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

Memo. No. 7356/NKDA/ Engg. SWM/2026 – 27 **Date: 27/11/2026**

Notice Inviting e-Tender No. 09/EE-SWM/NKDA/2026-27

Invitation of e-Tender for selection of service provider for Outdoor Catering (ODC) during the 19th Pravasi Bharatiya Divas, 2027 (For VVIP's)

The 19th edition of the "**Pravasi Bharatiya Divas**" is scheduled to be held from **January 7th to January 9th, 2027**, at Kolkata, West Bengal. The Government of West Bengal is hosting this prestigious event on behalf of the Ministry of External Affairs (MEA), Government of India.

The event is expected to witness a significant influx of delegates, NRIs, VVIPs, and media personnel in Kolkata. To ensure seamless arrangements for serving food & beverages, we seek to engage a reputed hotel / Caterer who will collaborate with the State Government by providing Outdoor Catering services to the VVIP's at the event venue.

Details regarding the event schedule, infrastructure available at the venue, the expected number of VVIP's, and the proposed menus are outlined in the tender document (Annexure A). The tender document also includes the selection procedure.

On behalf of the Government of West Bengal, New Town Kolkata Development Authority (NKDA) invites e-Tender from **leading Outdoor Catering Service (ODC) service providers** based out in West Bengal for selecting the resourceful bidders who will participate in its Financial Bid. This e-Tender is invited for selection of Outdoor Catering Services (ODC) provider for serving foods & beverages to VVIP's etc. Interested Bidders are requested to participate in e-Tender (Two Parts) and they must be submitted as per the timelines mentioned below".

PARTICULAR		DATE & TIME
Date of Publishing of NIT.	:	27/11/2026
Document download start date.	:	27/11/2026 from 06:00 P.M.
Document download end date & time.	:	04/12/2026 up-to 3:00 P.M.
Pre-Bid Meeting date & time	:	30/11/2026 at 2:00 P.M.
Pre-Bid Meeting Venue	:	Conference Room at 4th Floor of NKDA Office
Bid submission start date.	:	28/11/2026 from 10:00 A.M.
Last date of Online submission of Technical Bid and Financial Bid.	:	04/12/2026 up-to 3:00 P.M.
Opening of Technical Bid	:	07/12/2026 at 11:00 A.M.
Opening of Financial Bid	:	Will be intimated in due course

Validity of bid.	:	180 days w.e.f the date of opening of Financial Bid.
Completion Period of the work	:	03 (Three) Days
Detailed Tender Document can be downloaded from NKDA website/ wbtenders.gov.in.	:	www.nkdamar.org & www.wbterders.gov.in

1) In the event of e-filling, intending bidder may download the tender documents from the website http://wbtenders.gov.in directly with the help of Digital Signature Certificate. All the bidders will have to submit On-line Earnest Money & necessary Earnest Money will be deposited by the bidder through the following payment mode as per Finance Department Order No. **3975-F(Y)** dated 28th July, 2016 (Annexure-A).

(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** through bank account in any bank. The EMD shall be deposited in favour of **"New Town Kolkata Development Authority"** payable at **"Kolkata".**

2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website http://Wbtender.gov.in.

1.	Earnest Money Deposit	:	**Rs. 1,00,000.00 (Rupees One Lakh Only)** **THE EARNEST MONEY SHALL BE DEPOSITED BY THE BIDDER ELECTRONICALLY:** The Earnest Money shall be deposited by the bidder online-through his net banking enabled bank account, maintained at any bank or through any bank by generating NEFT/RTGS challan from the e-tender portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank to the Beneficiary Bank Account No. The name of Beneficiary bank (at present ICICI Bank), Account No. & IFSC Code are given in the e-tender portal. The details of deposition of EMD can be obtained from the following link. **"wbtenders.gov.in → Home Page → Bidders Manual Kit →Help for on-line receipt and refund of EMD"** Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD and Bid can be submitted only after receipt of EMD. **NOTE:** Earnest money through offline instruments like Bank Draft, Pay Order etc. will not be accepted for e-tender procurement of this office.
2.	Performance Guarente	:	**Performance Guarente amount Rs. 10.00 (Ten) lakh** as a Performance Guarente in form of Bank Guarente to be deposited by the selected 'Service Provider' only at the time of issuing LOI (Letter of Intent) as per enclosed proforma (Annexure- 2) 1. The successful Bidder shall furnish a Performance Security Rs. 30.00 (Thirty) lakh, in the form of an unconditional and irrevocable bank guarantee from a scheduled commercial bank, in the format at Annexure-2, within [7] days of the issue of the Letter of Award and before execution of the Agreement.

			2. The Performance Security shall remain valid until at least 60 days after the completion of all contractual obligations, including reinstatement of the Venues and submission of the final report. 3. The Performance Security shall be available to the Client for recovery of liquidated damages, penalties and any other amount due from the Agency, and shall be returned without interest after the completion of all obligations.

1. INTRODUCTION: The 19th edition of 'Pravasi Bharatiya Dibas' is scheduled during 7th January to 9th January, 2027. The event will be held at different venue at ITC Banquet, Kolkata. Government of West Bengal is hosting the event on behalf of Ministry of External Affairs (MEA), Government of India.

During this biennial event, VVIP's from various corners of the globe will visit to Kolkata to attend the event. Hon'ble PM of India will attend the plenary session and Hon'ble President of India will join during the valedictory session

An event management agency will be appointed to build the infrastructure for hoisting the event. Lunch, dinner & high tea provisions will have to be made for the VVIP's during all the 3 days of the event. ITC Banquet Hall will be earmarked for serving food to the VVIP's. Approximate numbers of VVIP's to be present during the event are outlined below;

Events Description	VVIP's dinning (Appx)
LUNCH on 07.01.2027	350
HIGH TEA on 07.01.2027	350
DINNER on 07.01.2027	500
LUNCH on 08.01.2027	300
HIGH TEA on 08.01.2027	300
DINNER on 08.01.2027	400
LUNCH on 09.01.2027	500
HIGH TEA on 09.01.2027	500

The above figures are tentative. However, 60% of the numbers are guaranteed. Actual number of **VVIP's** and other attendees will be confirmed 96 hours prior the event date.

2. OBJECTIVE: The objective of inviting this Tender is to select reputed, resourceful and experienced outdoor catering service provider for providing high-end catering services during the event. This Tender is invited for **selection of reputed Outdoor Catering Service provider** through competitive Bid (Two Part).

3. SCOPE OF WORK: The selected caterer will be responsible for providing end – to – end catering logistics & hospitality. It includes;

- **Menu Curation:** Preparation of multi-cuisine menus for Lunch, Tea & Dinner, suitably matched with Traditional Indian, Regional Bengali, Continental and Global cuisines suitable for Indian / International **VVIP's**. The participating bidders / caterers are requested to submit both for veg & non-veg menus for lunch, tea and dinner for three days from their end in their **technical proposal**. They are also requested not to repeat same menu in consecutive days.

- **Service Infra Structure:** Provision of all necessary high-grade crockery, cutlery, premium buffet & live station setups, food warming equipment, and layout design. Layout design should be done in such

a fashion so that both veg & non-veg counters may be separated and is distinctly visible. Crockery and cutlery must be sufficiently provided so that using of washed dishes at the venue can be avoided.

- **Staffing**: Deployment of certified, well groomed, professional and multilingual (Bengali, Hindi & English) hospitality managers and serving staff. Serving staff must wear clean uniform of the caterer with apron, cap, gloves and covered shoe. Number of hospitality managers and staff must be sufficient enough as to maintain following time frame;

  - **Lunch:** 12.30 PM to 2.00 PM
  - **Tea:** 4.30 PM to 5.30 PM
  - **Dinner:** 8.00 PM to 11.00 PM

- **Food Safety:** Strict adherence to FSSAI standards and compliance with institutional food safety norms.

4. Eligibility & Pre-Qualification Criteria: To participate in this Tender, applicant catering agencies must satisfy the following minimum benchmarks:

Sl. No.	Evaluation Parameter	Minimum Requirement	Supporting Documents Required
1.	Who can apply	Reputed 4 Star / 5 Star Hotels or Outdoor Catering Service Provider having State / National Brand Value	
2.	Legal Entity	Must be a registered Partnership, Pvt Ltd, Public Ltd Company, or Proprietorship operating for at least 5 years	Certificate of Incorporation / Partnership Deed / Trade License
3.	Experience	Must have successfully executed at least **2 (Two)** mega catering events for Govt. / Corporate sectors with a single-day footfall of **1,000+ guests** in the last 5 years.	Work Orders and Completion / Performance Certificate.
4.	Financial Turnover	Minimum Average Annual Turnover of **₹30.00 Crores** during the last 3 financial years (FY 2023-24, 2024-25, 2025-26).	Audited Balance Sheets and CA Certificate with UDIN
5.	Statutory Registration	Valid tax, food safety, and labor registrations	GSTIN, PAN, and a valid FSSAI Central/State Catering License
6.	Clean Track Record	The agency must not have been blacklisted by any State/Central Government or PSU.	Self-declaration affidavit on ₹100 Non-Judicial Stamp Paper

5. Selection Procedure: Both Technical and Financial Proposal as received from the qualified bidders will be processed in QCBS method.

a. Technical Proposal: 70% weightage will be given to the technical proposal.

1. The bidder will present the proposed menu to the evaluation committee, constituted for selection of eligible bidders. Based on prequalification criteria as provided at Section 4 as well as quality & taste of the presented menu, innovative & diversity of menu, capability and experience of vendor, convenience of service etc., score will be awarded and the same shall be considered for further evaluation.

2. Those bidders who will attain score above 40 (Out of 70) will be eligible to participate in its Financial Bid.

b. **Evaluation of Technical Proposals:** The evaluation committee, appointed by the authority as a whole, and each of its members individually, shall evaluate the proposals on the basis of proposed menu for each lunch & Dinner and subsequent discussion with the bidder. Each responsive proposal will be given a technical score (St). A proposal shall be rejected at this stage if it does not respond to important aspects. The highest evaluated technical Bid (Tm) shall be given the maximum technical score (ST) of 70. The formula for determining the technical scores of all other bids shall be calculated as follows: ST = 70 x T/Tm, in which "ST" is the technical score, "Tm" is the highest score, and 'T' the score of the bidder under consideration

c. **Financial Proposal:** 30 % weightage was given to the financial proposal**.**

i. The Minimum requirement for curating the menu is indicated in the financial proposal. The Bidders must consider the same and curate an elaborate menu for breakfast, lunch, dinner & High-tea.

ii. The minimum guarantee for each of the menu is indicated in the financial proposal format. The bidders must quote prices accordingly. The Total Cost in Rs. (without GST) will be considered for evaluation.

d. **Evaluation of financial Proposals:** The Financial Proposals of the qualified bidders only shall be opened. The name of the Bidder, the technical scores, and the proposed prices shall be recorded when the Financial Proposals are opened. The lowest evaluated Financial Bid (Fm) shall be given the maximum financial score (Sf) of 30. The formula for determining the financial scores of all other bids shall be calculated as follows: Sf= 30 x Fm/F, in which "Sf" is the financial score, "Fm" is the lowest price, and "F" the price of the bid under consideration.

e. **Selection:** Bidder with the highest combined score from Technical & Financial evaluation shall be invited for negotiation.

INFORMATION TO THE BIDDERS

1. Request for Tender

Request for tender paper is to be placed online only through the NKDA Website/ www.wbtenders.gov.in

2. Submission of Tender

The tender will be submitted in two bid system i.e. Technical bid & Financial bid.

3. 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 logging 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, computer setting 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 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. The documents will get encrypted (transformed into non readable formats).

4. Documents to be submitted in Technical Bid.

Sl No	Category Name	Details
A.	Certificate(s)	GST Registration Certificate, PAN Card, P Tax, Trade License, IT-Return for latest 03 (three) Financial Years.
B.	Company Detail(s)	Proprietorship Firm (*Trade License*) Partnership Firm (*Partnership Deed, Trade License*) Ltd. Company (*Incorporation Certificate, Trade License*)
C.	Credential	Refer Clause No. 04 - Eligibility & Pre-Qualification Criteria

4.1.1 If the applicant is an authorized signatory, he should submit document of authorization (Power of Attorney) in his favour along with the application. In case of Partnership firm, copies of the partnership deed are to be submitted along with the tender document.

4.1.2 Penalty for suppression / distortion of facts:

If any tenderer fails to produce the hard copies of the documents (especially Completion 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.

4.2 FINANCIAL BID:

1. Item Rate shall be quoted in the financial bid of the tender.
2. The rate quoted by bidder shall be exclusive of GST as applicable but inclusive of all other charges like supply of high-grade crockery, cutlery, premium buffet & live station setups, food warming equipment, deployment of qualified serving staffs, floor manager, transportation etc. and all other applicable taxes, if any complete.
3. 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 whatsoever in this account shall be entertained.
4. The Quoted price is firm, inclusive of all applicable taxes and no escalation will be admissible during the pendency of the contract in the event of any increase of prices of materials or as a result of Government Notification.

4.3 Site inspection before submission of tender:

Before submitting the tender, the intending tenderer should make themselves acquainted thoroughly with the 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.

4.3.1 Conditional and incomplete tender:

Conditional and incomplete tenders shall be summarily rejected.

5. Acceptance of Tender:

Lowest valid rate may be accepted; however, the authority does not bind himself to do so and reserves the right to reject any or all the tenders, without assigning any reason.

6. Sub-division of Award:

Tender inviting & accepting authority reserve the right to distribute the stated work amongst the multiple eligible vendors if the authority considers it reasonable in respect of convenience and venue location.

7. Payment

The payment will be made after completion of the Work.

8. Withdrawal of bid will not be allowed by the authority.

9. <u>Other Terms & Conditions:</u>

9.1 Tenderers are requested to be present in person during the opening of technical and financial bids.

9.2 The tender accepting authority may ask any tenderer to submit analysis to justify the rate quoted by the tenderer.

9.3 If there be any objection regarding prequalifying the Agency that should be lodged on line to the Tender inviting authority within 24 hrs from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.

9.4 The intending Bidder are instructed to attend the pre bid meeting to discuss the matter relates to any dispute/proposal with proper documents whatsoever. No dispute/proposal or objection regarding technical specification would be entertained after the pre bid meeting.

9.5 Tenderer can approach only the Tender Inviting Authority, NKDA for any clarification with respect to the tender.

9.6 The decision of authority with respect to the tender is final and binding.

9.7 All corrections in the tender should be signed with date by the Tenderer. Each of the Tender document and drawings must be signed by the Tenderer.

9.8 Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favor of the said Tenderer and his EMD will be forfeited followed by black-listing of his firm

9.9 The authorized signatory who will sign on behalf of a company or Firm must submit the relevant documents in respect of their competency to do so, failing which their tender will be liable to be cancelled and the earnest money will be forfeited.

9.10 Sub-letting of the job is not permissible. If the authority comes to know that the agency has sub-let the work, then action shall be taken to terminate the contract and the EMD and Security Deposit may be forfeited.

9.11 All materials shall be as per the approved quality and methodology.

9.12 No mobilization advance will be paid to the contractor.

9.13 No escalation of cost is permissible.

9.14 The Agency shall comply with all the rules and regulations regarding safety, security and other statutory obligations of its workers and the Authority will in no way be responsible in any manner in case of any miss-happening with their workers at any place.

9.15 In case of any modification/addition/deletion of any item of the works (if any) which has been pointed out during pre-bid meeting will be published by Tender Inviting Authority through publication of corrigendum in the web portal.

9.16 The scope of work may be modified as per the discretion of the Authority and the contractor has to accept that modification within the sanctioned amount of the work.

9.17 There shall be no provision of Arbitration.

9.18 **Provision of blacklisting of the agency in NKDA**:

i) Submission of false/ misleading credential or documents during the tender process.
ii) Inability to maintain the specification as mentioned in the tender document.
iii) Poor performance in execution of the work.
iv) Misconduct or noncompliance of the instruction of the authority.
v) Negligence /failure to maintain the work within the stipulated time frame during the defect liability period.

9.19 Discretion of the authority inviting tender: The tender inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever.

9.20 The value of projects shall be considered exclusive of GST. Projects executed in foreign currency shall be converted at the RBI reference rate on the date of completion.

10. Language, Currency and Taxes

1. The Bid and all correspondence shall be in English. Supporting documents in any other language shall be accompanied by an English translation certified by the Bidder; the translation shall govern.

2. All rates shall be quoted in Indian Rupees. Rates shall be exclusive of GST and inclusive of all other taxes, duties, levies, cess, overheads, management charges, transport, labour, insurance, fuel, consumables and profit. GST shall be paid at the rate applicable on the date of invoicing.

3. Any change in the rate of GST after the Bid Due Date shall be to the account of the Client. No other tax or levy shall be payable in addition to the quoted rates.

11. Refund of EMD of Unsuccessful Bidders

1. The EMD of unsuccessful Bidders shall be returned, without interest, after the award of the Contract. The EMD of the successful Bidder shall be returned, without interest, on receipt of the Performance Security and execution of the Agreement.

2. The EMD shall be forfeited if a Bidder (a) withdraws or modifies its Bid during the bid validity period; (b) fails to accept the Letter of Award, furnish the Performance Security or sign the Agreement within the prescribed time; (c) is found to have submitted false or misleading information; or (d) engages in any corrupt, fraudulent, coercive, undesirable or restrictive practice

12. Security Clearance and Conduct of Personnel

1. All personnel of the Agency and its vendors shall be subject to police verification and security clearance by the Competent Agencies and shall carry valid accreditation at all times. Persons denied clearance shall not be deployed.
2. Personnel shall be briefed on guest handling and discretion. Protocol categories shall never be discussed with guests or posted publicly.
3. The Agency shall comply with all instructions of the Competent Agencies on access, movement, timing, frisking of material and sanitisation of the Venues.

13. Force Majeure

Neither party shall be liable for any failure or delay in performance caused by events beyond its reasonable control, including acts of God, epidemic, war, civil disturbance or orders of Government,

provided that the affected party notifies the other within 48 hours. If the Event is postponed or cancelled by the Client for any reason, the Agency shall be paid for the work actually done and for committed costs verified by the Client, and no claim for loss of profit shall be entertained.

14. Dispute Resolution, Governing Law and Jurisdiction

1. Any dispute shall first be resolved by mutual discussion. Disputes not resolved within 30 days shall be referred to a sole arbitrator appointed by the Client, in accordance with the Arbitration and Conciliation Act, 1996. The seat and venue of arbitration shall be [Kolkata].
2. The Contract shall be governed by the laws of India. Subject to arbitration, the courts at [Kolkata] shall have exclusive jurisdiction.

Sd/-
Executive Engineer- SWM
New Town Kolkata Development Authority

Memo. No. 7356/NKDA/ Engg. SWM/2026 – 27 **Date: 27/11/2026**

Copy forwarded for information to the:

1. Chief Executive Officer, NKDA.
2. Chief Engineer, NKDA
3. Finance Office, NKDA.
4. Superintending Engineer, NKDA
5. Assistant Engineer (SWM), NKDA.
6. PA to Hon'ble Chairman, NKDA.
7. PA to Member Secretary, NKDA.
8. Office Notice Board
9. Official website of NKDA.

Sd/-
Executive Engineer- SWM
New Town Kolkata Development Authority

ANNEXURE - 1

TECHNICAL BID PROFILE FORMAT

(To be filled out completely by the applicant agency on their official letterhead)

1. **Name of the Agency:** _____
2. **Registered Office Address:** _____
3. **Contact Person Name & Designation:** _____
4. **Mobile No. & Email ID:** _____
5. **Statutory Details Summary:**
    - *PAN Card No:* _____
    - *GST Registration No:* _____
    - *FSSAI License No:* _____
6. **Financial Turnover Over Last 3 Years:**
    - FY 2023-24: ₹_____
    - FY 2024-25: ₹_____
    - FY 2025-26*:* ₹_____
7. **List of Mega Events Managed (Last 5 Years - Attach extra sheets if required): [Name of Client, Event Date. No of PCX cooked & served, Contract value]**
8. **Name of Chief Chef:**
    a. **Name of innovative dishes if any:**

Declaration:
I/We hereby declare that the information provided above is true and accurate to the best of my knowledge. I understand that if any detail is found to be incorrect, our E-TENDER eligibility will stand cancelled.

(Signature & Official Seal of Authorized Signatory)
Date: _____
Place: _____

FINANCIAL PROPOSAL

To:

The Chief Executive Officer,
New Town Kolkata Development Authority,
Plot No. DG/13, Premises No. 04-3333, Action Area – ID,
New Town, Kolkata – 700156

Sub: **Selection of service provider for Outdoor Catering (ODC) during the 19th Pravasi Bharatiya Divas, 2027(For VVIP's)**.

Having gone through the bid document and fully understanding the scope of work for the assignment mentioned above, we are happy to provide the following quote for providing ODC Service during the 19th Pravasi Bharatiya Divas. The rates quoted are excluding GST and the numbers mentioned in the minimum guarantee column is for the entire duration of the event.

DELIVERABLES (Following are the minimum requirements which needs to be considered while curating the menu)	**TOTAL NO. OF GUESTS**	**MINIMUM GUARANTEE**	**COST IN RS. (WITHOUT GST)**
LUNCH MENU Soups- 2 no of soups including one non veg soup. Main course- 3 no of non veg including mutton or prawn Desserts- 5 deserts including 3 Indian desserts Live Counter- exclusive bengali counters with at least 3 spreads and continental counters with 2 spreads.	1150	700	
HIGH TEA MENU Tea & Coffee with cookies (preferably millet) Canned Juice 2 cold & 2 hot snacks (in the mix of Veg & Non veg)	1150	700	
DINNER MENU Soups- 2 no of soups including one non veg soup. Starter- 4 starters including 2 no of non veg items Main course- 3 no of non veg including mutton or prawn Desserts- 5 deserts including 3 Indian desserts Live Counter- exclusive bengali counters with at least 4 spreads.	900	550	
TOTAL COST WITHOUT GST			

Our Financial Bid shall be binding upon us subject to the modifications resulting from contract negotiations, up-to expiration of the validity period of the Bid.

We understand you *are* not bound to accept any Bid you receive.

Yours sincerely,

Signature of the Authorized Signatory

Name of the Signatory: _____

Designation: _____

Name of Firm: _____

Address:.....

Seal of the Bidde

Annexure-2

Form of Bank Guarantee for Performance Security

(On non-judicial stamp paper of appropriate value)

To,
The Chief Executive Officer,
New Town Kolkata Development Authority,
Plot No. DG/13, Premises No. 04-3333, Action Area – ID,
New Town, Kolkata – 700156

WHEREAS _____ (name and address of the Agency) (hereinafter called "the Agency") has undertaken, in pursuance of the Letter of Award No. _____ dated _____, to execute the Scope of Work for the [19th] Pravasi Bharatiya Divas Convention 2027, Kolkata (hereinafter called "the Contract");

AND WHEREAS it has been stipulated in the Contract that the Agency shall furnish a bank guarantee from a scheduled commercial bank for the sum specified therein as security for compliance with its obligations under the Contract;

AND WHEREAS we, _____ (name of the bank), have agreed to give the Agency such a bank guarantee;

NOW THEREFORE we hereby affirm that we are the guarantor and responsible to you, on behalf of the Agency, up to a total of INR _____ (Rupees _____ only), and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limit of INR _____ as aforesaid, without your needing to prove or show grounds or reasons for your demand for the sum specified therein.

We further agree that no change, addition or other modification of the terms of the Contract or of the work to be performed thereunder, or of any of the Contract documents which may be made between you and the Agency, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until _____ (a date not earlier than 60 days after the completion of all obligations under the Contract), and any demand in respect thereof must reach the bank not later than the said date.

Signature and seal of the guarantor: _____
Name of the bank and branch: _____
Address: _____
Date: _____

Annexure-3

Format for Financial Capacity

(Certificate from a practising Chartered Accountant, on the CA's letterhead, with UDIN)

This is to certify that the turnover, net worth and solvency of _____ (name of the Bidder), as per its audited financial statements for the last three financial years, are as under:

Particulars (INR Crore)	**FY _____**	**FY _____**	**FY _____**
Annual turnover			
Net worth			

Enclosures: audited balance sheets and profit and loss statements for the three financial years stated above; solvency certificate.

Signature and seal of the Chartered Accountant: _____

Name,

Membership No.,

Firm Registration No.

and UDIN: _____

Place: _____

Date: _____

Annexure-4

Affidavit — Non-Blacklisting

(On non-judicial stamp paper of INR [__], duly notarised)

I, _____, son / daughter of _____, aged ____ years, the authorised signatory of _____ (name of the Bidder), having its registered office at _____, do hereby solemnly affirm and declare as under:

1. That the Bidder has not been blacklisted or debarred by any Ministry or Department of the Government of India, any State Government, or any Public Sector Undertaking or autonomous body, as on the date of submission of the Bid.

2. That no proceedings for blacklisting or debarment are pending against the Bidder as on the date of submission of the Bid.

3. That if the above statements are found to be false at any stage, the Client shall be entitled to reject the Bid, forfeit the EMD or Performance Security, terminate the Contract and take such other action as it may deem fit.

Deponent

Verification: Verified at _____ on this ____ day of _____, 20___, that the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

Deponent