



West Bengal Housing Infrastructure Development Corporation Limited
(A Govt. of West Bengal Undertaking)

HIDCO BHABAN, 35-1111, Biswa Bangla Sarani, 3rd Rotary, New Town, Kolkata - 700156

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Memo No: 126/HIDCO/Admn-3834/2021

Dated: 13/01/2021

NOTICE FOR E-AUCTION

[e-auction ID : 2021_WB_1790]

**E-AUCTION FOR OPERATING A KIOSK FOR SELLING VARIOUS FOOD AND MISCELLANEOUS
ITEMS WITHIN NEWTOWN, KOLKATA**

WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT CORPORATION LTD. (WBHIDCO), an enterprise under the Department of Urban Development & Municipal Affairs, Govt. of West Bengal, invites an Expression of Interest (EOI) with financial proposal for operating a Kiosk opposite to HIDCO Bhaban of New Town, Kolkata, on monthly License fee basis, through **e-auction** process to be conducted through the e-Auction Portal <https://eauction.gov.in> of National Informatics Centre, Government of India as described fully herein below. **E-Auction will be held on 01.02.2021 (Monday) from 12.00 hrs. onwards up to 16.00 hrs subject to auto-extension.**

Earnest Money Deposit (EMD) for operating this Kiosk is Rs.1,000.00 (Rupees One Thousand) only and is to be deposited by **17.00 hrs of 26.01.21** only through RTGS/NEFT in WBHIDCO's Account with **Andhra Bank, Salt Lake City Branch**, details of which are given herein.

Intending bidders shall have to register themselves with National Informatics Centre, Govt. of India on <https://eauction.gov.in>. Such registration process, payment of EMD as well as uploading of documents for e-auction **by 17.00 hrs of 26.01.21**. Details are available in the website of WBHIDCO/NIC. Bidders are also requested to note that **only digitally signed bids shall be accepted in the e-auction. Hence, they should equip themselves with Indian Digital Signature Certificates before the date of e-auction. E-auction will be started on 01.02.21 (Monday) from 12.00 hrs. onwards up to 16.00 hrs subject to auto-extension.**

WBHIDCO, however, reserves the right to cancel the e-auction at any stage prior to the handing over of Permissive Possession. WBHIDCO shall not be liable to pay any compensation to any bidder for any loss that they may incur due to such cancellation.

WBHIDCO reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of WBHIDCO would be final and binding on the Bidders.



**GENERAL MANAGER (ADMN)
WBHIDCO LTD.**

THE OFFER

WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT CORPORATION LTD. (WBHIDCO), an enterprise under the Department of Urban Development & Municipal Affairs, Govt. of West Bengal, invites offers from eligible, reputed and resourceful agencies for operating a Kiosk at New Town, Kolkata, on monthly License fee basis through **e-auction** process to be conducted through the e-Auction Portal <https://eauction.gov.in> of National Informatics Centre, Government of India as described fully herein below. **E-Auction will be held on 01.02.21 (Monday) from 12.00 hrs. onwards up to 16.00 hrs subject to auto-extension.**

A. TERMS & CONDITIONS

- 1) The Bidder should be a reputed and resourceful agency and should have experience of running such type of business. Bidder will have to submit document in this regard.
- 2) E-auction bids are invited for getting possession on rental basis of above mentioned Kiosk. WBHIDCO, however, reserves the right to cancel the e-auction at any stage prior to the signing of the Lease Agreement. WBHIDCO shall not be liable to pay any compensation to any bidder for any loss that they may incur due to such cancellation.
- 3) The Kiosk is located at a prime place within New Town, Kolkata.
- 4) This e-auction is governed by the TERMS & CONDITIONS as contained herein and in accordance with the conditions for e-auction through the portal of the National Informatics Centre (NIC), Government of India as well as the general financial norms of the Government of West Bengal.
- 5) E-auction opening time, closing time, inspection schedule and other dates & times mentioned in the e-auction catalogue may be treated as (IST) Indian Standard Time only.
- 6) The bidders who are interested to get allotment of the above Kiosk through e-auction should get themselves registered with NIC for participating in this e-auction process **before 17.00 hrs of 26.01.21. Bidders are also requested to note that only digitally signed bids shall be accepted in the e-auction. Hence, they should equip themselves with Indian Digital Signature Certificates before such registration.**
- 7) Timings of opening and closing of the Kiosk will be decided by the HIDCO authority.
- 8) WBHIDCO, however, reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of WBHIDCO would be final and binding on the Bidders.
- 9) It is notified for information of the Bidders that the instant offer is subject to the scrutiny and approval of the Competent Authority.

- 10) The bidders/existing shop owners who have been allotted shops by HIDCO or NKDA for running any business in New Town and/or those who have in the past 3 (three) years operated any shops in New Town of HIDCO/NKDA are not eligible to apply.
- 11) The bidders who have either been blacklisted from participation in any tender/quotation of HIDCO/NKDA/any office/organization earlier or have record of defaulted in payment of rent to HIDCO/NKDA are not eligible to apply.
- 12) The bidders who have been disqualified from running their business earlier at HIDCO / NKDA allotted space due to non-observance of required terms and conditions and whose letter of allotment/acceptance has been cancelled by the Competent Authority, are not eligible to apply.
- 13) The entire arrangement should be in pollution free manner. In case of any deviation, the contract shall also be liable to be cancelled.
- 14) Sufficient fire safety measures should be arranged by the agency and the agency should obtain Fire License Certificate, if required.
- 15) The waste materials generated out of the running of the Kiosk will be handled by the agency as per rules and guidance of New Town Kolkata Development Authority (NKDA) for collection by their solid waste management staff from a particular point as decided by the NKDA. NKDA will clear and replace the waste bins from time to time in normal way. But, if required, the agency may keep separate waste bins to store the garbage at their own arrangement and no littering will be allowed under any circumstances. The agency will be responsible for elimination of the littering and penalty will be imposed for such deviation. WBHIDCO Authority reserves the right to cancel the rent agreement in such cases.
- 16) The sale items should have nutritious value and may be inspected daily by the concerned authority.
- 17) The selected agency shall be bound to comply with the requisition and direction of the WBHIDCO's authorized representative(s).
- 18) The successful Bidder himself shall have to procure all materials/items required for running the business and will run the business by their own employees. No material will be issued by WBHIDCO Ltd.
- 19) The agency shall ensure that staff engaged for the purpose is well trained, polite and free from communicable diseases. The staff should be well dressed in a uniform whose design shall have prior approval of the WBHIDCO authority or his authorized representative(s). Each employee shall wear a photo identity card provided by the agency and approved by WBHIDCO.

- 20) The agency will be solely responsible for all payments and observance and compliance of relevant provision of laws/rules/regulations etc. in respect of his employees and the business of running the Kiosk. WBHIDCO authority or his authorized representatives will have no liabilities whatsoever with regard to such statutory compliances and payments.
- 21) Sub-leasing, sub-letting of the kiosk will not be allowed.
- 22) WBHIDCO Ltd. reserves the right to accept or reject any offer without assigning any reason whatsoever. In case of cancellation, no liability will be incurred by WB HIDCO Ltd.
- 23) The upfront payment of License fee will have to be paid on monthly basis. The License fee is payable from the date of receiving of possession of the Kiosk or from the date of execution of agreement whichever is earlier.
- 24) The monthly license fee will be enhanced @ 3% in every 11 (eleven) months during the period of agreement, if renewed on mutual consent.
- 25) Before submitting any offer, the intending Bidders should make themselves acquainted thoroughly with the prevailing local conditions by way of actual inspection of the site and no claim whatsoever will be entertained after finalization of the bid.
- 26) The selected Bidder will have to enter into a renewable agreement of eleven months with WBHIDCO Ltd. within 15 (Fifteen) days from the date of issuance of LOA.
- 27) Kiosk will be initially allotted for eleven months on License basis, which may be extended further upto a period of 03 (three) years, if considered satisfactory by the authority of WBHIDCO Ltd.
- 28) The agreement can be terminated in case of irregularities/under-performance/non-payment of upfront monthly License fee/suppression of facts by giving a written notice of one month.
- 29) The bidder will have to bear maintenance charge of internal cleaning.
- 30) The Electricity charges will have to be paid by the bidder separately.
- 31) GST at the applicable rate will have to be paid along with monthly License fee by the successful bidder.
- 32) Consumption or sale of alcohol and tobacco or *pan masala* or use of any other intoxicant in the Kiosk is strictly prohibited.
- 33) The safety restrictions including wearing of masks, maintaining of social distance and sanitization of the Kiosk shall be strictly adhered to in view of wake of COVID-19 pandemic.

B. SCHEDULE OF PROPERTY

The details of the Kiosk:

Location of the Kiosk	Kiosk Area (ft.)	Adjacent open area (ft.)
Opposite HIDCO Bhaban	13 x 11	--

C. CONTACT PERSON OF WBHIDCO

General Manager (Administration) WBHIDCO Limited, HIDCO Bhaban, Biswa Bangla Sarani, 3 rd Rotary, New Town, Kolkata-700156 Telephone: 033-23246010 Email: gm.admin@wbhidco.in
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D. ELIGIBILITY CONDITIONS FOR BIDDERS

WBHIDCO reserves the right to accept/reject any or all of the Bids without assigning any reasons thereof and the decision of WBHIDCO would be final and binding on the Bidders.

E. REGISTRATION

All those who wish to participate in this e-auction and who fulfil the eligibility conditions as stated above shall have to register with the Government e-auction website <https://eauction.gov.in>. No fees are required to be paid for such registration as "Bidder". Once registered the bidder is not required to register again for each and every e-auction in this site. However, after such Registration a bidder has to enter the particular e-auction ID system for participating in this particular e-auction.

This shall involve filling upon online form and submission of necessary documents with WBHIDCO Ltd. On receipt of all documents and payment of EMD the bidder's registration shall be activated by WBHIDCO Ltd and only thereafter a bidder can log into and participate in the e-bidding process. Participation in this e-auction is not possible without a valid registration. **Such process of Registration with Digital Signature Certificate, payment of EMD and uploading of Documents shall have to be completed by 17.00 hrs. on 26.01.21 at the website <https://eauction.gov.in> against this particular e-Auction.**

E-auction bidding process will take place through web portal on the day and time specified in the e-auction notice published in the newspaper/web portal. The Bidder should have valid Class II or Class III Digital Signature Certificate (DSC) obtained from any Indian Certifying Authority. In case of requirement of DSC, interested Bidders should go to <https://eauction.gov.in>.

The bidder has to obtain user ID and Password free of cost and can get training for e-auction from NIC. Guidelines to Bidders on the operations of Electronic Auction System can be obtained from <https://eauction.gov.in>. The bidders interested in participating in the above Auction, using the Electronic Auction System are required to create User ID. Bidders who are interested in participating WBHIDCO's e-auction are requested to contact the representatives of NIC for registration, computer setting and clarification on e-tendering. The duly filled in bid as instructed to be submitted online.

There is no Application or Processing Fee except EMD payment.

F. DOCUMENTS TO BE UPLOADED AT THE TIME OF REGISTRATION:

(i) Confirmation on electronics transfer of EMD through NEFT/RTGS, (ii) Copy of valid PAN issued by the Income Tax Dept., Government of India, (iii) Valid GST registration no., if any, (iv) Valid Trade License, if any, issued by any other authority and (v) Professional Tax registration, if any and (vii) Credentials, in support of experience of running such type of business, if any.

The selected bidder has to procure trade licence from NKDA within 2 (two) months from the date of signing of agreement

Such Documents are required to be uploaded online on or before the specified end time for submission of such documents online i.e., by 17.00 hrs of 26.01.21 for getting access to the live e-Auction field on the day of e-auction. The Bidders can upload a single document of a compressed file containing multiple documents (i.e. scan copy of EMD particulars, and all other documents) against this NIA.

G. Documents to be furnished by the successful bidder after e-auction:

Self attested copies, as mentioned in Clause F above.

H. Use and Protection of User ID, Password and Digital Signature Certificate

The bidders are advised to keep their User ID and Password secret and not share these with anyone to prevent misuse or abuse of the same. The bidders are also advised to change their passwords regularly. NIC/WBHIDCO shall not be responsible for any misuse / abuse / unauthorized use of the password of any bidder and no representation in this regard from any bidder shall be entertained by NIC/WBHIDCO. A bid recorded in this e-auction against any password will be deemed to have been submitted by the owner of the password only.

Bidders shall require Class II or Class III Digital Signature Certificate (DSC) to participate in this e-auction. The bidder shall have to set the parameters of his computers so that the DSC is operational. NIC / WBHIDCO shall not be responsible for any malfunctioning or non-functioning of any bidder's computer either on account of DSC or for any other reason. Bids submitted by a bidder after signing with his/her DSC signifies non repudiation by the bidder. Thus, a bidder after submitting a bid, cannot disown it. A bidder shall be fully and solely responsible for the bid recorded against his/her name to be identified by the set of User ID, Password and DSC.

I. Bidding Methodology

On the day of the e-auction, which will be **started on 01.02.21 (Monday) from 12.00 hrs. onwards up to 16.00 hrs subject to auto-extension**, the bidder has to visit the Government e-auction website <https://eauction.gov.in> and click on the link for WBHIDCO e-auctions. He/she has to login with his/her User ID and Password. In the next page, the bidder has to click on the link "View Live e-auctions" and click on the link with the e-auction number for this e-auction. The bidder shall be required to sign his acceptance of e-auction terms and conditions with his DSC and then only the bidder can have access to the bidding area.

The bidding for the Kiosk shall be in whole Rupee in nearest thousand. The **incremental value is Rs.1000/- (one thousand) only. Thus to bid an amount of Rs.6,000.00 (six thousand), a bidder needs to type 6000** in the space provided for bidding and click on the BID button. On clicking the BID button, the bid has to be signed by the bidder with his DSC.

J. CAUTION IN SUBMISSION OF BID:

The Bidder shall be solely responsible for all consequences arising out of the bid submitted by him (including any wrongful bidding by him) and no complaint/representation will be entertained by NIC/WBHIDCO in this regard. Hence Bidders must be careful to check (the Bid Amount/No. of Zeros/ No. of Digits/Unit of Measurement etc.) and rectify their bid (if required) before submitting their Bid into the live e-auction floor by signing the Digital Signature Certificate.

K. EARNEST MONEY DEPOSIT (EMD)

All intending Bidders have to deposit **Earnest Money Deposit (EMD) for Rs.1,000.00 (Rupees one thousand) only**. Deposit of such EMD and uploading the same online should be completed by **17.00 hrs of 26.01.21**.

Submission of **EMD** should be in favour of WBHIDCO LTD., KOLKATA, only through RTGS/NEFT in the Andhra Bank, Salt Lake City Branch of WBHIDCO Ltd. on or before **17.00 hrs of 26.01.21**. EMD in form of DD/PO shall not be accepted.

BANK DETAILS towards PRE-BID EMD for payments through Indian Rupees only:-

1)	Account Name	West Bengal Housing Infrastructure Development Corporation Ltd.
2)	Bank & branch name	Andhra Bank, Salt Lake City Branch
3)	IFS Code	ANDB0001023
4)	Account number	102311011000134

Bidders should take utmost care to ensure that the EMD and intimation are made correctly. EMD deposited elsewhere will not be considered for participation in this e-auction. No interest will be payable on the EMD. EMD of the unsuccessful bidders would be returned by WBHIDCO Ltd. after completion of the bidding process. The EMD of the Successful Bidder shall be automatically retained. In case the bid is accepted and the bidder refuses / fails to make further payment towards the balance lease premium, the EMD shall be forfeited without prejudice to the rights of WBHIDCO to claim such further damages in this regard without further reference to the bidder.

BANK TRANSFER CHARGES EITHER WAY WOULD BE ON INTENDING BUYER'S A/C.

L. FORFEITURE OF EARNEST MONEY DEPOSIT (EMD)

The highest bidder shall be notified. Hence, bidders are advised to keep their email account active and monitor the same carefully. In case of non-receipt of email, the bidder may contact WBHIDCO Ltd.

In case the submitted documents are found false, their offer would stand cancelled and the Earnest Money Deposit will automatically stand forfeited. In addition to such forfeiture as stated above, the defaulting Bidder may not be allowed to take part in any of the bids which may be held by WBHIDCO in future.

M. BID STARTING PRICE

There is a 'Start Price' for e-auction for this Kiosk, which is Rs.5,000.00/= (Rupees five thousand) only with an incremental bid value of Rs.1,000/- (one thousand) only for the entire Kiosk having an area mentioned above. Start Price will be mentioned in the e-auction floor at whole Rupees for the entire space of Kiosk. Bidders have to bid above starting price. It is, however, made clear that such starting price is not the minimum 'Reserve Price'.

N. OTHER CONDITIONS

The allotment of Kiosk would be made in favour of a single successful bidder who has quoted highest rate above minimum reserve price and who has been found to have fulfilled all conditions of allotment as stated in these documents on approval of the Competent Authority.

O. SALIENT FEATURES [e-auction ID : 2021_WB_1790]

1.	Description	Kiosk opposite to HIDCO Bhaban, New Town, Kolkata	
2.	Area	Kiosk Area (ft.)	Adjacent open area (ft.)
		13 x 11	--
3.	Purpose	To operate a Kiosk to sell various foods and miscellaneous items	
4.	EMD	Rs.1,000.00 (Rupees one thousand) only	
5.	Starting Price	Rs.5,000/= (Rupees five thousand) only	
6.	Bid Incremental Value	Rs.1,000/- (Rupees one thousand) only	
7.	Rental Period	Initially for 11 months. which may be extended further if considered satisfactory by the authority of WBHIDCO Ltd.	

P. Schedule of Dates: [e-auction ID : 2021_WB_1790]

No.	Activity		Date & Time
1.	<i>Auction Publish date</i>	:	13.01.2021
2.	<i>Bid documents submission Start Date</i>	:	13.01.2020 14.00 hrs
3.	<i>Bid documents submission End Date</i>	:	26.01.2021 17.00 hrs
4.	<i>Document/Payment Approval Start Date</i>	:	27.01.2021 10.00 hrs
5.	<i>Document/Payment Approval End Date</i>	:	28.01.2021 18.00 hrs
6.	<i>Auction Start Date</i>	:	01.02.2021 12.00 hrs
7.	<i>Auction End Date</i>	:	01.02.2021 16.00 hrs

- **Closing of e-auction** :- The e-auction will be closed at given time. However, if there is any bid within 10 minutes of closing time the closing time shall automatically be extended by the system by 10 minutes and continued to be extended in the same way by 10 minute unless there is no bid within such extended time.