



GOPALPUR NAC (inserted)

No: 411

Date: 14.02.2025

REQUEST FOR PROPOSAL (RFP)

FOR

**LEASE OF SMART PARK AT WARD NO. 01, NAC
GOPALPUR**

GOPALPUR NAC, GANJAM

SECTION – I
INVITATION FOR BIDS

(Bid Reference No.: 411)

In pursuance of the resolution of the 15th Council Meeting held at NAC Gopalpur at 11 AM on 29.01.2025, the Notified Area Council, Gopalpur wants to lease out the Smart Park situated at Ward No. 01, NAC Gopalpur on rental basis. In this regard, NAC Gopalpur invites sealed RFP Bids from competent and eligible bidders.

The following table provides a quick overview of the key activities and some important information about this tender.

Sl. No.	Particular	Details
1.	RFP Reference	
2.	Tender Issuing Authority	GOPALPUR NAC
3.	Name of the project	Lease of Smart Park at Ward No. 01, NAC Gopalpur
4.	Cost of the Tender Document	Rs. 7,000/-+ 18% GST i.e .(Rs. 8260/-) (Rupees Eight thousand two hundred sixty) only in shape of DD in favour of Executive Officer, Gopalpur NAC.
5.	Earnest Money Deposit	Rs. 12,000/- (Rupees Twelve Thousand Only) In shape of a Demand Draft in favour of Executive Officer, Gopalpur NAC payable at Gopalpur.
6.	Last Date and Time for Receiving of Bid by Regd. Post/Speed Post	By 05: PM on 27.02.2025
7.	Date of opening of Bids	At 11: AM on 28.02.2025 at Conference Hall, NAC Gopalpur
8.	Base Monthly Rental Amount for lease of Smart Park	Rs. 28,000.00 (Rupees Twenty-Eight thousand only)
9.	Address of Communication / Submission of Proposals	The Executive Officer, Gopalpur NAC, Gopalpur Mail ID-nacgopalpur61@gmail.com

N.B,: The details of the above RFP will be found in the website of NAC Gopalpur at nacgopalpur.in

1. INTRODUCTION

Gopalpur is one of the top Tourist destinations of Odisha located in Ganjam District. NAC Gopalpur desires to lease out the Smart Park on rental basis for a period of **01 year**.

2. SCOPE OF WORK

The broad scope of the work details below:

- i) Land will be leased out on Rental basis.
- ii) All the infrastructure setup for Food Court will be done by the bidder.
- iii) Day to day operation and maintenance will be made by the bidder.

3. ELIGIBILITY CRITERIA OF BIDDERS:

- The Bidder should have Annual Turnover of **Rs. 20 Lacs or Above** in the last year.

4. DOCUMENTS TO BE SUMITTED WITH THE BID:

- The Bidder should submit non-refundable Tender document fee of **Rs. 8260/-** (Rupees Eight thousand two hundred sixty only) in shape of DD in favour of Executive Officer, Gopalpur NAC.
- EMD in shape of Demand Draft in favour of Executive Officer, Gopalpur NAC payable at Gopalpur for Rs.12,000/- (Rupees Twelve thousand) only is to be furnished by the bidder along with the tender. Tenders without Bid Cost and EMD shall be treated as non-responsive and will not be accepted. No exemption from submission of EMD is allowed.
- All Supporting documents mentioned in Eligibility Criteria of the Bidder.

5. GENERAL INSTRUCTION TO THE SUCCESSFUL BIDDER AND RESPOSIBILITY MATRIX:

- The lease will be given to the H1 bidder with due evaluation in QCBS method.
- Any Infrastructure setup will be made by the leaseholder should obtain written permission from the competent authority.
- If any future alteration of Infrastructure required, necessary permission should be obtained from the authority.
- The bidder should work within his scope of Work.
- The Bidder should deposit the yearly rent prior to start the Smart Park
- Subsequent rent should be given on **monthly basis**.

Sr. No.	Particulars	Agency	Govt.
01	Electrical and Water Connections to the Park		✓
02	Electricity Charges Per Month to be Born By	✓	
03	Setup of Food Court	✓	
04	Operation of Ticket Counters	✓	
05	Operation and Maintenance of All activities at Park	✓	

06	Toilet Facility Inside Park		✓
07	Maintenance of Garden and Other Existing Structures	✓	
08	Insurance of all Employees	✓	
09	Certification of All equipment	✓	

6. BID OPENING:

- a. The RFP Evaluation Committee shall evaluate the Bids. The Evaluation Committee may choose to conduct negotiation or discussion with any or all the bidders.
- b. The decisions of the Evaluation Committee in the evaluation of the bids shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the Committee.
- c. At the date, time and location of the bid opening as specified in the RFP, the Evaluation Committee(s) shall open the Proposals, in the presence of Bidders' designated representatives who choose to attend.

7. NOTICES:

For the purpose of all notices, the following shall be address of the tenderer;

The Executive Officer,

Notified Area Council, Gopalpur

Email:

Phone:

8. DISQUALIFICATION OR REJECTION OF BID:

The bid is liable to be rejected or the bidder disqualified at any stage on account of the following.

- a. If the bid or its submission is not in conformity with the instruction mentioned herein.
- b. If the bid is not accompanied by the requisite Bid Cost and EMD.
- c. If it is not signed with seal, on all the pages of the bid document.
- d. If it is received after the expiry of due date and time.
- e. If it is incomplete and required documents are not furnished.
- f. If misleading or false statements/ representations are made as part of pre-qualification requirements.
- g. If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures etc.

9. LEASE PAYMENT:

The approved Annual Lease amount should be deposited by the Agency prior to start the Smart Park and Subsequent Lease amount should be deposited on monthly basis.

10. FORFEITURE OF EMD (BID SECURITY)

EMD submitted by the bidder may be forfeited under the following conditions:

- If the bid or its submission is not in conformity with the instruction mentioned herein.
- If the bidder withdraws the tender before the expiry of the validity period.
- If the bidder violates any of the provisions of the terms and conditions of the tender.
- In the case of a successful bidder fails to (a) accept award of work, (b) the bidder violates any of the important conditions of this bid document or indulges in any such activities as would jeopardize the interest of NAC in timely finalization of this tender.
- The decision of NAC regarding forfeiture of the EMD shall be final and shall not be called upon question under any circumstances.

11. EVALUATION & SELECTION CRITERIA

The Proposal Evaluation Committee constituted by the Chairperson, Executive Officer, concerned ward councillor, Jr. Engineer, Jr. Asst., Accountant of NAC Gopalpur will do the Evaluation of the bids. The decision of the committee will be final.

12. FORMAT FOR SIGNING OF BID

The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The letter of authorization shall accompany the Bid. All pages of the Bid shall be initialed by the person or persons signing the bid. Unsigned bids will be summarily rejected.

13. MODE OF SUBMISSION OF BIDS

The Bids should be sent by Speed Post or Registered Post. In any circumstances the bid must reach to the office on or before last date of submission of Bid. Bids sent by any other mode will be rejected.

14. DEADLINE FOR SUBMISSION OF BIDS

Bids must be received at the Office of the Executive Officer, Gopalpur NAC by the last date and time specified in the Schedule of Event. In the event of the specified date for the submission of Bids being declared a holiday, the Bids will be received up to the appointed time on the next working day. If the Bids are sent by Speed Post or Registered post or courier, it should reach NAC office on or before the scheduled last Date and Time fixed for receipt of Bids. NAC shall not be responsible for any delay in transit when Bids are sent through post. NAC may, at its discretion, extend this deadline for submission of bids by amending the Bid Documents, in which case all rights and obligations of the NAC and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

15. RIGHT TO ACCEPT/REJECT THE TENDER

Executive Officer, Gopalpur NAC reserves the right to either accept or reject any or all bids without assigning any reason for such action.

16. SINGLE TENDER

In case only Two bids are received and they are found to be eligible on evaluation, NAC reserves the right to consider the bids.

17. RESOLUTION OF DISPUTES AND ARBITRATION

The matter regarding any disputes, differences, claims and demands shall be referred to the sole arbitrator i.e. Gopalpur NAC the award of the sole arbitrator shall be final and binding on both the parties.

18. LEGAL JURISDICTION

All legal disputes are subject to the jurisdiction of Berhampur court only.

19. BINDING CLAUSE

All decisions taken by Executive Officer, Gopalpur NAC regarding the processing of this tender and award of contract shall be final and binding on all concerned bidders. Conditional tenders shall be summarily rejected.

20. TERMS OF THE LEASE

The Lease period shall be a period of **01 year** from the date of signing of the contract.

Authority reserves the right to Cancel the Lease terms at any time with Prior notice to the agency, if found any deviation in the Contract.


14.2.25
Executive Officer
Gopalpur NAC, Gopalpur