

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE DISTRICT MAGISTRATE, NADIA**  
**(TOURISM SECTION)**

Notice for Expression of Interest for

**Lease of Ground Floor & 1<sup>st</sup> Floor Stalls at  
I ) Krishnagar Hut , ii) Ghurni Art & Craft, and Museum, Krishnagar :  
(2nd Call)**

**Areas Available for lease**

**1.1 Overview of EOI and Selection Process**

Two areas in the Krishnagar Hut and Ghurni Art & Craft Museum are subject of the EOI and are offered for lease. Proponents are invited to submit proposed lease terms and conditions for these areas that will form the basis of bidding process. The areas offered for lease are:

- a. Krishnagar Hut Carpet area of Stalls = 4Nos 158 sqft., 1 No 167 Sqft and 2Nos 174 Sqft. in Ground floor & 4Nos 158 sqft., 1 No 167 Sqft and 2Nos 174 Sqft. in First floor.
- b. Ghurni Art & Craft, and Museum of Stalls= 8 Nos 89 Sqft And 2 Nos 70 Sqft

Proposals will be reviewed and shortlisted by Tourism Section, office of the District Magistrate. scrutiny will then be undertaken with those proponents. Shortlisted proponents may need to make a presentation to the elected Nadia Zilla Parishad outlining their proposal. Council reserves the right to reject any or all EOI proposals for either or both areas available for lease and revisit the selection and appointment process.

**2.0 TECHNICAL DOCUMENTS TO BE SUBMITTED**

**2.1 Business Plan and Proponent Profile**

It is mandatory that prospective proponents include the following information in their proposals:

- a. Business plan and concept for the stalls including product details, target markets, opening days and hours, etc.
- b. Concept plan for the stalls including general detail in regards to colours, finishes, lighting styles etc.
- c. **CV of proponent or proponents including:**
  - i) Demonstrated financial capacity to fund fit out works.
  - ii) Two reference attesting to the financial capacity of the proponent or proponents.
  - iii) Statement of proponent's or proponents' assets and liabilities.

Craft persons who intend to take stalls require to produce I-Card issued by appropriate Govt. Authority and residential proof of specific area [ e.g. For Ghurni Clay doll makers applicants need to submit I-Card issued by GM-DIC, Nadia and residential proof of being a dweller of Krishnagar]

**2.2 Scope of work**

District authority will allot space for stalls after completion of construction and primary electric & plumbing connections without fittings. The proponent have to complete the interior decoration, arrange for electrical and plumbing fittings out of their own initiative.

The stalls will be a State of Art unit with the quality and service of stalls should be professional and at per modern amenities, subject to acceptance of authority.

**2.3 Preference will be accorded to:**

- i) Handicrafts person engaged in different handmade products in ground floor of 'Krishnagar Hut'.
- ii) Commercial organization will be accorded priority at First Floor of 'Krishnagar Hut'.
- iii) Ghurni Artisans who are engaged in traditional clay doll making craft, will be allotted stall at "Ghurni Art & Craft" Museum. No middleman / sales promotion agencies will be allowed.

**3.0. BID DOCUMENT** in letterhead of the proponent to be submitted offering annual rate of lease in Rupees which (will be required to submitted to the Authority. The highest bidder will be offered the work after having suitable permission from authority in legal manner.

**3.1. TIMELINE OF THE EOI:** The proposal / EOI should be submitted on or before 3.00 pm of 29/12/2014. The bid shall be opened at 4.00 pm of 31/12/2014. The successful bidder will get the offer letter by email /post. The letter of Acceptance will be issued after wards as per convenience of the authority.

A presentation or a report of methodology for the operation process and maintenance has to be submitted in the form of report to the authority within 1(one) week of the offer letter.

**4.1 PURCHASING BID DOCUMENTS :**

The cost of bid document is 1000/- only. The timeframe for purchasing of bid documents is till 3.00 pm of 29/12/2014. It has to be bought against the Demand Draft of 1000/- in the favour of FC&CAO, Nadia Zilla Parishad, Krishnagar.

*Intending Artisans/Agencies may like to visit the stalls under consultation with Engineering Section, N.Z.P.*

Officer-in-charge  
Tourism Section

Dated 19/12/2014

Memo No. 217/(9) Tourism

Copy forwarded for necessary information to:

- i) The Director Tourism Department, Govt. of West Bengal, *NEW Secretariate Bldgs, I, K. S. Roy Rd, Kolkata-700001.*
- ii) The Additional Executive Officer, Nadia Zilla Parishad.
- iii) The District Engineer, Nadia Zilla Parishad.
- ✓ iv) The DIO, NIC for uploading in District web-site.
- v) The Nazareth Deputy Collectorate, Nadia for affixing at Notice board.
- vi) The DIA NZP for uploading in Nadia Zilla Parishad web-site.
- vii) Shri/Smt. \_\_\_\_\_
- viii) C.A. to District Magistrate, Nadia.
- ix) C.A. to Additional District Magistrate (Gen.)/ Additional District Magistrate (Dev.)/  
Additional District Magistrate (L.R.), Nadia.

Officer-in-charge  
Tourism Section

Dated 19-12-14

**NADIA ZILLA PARISHAD**  
**KRISHNAGAR,NADIA.**

Form No: \_\_\_\_\_

Application Proforma for the E.O.I. No \_\_\_\_\_

**(To be submitted in Official Letterhead of Agency/J.V.C.)**

1. Name of the Agency / J.V.C. :-
2. Address for Communication:-
3. Contact details: (a) Telephone No:  
(b) Fax No:-  
(c) Mobile No:-  
(d) Email. ID:-
4. Details of the Financial Outlay of the Person/ Agency/ J.V.C (Not more than 500 words, All relevant particulars to be annexed):-
5. Details of Experience of running similar kind of Business. : (Not more than 500 words, All particulars to be annexed):-
6. Details of Staffs/Trained Personnel. (Not more than 100 words):-
7. Rate should be quoted on monthly Rent basis & considering @ 5% of increased Rent every 5(five) year's interval:-  
(a) Krishnagar Hut. Rent:-@ Rs.1,500.00 for 158sqft. & @ Rs.2,000.00 for 167 to 174 Sq ft  
(b) Art & Craft Museum, Ghurni Rent: - @ Rs.1,300.00 for 89 sq ft & Rs.1000.00 for 70 sq. ft.
- 8) Salami: -  
a) Krishnagar Hut Carpet area of stalls = 4 nos of 158 Sq. ft. @ Rs. 2,00,000.00(L.S.) & 3 nos of 167 to 174 Sq. ft. @ Rs. 2,50,000.00(L.S.) in ground floor reserved for handicraft persons and 4 nos of 158 sq ft. @ Rs.2,00,000.00(L.S.) & 3 nos of 167 to 1747 sq.ft.@Rs. 2,50,000.00in 1<sup>st</sup> floor for other commercial persons.  
b) Ghurni Art & Craft, and Museum Carpet area of stalls = 8 nos of 89 Sq ft @ Rs. 90,000.00(L.S.) & 2 no of 70 Sq. ft. @ Rs. 70,000.00(L.S.)
- 9) Any point like to mention:-

*Signature of Official a Authorized Signatory*

Applied for		Reserved Price		Quoted rate		Requirement of Stall
		Salami	Monthly rent	Salami	Monthly rent	
<b>Krishnagar Hut</b> Stall No 1 to 7 in G.F. reserved for handicraft persons Stall no 8 to 14 in F.F. for other commercial persons.	A. Room of 158 sq. ft.	Rs. 2,00,000.00	Rs. 1,500.00			
	B. Room of 167 to 174 sq. ft.	Rs. 2,50,000.00	Rs. 2,000.00			
<b>Ghurni Art &amp; Craft</b> Ghurni artician who are engaged in traditional clay doll making craft will only apply	C. Room of 89 sq. ft.	Rs. 90,000.00	Rs. 1,300.00			
	D. Room of 70 sq. ft.	Rs. 70,000.00	Rs. 1,000.00			

- iii) Choice of stalls will selected by the authority through lottery amongst height bidders. After selection of rooms all the holder should have to be agreed to pay the same rent (salami & monthly rent) as afford by the top height bidder.

*Signature of bidder*