ODISHA STATE ROAD TRANSPORT CORPORATION; BHUBANESWAR

No. 14330 /Estate- 22/2014 dt. 2/12/19

**NOTICE INVITING TENDER**

Sealed tenders are invited in the prescribed form from the intending persons/firms/institutions for lease of the 1st floor of the Station Office Building of D.T.M.(A) OSRTC, Bolangir Bus Stand, Bolangir to be used specifically for Office/Shops/Restaurant purpose on " As is where is basis".

For details of Tender including Tender Schedule, terms and conditions, please visit our website www.osrtc.in .

By order of Chairman-cum-Managing Director, OSRTC.

02/12/19
General Manager(Admn.)
OSRTC, Bhubaneswar

Memo No. 14331 /dt 2/12/19

Copy to Advertisement Manager **"The Samaja" / "The Dharitri"** for information and necessary action. They are requested to publish the Tender Notice in their Odia daily in one issue of all its edition only on or before **07.12.2019** and send the bills in triplicate along with the complementary copies of the advertisements in the News paper for payment at this end.

02/12/19
General Manager (Admn.)
OSRTC, Bhubaneswar

Memo No. 14332 /dt. 2/12/19

Copy to Sr. Manager I/C,MIS,OSRTC, Bhubaneswar for information and necessary action. He is instructed to host the above Tender Notice in the website of OSRTC for wide publicity.

02/12/19
General Manager (Admn.)
OSRTC, Bhubaneswar

e.mail - osrtc @ nic.in

ODISHA STATE ROAD TRANSPORT CORPORATION: BHUBANESWAR

No 14333 / Estate-22/2014 dt. 2/12/18

**TENDER NOTICE**

**TENDER FOR LEASE OF IST FLOOR OF THE OSRTC STATION OFFICE BUILDING OF DISTRICT TRANSPORT MANAGER(A)OSRTC,BOLANGIR.**

Sealed Tenders are invited from intending individuals/firms/institutions for license of 1st floor of the OSRTC station office building at OSRTC bus stand at Bolangir as detailed below.

**TENDER SCHEDULE**

| Sl. No | Name of the place | Description of place | Amount of E.MD. (In Rs.) | Amount of security (which will bear no interest. (In Rs.) | Proposed rent per month (In Rs.) | Period of license | Office from which tender form available for selling |
|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 1. | OSRTC bus stand Bolangir (Station Office) | Allotment of First floor of the station office building of DTM(A) at OSRTC bus stand, Bolangir. Area **4960 sqft.** | 10,000 | 2,50,000 | **18,387** | 03 (Three) Years. | Corporate office/ DTM(A) OSRTC, Bolangir. |

Intending Tenderers shall obtain Tender papers for the aforesaid 1st floor of the Station office building of DTM(A) Bolangir on lease for use of Office/ Restaurant /Shop purpose containing terms and conditions on payment of cash/demand draft for Rs.1,000/- (Rupees one thousand)only Plus 12% GST Total Rs.1120/- as admissible per set of tender paper from the OSRTC, Head Office and D.T.M.(A)OSRTC, Bolangir as mentioned in the above Tender schedule on any working day during office hour. Down loaded forms will also be acceptable on payment of demand draft amounting to Rs.1,000/- (Rupees one thousand)only plus 12% GST Total Rs.1120/-(Rupees One thousand one hundred twenty)only as admissible issued in favour of Accounts Officer, OSRTC, Bhubaneswar.

The sale of tender papers shall commence from **09 .12.2019** and shall continue till **16.12.2019**. Sealed Tender papers duly filled in along with required documents and demand draft towards E.M.D.& Security payable in favour of Accounts Officer, OSRTC, Bhubaneswar shall be received through Registered post/Speed post and may also be dropped in the tender box kept at Corporate Office so as to reach this office on or before **3.00 P.M. of 21.12.2019.**OSRTC will not be responsible for postal delay. A specific tender box is kept in the Tender Room of Head Office for this purpose. Submission of Tender paper after the due date and time shall not be accepted. The 1st floor of the Station office building of DTM(A)Bolangir shall be allotted on "As is where is basis".

The Sealed tender paper will be received at Corporate Office up to **3.00P.M. on 21. 12 . 2019** and the same will be opened on **21 .12..2019 at 4.00 P.M.** at Corporate office, OSRTC, Bhubaneswar .The Tenderers or their authorized representatives may remain present at the time of opening of the tenders.

The successful tenderer will have to execute an agreement with OSRTC at his/her own cost. If the successful tenderer backs out then the E.M.D. deposited by him/her will be forfeited.

The Chairman-cum-Managing Director, OSRTC, Bhubaneswar reserves the right to extend the date as stipulated above and accept or reject any or all tenders or finalize the same through negotiation without assigning any reasons thereof.

By order of Chairman-cum-Managing Director, OSRTC.

Bhubaneswar 02/12/19
General Manager(A)
OSRTC ,Bhubaneswar

Memo No.14334/dt. 2/12/19

Copy along with 20 sets of Tender Forms are sent to the Unit-in-Charge, OSRTC, Bolangir for sale at his office level. The sale proceeds should be remitted to Head office immediately along with the unsold tender forms.

He is requested to paste the tender notice in a conspicuous place of the aforesaid bus stand and office building and his notice board for wide publicity and information of general public.

Bhubaneswar 02/12/19
General Manager(A)
OSRTC, Bhubaneswar

Memo No.14335/dt. 2/12/19

Copy to All Zonal/Sub-Zonal Officers of OSRTC for information and necessary action. They are requested to paste the tender notice in their Notice board for wide circulation.

Copy to Notice board of Head office.

Copy to Accounts Sec./Audit Sec./Cashier, OSRTC, ,Hqrs. /Senior Manager(MIS) I/c for information and necessary action.

Bhubaneswar 02/12/19
General Manager(A)
OSRTC, Bhubaneswar

TERMS AND CONDITIONS OF TENDER FOR LEASE OF FIRST FLOOR OF THE STATION OFFICE BUILDING OF D.T.M.(A) OSRTC, BOLANGIR VIDE TENDER NOTICE NO. 14333 DT 2/12/19

1. Collection of Rent from 1st floor of the station office building of DTM(A)Bolangir situated at OSRTC, Bolangir as mentioned in the aforesaid tender notice will be licensed to individual person/Body Corporate/company for a period as mentioned in the tender notice.
2. The complete sealed tender as per proforma enclosed shall be dropped in the Tender Box kept in the Tender Room at Corporate Office, OSRTC, Bhubaneswar or by Registered/Speed Post so as to reach the Office of the Corporate Office OSRTC, Bhubaneswar on or before **21. 12.2019 up to 3.00 P.M.** after which no tender will be received and the sealed tenders will be opened on **21.12.2019** at **4.00 P.M.**OSRTC shall not be held responsible for any postal delay.
3. Envelope of the sealed tender must be superscribed " **Tender for lease of 1st floor of the Station office building of DTM(A)OSRTC bus stand at Bolangir."**
4. The full amount of EMD & security in shape of Bank Draft to be submitted as per tender schedule (Column 4 and 5)at the time of submission of tender paper failing which the tender paper shall be treated as cancelled.
5. An agreement shall be executed in the manner as prescribed by the OSRTC reserving the right of OSRTC to alter/ amend the condition of agreement at any time without assigning any reason thereof.
6. Service tax/G.S.T. as applicable will be levied on such monthly rent to be paid by such allottee.
7. Monthly rent shall be enhanced by **20%** every three year.
8. No tender form will be considered unless it is accompanied with cash receipt/bank draft against payment of earnest money and security money as indicated above. The I.T.C.C. or non-assessment certificate and two passport size photographs have to be enclosed to the tender form failing which the tender is liable for rejection.
**09.** The authority reserves the right to reject any or all the tenders without assigning any reason thereof.

**10.** In case of any dispute arising out of such tender the same shall be referred to the Chairman-cum-Managing Director, OSRTC whose decision shall be final and binding.

11. In case of the price quoted in the tender is not up to the expectation of the authority or tender is defective or no tender or limited tender is received in this regard, the corporation reserves its right to cancel the tender or finalize the selection through negotiation.

12. The allotment in favour of successful allottee can be terminated at any point of time by the OSRTC by giving one month notice.

13. The allotment of the 1st floor of the OSRTC Station Office building at Bolangir shall be only for three years .It may be extended beyond three years if necessary.

14. In case Bolangir bus stand is decided to be developed for any other purpose, the allottee has to vacate the area on receipt of one month Notice from OSRTC as the area is purely earmarked for temporary bus stand and OSRTC will take over responsibility.

15. If any temporary construction noticed, the same will be demolished by the authority without making any correspondence or intimation. No representation will be entertained to that affect.

16. The security amount of **Rs.2,50,000**/-(Rupees Two lakhs fifty thousand)only and EMD amount of Rs.10,000/-(Rupees Ten thousand)only deposited by the successful tenderer at OSRTC bears no interest and under no circumstances the tenderer could claim the interest.

17. The successful tenderer shall executive an agreement within 07(seven)days from date of intimation from OSRTC.

18. The allottee shall not use the1st floor of the Station Office building of DTM(A)Bolangir at Bolangir for any purpose other than the purpose as mentioned in the tender notice and no illegal activities shall be carried out there.

**19.** That, in the event of default in payment of monthly rent for more than two months, it shall be realized from the security amount deposited by the licensee and that will be recouped by the licensee in the next month, otherwise the license shall be cancelled.

**20**.The licensee shall install the power and water connection ,if any, as per requirement at the site of the 1st floor of the Station office building at Bolangir at his/her own cost and shall pay the necessary charges to the concerned authority regularly. Corporation shall not take any

responsibility in this regard. Failure to deposit these charges in time shall lead to cancellation of lease.

21.Dumping of wastage/garbage without cleaning the same daily and causing unhygienic situation shall entail cancellation of the lease without giving prior intimation along with forfeiture of the security deposit. The licensee shall make his/her own arrangement for shifting of the organic and other waste daily .He/she shall keep the area neat and clean .

22.The security deposit of Rs.2,50,000.00(Rupees Two lakhs fifty thousand)only and EMD amount of Rs.10,000/-(Rupees Ten thousand)only shall be refunded to the unsuccessful bidders immediately after completion of tender process.

23.After execution of agreement, the successful tenderer fails to take physical possession of allotted room, the E.M.D. will be forfeited and rent due till the date of cancellation will be realized from the security deposit.

**24.**Any illegal issue or dispute arising out of the activities of the licensee shall be the sole responsibility of the licensee. OSRTC shall not be held responsible to that effect.

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## TENDER FORM

**TENDER FOR LICENCE OF FIRST FLOOR OF THE STATION OFFICE BUILDING OF DISTRICT TRANSPORT MANAGER (A)OSRTC, BOLANGIR VIDE TENDER NOTICE NO. DT.**

To affix passport size photographs in duplicate.

1. Full name of the applicant:-
2. Father's /Husband's name:-
3. Permanent address:
   ( Attach copy of Voter 'I'card) :-
4. Present address with phone No. :-
5. Date of birth(As recorded in H.S.C. examination ):-
6. Amount of rent offered for per month :-
7. Present occupation:-
8. Type of business intended to be carried if allotted:-
9. Money receipt No. & date
   (In support of purchase of tender paper)
10. Details of Bank Draft No.

    of the E.M.D. amount of Rs._____ /- (Rupees )only.

    and security deposit of Rs._____/-(Rupees. )only.

11. Details of I.T.C.C. :-
12. Non assessment certificate to be enclosed with the application.

## DECLARATION

1. I, hereby solemnly declare that the above particulars given by me are true to the best of my knowledge.

2. If at any point time, it is found that the above particulars furnished by me are false, the OSRTC may cancel the allotment order and forfeit part or whole of the amount paid by me towards security deposit.
3. In the matter of any doubt or difficulty arising out of implementation of the terms and conditions, I shall abide by the decision of the Managing Director, OSRTC which shall be binding on me.
4. In case of any dispute between the O.S.R.T.C and the executants(s), same shall be resolved by way of reference of the matter to an arbitrator of OSRTC whose decision shall be final and binding on me.

**DATE** **SIGNATURE OF THE APPLICANT**

Issued to Shri/Smt._____

Vide M. R. No._____dt._____

Signature of the Issuing Officer.