

CALCUTTA STATE TRANSPORT CORPORATION
5, NILGUNGE ROAD, BELGHORIA,
KOLKATA : 700 056.

TENDER NOTICE NO. : 11 /ATM /16-17(3rd Call)

Tenders are invited for allotment of space for Automated Teller Machine(ATM)/other banking services at unused/underused premises of Calcutta State Transport Corporation from Scheduled Banks and Authorised Service Provider engaged by Bank for management of ATM Services, interested to install ATMs commercially on license basis for a period of 5(five) years, as per terms and conditions mentioned below.

Tender Form will be available from the Office of the Deputy Managing Director, 5, Nilgunge Road, Belghoria, Kolkata-700056 on payment of Rs. 500/- (Rupees five hundred) only per set (non-refundable) and to be submitted at the same office. Prequalification application will be submitted along with copy of valid Trade License, Letter of authorization by bank (in case of Authorised Service Provider engaged by Bank) ,P. Tax, VAT, IT Clearance Certificate/Challan, Credentials.

Sealed envelope bearing Tender Notice, Terms & conditions of the Tender for Installation of ATM, Declaration, Form 'A', Earnest Money , Letter of authorization by bank (in case of Authorised Service Provider engaged by Bank) and copy of valid Trade License, P. Tax, VAT, IT Clearance Certificate/Challan, Credentials, duly sealed , signed & subheaded as "TECHNICAL BID" have to be submitted as per prescribed time schedule. Earnest Money to be deposited @ Rs.10,000/- (Rupees ten thousand) only for each Depot/Unit in the form of Bank Draft or Pay Order drawn in favour of "Calcutta State Transport Corporation" payable in Kolkata. Technical Bids will be opened at same place in presence of the attending parties/authorised representatives, if any.

Commercial bid will have to be submitted online only through the website www.wbtenders.gov.in as per prescribed time schedule. A tenderer has to quote online his commercial bid mentioning Name of the Depot/Unit where intended to install ATM. Area required for installation of one ATM in square feet. Offered License Rate per ATM per square feet per month.

Performance Security amounting to Rs. 2.0 lakh in the form of Bank Draft by a nationalized/scheduled Bank for each spot and revolving in effect, applicable for entire contract period has to be deposited by successful tenderer in addition to EMD.

Earnest Money will be converted to Performance Security for successful Bidder.

EMD will be forfeited if Performance Security is not deposited and agreement is not signed within 30 days of issuing LOA. Performance Security will be utilised by CSTC to realise financial loss and/or damages as determined by the Corporation and also to recover any amount defaulted by the tenderer.

The period of contract may be extended on enhanced licence fee derived at mutually provided that the licensee is found to have complied with all terms and conditions of the contract during past years.

CSTC will allot requisite area for construction of ATM and will construct the basic Permanent Cement Concrete and brick built room with three walls and ceiling (cement plaster) and shutter in front, once the selected tenderer deposits Performance Security. CSTC will also issue No Objection Certificate for installation of separate electric metre and interior decoration /all remaining works by the selected tenderer.

The Corporation reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

List of locations of Depots/Units :

1. Thakurpukur Depot, 10, Diamond Harbour Road.
2. Manicktala Depot, 169 & 170, Manicktala Main Road.
3. Salt Lake Depot, Sector-V.
4. Belghoria Depot, 5, Nilgunge Road, Belghoria, Kol-56.
5. Paikpara Depot, 3/2, Rani Debendra Bala Road.
6. Lake Depot, Dr. Deodar Rahaman Road.
7. Nilgunge Depot.
8. Howrah Depot, 8, Kartick Ch. Dutta Road.
9. Kasba Depot, Rajdanga Main Road.
10. Garia Depot (6 No. Stand).

11. Kudghat Terminus, 32/1/2, Chandi Ghosh Road.

12. Sarsuna Terminus, 190, Sarsuna Main Road.
13. Behala 14 No. Terminus, 230, Diamond Harbour Road.
14. Ultadanga Terminus.
15. 3A Bus Stand (Thakurpukur), 416, Diamond Harbour Road.
16. Dum Dum 11A Terminus, Near Dum Dum Station.
17. Head Quarters premises, Belghoria.
18. 83A , AJC Bose Road.
19. 33 No. Bus Stand (old), 47/1, Cannel West Road.
20. Karunamoyee Bus Terminus.

SCHEDULE OF DATE & TIME

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| 1. Last date of Prequalification application | : 22.02.2017 upto 1-00 pm. |
| 2. Date of Issue of Tender document | : 21.02.2017 to 22.02.2017 upto 3-00 pm. |
| 3. Date of Pre-Bid meeting | : 22.02.2017 at 12-00 noon. |
| 4. Date of receiving Sealed Hard copy of Technical Bids and uploading Commercial bids at website | : 08.03.2017 upto 2-00 p.m. |
| 5. Date of opening of Technical Bids | : 08.03.2017 after 2-00 p.m. |
| 6. Date of opening of Commercial Bids | : 08.03.2017 after 3-00 p.m. |

For further details intending bidders may contact the office of the Deputy Managing Director, CSTC, 5, Nilgunge Road, Belghoria, Kolkata-700056.

Deputy Managing Director(Estt.).

No. 4031(30)/ CSTC/1W-36/14-15 Pt.-I.

Dated : 09.02.2017.

Copy forwarded for information to :-

- 1) The Chairman.
- 2) The Principal Secretary, Transport Deptt., Govt. of West Bengal, Paribahan Bhaban, 12, R.N. Mukherjee Road, Kolkata-700001.
- 3) Sri R.K. Maity, I.A.S., Commissioner, Transport Deptt., Govt. of West Bengal, Paribahan Bhaban, 12, R.N. Mukherjee Road, Kolkata-700001.
- 4) The Financial Advisor, Transport Deptt., Govt. of West Bengal, Paribahan Bhaban, 12, R.N. Mukherjee Road, Kolkata-700001.
- 5) The Managing Director.
- 6) The Joint Managing Director.
- 7) The Deputy Managing Director(IW/Bus).
- 8) The Chief Accounts Officer-cum-F.A.
- 9) The Chief Mechanical Engineer.
- 10) The Controller of Stores & Purchase.
- 11) The Works Manager, Central Workshop.
- 12) The Sr. Law Officer.
- 13-23) The Depot Manager, BD/PD/MD/SLD/KD/GD/LD/TD/TPD/HD/ND.
- 24) The Sr. Engineer(Civil).
- 25) The Discipline Officer.
- 26-27) The Administrative & Personnel Officer, Head Quarters/CTO.
- 28-29) The Chief Cashier, Central Cash/CTO.
- 30) Notice Board.

Deputy Managing Director(Estt.).

TERMS AND CONDITIONS

MANNER OF SUBMISSION OF TENDER/OFFER.

- 1) Technical Bid for allotment of space for Automated Teller Machine(ATM) at un-used/under used premises of Depots/Units of C.S.T.C. mentioned in notice at the office of the Deputy Managing Director, 5, Nilgunge Road, Belghoria, Kol-56 should be submitted in sealed cover super-scribed "Technical Bid for allotment of space for Automated Teller Machine(ATM)" containing Tender Notice, Terms & conditions of the Tender for Installation of ATM, Declaration, Form 'A' (Particulars of Tenderer), Earnest Money, Letter of authorization by bank (in case of Authorised Service Provider engaged by Bank) and copy of valid Trade License, P. Tax, VAT, IT Clearance Certificate/Challan, Credentials, duly sealed , signed by tenderer. The Technical Bid will be opened at the above address in presence of intending tenderers. The Earnest Money deposit will be refunded to the un-successful tenderer without any interest.

"Commercial Bid" has to be submitted online only through the website www.wbtenders.gov.in. A tenderer must mention /quote online his commercial bid mentioning Name of the Depot/Unit where intended to install ATM, Area required for installation of one ATM in square feet Offered License Rate per square foot per month, Offered License Rate per ATM per month and Percentage by which License Rate per ATM per month will be increased after every three years ,only through the website www.wbtenders.gov.in.

The Corporation does not bind itself on accepting the highest tender and reserves the right to reject any/all tender without assigning any reason. The tenderer shall have to produce valid Trade License, VAT, Income Tax and Professional Tax Clearance Certificate before the finalization of the Tender/Offer.

- 2) Tender documents are not transferable. Tenders are liable to outright rejection if no tender documents seem to have been purchased in the name of the relevant tenderer.
- 3) An Earnest Money @ Rs.10,000/- (Rupees ten thousand) only for each Depot/Unit shall have to be deposited in the form of Demand Draft/Pay Order on any Nationalized Bank in Kolkata in favour of "Calcutta State Transport Corporation" alongwith Technical Bid. The tenderer should furnish Earnest Money by Demand Draft/Pay Order in favour of "Calcutta State Transport Corporation" for a sum of Rs.10,000/- (Rupees ten thousand) only for each Depot/Unit. Performance Security amounting to Rs. 2.0 lakh in the form of Bank Guarantee by a nationalized/scheduled Bank for each spot and revolving in effect, applicable for entire contract period without any interest has to be deposited by successful tenderer in addition to EMD. Earnest Money will be converted to Performance Security for successful Bidder. EMD will be forfeited if Performance Security is not deposited and agreement is not signed within 30 days of issuing LOA. Performance Security will be utilised by CSTC to realise financial loss and/or damages as determined by the Corporation and also to recover any amount defaulted by the tenderer.
- 4) The successful tenderer shall be required to execute a contract agreement, one(1) on Non-judicial Stamp Paper of Rs. 10/- and two(2) in plain papers with the Calcutta State Transport Corporation.
- 5) CSTC will allot requisite area for construction of ATM and will construct the basic Permanent Cement Concrete room with three walls and ceiling (cement plaster) and shutter in front, once the selected tenderer deposits Performance Security. CSTC will also issue No Objection Certificate for installation of separate electric metre and interior decoration by the selected tenderer. The successful tenderer shall have to complete the interior decoration/all remaining works for making the ATM functional, install required machines at his own cost. He shall have to submit the detailed description and estimate of works to be done, machines(with detailed description) to be installed along with drawings and photography for each site for each ATM. Tenderer should take care for easy access of C.S.T.C. staff, officer and general public at the each site and smooth operation of bus service.
- 6) Electricity and other requirements for operating ATMs are to be made by the successful tenderer at his cost. The successful tenderer shall have to arrange electrical installation including separate power connection at his own cost. Tenderer shall have to install separate electric meter after getting N.O.C. from C.S.T.C. authority.
- 7) Tenderer may inspect the sites before offering rates.
- 8) If any issue relating to environment clearance certificate or permission of Govt. Authority like Police and Fire arises, the agency will have to get the necessary clearance by his own effort and Corporation will not remain responsible in any way. If any question of taxes to the Municipal Corporation/Municipality arises the agency will have to pay the same expenses and no compensation to such effect will be made by this C.S.T.C.

- 9) All payments including Monthly License Fee shall be deposited with Central Cash, Head Quarter, Belghoria in advance within 10th day of the first month of the year, failing which a penalty @ 2% per month/fraction of a month shall be charged for the period of delay.
- 10) The successful tenderer, if fails to pay the stipulated contract amount, the Corporation without prejudice to its other rights, reserves the right to terminate the contract giving 30 days' notice in writing.
- 11) The Corporation will take no responsibility for the delay, loss of non-receipt of tender documents sent by post on no account will any extension of time for submitting tender on above ground be considered.
- 12) The successful tenderer have to execute agreement in triplicate. The Tender Notice with all corrigendum, Terms & Conditions and other allied papers issued along with Tender Paper will form a part of the original contract agreement. For duplicate & triplicate copies, on payment of Rs.500/- for each set, extra Two sets of tender form will be supplied to the agency.
- 13) The Earnest Money will be forfeited if the successful tenderer withdraws his tender and/or fails to deposit the requisite contract amount as per condition and/or to execute a formal contract or agreement within the specified period in the manner stated hereafter.
- 14) In any circumstances the successful tenderer/concessionaire shall not assign or transfer the contract or any part thereof/without prior approval of the Corporation. If so, the Earnest Money/Security Deposit will be forfeited.
- 15) The Corporation reserves the right to accept or reject all/any tender fully or partly or divide the work of Installation of ATM at un-used or under used premises among the tenderers separately/exclusively without assigning any reason whatsoever.
- 16) If any agency contravenes any of the terms and conditions of the contract the same shall be liable for immediate termination and the Corporation will be empowered to forfeit the Performance Security Deposit money.
- 17) Jurisdiction of Civil Court : In connection with this agreement jurisdiction of Civil Court shall be limited within City Civil Court or Alipore Civil Court, District 24-Parganas (South).
- 18) The contract is generally meant for 5 (five) years, commencing from the date of execution of contract/agreement but the Corporation may any time giving 3 months notice in writing terminate the contract in public interest and the agency will have no right to object to the same or demand any compensation for such termination by the Corporation.
- 19) After expiry of five years ,contract may be extended for further five years, if Corporation so desires, as per rate agreed upon between the Corporation and the tenderer , maintaining financial norms. Corporation also reserves the right for inviting tender afresh for allocation of ATMs after expiry of five years.
- 20) After expiry of the agreement or the period of termination notice or expiry of the contract in any manner whatsoever is earlier, the selected party shall have to remove in decent manner ,without causing damage to the original structure of CSTC, the installations made by him for making the ATM functional , as per detailed description and estimate of works and machines(with detailed description submitted by him at the time of entering into agreement with CSTC for installation of ATM , from the allotted spaces within 14 days, failing which the Corporation shall be at liberty to dismantle/auction out the same forthwith without further notice and the cost of dismantling and demurrage charges will be recovered from the Security Deposit of the said party.

D E C L A R A T I O N

I/We do hereby declare that I/we have gone through the terms and conditions as laid down in the tender which are acceptable and will be binding up me/us if my/out tender is accepted/ rejected by the Corporation. I/We also declare that I/we are going into a contract agreement with Corporation after selection. I/We shall abide by all the terms and conditions as above/that which is laid down in the contract agreement. In case of violation of any of the terms and conditions of the tender/contract, the C.S.T.C. will be at liberty to cancel the contract and to forfeit the Security Money deposited by me/us without assigning any reason.

Date : Signature :

Place : Name of the Firm/
Individual :

Address :

Seal :

Please Note :-

Documents/papers to be furnished in the Tender :-

- 1) Terms and conditions of tender along with "Form A" and "Form B" duly filled in sign and seal.
- 2) Copy of Credential Papers.
- 3) Requisite amount of Earnest Money in the form of Demand Draft/Pay Order.
- 4) Project Report with detailed layout Plan/Drawing.
- 5) Partnership Deed if applicable.
- 6) Photocopy of Money Receipt of Rs.500/- towards purchase of Tender Documents.

F O R M - 'A'

PARTICULARS OF THE TENDERER

1. Name of the Bank/Authorised Service Provider engaged by Bank:
2. (In case of Bank)

Whether National Bank / only Scheduled Bank
(Certificate must be enclosed)
3. Name of Designated Officer authorized
to sign agreement on behalf of the Bank :
4. (In case of Authorised Service Provider engaged by Bank)
Particulars of experience :
 - i) Foundation year of the Agency :
 - ii) Total Experience with proof of
credential during last three years. :
(Letter of authorization by bank must be enclosed)
5. Full address of the Bank :
 - i) Head Office :
(Phone, PAN, Fax, E-Mail Address,
Mobile Phone).
 - ii) City Office :
6. Particulars of the Trade/ Bank License :
7. Experience with Govt. establishment or
Big Industrial House, if any. :
8. Details of Bank Account :
9. Particulars of the amount of Earnest Money :
(Bank Draft/Pay Order to be furnished).

Date :

Place :

Seal

Signature of Tenderer with

Format for uploading commercial bid

(Have to be submitted online only through the website www.wbtenders.gov.in)

| Sl. No. | Name of the Depot/Unit where intended to install ATM | Area required for installation of one ATM in square feet | Base License Rate per square foot per month (Rs.) | Offered License Rate per ATM per month. (Rs.) |
|---------|--|--|---|---|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Thakurpukur Depot, 10, Diamond Harbour Road | | 203 | |
| 2. | Manicktala Depot, 169 & 170, Manicktala Main Road. | | 203 | |
| 3. | Salt Lake Depot, Sector-V | | 244 | |
| 4. | Belghoria Depot, 5, Nilgunge Road, Belghoria, Kol-56. | | 203 | |
| 5. | Paikpara Depot, 3/2, Rani Debendra Bala Road | | 203 | |
| 6. | Lake Depot, Dr. Deodar Rahaman Road. | | 244 | |
| 7. | Nilgunge Depot. | | 203 | |
| 8. | Howrah Depot, 8, Kartick Ch. Dutta Road. | | 244 | |
| 9. | Kasba Depot, Rajdanga Main Road. | | 244 | |
| 10. | Garia Depot (6 No. Stand). | | 244 | |
| 11. | Kudghat Terminus, 32/1/2, Chandi Ghosh Road | | 244 | |
| 12. | Sarsuna Terminus, 190, Sarsuna Main Road. | | 244 | |
| 13. | Behala 14 No. Terminus, 230, Diamond Harbour Road. | | 244 | |
| 14. | Ultadanga Terminus. | | 244 | |
| 15. | 3A Bus Stand (Thakurpukur), 416, Diamond Harbour Road. | | 244 | |
| 16. | Dum Dum 11A Terminus, Near Dum Dum Station | | 244 | |
| 17. | Head Quarters premises, Belghoria. | | 203 | |
| 18. | 83A , AJC Bose Road. | | 244 | |
| 19. | 33 No. Bus Stand (old), 47/1, Cannel West Road. | | 203 | |
| 20. | Karunamoyee Bus Terminus | | 244 | |