



**NEW TOWN KOLKATA DEVELOPMENT AUTHORITY**  
**(A Statutory Authority under Government of West Bengal)**  
Plot No.DG/13, Premises No.04-3333, Action Area-ID• New Town Kolkata – 700156  
Ph. No. Email Id:

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**Memo. No.** 2459/EE-(P&GV)/10/NKDA/2025 **Dated.** 13.03.2026

**Notice Inviting e-Quotation No. 23/EE-P&GV/NKDA/2025-26( 2<sup>ND</sup> CALL)**

**ENGAGEMENT OF AGENCY FOR OPERATION AND MAINTENANCE OF THE PHYSICAL INFRASTRUCTURES DEVELOPED FOR THE CHILDREN WHO ARE SENSORY-SEEKING OR SENSORY-AVOIDANT AT SMART SENSORY PARK IN ACTION AREA IIB, NEW TOWN KOLKATA.**

New Town Kolkata Development Authority (NKDA) intends to onboard a suitable and qualified agency to operate and maintain the physical infrastructures developed for the children who are **sensory-seeking** or **sensory-avoidant** at Smart Sensory Park in Action Area IIB, New Town Kolkata. NKDA has developed the physical infrastructures for the Smart Sensory Park with the following objectives:

- Helps children **process sensory input** (sound, touch, movement, sight, smell) in a safe, controlled way
  - Supports children who are **sensory-seeking** or **sensory-avoidant**
  - Improves gross and fine motor skills through climbing, balancing, swinging, and tactile play
  - Encourages movement for children with limited mobility through adaptive equipment
  - Stimulates attention, problem-solving, and exploration
  - Reinforces learning through hands-on, experiential play
  - Supports cause-and-effect understanding
  - Builds confidence and independence as children explore at their own pace
  - Encourages shared play, cooperation, and turn-taking
  - Supports communication development, including non-verbal interaction
  - Promotes inclusion with peers, siblings, and caregivers
  - Supports rehabilitation goals in a natural, motivating setting
  - Exposure to natural elements improves mental health and sensory tolerance
- For this purpose, New Town Kolkata Development Authority invites on-line Tender (Item Rate) from resourceful, reliable, bona-fide and experienced organizations with experience in similar nature of work and are requested to submit their offer for the work detailed below, (Submission of Bid through online)

<b>Name of the work</b>	<b>Estimated Amount (Rs.)</b>	<b>Earnest Money (Rs.)</b>	<b>Period of Contract</b>
Operation and maintenance of the physical infrastructures developed for the children who are <b>sensory-seeking</b> or <b>sensory-avoidant</b> at Smart Sensory Park in Action Area IIB, New Town Kolkata.	Item Rate to be quoted by the bidders per month.	Rs.20,000/-	12 Months (may be extended for further 06 months)

### **1. Infrastructures and Scope of Work**

The Park is broadly divided into two zones – (1) Physical Outdoor Play Spaces and (2) Sensory Galleries.

The physical outdoor play spaces aim at increasing motor, language, social skills of children with developmental challenges. The outdoor play spaces include (i) Sandpit area (ii) Balloon Forest Area (iii) Multi-play Station (iv) Jungle Gym (v) Rock Climbing Wall (vi) Climbing Net Scrambler (vii) Spring Animal (viii) Slide, Sea Saw and Swings (ix) Driftwood (x) Gazebo, (xii) Carousel, etc.

Sensory Galleries provide an interactive and information-based experience to the visitors. Further, each gallery has two zones namely the (a) Info Zone and (b) Game Zone. The primary 4 galleries converge onto a breakout space. The breakout zone is further connected to the food court and souvenir shop in the park through a 'SPA Bridge'. The galleries in the park are equipped with various sensory equipment including sensory box kits, optical fiber fountain, sensory motor kit, visual sensory tub, trampoline, barrel swing with straps, rope ladder cubicle, disc swing, climbing stone Wall, resistance Tunnel, etc. Detailed list of equipment available in the galleries of Sensory Park is provided as Annexure I.

To ensure a barrier free design, the park has wheelchair station, navigation signs, no angular corners, anti-skid floors and easy ramps.

#### **Scope of Work:**

- 1) Operate and maintain all the infrastructures mentioned above to accommodate the children.
- 2) Maintain cleanliness of the area and the adjacent toilets regularly.
- 3) Providing trained manpower to support the especiallyabled children to use the infrastructures.

### **2. Particulars of Bid:**

<b>1</b>	<b>Location</b>	Sensory Park at Action Area-II, New Town
<b>2</b>	<b>Duration of Operation</b>	12 (Twelve) months
<b>3</b>	<b>Mode of Bidding</b>	Through E- Tender.
<b>4</b>	<b>Bidding Parameter</b>	The Bidder with Lowest quoted rate per month will be selected for engagement subject to fulfilling of all the other terms and conditions.
<b>5</b>	<b>Submission of Bid</b>	The intendent bidder will submit the bid through online via e-procurement portal.
<b>6</b>	<b>Date of Publishing EOI</b>	13.03.2026
<b>7</b>	<b>Documents download start date (Online)</b>	14.03.2026 from 11:00 AM

8	<b>Documents download end date (Online)</b>	30.03.2026 at 3:00 PM
9	<b>Date of Pre-Bid Meeting</b>	18.03.2026 at 3:00 PM
10	<b>Bid Submission Start date</b>	19.03.2026 at 11:00 AM
11	<b>Bid Submission End date</b>	30.03.2026 at 3:00 PM
12	<b>Bid opening date for Technical Proposals (Online)</b>	02.04.2026 at 3.00 PM
13	<b>Bid opening date for Financial (Online)</b>	Will be intimated in due course after opening of Technical Bid
14	<b>Validity of Bid</b>	180 days
15	<b>Security Deposit</b>	Rs.2,00,000/- (to be deposited by the successful bidder before issuance of Work Order, in form of Demand Draft in favour of New Town Kolkata Development Authority, payable at Kolkata.)

### 3. Eligibility:

The bidder should be a registered Indian Company/ Partnership firm/ Proprietorship firm/NGO.

1. The bidder should have experience in operation of children's creche/day care center /Child education school/ Home for Children with Special Needs/ Center for Children with Disabilities successfully for a period of not less than three years within last 5 years from the date of issue of this tender.
2. Should have valid Trade License
3. Should have valid GST number
4. Should have PAN card
5. Should have yearly average Turnover of Rs.30 Lakh during last 03 years
6. Joint Venture/ Consortium will not be allowed.

### 4. Submission of Tender

The tender will be submitted in two bid system i.e. Technical bid & Financial bid. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>

### 5. Online Bid submission procedure

- i. *Registration of Contractor:* Agencies/Bidders who are interested in participating NKDA's e-tenders will have to be enrolled & registered with the Government e-Procurement system, through login on to <https://etender.wb.nic.in>. They are requested to contact to the toll-free **Help-line No. 1800 3070 2232 of National Informatics Centre** for registration and other clarification on e-tendering.
- ii. *Digital Signature certificate (DSC):* Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of

tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount.

- iii. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- iv. **Submission of Tenders:** General process of submission, Tenders are to be submitted through online to the stipulated website in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded duly Digitally Signed.

**TECHNICAL BID:**

Sl. No.	Category Name	Details
A	Certificate(s)	<ul style="list-style-type: none"> <li>• GSTRegistrationCertificate</li> <li>• PAN Card</li> <li>• P Tax</li> <li>• Trade License</li> <li>• IT-Return for latest 03 (three) Financial years</li> </ul>
B.	Company Detail(s)	<ul style="list-style-type: none"> <li>• Proprietorship Firm (Trade License)</li> <li>• Partnership Firm (Partnership Deed, Trade License)</li> <li>• Ltd. Company (Incorporation Certificate, Trade License)</li> </ul>
C.	Credential	The Agency should submit relevant documents in support of experience in operation of children's creche/day care center /Child education school/ Home for Children with Special Needs/ Center for Children with Disabilities successfully for a period of not less than three years within last 5 years from the date of issue of this tender.
D	Financial Information	<ul style="list-style-type: none"> <li>• Audited Financial Statement for last 03 financial years.</li> <li>• Average annual Turnover of Rs.30 lakh certified by the statutory authority of the firm/ company.</li> </ul>
E	Other Documents	Other applicable License required for running children's creche/day care center /Child education school/ Home for Children with Special Needs/ Center for Children with Disabilities.

- The documents submitted by the bidder will be verified or checked with the original documents and if any fraud/falsification/misrepresentation/mal practice is found then the tender will be cancelled with forfeiture of EMD.

**Penalty for suppression / distortion of facts:**

If any tenderer fails to produce the hard copies of the documents as may be asked for further verification (especially Experience Certificates, audited balance sheets or any document which is vital for his eligibility), or any other documents within the specified time frame stated above or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of fact during any time of the tendering process or even after the issuance of work order, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 2 (two) years. Additionally, the EMD submitted by the bidder shall be forfeited by the Tender Inviting Authority without assigning any reasons to the bidder.

The **FINANCIAL BID** of the prospective qualified Bidder(s) will be considered only if the **TECHNICAL BID** of the Bidder(s) is found qualified by competent authority of New Town Kolkata Development Authority. The

decision of the competent authority of New Town Kolkata Development Authority will be final and absolute in this respect.

**FINANCIAL BID:**

- i) Item Rate shall be quoted in the financial bid only as per the prescribed format. **The rate shall be quoted including all taxes.**
- ii) All other charges like insurance charges, freight etc as would be required for completion of the work shall also be included in the rate quoted. No claim what so ever in this account shall be entertained.
- iii) The agency shall include income tax, cess etc. as applicable, octroi if any, toll, ferry charges, local charges, royalties, turn over tax and all other charges as applicable while quoting the rate.

**6. Taxes & duties to be borne by the Contractor:**

It may again be reiterated that all the applicable Tax, Royalty, Cess and similar other statutory levy / cess etc. will have to be borne by the selected agency while executing the work.

**7. Site inspection before submission of tender:**

Before submitting the tender, the intending tenderer should make themselves acquainted thoroughly with all the infrastructures of the park, local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on this account afterwards.

**8. Conditional and incomplete tender:**

Conditional and incomplete tenders shall be summarily rejected.

**9. Engagement period**

The engagement with the allotted will be initially for a 01 year(12 months) from the date of inception of operation which may be extended by 6 months with same terms and conditions.

**10. Other Terms and Conditions**

- 1) The Agency should obtain required license/ clearance from the Competent Authority and to submit the same to NKDA Authority for record. This License should be renewed time to time.
- 2) The amount of Earnest Money Deposit of the successful Bidder will be adjusted with the Security Deposit.
- 3) The successful Bidder/ agency shall be responsible to run the infrastructures of the Sensory Park with its own employees. Any addition or alteration in the allotted space is not permitted. If any damage to the premises and assets is caused due to negligence or any activity of the agency, he will have to make good such damage at his own cost. If any violation of this condition is detected, it will be considered as a breach of the contract and it will entail the agreement liable to be cancelled forthwith.
- 4) The successful Bidder shall engage and deploy at his own cost, adequate numbers of whole-time qualified personnel for smooth and proper execution of the work The Intending Bidder shall ensure that staff engaged for the purpose are well trained polite and free from communicable diseases.
- 5) All the staff should be well dressed in a uniform and shall wear a photo identity card to be provided by the selected agency.
- 6) The timing for opening of park subject to approval by NKDA depending upon seasonal suitability if it considers it necessary.
- 7) The solid waste generated at the space should be kept in waste bins as instructed by NKDA authorities and NKDA workmen will collect these from a predetermined space.

- 8) The Agency will be responsible for maintaining high standards of hygiene and cleanliness in the infrastructures and for full observance of all relevant regulations of Government /NKDA.
- 9) The Agency shall not carry out any other business within the premises/ site of the park.
- 10) That all materials should be used as per rules and regulations of Health Department, Government of West Bengal, Environment Department Government of West Bengal and NKDA.
- 11) The food items should have nutritious value and shall be subject to verification by the officials of NKDA or of Health department /Consumer Affairs Department, Government of West Bengal or representatives of any other competent authority at any time. If the quality of food is not found to be satisfactory, the food items shall be liable to be replaced at the cost of the Agency. Further if the food quality is found to be unsatisfactory repeatedly, the contract will be liable to immediate termination.
- 12) That the entire arrangement should be in pollution free manner. In case of any deviation, the contract shall also be liable to be cancelled.
- 13) The Agency will be solely responsible for all payments and observance and compliance of relevant provision of laws/rules/regulations etc. in respect of his employees and running the Food Court.
- 14) The Agency shall maintain a suggestion and Complaint Book and the Suggestion recorded therein will be given due consideration. Notice disclosing existence of this book will have to be displayed in English and Bengali at a prominent point within the Cluster of food stall. This book must be readily available for inspection by the NKDA officials whenever called for.
- 15) The Agency will have to do all minor repairs at his own cost after obtaining prior written approval of NKDA.
- 16) That at the end of the contract period, the premises is to be handed over by the Agency to NKDA at its original form.
- 17) That sub-letting of the infrastructures in full or part by the Agency is strictly prohibited and if found so, the Agreement is liable to be terminated including imposition of penalties as determined by the NKDA.
- 18) Upon breach of any of the terms and conditions by the Agency, NKDA may issue a notice in writing, determine and put end to the contract, to be entered into, without prejudice to the right of the NKDA to claim damages for antecedent breaches thereof on the part of the Agency and also to reasonable compensation for the loss occasioned by the failure of the Agency to fulfil the terms and conditions of this Agreement as certified in writing by NKDA which certificate shall be conclusive evidence of the amount of such compensation payable by the Successful Bidder to the NKDA.
- 19) In the event of any dispute or differences, whatsoever arising in connection with any terms & condition or guideline relating to meaning and interpretation subsequently including any alleged breach thereof, the same shall be referred to the CEO, NKDA and his decision will be considered final.
- 20) The Agency agrees to indemnify, hold harmless, defend and protect NKDA officers, Directors, agents and employees from and against any and all claims losses, damages, demands liabilities, suits, costs, expenses (including attorney's fees) penalties judgments, or obligations whatsoever for or in connection with injury (including death) or damage to any person or the loss or damage of property to whomsoever, belonging or pecuniary or monetary loss resulting from arising out of or in any way related to activity conducted by or the omissions of Bidder.

- 21) The Agency will operate the same by engaging its own employees.
- 22) The statutory permissions and licenses like FASSI, if applicable, etc. will be obtained by the agency at their own cost and arrangement.
- 23) All taxes and levies will be borne by the agency.
- 24) The Agency should ensure fire safety and general safety and security of the space.

Executive Engineer (P&GV)  
New Town Kolkata Development Authority

**Memo. No. 2459/EE-(P&GV)/10/NKDA/2025**

**Dated 13.03.2026**

Copy forwarded for information to: -

1. Chief Executive Officer, New Town Kolkata Development Authority.
2. Chief Engineer, New Town Kolkata Development Authority
3. Administrative Officer (R&IT), New Town Kolkata Development Authority
4. Administrative Officer (EM), New Town Kolkata Development Authority
5. Finance Officer, New Town Kolkata Development Authority.
6. Superintending Engineer, New Town Kolkata Development Authority.
7. Executive Engineer (WD&S), New Town Kolkata Development Authority.
8. P.A to the Hon'ble Chairman, New Town Kolkata Development Authority.
9. P.A to the Member Secretary, New Town Kolkata Development Authority
10. Office Notice Board.
11. Official Website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org))

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## **ANNEXURE-I**

### **Gallery-A-2 :Reception**

#### **Gallery A-1, C-1, C-2: Sensory Items**

- 1) Sensory in Box Kit-A - 4 Nos
- 2) Sensory in Box Kit-B – 4 Nos
- 3) Optical Fibre Fountain – 4 Nos
- 4) Sensory Motor Kit- 4 Nos
- 5) Visual sensory- Tub -4 Nos
- 6) HUT- 4 Nos
- 7) Trampoline with Handle- 3 Nos
- 8) Wedge Board- 4 Nos
- 9) Mattress- 10 nos
- 10) Standing Frame- 4 Nos
- 11) Adaptive sitting Chair with mike – 4 nos
- 12) Lycra Swing-8 nos

#### **Gallery B1,, B2, Di, D2 : Swing related Items (Playing apparatus)**

- 1) Barrel Swing with straps- 3 Nos
- 2) Tapper Slide Wooden- 3 Nos
- 3) Tapper Roller- 2 Nos
- 4) Rope Ladders cubical – 2 Nos
- 5) Disc Swing- 4 nos
- 6) Wall bar plus Climbing Wall- 4 nos
- 7) Toddler Swing- 4 nos
- 8) Steam Roller- 4 Nos
- 9) Platform Swing- 4 nos
- 10) Climbing Stone Wall- 2 Nos
- 11) Bolster with trapiz swing- 2 nos
- 12) Lycra Swing-8 nos
- 13) Acrobat swing- 8 nos
- 14) Resistance Tunnel- 8 Nos

#### **Out Door Unit**

- 1) Playing Units : Sea saw, Round, Slide, Swing
- 2) Food Court with Toilet Block
- 3) Director Room with Toilets
- 4) Toilet Blocks (beside Gate)
- 5) Water Body

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