I.P. Suit (1 Room Reserved for ZP) (Ground floor)	1+1
v	Dormitory (1 st floor)	10 Beds
vi	A.C. Conference Hall (80 Seat Capacity) (Ground floor)	1
vii	Dining hall at Bungalow (24 seat capacity) & attached kitchen with extended cooking shed) (Ground floor)	1
viii	Dining Hall (100 seated corrugated shed for event purpose at Backside of Bungalow)	1

Dining hall in both cases A.C. package facilities are available.

- Month wise occupancy list, income etc. with details to be submitted quarterly as per direction of Zilla Parishad.
- Bio data/Identity details of each employee working under lessee to be submitted to Zilla Parishad.
- Booking up to maximum seven days to a person /organization may be allowed. However, booking beyond above period required approval of Zilla Parishad.
- Booking of entire Bungalow will have to require to be cancelled on 24 hours' notice on very emergency situation like visit of VVIP on intimation. However, rent for the same will be paid as per Zilla Parishad rate of another bungalow.
- Zilla Parishad has the absolute right to cancel the contract at any stage, if rules and regulations are violated by the bidder.
- The lessee shall arrange timely payment of energy bill in full to the concerned office of the WBSEDCL for Bardhaman Bhavan and common area.
- The lessee shall arrange timely payment of telephone bill in full to the concerned office of the BSNL for Bardhaman Bhavan.
- The lessee shall arrange timely payment of cable bill in full to the concerned office for Bardhaman Bhavan.
- Zilla Parishad Authority can inspect, enquire the premise at any point of time with /without intimation.

18. Lessee must maintain a Register (online and offline both) for booking in prescribed format.
19. Breach of any terms and conditions will terminate the agreement automatically.
20. Liquid waste, solid waste management mechanism must be ensured -24x 7.
21. Use of sound system, DJ box and other allied devices should be used with strict compliance of Hon'ble High Court Order.
22. If and when required the lessee shall co-operate with law enforcing agencies at all time.



Secretary

Purba Bardhaman Zilla Parishad



SECTION – B
FORM-I
PRE-QUALIFICATION APPLICATION

To
The Secretary,
Purba Bardhaman Zilla Parishad

Expression of Interest for (Name of Service)-----

Reference Memo:-

Dear Sir,

Having examined the e-Auction documents, I/we hereby submit all necessary information and relevant documents for evaluation.

The application is made by me / us on behalf ofin the capacity duly authorized to submit the order.

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.

We are interested in bidding for the service given in Enclosure to this letter.

We understand that:

(a) Bid Inviting & Accepting Authority can amend the scope & value of the contract bid under this service.

(b) Bid Inviting & Accepting Authority reserve the right to reject any application without assigning any reason.

Enclo: e-Filling: -

1. As per Technical Bid Documents.

Date: -

Signature of applicant including title
and capacity in which application is made.

SECTION –B
FORM-II
STRUCTURE AND ORGANISATION

A.1 Name of Applicant : _____

A.2 i) Office Address : _____

ii) E-Mail : _____

iii) Telephone No. (Land) : _____

iv) Mobile No. : _____

v) Fax No. : _____

A.3.i) Name of Bank : _____

ii) Address of Bank : _____

iii) Account No : _____

iv) IFSC Code : _____

A.4 Attach one organization chart showing the structure of the organization/company with names of Key personnel and technical staff with Bio-data. : _____

Note :- Application covers Individuals, Proprietary Firm, Partnership, Company, Co-operative or Corporation,

Signature of applicant including title
and capacity in which application is made.

SECTION – C

PROFORMA FOR AFFIDAVIT

(To be furnished in non-judicial stamp paper of appropriate value duly notarized)

I, Sri, S/o
aged, Years, Residing at.....
Proprietor/ Partner/Director of do here
by solemnly affirm and declare in connection with e-Auction No- _____ dated _____ as
follows.

1. That I, the undersigned, do certify that all the information furnished and statements made in the bid documents are true and correct to the best of my knowledge and belief.
2. That the undersigned also hereby certify that neither any near relations of DE /AE/SAE of the Department nor any retired gazetted officers are in our employment.
3. The highest bidding amount of the said e-Auction offered by the Highest Bidder will be the final lease amount for the first (1st) year, the final lease amount for the 2nd year will be increased @ 10% of the highest auction over the lease amount of the 1st year, the final lease amount for the 3rd year will be increased @ 10% over the lease amount of the 2nd year.
4. The highest bidder shall pay the full amount of each year's lease amount determined in (as Sl. No. 1 of the terms & conditions above) within **30th June of every year starting from 2027 till 2028.**
5. A penalty of 2% of due amount of each year's lease amount will be charged for each month delay from the stipulated time period is to be paid by the bidder in terms of the agreement and work order.
6. Any departure what so ever in any form will be considered as breach of contract. In such situation the department at its liberty may withhold our security deposit till the lease period. In this connection, departmental decision will be final and binding.
7. The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.
8. After inspection of site conditions, I am participating in the e-Auction.
9. All applicable duties, GST, Taxes and other statutory levies payable to State/Central Government will be borne by the undersigned.

Signature of applicant including title
and capacity in which application is made.