

ODISHA STATE ROAD TRANSPORT CORPORATION; BHUBANESWAR

No. 1869 /Estate- 80/21(p4)

dt. 17.08.2023

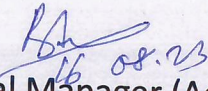
**NOTICE INVITING TENDER**

**TENDER NOTICE FOR COLLECTION OF PARKING FEE FROM PARKING SPACES AT JAGAMARA O.S.R.T.C, BHUBANESWAR ON YEARLY LICENCE BASIS.**

Sealed tender is invited in the prescribed form, from the intending persons/firms/institutions for leasing out parking space for collection of parking fees of OSRTC bus stand at Jagamara to be used "As is where is basis".

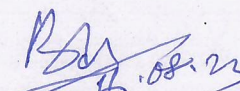
For details of Tender including Tender Schedule, terms and conditions, please visit our website [www.osrtc.in](http://www.osrtc.in).

By order of Chairman-cum-Managing Director.

  
General Manager (Admn.)  
OSRTC, Bhubaneswar

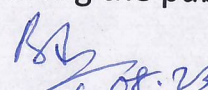
Memo No. 1870 /dt 17.08.2023

Copy to the M/s Pearl Advertisement agency, Plot No. 62, Goutam Nagar, Bhubaneswar-751009, Email- [dashmitu@gmail.com](mailto:dashmitu@gmail.com) for information and necessary action. He is requested to publish the proposal in one edition of Odia Newspaper (All Odisha Edition) such as the Sambad or the Samaj in minimum space on Dt. 19/08/2023 and submit bill as per the rate fixed by the I&PR Dept. Govt. of Odisha.

  
General Manager (Admn.)  
OSRTC, Bhubaneswar

Memo No. 1871 /dt. 17.08.2023

Copy to the Notice Board, OSRTC Hqrs. / Asst. Manager (Operations) & MIS I/C, OSRTC, Bhubaneswar. Asst. Manager (Operations) & MIS I/C is directed to take necessary action for uploading the tender documents on the website [www.osrtc.in](http://www.osrtc.in) for wide publication and circulation of the same among the public.

  
General Manager (Admn.)  
OSRTC, Bhubaneswar

PTO



(5)

**TENDER NOTICE**  
**TENDER FOR COLLECTION OF PARKING FEE FROM PARKING SPACE AT**  
**JAGAMARA , OSRTC, BHUBANESWAR.**

Sealed Tender is invited from intending persons/firms/institutions for license of parking space at Jagamara , OSRTC, Bhubaneswar for collection of parking fee from the private vehicles parking inside the said premises as per the following details.

**TENDER SCHEDULE**

Sl. No	Name of the place	Description of vacant space.	Amount of E.M.D. in (Rs.) in shape of Bank Draft.	Amount of security (which will bear no interest. (In shape of Bank draft)	Up-set price per year in Rs. excluding GST. @ 18%	Period of license	Office from which tender form available.
1	2	3	4	5	6	7	8
1.	Jagamara, BBSR	-do-	Rs.1,29,600	25% of Bidding value.	Rs.12,96,000	1 year	Corporate office/DTM(A)OSRTC, Bhubaneswar

Intending tenderer may obtain tender paper for the aforesaid parking space for collection of parking fee from OSRTC parking space containing Tender terms and conditions on payment of Rs.1,000/- only plus GST 18% as admissible total Rs.1180/-(Rupees One thousand one hundred eighty)only per set of tender paper from the OSRTC Head office and D.T.M.(A) OSRTC, Bhubaneswar office of the above Tender schedule on any working day during office hour or Down loaded forms will be acceptable on payment of D.D. amounting to Rs. 1180/-issued in favour of Accounts Officer, OSRTC, Bhubaneswar.

The sale of tender paper will commence from **19.08.2023** and will continue till **04.09.2023 upto 3:00 P.M.** Tender paper duly filled in along with required documents and Bank draft towards E.M.D. and security amount payable in favour of Accounts Officer, OSRTC, Bhubaneswar shall be accompanied with the tender paper. The parking space for collection of parking fee will be allotted "as is where is basis".

The Sealed tender (Technical & Price Bid) paper will be received by the undersigned up to **3.00P.M. on 04.09.2023** and the same will be opened on same day at **4.00 P.M.** at Conference hall of Corporate office, OSRTC, Bhubaneswar. The envelope of the Sealed tender must be super scribed "TENDER FOR COLLECTION OF PARKING FEE AT OSRTC JAGAMARA PARKING SPACE".

PTO



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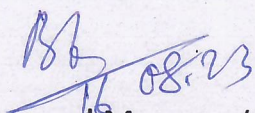
Please note: Bidders must submit two Sealed envelopes simultaneously, one containing the technical proposal & other the price proposal, enclosed together in an outer single envelope.

(N.B:-The price quoted in each tender paper should not be less than the upset price. The Tenderers or their authorized representative may remain present at the time of opening of the tenders. The tender box will be kept in the room of the PS to CMD at Corporate office, OSRTC, Bhubaneswar. )

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, modify/ change the term & conditions of tender notice as stipulated above and accept or reject any or all tenders for finalizing the same through negotiation without assigning any reasons thereof.

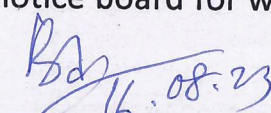
By order of Chairman-cum-Managing Director.

  
General Manager(Admn.)  
OSRTC, Bhubaneswar

Memo No. 1872 /dt. 17.08.2023

Copy along with 5 sets of Tender Form sent to the D.T.M.(A) OSRTC, Bhubaneswar for sale at his office level. The sale proceeds should be remitted to Head office immediately along with the unsold tender forms.

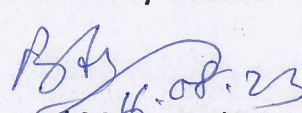
He is requested to paste the tender notice in the conspicuous place of the aforesaid bus stand/D.T.M office building and his notice board for wide publication and information of general public.

  
General Manager(Admn.)  
OSRTC, Bhubaneswar

Memo No. 1873 /dt. 17.08.2023

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

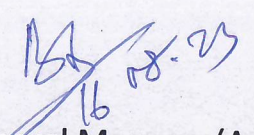
  
General Manager(Admn.)  
OSRTC, Bhubaneswar

PTO



Memo No. 1874 /dt. 17.08.2023

Copy to P.S. to C.M.D./Steno to G.M.(A)/F.A & C.A.O./A.E.O for kind information.

  
General Manager(Admn.)  
OSRTC, Bhubaneswar



(6)

### 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 executants 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.

SIGNATURE OF THE APPLICANT

DATE.

Issued to Shri/Smt. \_\_\_\_\_

Vide M. R. No. \_\_\_\_\_ dt \_\_\_\_\_

Signature of the Issuing Officer



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**TERMS AND CONDITIONS OF TENDER FOR COLLECTION OF PARKING FEES AT OSRTC JAGAMARA BUS STAND, BHUBANESWAR VIDE TENDER NOTICE NO. 1869 DT 17-08-2023**

- 01.** Collection of parking fees from Jagamara Bus Stand of OSRTC, Bhubaneswar 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.
- 02.** The complete Sealed tender as per Performa enclosed shall be produced 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 04.09.2023 up to **3.00 P.M.** after which no tender will be received and the tenders papers will be opened on 04.09.2023 at **4.00 P.M.** OSRTC shall not be held responsible for any postal delay.
- 03.** Envelope of the open tender must be super scribed **"Tender for license of collection of parking fees at OSRTC, Jagamara Bus Stand."**
- 04.** 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.
- 05.** The full amount of security i.e 10% of bid value in shape of Bank Draft/PBG(Performance Bank Guarantee) to be submitted as per tender schedule (Column .5) by the successful bidders prior to execution of the agreement falling which the allotment shall be cancelled including forfeiture of the EMD. The security money deposited will not bear any interest & will refunded after successful completion contract period.
- 06.** 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 there of.
- 07.** The G.S.T. as applicable will be levied on such yearly licensee fee to be paid by such licensee/bidder/firm/company.
- 08.** The Yearly license fees shall be enhanced by 10% every year.
- 09.** 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.
- 10.** The tenderer is to produce an affidavit to the effect that there is no litigation/blacklisting/criminal case pending in any court against firm/Company/Proprietor. On being successful bidder he/she is to produce the said certificate from the concerned authorities before signing the agreement. In case of failure to produce within 15 days his/her application shall be summarily be rejected & the EMD shall also be forfeited. .



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11. The Successful tenderer will deposit the yearly quoted price in advance with 18% GST prior to execution of agreement..
  12. In case of default in payment of yearly rent by 1<sup>st</sup> month of every succeeding year, interest @ 18% shall be charged.
  13. After finalization of tender, allotment order will be issued in favour of successful tenderer within one month from the date of finalization of tender to take over the physical possession of the parking space as applied for.
  14. The allottee/bidders shall collect parking fees from private vehicles @ Rs.50/-per bus for 0-6 hrs., Rs.75/-for 6-12 hrs & Rs.150/- for 12-24hrs, Rs.30/- per LMV/Car for 0-4 hrs, Rs.50/- for 4-8hrs, Rs.70/- 8-12 hrs & Rs.80/- for 12-24hrs, Rs.20/- per 3 wheeler for 0-4hrs, Rs.40/- for 4-8 hrs, Rs.60/- for 8-12 hrs, & Rs.80/- for 12-24 hrs & Rs.10/-per bike /two wheeler for 0-4 hrs, Rs.20/- for 4-8 hrs, Rs.30/- for 8-12 hrs & Rs.40/- for 12-24hrs. ,including GST. No extra amount should be charged for parking fee beyond above stated price & must provide physical parking ticket.
  15. 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.
  16. 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.
  17. The allotment in favour of successful allottee can be terminated at any point of time by the OSRTC by giving one month notice in case of violation of conditions in the agreement.
  18. The allotment of parking space of OSRTC shall be only for 01 year .It may be extended beyond 01 year by way of renewal under the norms prescribed above.
  19. In case OSRTC land 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 parking arrangement is purely temporary in nature & the license fee will be refunded to the bidder/ allottee for the vacant period. The final decision shall be taken by CMD, OSRTC, Bhubaneswar and the decision shall be final & binding.
  20. No construction in the nature of temporary or permanent, shall be made on the parking space/Bus stand without prior approval of the OSRTC, the same will be demolished by the OSRTC authority without making any communication to Licensee. No claim of compensation will be entertained to that affect, Rather the erring person shall have to bear the cost of demolition & other auxiliary expenses thereof.



21. The security amount and EMD amount deposited by the successful tenderer at OSRTC bears no interest and under no circumstances the tenderer shall claim the interest.
22. The successful tenderer shall execute an agreement within 7(seven) days from date of intimation from the Corporate Office of OSRTC.
23. The licensee shall not use the land in the premises of OSRTC for any purpose other than used for parking fees as mentioned in the tender notice and no illegal activities shall be carried out there and if detected the allotment will be cancelled and the licensee shall be responsible and penalized as per provision of law.
24. That, in the event of default in payment of yearly license fees for more than one month, it shall be realized from the security amount deposited by the licensee and that will be recouped by the licensee in the next year/month, otherwise the licence shall be cancelled.
25. The allottee or licensee shall install the power and water connection, as per requirement at the site of the land in the premises of OSRTC by 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 allotment.
26. The allottee or licensee shall make his / her own arrangement for shifting of the organic and other waste daily and shall keep the area neat and clean. Dumping of wastage/garbage without cleaning the same daily and causing unhygienic situation shall entail cancellation of the license without giving prior intimation along with forfeiture of the security deposit, if proved.
27. The security deposit and EMD amount shall be refunded to the unsuccessful bidders immediately after completion of tender process.
28. 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.
29. The Terms & Conditions as envisaged in this tender paper form the part of the agreement and be enforceable at the time of any disputed are subject to the Court of law under the jurisdiction of Bhubaneswar or High Court of Orissa, Cuttack.



30. The Details of terms and conditions will be stipulated in the agreement to be signed by both the parties.
31. After execution of agreement by the successful tenderer fails to take physical possession of allotted land the EMD will be forfeited and rent due till the date of cancellation will be realized from security deposit.
32. The exiting allottees whose contract period have been completed must vacate the area before finalization of tender process and temporary construction if any will be demolished by the authority without making any correspondence thereof. Otherwise OSRTC will forcefully evict the allottee and take the possession.
33. OSRTC may allot the above bus stands/Parking space for installation of Hoarding /Glow Sign Boards/Wall painting etc.
34. It is mandatory for all the parking space/Bus stand to use handheld Electronic Ticketing Machine (ETM) for collection of parking fee and installation of minimum 4(four)nos. of I.P. enabled Bullet CCTV Camera with online live streaming facility without fail and the link shall be provided to the OSRTC for the purpose of monitoring at their own(licensee) cost.
35. After execution of agreement the claim or any activities to evade payment of parking charges for any reasons to be made out after thought will not be entertained without any justified reason(s).
36. The bidder shall have liberty to have free enquiry and visit to the proposed parking space/bus stands for which he/she is interested to take part in tender process.
- 37. Eligibility Criteria:**
- a) The Bidder must be a company/firm/proprietorship registered under the Indian Companies Act, 1956/Indian Partnership Act 1932 respectively. Copy of such certificate shall be enclosed as a proof.
  - b) The Bidder should not bid under any Consortium. **No Consortium** bid shall be allowed for this tender.



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c) Average turnover of the bidder for the last 3 financial years (FY 2020-21, 2021-22, 2022-23) ending on 31<sup>st</sup> March 2023 must be at least Rs. 20 Lakh in the similar business. The Bidder shall submit copies of audited Balance Sheets and Profit and Loss Accounts/Annual Reports of last three financial years (up to 31<sup>st</sup> Mar-2023).

Copies of filed audited statements, IT Returns, GST, GST Clearance are to be submitted to corroborate this.

d) Bidder must have experience in Government sector or PSU sector and should have successfully executed at least one (01) project in the similar area of minimum value of INR 10 Lakh (Rupees Ten Lakh) in last 5 years ending on 31<sup>st</sup> March 2023 in any State Govt./Central Govt./Government institutes/PSUs.

Or

Two (02) project in the similar area of minimum value of INR 7 Lakh (Rupees Seven Lakh) in last 5 years ending on 31<sup>st</sup> March 2023 in any State Govt./Central Govt./Government Institutes/PSUs.

Or

Three (03) project in the similar area of minimum value of INR 3 Lakh (Rupees Three Lakh) in last 5 years ending on 31<sup>st</sup> March 2023 in any State Govt./Central Govt./Government Institutes/PSUs.

e) The bidder shall submit Rs. 1,180/- (Rupees One Thousand One Hundred eighty) only towards the cost of tender document (non-Refundable) in form of DD from any nationalized or Schedule Bank in favors of Accounts Officer, Odisha State Road Transport Corporation" payable at Bhubaneswar.

f) The bidder shall submit relevant EMD for separate locations (please refer tender Schedule) in form of DD from any nationalized Bank in favors of Accounts Officer, Odisha State Road Transport Corporation" payable at Bhubaneswar.

g) The Bidder should not be under declaration of ineligibility for corrupt and fraudulent practices/ Poor Performance/Blacklisting/Pending Litigation/Criminal



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Case issued by Govt. of India/State Governments /Court of law. A declaration is to be submitted along with the bid.

h)The Company/Firm/Proprietorship should have an Office in Odisha. Self-attested copy from the head of the firm to be submitted.

**\* Necessary supporting documents on fulfillment of eligibility criteria should be attached for authentication along with a signed copy of the tender document to indicate acceptance of all terms and conditions set forth in the tender. Organizations falling to provide complete information on any of the requirements are liable to be rejected.**

**38.** The bidder who has complied with all the Technical Eligibility Criteria (refer Point36: Eligibility Criteria and Technical Bid Annexures ) shall be qualified for price Bid Evaluation; Noncompliance of any one of the eligibility criteria by the bidder will be liable for rejection.

**38.**Bidders who qualify the eligibility criteria, their Price bid will be opened (Refer Price Bid Formats)and the selection will be through Highest Cost(H1) basis. The Bidder must submit the price bid for the individual locations.

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### TENDER FORM

**TENDER FOR LICENSE OF O.S.R.T.C. BUS STAND FOR COLLECTION OF PARKING FEES VIDE TENDER NOTICE NO. \_\_\_\_\_ DT \_\_\_\_\_**

➤ **PARKING SPACE APPLIED FOR \_\_\_\_\_ BUS STAND.**

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 year:-
7. Present occupation:-
8. Money receipt /Bank Draft No. & date  
(In support of purchase of tender paper)
9. Details of Bank Draft No.  
  
of the E.M.D. amount of Rs. \_\_\_\_\_ /- (Rupees \_\_\_\_\_) only.  
and security deposit of Rs. \_\_\_\_\_ /-(Rupees. \_\_\_\_\_) only.
10. No criminal/Civil cases certificate to be enclosed with the application.



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**TECHNICAL BID FORMATS:** To be submitted in separate envelope

**Annexure -1:**

TENDER FOR LICENSE OF O.S.R.T.C. BUS STAND/PARKING SPACE FOR COLLECTION OF PARKING FEE  
VIDE TENDER NOTICE NO. \_\_\_\_\_ DTD. \_\_\_\_\_

PARKING SPACE APPLIED FOR \_\_\_\_\_ BUS STAND/PARKING SPACE

1.	Name of the Company/Firm/individual	
2.	Year Established	
3.	Address of Registered office	
4.	Address of Head Quarter	
5.	Telephone No (business)	
6.	Fax No (business)	
7.	Email Address (business)	
8.	Website	
9.	Name of the Director/Partner/Proprietor	
10.	PAN No	
11.	Goods Service Tax Regd. No	
12.	Nature of Business	
13.	No. of years of proven experience of providing similar services.	

Signature of the Bidder

Date:

Place:

Company /Firm Seal



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**Annexure-2: Self Declaration**

Date : \_\_\_\_\_

Tender No. : 2 / OSRTC

To

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

In response to the Tender No. \_\_\_\_\_, Dt: \_\_\_\_\_, Ms. /Mr. \_\_\_\_\_, as a  
\_\_\_\_\_, I / We hereby declare that our company /firm \_\_\_\_\_ is  
having unblemished past record and was not declare ineligible for corrupt & fraudulent practices either  
indefinitely or for a particular period of time.

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:

**Company /Firm Seal**



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**Annexure-3: Acceptance of Terms & Conditions Contained in Tender**

To

Date:

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender  
No. \_\_\_\_\_, regarding Tender Name < \_\_\_\_\_ >.

I declare that all the provisions of this Tender Document are acceptable to my company/firm. I further  
certify that I am an authorized signatory of my company and am, therefore, competent to make this  
declaration.

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:

**Company/Firm Seal**



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**Annexure-3: Acceptance of Terms & Conditions Contained in Tender**

To

Date:

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender  
No. \_\_\_\_\_, regarding Tender Name < \_\_\_\_\_ >.

I declare that all the provisions of this Tender Document are acceptable to my company/firm. I further  
certify that I am an authorized signatory of my company and am, therefore, competent to make this  
declaration.

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:

**Company/Firm Seal**



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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 executants 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.

SIGNATURE OF THE APPLICANT

DATE.

Issued to Shri/Smt. \_\_\_\_\_

Vide M. R. No. \_\_\_\_\_ dt \_\_\_\_\_

Signature of the Issuing Officer



DECLARATION

I, hereby solemnly declare that the particulars given by me in the tender form are true to the best of my knowledge & belief.

1. 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 EMD/security deposit.
2. In the matter of any ambiguity arising during the course of implementation of the terms and conditions. I shall accept the decision of the General Manager (Admin), OSRTC which shall be binding on me.
3. In case of any dispute between the O.S.R.T.C & the executants the same shall be resolved by way of reference of the matter to an arbitrator to be appointed by OSRTC whose decision shall be final and binding on me.
4. If I fail to produce/submit no criminal case record certificate from the concern authority before execution of agreement my application shall be rejected. OSRTC shall cancel the allotment order and forfeit part or whole of the amount paid by me towards EMD/security deposit.

SIGNATURE OF THE APPLICANT/TENDERER



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**Annexure-4: Self Declaration**

Date : \_\_\_\_\_

Tender No. : \_\_\_\_\_, OSRTC

To

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

In response to the Tender No. \_\_\_\_\_ Ms./Mr. \_\_\_\_\_ as a  
\_\_\_\_\_ I/We hereby declare that our company/firm  
\_\_\_\_\_ is having unblemished past record and have not been declared blacklisted  
by any Central/State Government/PSU institution and there has been no pending litigation with any  
government department on account of similar services.

I/We further declare that our company has not defaulted in executing any Government order in the past.

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:

**Company /Firm Seal**



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**Annexure-5: Representative Authorization Letter**

Date : \_\_\_\_\_

Tender No. : \_\_\_\_\_/OSRTC

To

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

Ms. /Mr. \_\_\_\_\_ is hereby authorised to sign relevant documents on behalf of the company/firm in dealing with invitation reference No. \_\_\_\_\_, dtd. \_\_\_\_\_.

S/He is also authorised to attend meetings & submit technical & commercial information as may be required by you in the course of processing above said application.

Thanking you,

Authorised Signatory

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Signature attested

**Company/Firm Seal**



17/12/18

**Annexure-6: Past Project Experience**

SL. No	Name of Client, Contact Person, Telephone No, Mobile No, e-Mail, Physical Address	Name of the Project	Project Start Date, End Date, Brief of Project	Project Cost	Status (Complete/ In Progress/ Delay)

**Note:** The information provided in the above table must supported by copies of relevant work order and completion certificate.

**Signature of witness**

**Date:**

**Place:**

**Signature of the Bidder**

**Date:**

**Place:**

**Company/Firm Seal**



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**Annexure-7: Compliance Check List**

**Tender No:** , **Date:**

Please check whether following have been enclosed.

<b>Sl. No</b>	<b>Enclosure description</b>	<b>Enclosed (Y/N)</b>	<b>Annexure/Attachment/ Page No./ Envelop No. of the enclosure</b>
1.	Copy of Certificate of Incorporation of Company or Registration Firm if any		
2.	Copy of PAN , Up-to-date IT Returns		
3.	General Information (Annexure-1)		
4.	Self Declaration that the bidder hasn't been black listed / performance issues by any Govt./PSU (Annexure-2,4 )		
5.	Acceptance of Terms & Conditions Contained In The Tender Document (Annexure-3)		
6.	Representative Authorization Letter (Annexure-5)		
7.	Project Experience (Annexure-6)		
8.	Name, Signature with Date & Seal		
9.	Tender Document Fee		
10.	EMD		

**Signature of the Bidder**

**Place**

**Date**

**Company /Firm Seal**



(42)

**Price Bid Format: To be submitted in separate envelope**

**Annexure-1: Price Bid Submission Form**

(To be submitted on the Letterhead of the responding Company)

Date

To

GENERAL MANAGER (ADMN)  
ODISHA STATE ROAD TRANSPORT CORPORATION  
PARIVAHAN BHAWAN,  
SACHIVALAYA MARG, BHUBANESWAR

Ref: Tender no \_\_\_\_\_ dated \_\_\_\_\_

Subject: Submission of financial bid proposal in response to the Tender for " \_\_\_\_\_  
\_\_\_\_\_, Tender No \_\_\_\_\_/OSRTC .

Dear Sir,

In accordance with your Tender dated \_\_\_\_\_ and our Technical Proposal. Our attached Financial Proposal for the sum of Rs. \_\_\_\_\_ amount(s) in words and figures \_\_\_\_\_ for the \_\_\_\_\_ Bus stand/Parking Space. This amount is excluding of taxes as listed at Annexure -2 attached.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:



**Annexure -2: Price Bid**

**NAME OF THE TENDERER:-**

<b>Name of the Bus Stand / Parking Space</b>	<b>Amount of License fee offered per year excluding GST in (Rs.)</b>	<b>Amount of License fee offered per year excluding GST in (Rs.) in words</b>

**Signature & seal of the Bidder**

**Place & Date:**