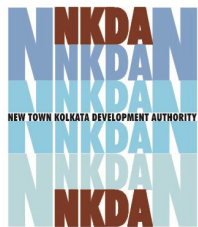


# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY



(A Statutory Authority under Government of West Bengal)  
03, Major Arterial Road, New Town, Kolkata – 700156

Memo No: 73 / NKDA / Engg – 36 / 2010 (IX)

Date: 04/01/2019

## **NOTICE INVITING EXPRESSION OF INTEREST**

### **EOI. NO. : 02 / EE – I /NKDA of 2018 – 19.**

New Town Kolkata Development Authority (NKDA) invites an Expression of Interest (EOI) from eligible, reputed & licensed NGO / Agency / Company / Consortium for empanelment under New Town Kolkata Development Authority for setting up Roof top Farming / Gardening including its operation & maintenance for the residents of New Town by way of offering response in the prescribed format as appended hereto in Annexure – I. The agency should have vast experience of working preferably under Govt. Departments like PWD, WBHIDCO, NKDA, KMDA, PHED etc. regarding Garden, Nursery & Arboriculture / Horticulture creation as well as maintenance works for the last 05 (Five) years & submit credentials worth **Rs. 10.00** lakh for this period. The agency should have a nursery in his possession. All information contained in this EOI & that will be subsequently provided/clarified are in good interest and faith. The applicants should also make their own independent investigation in relation to any additional information that may be required. This is not an arrangement and is not an offer or invitation to enter into an agreement of any kind with any party and the information provided at this stage is merely indicative. The Responsive Applicant(s) shall abide by the Rules & Regulations of New Town Kolkata Development Authority.

The sealed document (Annexure-I duly filled up & signed) should be addressed to the Executive Engineer-I, New Town Kolkata Development Authority. EOI received after stipulated time and date shall be rejected summarily.

### **GUIDANCE:-**

Agri Horticultural Society will be the 'Technical Partner' of NKDA for providing knowhow & technical inputs.

### **PERIOD OF EMPANELMENT:-**

Open ended empanelment with no specific time span

### **IMPORTANT DATES:-**

Sl No.	Particulars.	Date & Time
01.	Date & Time of pre empanelment meeting	14/01/2019 at 1.00 PM
02.	Last Date & Time of submission of Empanelment documents (online)	21/01/2019 up to 3.00 PM
03.	Date of opening of Empanelment documents	21/01/2019 at 4.00 PM
04.	Date of issue of empanelment notice	Will be intimated in due course

## **BACKGROUND:-**

New Town is expanding rapidly and for the benefit of the residents with individual plot or the members of a co-operative or housing complex, a roof top farming / gardening on the roof of the building will provide decorative benefit, quality food, temperature control, hydrological benefits, architectural enhancement, recreational opportunities etc. Hydroponics & other alternative methods for plantation in containers are used extensively in roof top gardens. Planting in containers using chunk coir peat growing media is light weight and provides good drainage & porosity for long term growth in an area like Kolkata with heavy rainfall & also prevents added stress to the roof of the building. These also encourage environmentally responsible practices, eliminating tilling, reducing or eliminating pesticides, and weeding, and encouraging the recycling of wastes through composting.

## **SCOPE OF WORK & SPECIAL CONDITIONS:-**

1. The concerned empanelled Organization will have to make arrangements as per request of the party i.e. the residents of New Town to set up the roof top farming / gardening on turnkey basis providing all necessary components, implementation, operation & maintenance including production at a recommended rate per sq. mtr. to be proposed by the agency and agreed by the authority.
2. No chemicals & pesticides will be used for farming & only compost generated through recycling of organic waste from the house / locality / local market is allowed.
3. New Town Kolkata Development Authority will under no circumstances be held responsible for the roof top farming / gardening being non successful in respect of the yield / production and other consequences and will bear no financial liabilities.
4. Administrative Cost / Empanelment Fee @ 0.5% (Zero point five) percent of the work value for each work will have to be paid by the empanelled agency to NKDA subject to a minimum of Rs. 1500.00 (Rupees One thousand five hundred) only per annum. No Security Deposit will have to be paid for empanelment.
5. The agency will have to adhere strictly to the rules and regulations of the New Town Kolkata Development Authority in all regards.
6. The Agency must make good or pay the damages as decided by the authority in case of any damages done to the building structure of the concerned party during execution / implementation of the roof top farming / gardening. .
7. The Authority reserves the right to terminate any or the entire empanelment list at any point of time without assigning any reason thereof. The empanelment may be rescinded at any point of time due to bad conduct / work on the part of the empanelled agency which will be evaluated by the Authority.

**GENERAL CONDITIONS:-**

1. The sealed documents should be dropped in the Tender Box at NKDA office on or before the stipulated date and time.
2. The technical bid must be sealed in an envelope super-scribing "Technical Bid", and the envelope must be placed in a third envelope super-scribing" **EXPRESSION OF INTEREST FOR EMPANELMENT OF NGO / AGENCY / COMPANY / CONSORTIUM FOR EMPANELMENT UNDER NKDA FOR SETTING UP ROOF TOP FARMING / GARDENING**. This envelope should be sealed and delivered to the Executive Engineer –I , New Town Kolkata Development Authority,01 Major Arterial Road, New Town Kolkata- 700156 on or before the stipulated date and time.
3. Each page of the requisite documents must be stamped and signed by the person or authorized persons submitting the bid in token of his/their having acquainted himself/themselves and accepted the entire bid documents including various conditions of empanelment. Any Bid with any of the Documents not so signed is liable to be rejected at the discretion of the Authority. **NO PAGE SHOULD BE REMOVED / DETACHED FROM THIS BIDDING DOCUMENT.**
4. The bidder shall attach the copy of the authorization letter / power of Attorney as the proof of authorization for signing on behalf of the Bidder as and when so needed.
5. All Bidders are hereby explicitly informed that conditional offers or offers with deviations from the conditions of empanelment, the bids not meeting the minimum eligibility criteria, Bids not accompanied with any other requirements, stipulated in the notice are liable to be rejected. Conditional tender will not be entertained and shall be deemed as 'informal'.
6. The bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof.

**Executive Engineer – I  
New Town Kolkata Development Authority.**

**Copy forwarded for information and necessary action to :-**

1. The Chief Executive Officer, New Town Kolkata Development Authority.
2. The Chief Engineer, New Town Kolkata Development Authority.
3. The Administrative Officer – I, New Town Kolkata Development Authority.
4. The Finance Officer, New Town Kolkata Development Authority.
5. The Estimator/Sr. Accountant / Cashier, New Town Kolkata Development Authority.
6. P.A to Hon'ble Chairman, New Town Kolkata Development Authority.
7. Office Notice Board.
8. Official Website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org)).

**Executive Engineer – I**  
**New Town Kolkata Development Authority**

**ANNEXURE – I**

**TECHNICAL BID DOCUMENT**

Mandatory details to be provided with seal & signature.

<b>SL No</b>	<b>Particulars</b>	
1.	Name of the bidder/Firm, Office Address, Telephone No., Fax No., Mobile No., E-mail (Please attach registration certificate of Firm)	Copies shall be enclosed
2.	Relevant Registration certificate/s	Copies shall be enclosed
3.	Valid Trade License	Copies shall be enclosed
4.	PAN No	Copies shall be enclosed
5.	Experience certificates as required.	Copies shall be enclosed
6.	Income Tax Return for the Past three years	Copies shall be enclosed
7.	GST registration	Copies shall be enclosed
8.	All the bid document and Corrigendum/Amendment (if any)	signature & stamp bid document

A declaration must be submitted along with the above mentioned documents under the letter head of the bidder bearing the effect that the bidder hereby undertakes to follow all the norms as specified in the empanelment notice.

(Name and Signature of Tenderer  
with stamp of the firm)