



Office of the Commissioner, Guwahati Municipal Corporation::Guwahati
:: Ganeshguri :: Guwahati-781005::

No: GEF/114/2023-24/ 600

Date: - 17/01/2024

Invitation for Bids

The Commissioner, Guwahati Municipal Corporation, Guwahati invites bids (two cover system i.e techno commercial bid and Price bids) from intending individuals, co-operative societies, companies, Firms etc. for lease settlement of 4 (four) nos. of parking places under Guwahati Municipal Corporation for the year 2024-25 (w.e.f. 01-04-2024 to 31-03-2025).

Detail term and condition will be uploaded at e-procurement portal website i.e www.assamtenders.gov.in and also in the official website i.e www.gmc.assam.gov.in. from 14.00 hours of 19/01/2024 to 14.00 hours of 09/02/2024.

The bidders must be enrolled in www.assamtenders.gov.in

Parking Slot No.	Name of Road	Parking Area	Distance Approx/Area (Metre)	Estimate Amount/Minimum Base Price (for 12 months)
	Sixmile Flyover	Sixmile Flyover	As per Site	22,50,000.00
	Basement Parking	Basement Parking at Fancy bazar Market Complex	As per Site	20,06,431.00
	Adabari	Adabari Bus Terminus	As per Site	67,45,760.00
	Nilachal Flyover	Nilachal Flyover, Maligaon	8170 sq.m.	32,48,500.00

SCHEDULE FOR BID PROCEDURE

Download of Bid Document	From 19/01/2024 to 09/02/2024
Submission of Bid	09/02/2024 Up to 2.00 PM
Opening of Technical Bid	10/02/2024 at 11.00 AM
Place of Opening of Bid	Office of the Guwahati Municipal Corporation, Basistha Chariali, Guwahati. (Online through Portal)
Officer inviting Bid	The Commissioner, Guwahati Municipal Corporation, Dispur, Guwahati.

Note:

- Online mode of submission of Financial Bid is mandatory. Manual submission of bid will not be accepted.
- In the event of date of bid opening being a holiday, the activities will take place on the next working day.
- No Hard copy Submission is required. The following payments must be made online through assamtenders.gov.in only.
 - The Bid Document fee of Rs. 1000.00 should be paid online through portal.
 - Bid securities/Earnest money must be paid online through portal.
- A copy of the technical bid including scanned copy of document fee along with bid security to be submitted online on or before 09/02/2024 up to 14.00 hours for evaluation purpose. For any discrepancy between the online bid and the hard copy of the bid, the online bid will be governed and will be considered for evaluation.
- Bidders are advised to scan their Papers at 100dpi (in black & white mode) in 'PDF' format for multiple pages with maximum file size of 25MB. If numbers of pages exceed, the bidders are advised to create multiple files and upload the same in "Upload additional document" stage.
- All the interested bidders are requested to read the bid document carefully before submission of their bid.


Joint Commissioner,
Guwahati Municipal Corporation,
Guwahati

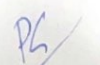
Date: 17/01/2024

Memo No: GEF/114/2023-24/ 600

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Copy to:

- The Commissioner of Police (City), Guwahati for favour of kind information.
- The Deputy Commissioner of Police (Traffic), Guwahati for kind information and necessary action.
- The Director, Information & Public Relations, Dispur. He is requested to publish an advertisement in one issue of daily newspapers both in Assamese(widely circulated) and English (preferably the Assam Tribune).
- The Officer-in-Charge, Garage Branch, GMC for information.
- The C.A.A.O., GMC for information.
- PA to the Hon'ble Mayor, GMC for kind appraisal of the Hon'ble Mayor.
- PA to the Commissioner, GMC for kind appraisal of the Commissioner.
- Md. Mafizuddin Ahmed, Software Developer, GMC. He is requested to upload the notice in the GMC website and Social media.
- The Nazir, Nazarat branch, GMC for information and necessary action.
- Notice board.


Joint Commissioner,
Guwahati Municipal Corporation.



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GUWAHATI MUNICIPAL CORPORATION
ENFORCEMENT (PARKING) BRANCH :: BASISTHA CHARIALI, GUWAHATI

DETAILED TENDER NOTICE & BID DOCUMENTS
ONLINE THROUGH E-PROCUREMENT PORTAL

NAME OF WORK: Lease settlement of 4 (Four) nos. of Parking Places under Guwahati Municipal Corporation for the year 2024-25(w.e.f. 01-04-2024 to 31-03-2025)

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OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION
ENFORCEMENT (PARKING) BRANCH :: BASISTHA CHARIALI:: Guwahati.

NAME OF WORK:- Lease settlement of the following 4 (Four) nos. of Parking Places under Guwahati Municipal Corporation for the year 2024-25(w.e.f. 01-04-2024 to 31-03-2025)

Parking Slot No.	Name of Road	Parking Area	Distance Approx/Area (Metre)	Estimate Amount (for 12 months)
	Sixmile Flyover	Sixmile Flyover	As per side	22,50,000.00
	Basement Parking	Basement Parking at Fancy bazar Market Complex	As per side	20,06,431.00
	Adabari	Adabari Bus Terminus	As per side	67,45,760.00
	Nilachal Flyover	Nilachal Flyover, Maligaon	8170 sq.m.	32,48,500.00

SCHEDULE FOR BID PROCEDURE

SUBMISSION OF BIDS	UP TO 14.00 HOURS OF 09 /02/2024
START DATE OF BID	14.00 HOURS OF 19 /01 /2024
OPENING OF BIDS	10 /02/2024 AT 11.00 HOURS
PLACE OF OPENING OF TECHNICAL BID	<u>GUWAHATI MUNICIPAL CORPORATION, BASISTHA CHARIALI, GUWAHATI</u>
OFFICER INVITING BID	<u>COMMISSIONER, GUWAHATI MUNICIPAL CORPORATION, DISPUR, GUWAHATI</u>

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OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION
ENFORCEMENT (PARKING) BRANCH :: BASISTHA CHARIALI:: Guwahati.

No: GEF/114/2023-24/ 600

Date: - 17 /01/2024

Invitation for Bids

The Commissioner, Guwahati Municipal Corporation, Guwahati invites bids (two cover system i.e techno commercial bid and Price bids) from intending individuals, co-operative societies, companies, Firms etc. for lease settlement of 4 (four) nos. of parking places under Guwahati Municipal Corporation for the year 2024-25 (w.e.f. 01-04-2024 to 31-03-2025).

Detail term and condition will be uploaded at e-procurement portal website i.e www.assamtenders.gov.in and also in the official website i.e www.gmc.assam.gov.in from 14.00 hours of 19 /01 /2024 to 14.00 hours of 09 /02 /2024.

The bidders must be enrolled in www.assamtenders.gov.in


Parking Slot No.	Name of Road	Parking Area	Distance Approx (Metre)	Estimate Amount (for 12 months)
	Sixmile Flyover	Sixmile Flyover	As per site	22,50,000.00
	Basement Parking	Basement Parking at Fancy bazar Market Complex	As per site	20,06,431.00
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SCHEDULE FOR BID PROCEDURE

Download of Bid Document	From 19 /01 /2024 to 09/02/2024
Submission of Bid	09 /02 /2024 Up to 2.00 PM
Opening of Technical Bid	10 /02 /2024 at 11.00 AM
Place of Opening of Bid	Office of the Guwahati Municipal Corporation, Basistha Chariali, Guwahati.
Officer inviting Bid	The Commissioner, Guwahati Municipal Corporation, Dispur, Guwahati.

Note:


1. Online mode of submission of Financial Bid is mandatory. Manual submission of bid will not be accepted.
2. In the event of date of bid opening being a holiday, the activities will take place on the next working day.
3. No Hard copy Submission is required. The following payments must be made online through assamtenders.gov.in only.
 - a. The Bid Document fee of Rs. 1000.00 should be paid online through portal.
 - b. Bid securities/Earnest money must be paid online through portal.
4. A copy of the technical bid including scanned copy of document fee along with bid security to be submitted online on or before / /2024 up to 14.00 hours for evaluation purpose. For any discrepancy between the online bid and the hard copy of the bid, the online bid will be governed and will be considered for evaluation.
5. Bidders are advised to scan their Papers at 100dpi (in black & white mode) in 'PDF' format for multiple pages with maximum file size of 25MB. If numbers of pages exceed, the bidders are advised to create multiple files and upload the same in "Upload additional document" stage.
6. All the interested bidders are requested to read the bid document carefully before submission of their bid.


Joint Commissioner,
Guwahati Municipal Corporation,
Guwahati
Date: 17/01/2024

Memo No: GEF/114/2023-24/ 600 -A-

Copy to:

1. The Commissioner of Police (City), Guwahati for favour of kind information.
2. The Deputy Commissioner of Police (Traffic), Guwahati for kind information and necessary action.
3. The Director, Information & Public Relations, Dispur. He is requested to publish an advertisement in one issue of daily newspapers both in Assamese(widely circulated) and English (preferably the Assam Tribune).
4. The Officer-in-Charge, Garage Branch, GMC for information.
5. The C.A.A.O., GMC for information.
6. PA to the Hon'ble Mayor, GMC for kind appraisal of the Hon'ble Mayor.
7. PA to the Commissioner, GMC for kind appraisal of the Commissioner.
8. Md. Mafizuddin Ahmed, Software Developer, GMC. He is requested to upload the notice in the GMC website and Social media.
9. The Nazir, Nazarat branch, GMC for information and necessary action.
10. Notice board.


Joint Commissioner,
Guwahati Municipal Corporation,
Guwahati

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**OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION
ENFORCEMENT (PARKING) BRANCH :: BASISTHA CHARIALI:: Guwahati.**

No: GEF/114/2023-24/ 600

Date: - 17 /01/2024

INVITATION FOR BID

The Commissioner, Guwahati Municipal Corporation, Guwahati invites sealed Competitive Bids in 2 cover system (Techno Commercial & Price bids) from intending individuals, co-operative societies, companies, Firms etc. for lease settlement of 4 (four) nos. of parking places under Guwahati Municipal Corporation for the year 2024-25 (w.e.f. 01-04-2024 to 31-03-2025). The details are as follows.

Table 1

Sl no.	Name of Road	Parking Area	Estimate Amount (for 12 months)	Non-refundable tender fees (Rs.)	Earnest Money Deposit (EMD)
1.	Sixmile Flyover	Sixmile Flyover	22,50,000.00	1000.00	10% (Ten percent) of Estimate value for General category persons and 5% (Five percent) of Estimate value for S.C., S.T. and OBC bidder
2.	Basement Parking	Basement Parking at Fancy bazar Market Complex	20,06,431.00		
3.	Adabari	Adabari Bus Terminus	67,45,760.00		
4.	Nilachal Flyover	Nilachal Flyover, Maligaon	32,48,500.00		

Table 2

Terms & Condition:

1. The bidders must be enrolled in www.assamtenders.gov.in.
2. Interested Bidders must pay the Bid documents fee as non refundable fee as outlined in the table above on or before the date specified above. Bid Documents can also be downloaded from the web site of Guwahati Municipal Corporation www.gmc.assam.gov.in.
3. The Bidder shall furnish, as part of the Bid, a Bid Security mentioned in table above through online mode only through assamtenders.gov.in. The bid securities of unsuccessful bidders will be returned within 45 days of the end of the bid validity period or after the signing of the contractual agreement with the successful bidder whichever is earlier.
4. The downloaded Bid documents shall be submitted without modification in the Bid documents, otherwise Bid will be liable for rejection. Such bidder shall submit the bid document fee with the bid in techno commercial envelope.
5. Bidders are advised to scan their Papers at 100dpi (in black & white mode) in 'PDF' format for multiple pages with maximum file size of 25MB. If numbers of pages exceed, the bidders are advised to create multiple files and upload the same in "Upload additional document" stage in www.assamtenders.gov.in.
6. In case of Technical bid, the Bidder have to submit the hard copy of filled up Bid documents along with the Original copy of Bid Document fee and Earnest Money in the tender box at the GMC office, Basistha Chariali, Guwahati up to the last date and time of submission as outlined in the table above. Whereas for the Financial Bid, The bidder has to quote the rate by online only, no need to submit rate sheer along with the technical bid.
7. The Bid will be opened at the time and date outlined in the table above, at the office of the Guwahati Municipal Corporation, Basistha Chariali, Guwahati.
8. The Bids received after the due date and time as outlined in the shown above will not be considered under any circumstances.

COVER 'A' – TECHNO-COMMERCIAL BID

COVER 'B' - FINANCIAL BID


Joint Commissioner
Guwahati Municipal Corporation
✓ Guwahati

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Cover: 'A'

INSTRUCTIONS TO BIDDERS (ITB)

Part: 1 (for 3 nos. of parking places except Adabari Bus Terminus)

- 1) The lease period shall be for 12 (Twelve) months only and would be effective from 01/04/2024 to 31/03/2025 in respect of the 3 (Three) parking places as mentioned in the tender notice.
The completed tenders are required to be submitted Online through E-Procurement Portal as per provisions and systems of the portal.
- 2) The non-refundable tender fee of **Rs.1000/- (Rupees One Thousand)** only must be paid online along with tender forms with copy of terms and conditions and the documents mention there (as mentioned in the tender notice). He is also required to deposit an earnest money deposit (EMD) (Online through the e-procurement portal) equal to 10% (Ten percent) of Estimate value for General category persons and 5% (Five percent) of Estimate value for S.C., S.T. and OBC bidder.
- 3) **Documents required:** A scanned copy of the Pan Card, Voter ID, Up to date Income Tax clearance certificate, Financial sound certificate, GMC Property Tax Receipt, the Trade licence obtained from the G.M.C. and GST registration certificate in favour of the bidder, should be enclosed with the tender document while submitting, else the tender will be rejected outright and no clarifications/ shortfall documents may be sought during evaluation.
- 4) If any bids submitted for settlement of the parking places under the Guwahati Municipal Corporation appear to be unreasonably low, reckless and highly disproportionate, if there is probability or apprehension of indulgence of extortion activities to realize such settled value, the Commissioner, GMC shall have every right to reject such offer.
- 5) The bidders should quote in figure as well as in words the rate and amount tendered by them. All corrections in the tender papers shall be attested by the dated initials of the bidders.
- 6) Where the rate quoted by the bidder in figures and in words do not tally, the amount written in words shall be taken as correct. The rate should be quoted for 12 (Twelve) months only.
- 7) The distances shown in the list of city parking places are approximate. If any City Bus stand falls within the parking slot 15 meters from both sides of city bus stand shall be excluded from parking of vehicles. In case of notified Auto Stand, the net auto stand area has to be excluded from parking of vehicles by the lessee. Bidders are requested to make physical survey of the parking places for their satisfaction before bidding.
- 8) **Selection Process:**
 - a) After scrutiny of the documents submitted by the bidders, the committee constituted for the purpose shall declare the responsive bidders through the e-procurement portal and financial bids of the responsive bidders shall be opened and considered for financial evaluation.
 - b) The highest quoting bidder (H1), among the responsive bidder shall be considered the most preferential bidder and considered as the successful bidder for issuance of **LoI**(Letter of Intent) to him/her.
 - c) After getting the **LoI** the selected bidder has to submit an Agreement & shall deposit 50% of the settled value as advance deposit as per stipulated time mentioned below:

Sl No.	Documents/ Amount	Due Date
1.	Agreement	Within 5 working days
2.	50% Security Deposit	Within 2 working days after submission of the agreement

- d) After receiving the above mentioned documents the bidder will be given a final order granting the lease of the parking. The balance 50% amount of settled value will have to be deposited by the bidder in 2 (Two) equal installments, the 1st installment needs to be paid within 3 (Three) months and 2nd installment needs to be paid within 6 (Six) months from the issue date of the final order.
- e) On default, the bidder will be disqualified and his earnest money so deposited in the prescribed form shall be forfeited (if applicable). In such a situation, the next highest bidder shall stand qualified for the next offer at the H1 price/rates only.
- f) If the lessee/bidder fails to pay any of the installments within the stipulated time as mentioned in the order granting lease of parking, 10% penal interest shall be charged against any such delayed payments. Further, if the lessee fails to pay installment within 3 (three) months, the lease would be terminated forthwith and the parking place will be taken over by GMC and earnest money and the advance payment so deposited shall be forfeited declaring the lessee as defaulter. Defaulting lessee shall be liable to be blacklisted and shall be prohibited from participating in any tender process of the Corporation in future. Any arrear due to the Corporation by the lessee, shall be recovered either under

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the provisions of the Chapter XX of the Guwahati Municipal Corporation Act, 1971 or under the Bengal Public demand recovery Act, 1913, or as the Commissioner may decide in this behalf.

- 9) On acceptance of any tender, the bidder shall be liable to pay any taxes as per Contract Act and the Corporation will not entertain any such claim whatsoever in this respect. The rate quoted by the bidder should be in the following format:

Bid Value	GST(18 % of bid value)	Total Bid value including GST

- 10) No remission for Bharat bandh or Assam bandh or local bandh or COVID-19 pandemic or any such thing will be entertained.
- 11) In case of any delay for issuance of the final lease order, the adjustment will be made considering the issue date of the lease order as lease starting date. The total payable amount will be calculated starting from the issue date of the lease order up to the end date of the lease and this adjustment will be made during the last installment of the lease.
- 12) No person, firm, co-operative society or company will be allowed to participate in the tender process who/which was either convicted by any Court of law at any point of time or blacklisted by the Corporation in connection with any contract or held irresponsible in any, matters of the Corporation. The previous conduct or records of any such bidder, if any shall work out the basis for such purpose.
- 13) Any bidder who withdraws his tender after submission of the tender but before opening of the same for such modifications which are not acceptable to GMC, then the Commissioner, GMC without prejudice to any other right or remedy, will be at liberty to forfeit earnest money.
- 14) It would be obligatory on the part of the bidders to sign the tender documents on all relevant pages and for all component parts thereof. Use of whitener pen is strictly prohibited.
- 15) The settled bidder, to be later named as lessee, shall be entitled to levy parking fee as per the rate prescribed below and all collections are to be made through **Android POS based ticketing system**.
- 16) **The Settled Bidder must have to install clear signages showing the below mentioned Rate Schedule and also with a message "Any excess payment Claimed by a Parking Representative is Illegal". Non installation/non maintenance of signages, if reported, shall lead to immediate termination of contract.**

Schedule I

Prescribed Rate:

Sl. No.	Parking Hours	Parking of Scooter / Motor Cycle (2 wheeler)	Parking of Car / Van (3/4 wheeler)	Truck (only 4 wheelers) etc.
1	For first two hours	Rs. 5/-	Rs. 10/-	Rs. 20/-
2.	For every subsequent hour (After first two hours)	Rs. 5/-	Rs. 10/-	Rs. 20/-

- 17) At the time of parking, a ticket for parking shall be issued to the owner / driver of the vehicle by the lessee where entry time and exit time of the vehicle should be clearly mentioned. The collectors present at the parking place should maintain the social distance as mandated by COVID 19 guidelines, wear mask, hand gloves and maintain proper hygienic condition at the parking slot, as a precautionary measure against the pandemic situation.
- 18) **Excess demand of parking fee beyond the prescribed rate is strictly prohibited.** Any complaint of charging excess money shall lead to institution of Criminal proceedings under law against the settled bidders and his agents or representatives and will result in cancellation of lease without assigning any reason thereof.
- 19) The lessee must not sub-let or use the parking place for any business/means other than parking, failing which will result in termination of the lease without assigning any reason thereof.
- 20) The lessee shall maintain a register wherein registration no. of the vehicle and name of the person driving the vehicle shall be recorded.
- 21) The lessee shall use Digital Camera (CCTV cameras for flyovers and must check vehicles on entry with under vehicle search mirror and metal detector), and other necessary equipments required for implementation of this contract and take photographs of the persons driving the vehicle and keep records with him at the time of parking, date wise for at least last 7 (seven) days for verification by authorities, else action will be initiated as per law and tender will be cancelled forthwith.
- 22) The lessee shall maintain proper lighting of the entire parking space under the flyover in order to prevent any untoward incident.

period of parking shall be confined from 8 A.M. to 10 P.M. only. The lessee shall not operate any parking outside these hours.

- 24) Parking fees should not be levied on Govt. and GMC vehicles while on duty.
- 25) The Commissioner, GMC reserves the right to disqualify any tender/ terminate the lease without assigning any reason thereof.
- 26) Municipal bins in and around the parking place are to be monitored closely by the lessee & the lessee shall inform NGO/GMC Engineers in case the bins are full.
- 27) The engagement holder or his employee should keep close liaison with concerned police stations and inform immediately if any suspicious object is noticed.
- 28) The engagement holder or his employee should be in prescribed dress code with display of identity card while on duty. The identity card shall be issued from GMC after police verification. The workmen shall possess good behavior and should be polite while dealing with the owners of the vehicles.
- 29) Two wheelers with baggage should not be allowed to enter the parking place. Ensuring the same will be the duty of lessee and his agents.
- 30) The engagement holder is responsible for any theft/burglary of the vehicle once it is parked in a parking lot.
- 31) The lessee or his agent shall issue the parking receipt as soon as vehicle enters and is parked in the parking lot so that there is effective supervision of the vehicle. The receipt should be 'CANCELLED' by a cross when the vehicle is taken away.
- 32) The lessee shall adhere to any new instructions issued from time to time by the GMC as to the mode and methodology of parking fee collection and strictly follow the procedures prescribed therein.
- 33) The violation of any of the terms and conditions shall lead to termination of the lease agreement with the lessee.

Part: 2 (for Adabari Bus Terminus parking)

- 1) The lease period shall be for 12 (Twelve) months only and would be effective from 01/04/2024 to 31/03/2025 in respect of the Adabari Bus Terminus parking place as mentioned in the tender notice.
The completed tenders are required to be submitted Online through E-Procurement Portal as per provisions and systems of the portal.
- 2) The non-refundable tender fee of **Rs.1000/- (Rupees One Thousand)** only must be paid online along with tender forms with copy of terms and conditions and the documents mention there (as mentioned in the tender notice). He is also required to deposit an earnest money deposit (EMD) (**Online through the e-procurement portal**) equal to 10% (Ten percent) of Estimate value for General category persons and 5% (Five percent) of Estimate value for S.C., S.T. and OBC bidder.
- 3) **Documents required:** A photocopy of the Pan Card, Voter ID, Up to date Income Tax clearance certificate, Financial sound certificate, GMC Property Tax Receipt, the Trade licence obtained from the G.M.C. and GST registration certificate in favour of the bidder, should be enclosed with the tender document while submitting, else the tender will be rejected outright and no clarifications/ shortfall documents may be sought during evaluation.
- 4) If any bids submitted for settlement of the parking places under the Guwahati Municipal Corporation appear to be unreasonably high, reckless and highly disproportionate, if there is probability or apprehension of indulgence of extortion activities to realize such settled value, the Commissioner, GMC shall have every right to reject such offer.
- 5) The bidders should quote in figure as well as in words the rate and amount tendered by them. All corrections in the tender papers shall be attested by the dated initials of the bidders.
- 6) Where the rate quoted by the bidder in figures and in words do not tally, the amount written in words shall be taken as correct. The rate should be quoted for 12(Twelve) months only.
- 7) The distances shown in the list of city parking places are approximate. If any City Bus stand falls within the parking slot 15 meters from both sides of city bus stand shall be excluded from parking of vehicles. In case of notified Auto Stand, the net auto stand area has to be excluded from parking of vehicles by the lessee. Bidders are requested to make physical survey of the parking places for their satisfaction before bidding.
- 8) **Selection Process:**
 - a) After scrutiny of the documents submitted by the bidders, the committee constituted for the purpose shall declare the responsive bidders through the e-procurement portal and financial bids of the responsive bidders shall be opened and considered for financial evaluation.
 - b) The highest quoting bidder (H1), among the responsive bidder shall be considered the most preferential bidder and considered as the successful bidder for issuance of **LoI**(Letter of Intent) to him/her.

- c) After getting the **LoI** the selected bidder has to submit an Agreement & shall deposit 50% of the settled value as advance deposit as per stipulated time mentioned below:

Sl No.	Documents/ Amount	Due Date
1.	Agreement	Within 5 working days
2.	50% Security Deposit	Within 2 working days after submission of the agreement

- d) After receiving the above mentioned documents the bidder will be given a final order granting the lease of the parking. The balance 50% amount of settled value will have to be deposited by the bidder in 2 (Two) equal installments, the 1st installment needs to be paid within 3 (Three) months and 2nd installment needs to be paid within 6 (Six) months from the issue date of the final order.
- e) On default, the bidder will be disqualified and his earnest money so deposited in the prescribed form shall be forfeited (if applicable). In such a situation, the next highest bidder shall stand qualified for the next offer at the H1 rates/prices only.
- f) If the lessee/bidder fails to pay any of the installments within the stipulated time as mentioned in the order granting lease of parking, 10% penal interest shall be charged against any such delayed payments. Further, if the lessee fails to pay installment within 3 (three) months, the lease would be terminated forthwith and the parking place will be taken over by GMC and earnest money and the advance payment so deposited shall be forfeited declaring the lessee as defaulter. Defaulting lessee shall be liable to be blacklisted and shall be prohibited from participating in any tender process of the Corporation in future. Any arrear due to the Corporation by the lessee, shall be recovered either under the provisions of the Chapter XX of the Guwahati Municipal Corporation Act, 1971 or under the Bengal Public demand recovery Act, 1913, or as the Commissioner may decide in this behalf.
- 9) On acceptance of any tender, the bidder shall be liable to pay any taxes as per Contract Act and the Corporation will not entertain any such claim whatsoever in this respect. The rate quoted by the bidder should be in the following format:

Bid Value	GST(18 % of bid value)	Total Bid value including GST

- 10) No remission for Bharat bandh or Assam bandh or local bandh or COVID-19 pandemic or any such thing will be entertained.
- 11) In case of any delay for issuance of the final lease order, the adjustment will be made considering the issue date of the lease order as lease starting date. The total payable amount will be calculated starting from the issue date of the lease order up to the end date of the lease and this adjustment will be made during the last installment of the lease.
- 12) No person, firm, co-operative society or company will be allowed to participate in the tender process who/which was either convicted by any Court of law at any point of time or blacklisted by the Corporation in connection with any contract or held irresponsible in any, matters of the Corporation. The previous conduct or records of any such bidder, if any shall work out the basis for such purpose.
- 13) Any bidder who withdraws his tender after submission of the tender but before opening of the same for such modifications which are not acceptable to GMC, then the Commissioner, GMC without prejudice to any other right or remedy, will be at liberty to forfeit earnest money.
- 14) It would be obligatory on the part of the bidders to sign the tender documents on all relevant pages and for all component parts thereof. Use of whitener pen is strictly prohibited.
- 15) The selected bidder shall collect caps and jackets from GMC on payment of Rs. 500/- per head in addition to 50% security deposit within 48 hrs. of the offer letter. The actual amount can be more or less depending upon the actual cost of products.
- 16) The settled bidder, to be later named as lessee, shall be entitled to levy parking fee as per the rate prescribed below and all collections are to be made through **Android POS based ticketing system**.
- 17) **The Settled Bidder must have to install clear signages showing the below mentioned Rate Schedule and also with a message "Any excess payment Claimed by a Parking Representative is Illegal". Non installation/non maintenance of signages, if reported, shall lead to immediate termination of contract.**

Schedule I

Prescribed Rate:

Sl.No.	Name of vehicles /Business	Per day/ Per trip	Rate
01.	Line Bus	Per day	Rs.60/-
02.	City Bus	Per trip	Rs.15/-
03.	Trekker	Per trip	Rs.15/-


04.	Winger/Maxima/Cruzer	Per day	Rs.30/-
05.	Traveller	Per day	Rs.45/-
06.	Auto Van	Per Trip	Rs.15/-
07.	Thela	Per trip	Rs.10/-
08.	Fruit Shop	Per day	Rs.30/-
09.	Hawkers	Per day	Rs.20/-

- 18) At the time of parking, a ticket for parking shall be issued to the owner / driver of the vehicle by the lessee where entry time and exit time of the vehicle should be clearly mentioned. The collectors present at the parking place should maintain the social distance as mandated by COVID 19 guidelines, wear mask, hand gloves and maintain proper hygienic condition at the parking slot, as a precautionary measure against the pandemic situation.
- 19) **Excess demand of parking fee beyond the prescribed rate is strictly prohibited.** Any complaint of charging excess money shall lead to institution of Criminal proceedings under law against the settled bidders and his agents or representatives and will result in cancellation of lease without assigning any reason thereof.
- 20) The lessee shall maintain a register wherein registration no. of the vehicle and name of the person driving the vehicle shall be recorded.
- 21) The lessee shall use Digital Camera (CCTV cameras for flyovers and must check vehicles on entry with under vehicle search mirror and metal detector), and other necessary equipments required for implementation of this contract and take photographs of the persons driving the vehicle and keep records with him at the time of parking, date wise for at least last 7 (seven) days for verification by authorities, else action will be initiated as per law and tender will be cancelled forthwith.
- 22) The lessee shall maintain proper lighting of the entire parking space under the flyover in order to prevent any untoward incident.
- 23) The lessee shall maintain a register wherein name of the hawker, registration no. of the vehicle and name of the person driving the vehicle shall be recorded.
- 24) The lessee shall use Digital Camera and other necessary equipments required for implementation of this contract and take photographs of the hawkers, persons driving the vehicle and keep records with him at the time of entry, date wise for at least last 7 (seven) days for verification by authorities, else action will be initiated as per law and tender will be cancelled forthwith.
- 25) The lessee must execute an agreement with the Commissioner, GMC before the commencement of the work otherwise the lease shall be invalid.
- 26) The period of fee collection shall be confined from 5 A.M. to 10 P.M. only. The lessee shall not operate any fee collection outside these hours.
- 27) Entry fees should not be levied on Govt. and GMC vehicles while on duty.
- 28) The Commissioner, GMC reserves the right to disqualify any tender/ terminate the lease without assigning any reason thereof.
- 29) Municipal bins in and around the bus terminus are to be monitored closely by the lessee & the lessee shall inform the concerned NGO/Executive Engineer, GMC in case the bins are full.
- 30) The engagement holder or his employee should keep close liaison with concerned police stations and inform immediately if any suspicious object is noticed.
- 31) The engagement holder or his employee should be in prescribed dress code with display of identity card while on duty. The identity card shall be issued from GMC after police verification. The workmen shall possess good behavior and should be polite while dealing hawkers, owners/drivers of the vehicles. No minors should be engaged for collection of parking fees.
- 32) The lessee or his agent shall issue the fee receipt to the Hawkens and the vehicles as soon as it enters in the bus terminus so that there is effective supervision can be made. The receipt should be 'CANCELLED' by a cross when vehicle is taken away.
- 33) The lessee shall adhere to any new instructions issued from time to time by the GMC as to the mode and methodology of fee collection and strictly follow the procedures prescribed therein.
- 34) The bidder having previous experience of similar work amounting to singular work order of 40 (forty) lakhs or above will be given preference as per relevant Acts /Guidelines of GMC.
- 35) The violation of any of the terms and conditions shall lead to termination of the lease agreement with the lessee.

Cover 'B' :

The Financial Bid (Cover-B) should be submitted in Online mode only by the Bidder as per the guidance of website mentioned above.

N.B: Corrigendum will be issued further for any other specification and any charges or alternation on tender clause if required


 Joint Commissioner
 Guwahati Municipal Corporation
 Guwahati



**Guwahati Municipal Corporation
Ganeshguri : : Guwahati**

Affix Passport
size photograph
of bidder.

**TENDER FORM FOR LEASE OF PARKING PLACES UNDER
GUWAHATI MUNICIPAL CORPORATION FOR THE YEAR 2024-25**

Name of the bidder with present address (in block letters)

(In case of Firm/Company/ Co-Op Society, give the name and address of the person signing the tender who represents the same)

1. (a) Age on 01.01.2024 :
(b) Name of the locality :
(c) Road :
(d) Village/Ward No. :
(e) Holding No. :
(f) Mouza :
(g) Police Station :
(h) Post Office :
(i) Registered office address :
(in case of company /co-op
Society /Firm)
(j) Phone Number :
2. Father's Name and address :
(a) Locality :
(b) Road :
(c) Village /Ward No. :
(d) Holding No. :
(e) Mouza :
(f) Police Station :
(g) Post office :
(h) District :
(i) Phone Number :
3. Correspondence address with proper :
address, with Exact location (Tender
shall not be accepted, if the exact
information not provided)
4. Name of the parking place for which :
the tender is submitted (in block
letters)
5. Bid Offer for the year 2024-25 : Rs.
(For 12 Months) :
(Both in figure and words) :Rupees
6. Whether the bidder has ever :
succeeded in settlement of any
Check-gate / Parking places Market
under GMC :
(a) If so, mention the name and :
the year of settlement. :
(b) Are you a defaulter? :
7. Particulars of demand draft and :
amount of earnest money paid :
8. Particulars of demand draft of the :
non-refundable tender fee deposited :
9. PAN Card with Number (Copy is to :
be enclosed with attested) :

10 Voter ID (Copy is to be enclosed with :
attested)

11 GST Registration No. (Copy is to :
enclosed with attested)

13. Whether the bidder belongs to a :
recognized SC/ST/OBC (if so,
enclose attested photocopy of
certificate)

14. Particulars of land /immovable property, if any, held by the bidder

- (a) Area of Land :
- (b) Dag No. :
- (c) Patta No. :
- (d) Village/Ward No. :
- (e) Mouza :
- (f) Police Station :
- (g) District :
- (h) Holding No.:

Ward No.:

(In case the of building, particulars of land and building situated over the land)

Signature of bidder

Date:

2

DECLARATION

Shri/Smti. S/O,W/O,D/O agea permanent resident
..... Path/Road/Village of Guwahati (Pin).....under
Police Station in the District of the Ward No Phone No..... do hereby solemnly declare and affirm as follows:

1. That, I have gone through the tender form and terms and conditions prepared for the purpose. I have fully understood the meaning and implication of each of them, and having fully understood all of them, I am willing to abide by all of them without any objection and reservation.
2. That I shall not demand or receive from any owner or driver of any vehicle or owner fee more than the rates approved by the Guwahati Municipal Corporation.
3. That if any conclusive evidence could be established by any aggrieved person or by the GMC authority which is contrary to any of the terms conditions and my declaration at Para 2 above, the violation being committed either by my agent or employees, the Commissioner, GMC shall be at liberty to cancel, reject and terminate forthwith, as the case may be, the tender or the lease at any stage during the time of settlement or during the lease period. I shall have no claim for compensation, remission or indemnification from the Corporation.
4. That I am willing to take the settlement of the parking place at the amount mentioned in my tender, with the purpose of collecting tax or fee at the prescribed rate.
5. That, I will not withdraw the tender, offered by me during the time that will be required for information of acceptance being given to me, nor will I withdraw it afterwards, should my tender be accepted. If I withdraw the tender or refuse to accept the lease settlement, than my earnest money and advance payment, so deposited, shall be forfeited by the Commissioner forthwith and also be liable to pay such amount of deficiency caused due to re-tender or settlement with next height tenders in turn as the Commissioner may consider necessary to make good whole of the loss and damages that may be suffered by the GMC in consequence thereof and I shall pay the same, and if fail to pay, than it will be recovered from me as an arrear of Municipal Tax under the provision of the Chapter XX of the GMC Act,1971 and Bengal Public Demand Recovery, Act,1913, as the Commissioner may decide.
6. That I am not a defaulter of any amount of the Guwahati Municipal Corporation within the meaning as the terms and conditions have defined, and if this assertion is proved to be contrary, the Commissioner shall be at liberty to take any action in accordance with the laws of the country, including the termination of the lease.

Signature of Bidder
Date:.....

OFFICE OF THE GUWAHATI MUNICIPAL CORPORATION : : GUWAHATI
:::: GANESHGURI : : GUWAHATI-781005 ::::

FORM OF SELF DECLARATION

I, Shri / Smti , Son /
Daughter of Shri , age
..... years , resident of
..... District
..... , Assam hereby declare that the information given above and in the
enclosed documents is true to the best of my knowledge and belief and nothing has been concealed
therein. I am well aware of the fact that if the information given by me is found false / not true, I
will have to face punishment as per the law. Also, all the benefits availed by me shall be
summarily withdrawn.

Signature of the bidder