

**NEW TOWN KOLKATA DEVELOPMENT AUTHORITY  
(A Statutory Authority under Government of West Bengal)**

**NKDA Administrative Building**

**Plot No. DG/13, Premises No 04-3333, Action Area ID, New Town Kolkata  
700156**

Memo No. 10811/EE-V/ NKDA/2023-24

Date: 06.12.2023

**Notice Inviting Quotation**

**NleQ No: 08/WBNKDA/EE-V of 2023-24(3<sup>RD</sup> Call)**

New Town Kolkata Development Authority (NKDA) invites online quotations from resourceful, reliable, bona-fide and experienced company/organization/firms for managing car parking facilities with online mobile application at 1 different parking lot in New Town Kolkata . as Operation Agency against payment of license fee to NKDA

(Submission of Bid through **Online**)

Sl. No	Name of the work	Percentage of Revenue share to NKDA	Bid Security Money/Earnest Money Deposit	Period of operation
1.	Managing the Parking of vehicles in 1 parking lot in New Town Kolkata with appropriate online Parking management application on revenue sharing basis.	To be quoted	Rs.10000/- (Rupees Ten Thousand only) token	1 year from date of work order may be extended by another one year subject to satisfactory performance

Details of parking lots:

Sl. No.	Location
1.	West side of Street 370 on western Service Lane parallel to Kerb from plot no. IIF/3 (TCS) to the South to Eco Space Crossing in the North.

- 1) In the event of e-filling, intending bidder should download the tender documents from the website [wbtenders.gov.in](http://wbtenders.gov.in) directly with the help of Digital Signature Certificate. All the bidder shall have to submit earnest money & necessary earnest money will be deposited by the bidder through the following payment mode as finance dept. order no-3975-F (Y) dated 28th July 2016
  - a. Net banking (any of the banks listed in the ICICI Bank payment gateway in case of payment through ICICI payment gateway).

- b. RTGS/NEFT through bank account in any bank. The EMD shall be deposited in favor of “New Town Kolkata Development Authority” payable at Kolkata.
- 2) Earnest Money for Rs.10,000 is the token amount deposited towards bid security.
- 3) Both Technical bid and Financial bid are to be submitted concurrently duly digitally signed in the website [wbtenders.gov.in](http://wbtenders.gov.in). The acceptance of lowest bid is not obligatory.
- 4) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>.
- 5) **Eligibility criteria for participation in the tender.**  
Reputed Company/Organization/Registered firms having experience for at least 01(one) similar nature of work and should have / be:
- i) Registered companies/LLPs/partnership firms/proprietorship firms.
- ii) Must have Experience in car parking management with mobile app based collection and management completed successfully within last 5 (five) years under a government department/Government organization/autonomous body/statutory body.
- 6) **Document to be submitted online as non-statutory document:**
- a) Certificate for incorporation/Memorandum of Association/Registration Certificate.
- b) Trade License.
- c) Pan Card.
- d) GST Registration certificate
- e) TIN/TAN (if any).
- f) Income Tax return Acknowledgement Receipt for the latest Assessment year.
- g) Registered Partnership Deed for Partnership Firms only along with Power of Attorney since executed under any Judicial Magistrate/First Class Magistrate is to be submitted.
- h) The company shall furnish the Article of Association and Memorandum as non-statutory documents.
- i) Copies of LOIs /work order and completion certificates in support of the eligibility claims and explanatory note (summary) towards specific nature of work. All submissions shall be online only.
- j) Work order AND Satisfactory Completion Certificate from the Client should be submitted as a proof of experience. The experience certificate should be issued by an officer of a government department/government organization/ statutory body/government undertaking/autonomous body not below the level of Executive Engineer.
- 7) Joint Ventures/MOU will not be allowed
- 8) The offer shall remain valid for acceptance within 180 days from the date of opening of the tender.
- 9) **Security Deposit:**

The initial Bid security in the form of EMD will be converted as Security Deposit for successful bidder. No interest will be paid on the money retained for Security Deposit. The Security Deposit will be refunded after successful completion of the work including timely payment to NKDA.

## 10) Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIEQ & other Documents (online) (Publishing Date)	06.12.2023
2	Documents download start date (Online)	06.12.2023 from 6.55 pm
3	Documents download end date (Online)	22.12.2023 up to 6.55pm
4	Bid submission start date (Online)	06.12.2023 from 6.55 pm
5	Bid submission closing date (Online)	22.12.2023 up to 6.55pm
6	Bid opening date for Technical Proposals (Online)	26.12.2023 at 11.00 AM
7	Last Date of uploading list for Technically Qualified Bidder(online)	Will be notified later on.
8	Date for opening of Financial Proposal (Online).	Will be notified later on.

- 11) The bidders are bound by the terms & conditions of this Notice Inviting Tender document.
- 12) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by NKDA. New Town Kolkata Development Authority reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any reimbursement of any cost that might have been incurred by any bidder at any stage of Bidding.
- 13) Prospective applicants are advised to note carefully the eligibility criteria before bidding.
- 14) Prospective bidders are free to inspect the site at their own cost and initiative to make themselves aware about the site conditions before bidding.
- 15) **Conditional / Incomplete bid will not be accepted under any circumstances.**
- 16) **The intending bidder has to quote the percentage of revenue share only for NKDA through online to be paid towards to NKDA against operation of the parking lot (s). The bidder offering highest percentage will be selected as the operator subject to fulfilment of all other terms and conditions and acceptance of the quoted monthly license fee by the works and tender Committee of NKDA**
- 17) **The intending bidder are required to quote the rate online in the BOQ under the financial folder only and at no other document or form. Disclosure of rate at any other folder other than the financial folder will lead to the rejection of the bid.**
- 18) Before issuance of LOI, the Authority will verify the credential and other documents of the highest bidder in original, if found necessary. After verification if it is found that the documents submitted by the highest bidder is either manufactured or false in that case work order will not be issued in favor of the said bidder under any circumstances and his/their offer will be treated as cancelled.

- 19) If any discrepancy arises between two similar clauses on different notification, the clause superseding others will be solely as per the discretion of the Authority.
- 20) The successful bidder whose bid is accepted shall make formal agreement along with bid documents in triplicate, within 7 (seven) days from the date of issue of LOI. If the successful bidder fails to perform the formalities within the specified period the Tender is liable to be cancelled and the Bid Security will be forfeited.
- 21) **No. price preference and other concession will be allowed as per order no 8648 – F(T) dated 12.10.2012.**
- 22) Authority will not be held responsible for making payment against any anticipated profit and/or compensation for any losses or price escalation whatsoever.
- 23) The address as furnished by the bidder shall be deemed as the postal address of its office. Any notice or instruction to be given to the contractor under the terms of contract shall be deemed to have been served if it has been delivered to his authorized agent (on the strength of authorization) or representative or sent by registered letter to his official address as furnished.
- 24) Any Corrigendum, notification in connection to this tender will be published in the official website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org)) as well as <https://wbtenders.gov.in> . The applicants are requested to please follow the websites for such notifications, corrigendum etc.
- 25) **TERMS & CONDITIONS.**
  - I. Notwithstanding anything contained in the form in which the contract is executed the following shall constitute terms and conditions of contract and shall be binding on the contractor.
  - II. Constructional Labour Welfare Cess, GST, Royalty & all others Statutory levy/ Cess will have to borne by the contractor.
  - III. The acceptance of the tender including the right to distribute the work between two or amongst more than two tenderers will rest with the competent authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
  - IV. The Tenderer shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970 (b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
  - V. The successful tenderer have to develop & perform the following:-

- i) Booking process: -Advance booking; fully through specified app (will be provided by Licensee at its own cost hosted on NKDA provided server/cloud).
  - ii) Payment process: - Fully through digital process transferred to NKDA A/c (will be provided by Licensee) on pre agreed percentage.
  - iii) Supporting process: - (a) Navigation support, (b) payment for actual time availing, (c) Digital billing (d) Security of the parked car by engaging staff (will be provided by Licensee)
  - iv) Payment to Licensor: -Revenue percentage sharing with NKDA (will be offered by Licensee)
- VI. The period of license will initially be for 12 months commencing from the date as will be mentioned in the work order. The performance of the agency may likely to be reviewed on the 6th (Six) month of the licensing period and NKDA reserves the right to consider the renewal of the existing license on the basis of performance
- VII. This license will be valid for the location mentioned only at the zone.
- VIII. It has to be assured that the parking will be strictly on the allotted space. All the vehicles are to be parked systematically. The parking will be allowed from 7.00 a.m. to 12.00 at night.
- IX. The staff engaged by licensee shall wear uniform with Logo, Agency name, contact no., no. for complain etc., which to be provided by the licensee. NKDA may decide the colour of the uniform and design of Logo in due course.
- X. The staff engaged by licensee shall carry Identity Card with Logo, Agency name, contact no., no. for complain etc., which to be provided by the licensee. NKDA may decide the design of card in due course. The details of the staff engaged by licensee must be submitted to NKDA.
- XI. No consideration and remission will be allowed for any Strike/Hartal/Traffic Dislocation/Sunday & Holidays, Force Majure/ construction work/ street hawker issues.
- XII. The licensee must not assign or any way transfer the right to collect parking fees to third party/Cooperative societies & any other body without prior written approval from NKDA.

- XIII. The licensee will not be allowed to realize car-parking fees from Government Vehicles/ NKDA vehicles/ Police Vehicles.
- XIV. Arrangement of parking lay out in the flank of carriage way shall be at the discretion of Police Authority & NKDA. No vehicles should be parked at the footpath in any circumstance.
- XV. The licensee is required to collect fees strictly as per rate as decided by NKDA. If any written complaints with necessary documents are received by NKDA regarding charging of parking fees above the rate fixed by the NKDA, the license will be cancelled & in that case no refund of license fees will be allowed.
- XVI. Collection of fees through any means/platform other than the pre agreed online application is strictly prohibited and will attract penal action other than the online mobile application.
- XVII. It is mandatory to provide first 30.00 minutes free in app-based parking is compulsory.
- XVIII. Payment mode will be provided in app based as T+1 day.
- XIX. Quotationers will make a programme to provide demo regarding app and all formalities, the entire process including demo of customaries app should be completed within 1(one) months after completion of financial bid.
- 26) **Annexure:** Annexure 1: Approved rate chart for collection of parking fees in NKDA parking lots

**Executive Engineer V  
New Town Kolkata Development Authority**

**Memo No: 10811 /((6)/EE-V/NKDA/2023-24**

**Date: 06.12.2023**

Copy forwarded for information to:-

1. The Chief Engineer, New Town Kolkata Development Authority.
2. The Finance Office, New Town Kolkata Development Authority.
3. The Administrative Officer, New Town Kolkata Development Authority.
4. P.A to the Chairman, New Town Kolkata Development Authority.
5. Office Notice Board.
6. Official Website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org))

**Executive Engineer -V  
New Town Kolkata Development Authority**

## Annexure 1

### Approved rate chart for collection of parking fees in NKDA parking lots

\*\*\* No Parking fee will be charged for the vehicles for the first 30 (thirty) Minutes. \*\*\*

Approved Parking rates in Rupees			
	Motorized Two Wheelers	Car/van	Minibus/Bus/Lorry
Per hour or part thereof from 7 AM to 10 PM	10	20	20
Monthly Rate for parking from 7 AM to 10 PM	600	1200	1500
Per night or part thereof from 10 PM to 7 AM	10	30	60
Monthly Rate for parking from 10 PM to 7 AM	1000	1500	2000
Annual rate for commercial or institutional vehicle exclusive parking is Rs. 15000/-			

**(Rate including GST)**