



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

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No.2342/HIDCO/ADMN-3924/2021

Date: 29/08/2022

**NOTICE INVITING EXPRESSION OF INTEREST FOR OPERATING BOOK SHOP INSIDE THE  
ALIPORE INDEPENDENCE MUSEUM (AIM) PREMISES ON REVENUE SHARING BASIS**

**E-TENDER ID: 2022\_HIDCO\_399533\_1**

**2<sup>nd</sup> CALL**

**WEST BENGAL HOUSING INFRASTRUCTURE DEVELOPMENT CORPORATION LTD.** (WBHIDCO), an enterprise under the Housing Department, Govt. of West Bengal, invites offers with financial proposal from eligible, reputed and resourceful publisher for operating a BOOK SHOP on revenue sharing basis inside the Alipore Independence Museum premises, as per the criteria set in this document, initially for a period of 11 months which may be renewed/extended further upon satisfactory performance and mutual consent.

The detailed Eoi document is available at <https://wbtenders.gov.in/nicgep/app> and also in WBHIDCO portal at <https://www.wbhidcoltd.com>. Interested participants who meet the pre-qualification criteria may submit a bid online through wbtenders portal with all the necessary documents as mentioned in the NleT.

General Manager (Admn)  
WBHIDCO Ltd.

## Section I: Terms of Reference (ToR)

### 1. Background

WBHIDCO has been entrusted with the responsibility of the "Alipore Area Development Project". An Independence Museum has been developed in the Jail Hospital building.

The objective is to invite offers from the branded and resourceful publishers for operating restaurant.

### 2. Timeline

Sl. No	Particulars	Date and Time
1	Date of publish of Expression of Interest (Eoi)	30/08/2022
2	Start date for downloading the EOI document	30/08/2022 at 18:00 hrs
3	Last date for downloading the EOI document	05/09/2022 at 18:00 hrs.
4	Start date for submission of proposal (technical and financial)	31/08/2022 at 10:00 hrs.
5	Last date for submission of proposal (technical and financial)	06/09/2022 at 18:00 hrs.
6	Opening of Technical proposal	08/09/2022 at 18:00 hrs.
7	Date of technical presentation	To be notified
8	Last Date for publication of the list of Technically qualified Bidders	To be notified
9	Date for opening of financial proposal	To be notified
10	Date of publication of the final selection	To be notified

### 3. General terms and conditions of the Bid

The bidder shall broadly undertake the following activities:

- a) Expression of Interest is being invited for getting possession on revenue sharing basis as per the schedule of property of the EOI. WBHIDCO, however, reserves the right to cancel the EOI at any stage prior to the signing of the agreement. WBHIDCO shall not be liable to pay any compensation to any agency for any loss that they may incur due to such cancellation.
- b) The bid will be evaluate on CQCBS method.

- c) The selected publisher 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 and it may further be extended, if considered satisfactory by the authority of WBHIDCO Ltd.
- d) 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 upon the Agencies.
- e) The publishers 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 revenue to HIDCO/NKDA are not eligible to apply.
- f) The publishers 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.
- h) Sufficient fire safety measures should be arranged by the publisher and the publisher should obtain Fire License Certificate, if required.
- i) The waste materials generated out of the running of the book shop will be handled by the publisher as per rules and guidance of Kolkata Municipal Corporation (KMC). 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 publisher will be responsible for elimination of the littering and penalty will be imposed for such deviation. WBHIDCO Authority reserves the right to cancel the agreement in such cases.
- j) The selected publisher shall be bound to comply with the requisition and direction of the WBHIDCO's authorized representative(s).
- k) The successful publisher 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.
- l) The publisher will be responsible for maintaining high standards of hygiene and cleanliness and for full observance of all relevant regulations of Government /WBHIDCO authority. The agency shall ensure that staff engaged for the purpose is well trained, polite, and free from communicable diseases.

- j) The publisher 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 book shop. WBHIDCO authority or his authorized representatives will have no liabilities whatsoever with regard to such statutory compliances and payments.
- k) Sub-leasing, sub-letting of the book shop will not be allowed.
- l) 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.
- n) Before submitting any offer, the intending publisher 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.
- o) The agreement can be terminated in case of irregularities/under-performance/non-payment of revenue share/suppression of facts by giving a written notice of one month.
- p) The publisher will have to bear maintenance charge of internal cleaning.
- q) The Electricity charges will have to be paid by the publisher separately.
- r) The authority will provide the suitable non-air condition space measuring 227.65 sq.ft.
- s) Proposal needs to be submitted along with the relevant documents.
- t) The bidder shall operate the book shop, and sell various books.
- u) The bidder should have experience of running such type of business. Bidder will have to submit document in this regard. The intending bidders will have to submit credentials in support of his/her claim.
- v) The bidder shall have valid trade license issued by the appropriate authority.
- w) The operational time for the book shop will be fixed on mutual basis.
- x) No change in the ratio of offered revenue sharing will be considered in any way after finalization of the bid.
- y) The safety restrictions including wearing of masks, maintaining of social distance and sanitization of Food Court shall be strictly adhered to in view of wake of COVID-19 pandemic.

## Section II: Instructions to Bidders

### 1. Introduction

- 1.1 The selection would be on the EOI process, based on the Combined Quality cum Cost based Selection (CQCBS), subject to the compliance of Technical & Financial Qualifications and Financial Proposal, as required in this EOI. The Proposal will form part of the contract with the selected bidder. Selection of the successful bidder will be made on CQCBS method. The applicants are invited to submit evidence of running of such type of business, balance sheet, annual turnover, etc. as described later as Technical and Financial qualification and a Financial Proposal as per the formats given later.

### 2. Proposal Validity

- 2.1 The Technical and Financial Proposal to be submitted by the bidders will be firm and valid for a period of 180 days from the last date of submission of the proposal.

### 3. Clarifications

- 3.1 At any time before the close of bid receipt, WBHIDCO may amend the EOI by issuing a Corrigendum/Addendum in writing or by standard electronic means to the published EOI. It can, however, cancel the bid process even thereafter without assigning any reasons but before signing of agreement.

### 4. Eligibility Criteria: (documentary proof to be uploaded)

Sl. No.	ELIGIBILITY CRITERIA	DOCUMENT PROOF
1	<ul style="list-style-type: none"><li>The bidder must be a publisher having</li><li>The bidder shall be solvent at the date of bidding</li></ul>	Certificate from the appropriate authority
2	The bidder must have an experience of carrying out similar type of business	Copy of the trade licence /professional tax etc. showing the year of inception
3	Other mandatory legal documents <ul style="list-style-type: none"><li>Trade License</li><li>GST Registration Certificate</li><li>Income Tax Return (Last 3 FY)</li><li>Copy of PAN</li><li>Registration (depending on company type)</li><li>Professional Tax Clearance Certificate for last FY</li></ul>	Copy of the valid documents

5) **Bid Evaluation Mechanism:**

The score of Technical Proposal shall be given 70% weightage and that of the Financial Proposal shall be given 30% weightage.

1) **Technical Evaluation**

The proposals shall be evaluated through 'Quality and Cost Based Selection (QCBS) process and ranked accordingly by a Committee constituted by WBHIDCO. Both the Technical and Financial Proposals shall be marked separately.

Sl. No.	Description	Maximum Score
a)	Technical evaluation	60
	Items	Marks
	1) Trade License	4
	2) Income Tax Return (Last 3 FY)	3
	3) Professional Tax Clearance Certificate for last FY	3
	4) Having a good number of publication of titles of renowned writers covering various subjects (more than 100 nos. -15 marks; 80 - 100 nos. - 12 marks; 50 - 80 nos. - 8 marks; less than 50 nos. - 5 marks)	15
	5) Selling books of other publishers apart from their own publications	15
	6) Supplying books to schools, colleges of private and government	15
	7) Having online services of selling books	5
b)	Technical presentation	40
	<b>Total maximum Score</b>	<b>100</b>

**\* Documentary proof, if any, for Sl. No. 4 to 7 of a) above should also be uploaded.**

Based on the above Marks, each applicant would be assigned a technical score out of 100. The applicants having technical scoring more than 70% will be declared eligible for financial evaluation.

## 2) Financial Evaluation

The Financial Proposals of only Technically Qualified Bidders will be opened for further consideration. The Bidder (H1) who has quoted the highest revenue sharing in favour of WBHIDCO will be given a score of 100. The other Bidders (N, N1, N2, N3 etc.) will be allotted scores based on the score of H1 as per the formula: "N/H1 x 100";

## 3) Final Evaluation

The total score for Bidders shall be calculated based on the following formula:  
(Total Score = 70% of Technical Score + 30% of Financial Score).

The total composite score (technical and financial score) through QCBS method shall be used to rank the Bidders. The bidder scoring highest composite score will be the preferred bidder subject to compliance with all other relevant terms and conditions.

## 6. **Earnest Money Deposit**

Rs.10,000.00 (Rupees ten thousand Only) to be submitted online through any net banking enabled bank account or offline through any bank by generating NEFT / RTGS Challan from the wbtender portal. Bidders are also advised to submit EMD of their bid, at least 03 (three) working days before the bid submission closing date as it requires time for processing of Payment of EMD.

Offline submission of **EMD** should be in favour of WBHIDCO LTD., KOLKATA only through RTGS/NEFT in the WBHIDCO's Bank Account in Union Bank of India, Salt Lake City Branch. EMD in form of DD/PO shall not be accepted.

### **BANK DETAILS towards EMD for payments through Indian Rupees only:-**

1)	Account Name	West Bengal Housing Infrastructure Development Corporation Ltd.
2)	Bank & branch name	Union Bank of India, Salt Lake City Branch
3)	IFS Code	UBIN0810231
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-tender. No interest will be payable on the EMD. The EMD of the Successful Bidder shall be automatically retained and will be converted to Security Deposit for the selected bidder.

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.

Confirmation on electronics transfer of EMD through NEFT/RTGS will have to be submitted as soft copy (Scanned copies of the Originals) along with the tender.

- 1) Refund of EMD: The Earnest Money of all the unsuccessful bidders deposited online through <https://wbtenders.gov.in/nicgep/app> will be refunded according to the order of Finance Department of Government of West Bengal vide no.-3975-F(Y) of 28th July 2016. EMD of the unsuccessful bidders, deposited offline would be returned by WBHIDCO Ltd. after completion of the bidding process.
- 2) The EOI response submitted by the Bidder should be in English language only. All the documents relating to the EOI (including brochures) supplied by the Bidder should also be in English, and the correspondence between the Bidder & WBHIDCO will be in English language only.

**7) Schedule of Property**

Book shop in the ground floor of Watch Tower inside the Alipore Independence Museum at Alipore Central Correctional Home having non-Air conditioned space of 227.65 sq.ft.

**8) Contact person of WBHIDCO**

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