

**OFFICE OF THE NADIA ZILLA PARISHAD**  
**KRISHNAGAR, NADIA**  
**PIN-741201**

Memo. No. 310(38)/NZP

Dated: 02/02 2016.

**NOTICE INVITING EXPRESSION OF INTEREST**

Sealed offer rate are hereby invited by the undersigned for Operationalization of "MRITTIKA", a Pottery Museum along with fooding and lodging facilities from the interested and competent agency. The salient features are as under-

Name of the Work	Nature of Work	Number & Location of Place	Period of Agreement	Deposit Money
Operationalization of "MRITTIKA", a Pottery Museum along with fooding and lodging facilities	<ul style="list-style-type: none"> <li>• Operationalisation of Museum situated at two storied building at the campus.</li> <li>• Operationalisation of Four nos of Cottages for the tourists.</li> <li>• Operationalisation of Cafeteria at the said premises along with the Kitchen room.</li> <li>• Operationalisation of Four nos of undistributed Shops at the said premises.</li> <li>• Operationalisation of Parking Place.</li> <li>• Maintenance of asset.</li> <li>• Security and Safety of the asset and the tourists visiting the area within the project area.</li> </ul>	<p>MRITTIKA, A Art &amp; Craft and Pottery Musuem Complex situated within Krishnagar Municipality at mouja GHONDA, JL No 97 Plot No 175,176,182 with the following infrastructure.</p> <ol style="list-style-type: none"> <li>a. A modern swimming pool underconstruction measuring about 50 meter x 25 meter.</li> <li>b. Stall-4 Nos</li> <li>c. Cottage for tourists and VIPs- Each having two bed rooms, drawing room and toilets- 4 Nos.</li> <li>d. Cafeteria along with Kitchen measuring about 63.64 Sq Meter.</li> <li>e. General Toilet Block for Ladies and Gents.</li> <li>f. Security Kiosk at Entry point.</li> <li>g. Booking Counter at entry point.</li> <li>h. Drinking water facilities along with sitting arrangement for the visitors.</li> <li>i. Electrical Control room.</li> <li>j. Parking Zone.</li> </ol>	5 (Five) Years	<p style="text-align: center;">Rs. 25,000.00 (Rupees Twenty Five Thousand) Only.</p>

- 1) The offer rate along with application form (Annexure-I&II) will be submitted to the Additional Secretary, Nadia Zilla Parishad as mentioned below.
- 2) The earnest money should be remitted by Demand Draft drawn in favour of "FC&CAO, Nadia Zilla Parishad" and payable at "Krishnagar, Nadia".
- 3) **Highest offered rate (Unconditional) of bidder will be accepted by the authority with an annual enhancement @ 3% on accepted highest offered rate (i.e. 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> Year) for the annual rent for each category for which the bid is asked for. Separate rate is to be quoted as lump sum for Salami for each item put to Bid.**
- 4) The district authority will only provide space as mentioned in column 3 above which has already built along in electricity connection. **All furniture, fixtures, curtains, bedding materials etc will have to be provided by the selected Agency.** All recurring & maintenance cost of of the said Conglomerate, water & electricity charges etc. will have to be borne by the selected Agency. **(Maintenance work will be done under active supervision of Nadia Zilla Parishad.)**
- 5) Addition & alteration of the existing construction of the said Project **will not be allowed.**
- 6) The rooms, store space, equipment/implement etc including the articles kept by the Agency for maintenance shall remain open for inspection by the district authority at any point of time.
- 7) The Agency selected shall obtain necessary license like Sarai license, fire safety license, food license etc from concerned authority. They will be solely responsible for all payments, observance and compliance relevant provision of laws/rules/regulations etc in respect of said license and its renewal. The district authority will have no liabilities whatever with regards to such statutory compliances and payments.
- 8) An agency can offer rate for more than one category of item mentioned in the annexure. If offered rate obtained from more than one Agencies, if found same, Agency may be selected by lot.
- 9) **Agreement with the selected agency will be executed for a Period of 5(five) years. Agreement will be renewed for another term of five years on satisfactory service/performance of Agency.**
- 10) The Agency will not carry out any other business other than the purpose for which it has been engaged.
- 11) Technical Documents to be submitted along with the application for supply of application form are as follows-
  - a. Business Plan and Concept for the Cafeteria, Cottages and Museum.
  - b. Concept plan for the the infrastructures as mentioned including Layout Concept plan, general detail regarding interior decoration and furnitures.
  - c. UPTODATED (2015-16 FY) INCOME TAX STATEMENT OF THE AGENCY.
  - d. VAT REGISTRATION AND UPTODATED STAEMENT (2015-16 FY).
  - e. TRADE LICENSE.
  - f. Annual Financial Turn Over of the Agency (2016-17 FY)
- 12) Application form along with all the documents mentioned at SL No 11. May be submitted ~~the~~ at this Office during Office hours and **up to 2:00 P.M.** of 28.02.2017. Scrutiny of the Technical Bid will be started sharp at 2:00 PM on the same date and Application form for Financial Bid will be issued to those who have qualified the Technical part of the Bid.
- 13) The offered rate will be received by this office during Office hours and **up to 2:00 P.M.** in sealed envelope from the agencies to whom form for the same has been issued qualifying the technical bid mentioned at sl no 12 above on **03.03.2017** (Closing Date) & same will be opened on the same day at **4:00 P.M.**
- 14) Intended bidder may remain present at the time of opening the bid.
- 15) Bid money for the 1<sup>st</sup> year shall be paid by the accepted bidder within 15 days from the issue of work order at a time by demand draft drawn in favour of "FC&CAO, Nadia Zilla Parishad" and payable at "Krishnagar, Nadia".
- 16) Bid money for subsequent year will be paid within 7 days from expiry of preceeding year .

- 17) The under signed reserve every right to cancel work order due to non-deposition of bid money within due date.
- 18) Interested Agency may contact with this office for further information.
- 19) Quarries about this Expression of interest, if any, can be send to [aeozp.nadia@gmail.com](mailto:aeozp.nadia@gmail.com).

*Amo* 02/02/2017

Secretary, Nadia Zilla Parisha  
Dated: 02/02/2016.

Memo. No. 310(38)/NZP

Copy forwarded to:

1. The Director, Tourism Department, Govt. Of WB.
2. West Bengal, Department of Housing, N.S. Building (1<sup>st</sup> Floor) Block-A, 1 Nos K.S. Road, Kolkata-700001
3. The Project Director, DRDC, Nadia
- 6-8. The Sub-Divisional Officer, Kalyani/Sadar/Ranagaht, Nadia
10. The Nazareth Deputy Collector, Nadia Collectorate for publication in Notice Board.
11. The District Informatics Officer, NIC, Nadia with request to upload the notice in the official website of the District.
12. The DIA, NZP for uploading in website of NZP
- 14-31. Block Development Officer \_\_\_\_\_ (All)
32. The Chairman, Krishnagar Municipality
33. The P.S. to MIC, Tourism Department, Govt. of WB.
35. PA to the Sabhadhipati, Nadia Zilla Parishad.
36. C.A to the District Magistrate for kind appraisal of the District Magistrate, Nadia.
37. P.A to the Additional District Magistrate (Dev.), Nadia
38. DPLO, Nadia.

*Amo* 02/02/2017

Secretary, Nadia Zilla Parishad

Annexure - I Form No- Issued to-

To  
The Secretary, Nadia Zilla Parishad.  
Krishnagar, Nadia

**Ref. Submission of Technical documents.**

**EOI NO: \_\_\_\_\_ & Date: \_\_\_\_\_ of 2016-17 of Nadia Zilla Parishad.**

Dear Sir,

Having examined the statutory, Non statutory & NIT documents, I / We hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of

\_\_\_\_\_ In the capacity duly authorized to submit the offer.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding offer for the purpose.

We understand that:

- a) Accepting Authority can amend the scope & value of the offered bid.
- b) Accepting Authority reserved the right to reject any offered bid without assigning any reason.

The under mentioned documents are attached as noted by tick mark.

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Applicant including title  
with seal

1. Business Plan and Concept for the Cafeteria, Cottages and Muscum.
2. Concept plan for the the infrastructures as mentioned including Layout Concept plan, general detail regarding interior decoration and furnitures.
3. UPTODATED (2015-16 FY) INCOME TAX STATEMENT OF THE AGENCY.
4. VAT REGISTRATION AND UPTODATED STAEMENT (2015-16 FY).
5. TRADE LICENSE.
6. Annual Financial Turn Over of the Agency (2016-17 FY)
7. Draft as Earnest Money.

Annexure – II Form No- Issued to- ✓

To  
The Secretary, Nadia Zilla Parishad.  
Krishnagar, Nadia

Ref. Submission of Financial bid.

EOI NO: \_\_\_\_\_ & Date: \_\_\_\_\_ of 2016-17 of Nadia Zilla Parishad.

Dear Sir,

Having examined the statutory, Non statutory & NIT documents, I / We hereby submit the rate offered by me/us on behalf of \_\_\_\_\_ in the capacity duly authorized to submit the offer.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding offer for the purpose.

We understand that:

- Accepting Authority can amend the scope & value of the offered bid.
- Accepting Authority reserved the right to reject any offered bid without assigning any reason.

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Applicant including title  
with seal

### FINANCIAL OFFERED BID PROFORMA

Name of the Infrastructure put to bid	Salami Amount (Lump sum) Amount to be quoted in both words and figure and for one unit only.	Rent Amount (Yearly) Amount to be quoted in both words and figure and for one unit only.
• Operationalisation of Museum situated at two storied building at the campus.		
• Operationalisation of Cottages for the tourists.  & Operationalisation of Cafeteria at the said premises along with the Kitchen room.		
• Operationalisation of nos of undistributed Shops at the said premises.		
• Operationalisation of Parking Place.		
• Operationalisation of the Swimming Pool.		

Place: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Applicant including title  
with seal