

TENDER NOTICE NO: WBTC/MD/NIT-150/2017-18

DATE: 09.05.2017

BID DOCUMENT

E-TENDER NOTICE

REQUEST FOR PROPOSAL DOCUMENT –

FOR LICENCE IN RESPECT OF INSTALLATION OF AUTOMATED TELLER MACHINE(ATM) AT UNUSED/UNDERUSED PREMISES OF WBTC (CSTC, WBSTC, WBTC)

MANAGING DIRECTOR
W.B.T.C.L.

Confidentiality Acknowledgement

This document is the exclusive property of WBTC Limited, a company incorporated under the laws of India, and having its registered office at 12, R.N Mukherjee Road , Kolkata 700001. The recipient agrees that they will not copy, transmit, use or disclose the confidential and proprietary information in this document by any means, or announce the release of this RFP without the expressed and written consent of WBTC. By accepting a copy, the recipient agrees to adhere to these conditions to the confidentiality of WBTC's practices and procedures; and to use these documents solely for responding to this Request For Proposal ("RFP").

INSTRUCTION OF BIDDER FOR SUBMISSION OF e-Tender.

TERMS AND CONDITIONS

MANNER OF SUBMISSION OF TENDER/OFFER.

- 1) Technical Bid for allotment of space for Automated Teller Machine(ATM) at unused/under used premises of Depots/Units of WBTC (CSTC, WBSTC, WBTC) mentioned in notice at the office of the Managing Director, 12,R.N.Mukherjee Road, Kol-700001 should be submitted in sealed cover super-scribed "Technical Bid for allotment of space for Automated Teller Machine(ATM)" containing Tender Notice, Terms & conditions of the Tender for Installation of ATM, Declaration, Form 'A' (Particulars of Tenderer), Earnest Money, Letter of authorization by bank (in case of Authorised Service Provider engaged by Bank) and copy of valid Trade License, P. Tax, VAT, IT Clearance Certificate/Challan, Credentials, duly sealed , signed by tenderer. The Technical Bid will be opened at the above address in presence of

intending tenderers. The Earnest Money deposit will be refunded to the un-successful tenderer without any interest.

“Commercial Bid” has to be submitted online only through the website www.wbtenders.gov.in. A tenderer must mention /quote online his commercial bid mentioning Name of the Depot/Unit where intended to install ATM, Area required for installation of one ATM in square feet Offered License Rate per square foot per month, Offered License Rate per ATM per month and Percentage by which License Rate per ATM per month will be increased after every three years ,only through the website www.wbtenders.gov.in.

The Corporation does not bind itself on accepting the highest tender and reserves the right to reject any/all tender without assigning any reason. The tenderer shall have to produce valid Trade License, VAT, Income Tax and Professional Tax Clearance Certificate before the finalization of the Tender/Offer.

- 2) Tender documents are not transferable. Tenders are liable to outright rejection if no tender documents seem to have been purchased in the name of the relevant tenderer.
- 3) An Earnest Money @ **Rs.10,000/-** (Rupees ten thousand) only for each Depot/Unit shall have to be deposited in the form of Demand Draft/Pay Order on any Nationalized Bank in Kolkata in favour of “**West Bengal Transport Corporation Limited**” along with Technical Bid. Performance Security amounting to Rs. 2.0 lakh in the form of Bank Guarantee by a nationalized/scheduled Bank for each spot and revolving in effect, applicable for entire contract period without any interest has to be deposited by successful tenderer in addition to EMD. Earnest Money will be converted to Performance Security for successful Bidder. EMD will be forfeited if

Performance Security is not deposited and agreement is not signed within 30 days of issuing LOA. Performance Security will be utilised by WBTC to realise financial loss and/or damages as determined by the Corporation and also to recover any amount defaulted by the tenderer.

- 4) The successful tenderer shall be required to execute a contract agreement, one(1) on Non-judicial Stamp Paper of Rs. 10/- and two(2) in plain papers with the **West Bengal Transport Corporation Limited** ”.
- 5) WBTC will allot requisite area for construction of ATM and selected tenderer will construct the basic Permanent Cement Concrete room with three walls and ceiling (cement plaster) and shutter in front, as per their requirement subject to prior approval from the WBTC.

Once the selected tenderer deposits Performance Security.WBTC will also issue No Objection Certificate for installation of separate electric meter and interior decoration by the selected tenderer. Tenderer should take care for easy access of WBTC staff, officer and general public at the each site and smooth operation of bus service.

- 6) Electricity and other requirements for operating ATMs are to be made by the successful tenderer at his cost. The successful tenderer shall have to arrange electrical installation including separate power connection at his own cost. Tenderer shall have to install separate electric meter after getting N.O.C. from WBTC authority.

7) Tenderer may inspect the sites noted below before offering rates.

Sl. No.	Name of the Depot/Unit where intended to install ATM	Name of the STU
(1)	(2)	(3)
1.	Thakurpukur Depot, 10, Diamond Harbour Road	CSTC
2.	Manicktala Depot, 169 & 170, Manicktala Main Road.	CSTC
3.	Salt Lake Depot, Sector-V	CSTC
4.	Belghoria Depot, 5, Nilgunge Road, Belghoria, Kol-56.	CSTC
5.	Paikpara Depot, 3/2, Rani DebendraBala Road	CSTC
6.	Lake Depot, Dr. Deodar Rahaman Road.	CSTC
7.	Nilgunge Depot.	CSTC
8.	Howrah Depot, 8, Kartick Ch. Dutta Road.	CSTC
9.	Kasba Depot, Rajdanga Main Road.	CSTC
10.	Garia Depot (6 No. Stand).	CSTC
11.	Kudghat Terminus, 32/1/2, ChandiGhosh Road	CSTC
12.	Sarsuna Terminus, 190, Sarsuna Main Road.	CSTC
13.	Behala 14 No. Terminus, 230, Diamond Harbour Road.	CSTC
14.	Ultadanga Terminus.	CSTC
15.	3A Bus Stand (Thakurpukur), 416, Diamond Harbour Road.	CSTC
16.	Dum Dum 11A Terminus, Near Dum Dum Station	CSTC
17.	Head Quarters premises, Belghoria.	CSTC
18.	83A , AJC Bose Road.	CSTC
19.	33 No. Bus Stand (old), 47/1, Cannel West Road.	CSTC
20.	Karunamoyee Bus Terminus	CSTC
21.	Head office, 12, R. N. Mukherjee Road, Kolkata – 700 001	CTC
22.	Nonapukur Workshop, 183, AcharyaJagodish Chandra Bose Road, Kol – 700 014	CTC
23.	Rajabazar Depot, 298, A. P. C. Road, Kolkata – 700 009	CTC

24	ParkCircus Depot, 1, Congress Exhibition Road, Kolkata – 700 017	CTC
25	Tollygunge Depot, 257, DeshpranSashmal Road, Kolkata – 700 033	CTC
26	Kalighat Depot, 93, ShyamaProsad Mukherjee Road, Kolkata – 700 026	CTC
27	Khidderpore Depot, 97, Karl Marx Sarani, Kolkata – 700 023	CTC
28	Belgatchia Depot, 34, Khudiram Bose Sarani, Kolkata – 700 034	CTC
29	Joka Depot, Diamond Harbour Road, P.O.-Joka, Kolkata – 700 104	CTC
30	Ghashbagan Depot, 80, AbaniDutta Road, Howrah – 711 101	CTC
31	Gariahat Depot, 52, Leela Roy Sarani, Kolkata – 700 019	CTC
32	Titagarh Depot, B. T. Road, P.S. - Titagarh	CTC
33	Habra Depot, Jessore Road, P.O. & P.S. – Habra, Dist. – 24	CTC
34	Barasat Depot, Kazi Para, Taki Road, P.S. - Barasat	CTC
35	Galiff Street Terminus, 15, Mahatma Sisir Kumar Sarani, Kolkata – 700 003	CTC
36	Ballygunge Terminus, 20, Ekdalia Road, Kolkata – 700 019	CTC
37	Bidhannagar Terminus, 193, Ultadanga Main Road, Kolkata – 700 067	CTC
38	Shyambazar Terminus , 129/4A, BidhanSarani, Kolkata – 700 004	CTC
39	Overhead Substation, 180, Lenin Sarani, Kolkata – 700 013	CTC
40	Harrison Road Substation, 1, BalakDutta Lane, Kolkata – 700 007	CTC
41	South West Substation, 70/7, D. H. Road, Kolkata – 700 023	CTC
42	International Bus Terminus, Karunamoyee, Salt Lake	WBSTC
43	Salt Lake Depot, Salt lake, Sector V	WBSTC
44	Howrah depot, 1/1. Duke Road, Howrah, below 2 nd Bridge	WBSTC
45	UsthiTerminus, Usthi, South 24 PGS	WBSTC

46	Millenium Park, Kolkata	WBSTC
47	Howrah Jetty, Howrah	WBSTC
48	Fairlie Jetty, Kolkata	WBSTC
49	Lot 8 Jetty, Gangasagar	WBSTC

- 8) If any issue relating to environment clearance certificate or permission of Govt. Authority like Police and Fire arises, the agency will have to get the necessary clearance by his own effort and Corporation will not remain responsible in any way. If any question of taxes to the Municipal Corporation/Municipality arises the agency will have to pay the same expenses and no compensation to such effect will be made by this WBTC.
- 9) Monthly License Fee shall be deposited in the respective STU Head Quarter,[CSTC, CTC,WBTC] in advance within 10th day of the first month of the year, failing which a penalty @ 2% per month/fraction of a month shall be charged for the period of delay.
- 10) The successful tenderer, if fails to pay the stipulated contract amount, the Corporation without prejudice to its other rights, reserves the right to terminate the contract giving 30 days' notice in writing.

- 11) The Corporation will take no responsibility for the delay, loss of non-receipt of tender documents sent by post on no account will any extension of time for submitting tender on above ground be considered.
- 12) The successful tenderer have to execute agreement in triplicate. The Tender Notice with all corrigendum, Terms & Conditions and other allied papers issued along with Tender Paper will form a part of the original contract agreement. For duplicate & triplicate copies, on payment of Rs.1000/- for each set, extra Two sets of tender form will be supplied to the agency.
- 13) The Earnest Money will be forfeited if the successful tenderer withdraws his tender and/or fails to deposit the requisite contract amount as per condition and/or to execute a formal contract or agreement within the specified period in the manner stated hereafter.
- 14) In any circumstances the successful tenderer/concessionaire shall not assign or transfer the contract or any part thereof/without prior approval of the Corporation. If so, the Earnest Money/Security Deposit will be forfeited.
- 15) The Corporation reserves the right to accept or reject all/any tender fully or partly or divide the work of Installation of ATM at un-used or under used premises among the tenderers separately/exclusively without assigning any reason whatsoever.

- 16) If any agency contravenes any of the terms and conditions of the contract the same shall be liable for immediate termination and the Corporation will be empowered to forfeit the Performance Security Deposit money.
- 17) Jurisdiction of Civil Court : In connection with this agreement jurisdiction of Civil Court shall be limited within City Civil Court or Alipore Civil Court, District 24- Parganas (South).
- 18) The contract is generally meant for 5 (five) years, commencing from the date of execution of contract/agreement but the Corporation may any time giving 3 months notice in writing terminate the contract in public interest and the agency will have no right to object to the same or demand any compensation for such termination by the Corporation.
- 19) After expiry of five years ,contract may be extended for further five years, if Corporation so desires, as per rate agreed upon between the Corporation and the tenderer , maintaining financial norms. Corporation also reserves the right for inviting tender afresh for allocation of ATMs after expiry of five years.
- 20) After expiry of the agreement or the period of termination notice or expiry of the contract in any manner whatsoever is earlier, the selected party shall have to remove in decent manner ,without causing damage to the original structure of WBTC, the installations made by him for making the ATM functional , as per detailed description and estimate of works and machines(with detailed description submitted by him at the time of entering into agreement with WBTC for installation of ATM , from the

allotted spaces within 14 days, failing which the Corporation shall be at liberty to dismantle/auction out the same forthwith without further notice and the cost of dismantling and demurrage charges will be recovered from the Security Deposit of the said party.

21. The entire security arrangement for the ATM would have to be done by the vendor for operation of the centre. WBTC will not take any responsibility of the same.

D E C L A R A T I O N

I/We do hereby declare that I/we have gone through the terms and conditions as laid down in the tender which are acceptable and will be binding up me/us if my/out tender is accepted/ rejected by the Corporation. I/We also declare that I/we are going into a contract agreement with Corporation after selection. I/We shall abide by all the terms and conditions as above/that which is laid down in the contract agreement. In case of violation of any of the terms and conditions of the tender/contract, the WBTC will be at liberty to cancel the contract and to forfeit the Security Money deposited by me/us without assigning any reason.

Date : Signature :

Place : Name of the Firm/ Individual :

Address :

Seal :

Please Note :-

Documents/papers to be furnished in the Tender :-

- 1) Terms and conditions of tender along with “Form A” and “Form B” duly filled in sign and seal.
- 2) Copy of Credential Papers.
- 3) Requisite amount of Earnest Money in the form of Demand Draft/Pay Order.
- 4) Project Report with detailed layout Plan/Drawing.
- 5) Partnership Deed if applicable.
- 6) Photocopy of Money Receipt of Rs.1000/- towards purchase of Tender Documents.

F O R M - 'A'

PARTICULARS OF THE TENDERER

1. Name of the Bank/Authorised Service Provider engaged by Bank:
2. (In case of Bank)

Whether National Bank / only Scheduled Bank
(Certificate must be enclosed)
3. Name of Designated Officer authorized
to sign agreement on behalf of the Bank :
4. (In case of Authorised Service Provider engaged by Bank)
Particulars of experience :
 - i) Foundation year of the Agency :
 - ii) Total Experience with proof of
credential during last three years. :
(Letter of authorization by bank must be enclosed)
5. Full address of the Bank :
 - i) Head Office :
(Phone, PAN, Fax, E-Mail Address,
Mobile Phone).
 - ii) City Office :
6. Particulars of the Trade/ Bank License :
7. Experience with Govt. establishment or
Big Industrial House, if any. :
8. Details of Bank Account :
9. Particulars of the amount of Earnest Money :
(Bank Draft/Pay Order to be furnished).

Date :

Place :

Seal

Signature of Tenderer with

Format for uploading commercial bid

(Have to be submitted online only through the website www.wbtenders.gov.in)

Sl. No.	Name of the Depot/Unit where intended to install ATM	Name of the STU	Area required for installation of one ATM in square feet	Offered License Rate per ATM per month. (Rs.)
(1)	(2)	(3)	(4)	(5)
1.	Thakurpukur Depot, 10, Diamond Harbour Road	CSTC		
2.	Manicktala Depot, 169 & 170, Manicktala Main Road.	CSTC		
3.	Salt Lake Depot, Sector-V	CSTC		
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