

# PURBA BARDHAMAN ZILLA PARISHAD

ENGINEERING WING

COURT COMPOUND, P.O. & DIST.- PURBA BARDHAMAN ZILLA PARISHAD PIN - 713101.

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Memo. No:- DE/e-EOI/148

Date:-29/01/2021

## ELECTRONIC NOTICE INVITING EXPRESSION OF INTEREST OF THE DISTRICT ENGINEER, PURBA BARDHAMAN ZILLA PARISHAD

(Submission of bid through on-line)

The Purba Bardhaman Zilla Parishad is looking for an experienced /reputed agency, preferably by a Service Co-operative or Body constituted under any Act having experience in Service & Event Management, for operation and maintenance of the installed facilities at Bardhaman Bhaban, Sadhanpur, Bardhaman as a franchisee of the Purba Bardhaman Zilla Parishad, through e-filing for the following service by **two cover system**. Pre-qualification documents in a separate cover and Financial Bid document in another cover are to be submitted by the bidder.

| Sl No             | Name of Service  | Minimum Annual Lease Amount (Rs.) | Amount of Earnest Money (Rs.) | Period of Lease |
|-------------------|--|-----------------------------------|-------------------------------|-----------------|
| <b>RE- Tender</b> |  |                                   |                               |                 |
| 1                 | Management for Operation and Maintenance including Hospitality service of the installed facilities at Bardhaman Bhavan, Sadhanpur, Bardhaman on lease basis. | Rs. 24,32,000 /-                  | Rs. 1,00,000/-                | 12 months       |

The Purba Bardhaman Zilla Parishad also intends to augment the facilities offered for Tourists at Bardhaman Bhaban to exploit the tourism potential of Purba Bardhaman District. The agency may propose the use of additional place within the Bardhaman Bhaban Campus for providing the services. The additional space and services will be allowed to the agency as 'franchisee' of Zilla Parishad, subject to payment of requisite fees to be determined by Zilla Parishad.

The agency will have to arrange booking of accommodation at Bardhaman Bhaban on behalf of the Zilla Parishad in such manner as may be directed.

The detailed terms of reference for operation and maintenance of Bardhaman Bhaban may be obtained from the web site or Purba Bardhaman Zilla Parishad during office hours. (Details of which has been narrated in "Instructions to Bidders"). Agency interested in visiting Bardhaman Bhaban for ascertaining the possibilities may also get in touch with District Engineer, if necessary.

Agency expressing interest will have to submit a Comprehensive Project proposal indicating the services and facilities proposed to be offered for promotion of tourism and additional services and facilities proposed to be offered to the boarders of Bardhaman Bhaban through **e-filing**.

1. In the event of **e-filing** intending bidder may download the document from the web-site directly by the help of digital signature certificate/e-Token.

### **Earnest Money Deposit of e-Procurement**

Online receipt and refund of Earnest Money Deposit of e-Procurement through State Government e-Procurement portal. The following procedure to be adopted for deposit of EMD/Bid Security/Tender Fees related to e-Procurement.

#### **A) Login By bidder :-**

- a) A bidder desirous of taking part in a tender shall logging to the e-Procurement portal of the Government of West Bengal :- <https://wbenders.gov.in> using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes :-
  - i) Net Banking (any of the Banks listed in the ICICI Bank Payment-gateway) in case of payment through ICICI Bank Payment Gateway.
  - ii) RTGS/NEFT in case of offline payment through bank account in any Bank .

#### **B) Payment Procedure:-**

- i) **Payment by NetBanking (any listed Bank) through ICICI Bank PaymentGateway**
  - a) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage ( along with a string containing a Unique ID ) where he will select the Bank through he wants to do the transaction in **Account No 026401013669, IFSC Code : ICIC0000264**.
  - b) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
  - c) Bidder will receive a confirmation message regarding success/ failure of the transaction.



- d) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling Account maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD / Tender Fees .
- e) If the transaction is failure the bidder will again try for payment by going back to the first step.

ii) **Payment through RTGS/NEFT:-**

- a) On selection of RTGS/NEFT as the payment mode, the e-Procurement portal **will show a pre-filled challan having the details to process RTGS/NEFT transaction.**
- b) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account.
- c) Once payment is made, bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- d) If verification is successful, the fund will get credited to the respective Pooling account of the maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD / Tender Fees.
- e) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- f) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

C) **Refund/ Settlement Process:-**

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful/ unsuccessful which will be made available, along with the details of the unsuccessful bidders to ICICI bank by the e-Procurement portal through web services.
- ii) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 bank working days, where "T" will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii) Once the financial bid-evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where "T" will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting Authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank working days where "T" will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- v) All refunds will be made mandatorily to the any account from which the payment of EMD / (if any) were initiated.

2. **Eligibility criteria for participation in bid:-**

- i) The prospective bidders shall have satisfactorily provided as prime agency one similar nature of service & event management of equivalent facility having yearly turn over not less than forty lakh for a period of at least three years during the last 5(five) years prior to the date of issue of this notice under P.W.D., C.P.W.D., Zilla Parishad & similar any other Govt. Deptt. Copy of credential certificate obtained from order issuing authority along with copy of order should be produced along with the technical bid.
- ii) Copy of a) Valid PAN Card issued by Income Tax Department b) Current Professional Tax Receipt Challan c) Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act, 2017. d) Trade License. [Statutory Documents].
- iii) A prospective bidder shall be allowed to participate in the bid either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applicants will be rejected for that job only.
- iv) The Partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum.

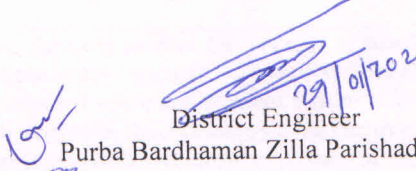
3. Service Tax, GSTIN, Royalty & all other statutory levy, if required, will have to be borne by the bidder.



4. The Purba Bardhaman Zilla Parishad have absolute discretion in evaluation of the proposals and their selection in the matter shall be final and binding upon all the interested parties. Expression of interest by any party shall not be deemed to confer any right for selection or any obligation on the part of Zilla Parishad to agree to any of the proposals.
5. The Agency shall quote their amount (Both in figures as well as in words) in the given space of Financial Bid Documents only.
6. Bids shall remain valid for period not less then 120 (one hundred twenty) days from the date of opening of Financial Bid.
7. **Date & Time Schedule :-**

| Sl. No. | Particulars   | Date & Time  |
|---------|---|--|
| i)      | Date of Uploading of EOI, Documents (online)  | 30.01.2021 at 9.00 IST   |
| ii)     | Date of start of downloading the documents etc.   | 30.01.2021 at 9.00IST  |
| iii)    | Date of pre-Bid meeting with intending bidders to be held at Purba Bardhaman Zilla Parishad | 05.02.2021 at 12.00 IST  |
| iv)     | Date of start of submission of Technical Bid & Financial Bid.                               | 30.01.2021 at 9.00 IST   |
| v)      | Date of closing downloading the documents etc.  | 13.02.2021 at 15.00 IST  |
| vi)     | Date of closing of submission of Technical Bid & Financial Bid.                             | 13.02.2021 at 16.00 IST  |
| vii)    | Date of opening of Technical Bid  | 15.02.2021 at 17.00 IST  |
| viii)   | Date of opening of Financial Bid  | To be intimated later through on line and office notice board. |

7. Prospective bidder are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before bidding.
8. Purba Bardhaman Zilla Parishad reserves the right to cancel the e-EOI due to unavoidable circumstances and no claim in this respect will be entertained.
9. Bid from Joint Venture is not allowed.
10. In case of any change of date, corrigenda, addenda, due intimation will be given in web site <http://www.burdwanzp.org/> Notice Board of Zilla Parishad.

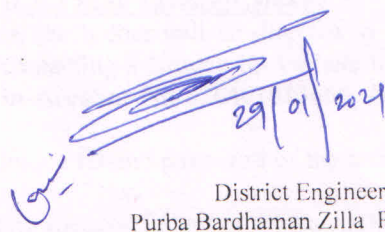
  
 District Engineer  
 Purba Bardhaman Zilla Parishad  
 29/1/21

Memo. No. DE/e-EOI/148 / 71

Date:- 29/01/2021

Copy of Notice Inviting Expression of Interest forwarded for favour of information with request to kindly display in the Notice Board for giving wide publicity to the :-

|        |  |
|--------|--|
| 1-2)   | Sabhadhipati/Sahakari-Sabbhadhipati ,PurbaBardhamanZillaParishad .   |
| 3)     | District Magistrate ,PurbaBardhaman& Executive Officer , Bardhaman.  |
| 4-6)   | Additional Executive Officer /Financial Controller & Chief Accounts Officer/Secretary, PurbaBardhamanZillaParishad.  |
| 7)     | Additional District Magistrate(Development) , PurbaBardhaman .   |
| 8-19)  | Adhyaksha, District Council/ Karmadhakshya (All), PurbaBardhamanZillaParishad.   |
| 20-23) | Superintending Engineer , P.W. Directorate , Western Circle-I , PurbaBardhaman / Superintending Engineer , Western Highway Circle No-I, P.W. (Roads) Directorate, PurbaBardhaman./Superintending Engineer , Damodar , Irrigation Circle. I & W.D. Kanainatsal, PurbaBardhaman / Superintending Engineer ,P.H.E. , Central Circle , PurbaBardhaman, PurbaBardhaman.         |
| 24-27) | Sub-Divisional Officer(All),PurbaBardhaman   |
| 28-33) | Executive Engineer, WBSRDA, Bardhaman Division, Bardhaman / Executive Engineer, WBSRDA, Bardhaman -2 Division, Kanksa / Executive Engineer-I, Bardhaman Division , P.W.D./ Executive Engineer-II, Bardhaman Division , P.W.D./ Executive Engineer,BurdwanSouthHighwayDivision,P.W.(Roads) Directt./ Executive Engineer,Burdwan North Highway Division, P.W.(Roads) Directt |
| 34-56) | Sabhapati/ Executive Officer, PanchayetSamity (All), PurbaBardhaman  |
| 57)    | D.I.O. & T.D., NIC, PurbaBardhaman is requested to arrange publication in Web Site <a href="http://www.bardhaman.nic.in">http://www.bardhaman.nic.in</a>   |
| 58-59) | Dy. Secretary/D.I.A., PurbaBardhamanZillaParishad is requested to arrange publication in Web Site <a href="http://www.burdwanzp.org">http://www.burdwanzp.org</a>  |
| 60-62) | Assistant Engineer (All)/ Assistant Engineer(Estimate Section),PurbaBardhamanZillaParishad.  |
| 63-71) | Sub-Assistant Engineer (All) /Sub-Assistant Engineer, Estimate Section/ H.C./ Acct., PurbaBardhamanZillaParishad   |
|        | Notice Board, Engineering Wing, PurbaBardhamanZillaParishad./One Extra Copy to District Engineer, PurbaBardhamanZillaParishad.   |

  
 District Engineer  
 Purba Bardhaman Zilla Parishad  
 29/1/21