

**NOTICE INVITING TENDER**

Sealed tenders are invited in the prescribed form from the intending persons/firms/institutions for lease of 20 nos. of newly constructed rooms for use of **Shop Rooms at OSRTC, Bus stand, Kendrapara** to be used "As is where is basis".

The sealed tender papers will be received upto 3.00 PM on or before dt. **18.03.2020** and the same will be opened on the same date at 4.00 PM at Conference hall of the Corporate Office, Bhubaneswar.

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, OSRTC.

*Bhushan* 25/2/2020  
General Manager(A)  
OSRTC, Bhubaneswar

Memo No. 2253 /dt. 25.2.2020

Copy to the Advertisement Manager "The Samaja" / "The Sambad" for information and necessary action. They are requested to publish the Tender Notice in their odia daily in one issue of All Odisha edition on or before **27/02/2020** and send the bill in triplicate along with complementary copies of the advertisements in the News paper for payment at this end.

*Bhushan* 25/2/2020  
General Manager(A)  
OSRTC, Bhubaneswar

Memo No. 2254 /dt. 25.2.2020

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.

*Bhushan* 25/2/2020  
General Manager(A)  
OSRTC, Bhubaneswar

Memo No. 2255 /dt. 22.2.2020

Copy to P.A. to C.M.D./Steno to G.M.(A)/F.A.& C.A.O., OSRTC for kind information of C.M.D./G.M.(A)/F.A.& C.A.O., OSRTC.

*Bhushan* 25/2/2020  
General Manager(A)  
OSRTC, Bhubaneswar

*OK*  
25.2.2020

**TENDER FOR LEASE OF NEWLY CONSTRUCTED 20 NOS. OF SHOP ROOMS ON RENTAL AT OSRTC , KENDRAPARA BUS STAND, KENDRAPARA.**

Sealed Tenders are invited from the intending persons /firms / institutions for license of 20 nos. of newly constructed shop rooms on rental basis as per detailed below.

**TENDER SCHEDULE**

**(KENDRAPARA BUS STAND, KENDRAPARA)**

Sl. No	Details of area	Amount of security deposit. (In Rs.)	Period of license .	Cost of tender paper. (In Rs.)	Amount of EMD. (In Rs.)	Upset price (In Rs.)	Office from where the Tender forms shall be available for sale.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	A1 to A6 & B1 to B4 (Ground floor)	2,00,000 (Two lakhs)	03 (Three) Years	Rs.1000/- +GST @ 12%Rs.120/- =Rs.1120/-	20,000/-	3,000/-	Corporate Office, OSRTC, Bhubaneswar & Unit-I/C,OSRTC, Cuttack
2.	A7 to A12 & B5 to B8 (1 <sup>st</sup> floor)					2,500/-	

Intending Tenderers may obtain Tender paper for the aforesaid Rooms for renting purpose containing terms and conditions on payment of Rs.1,120/- (Rupees One thousand One hundred twenty) only including GST per set of tender paper can be obtained from the OSRTC, Corporate Office, Bhubaneswar/Unit-in-Charge, Cuttack as mentioned in the above Tender Schedule in shape of Cash or through demand draft on any working day during office hours from the date of publication of this notice. Forms downloaded from the internet shall also be acceptable on payment of demand draft amounting to Rs.1,120/- (Rupees One thousand One hundred twenty) only including GST in favour of Accounts Officer, OSRTC, Bhubaneswar.

The sale of tender paper shall commence from **27.02.2020** and shall continue till **17.03.2020, 5.30 PM**. Tender papers duly filled in along with required documents and demand draft towards E.M.D. and Security deposit payable in favour of Accounts Officer, OSRTC, Bhubaneswar are to be dropped in the tender box kept in the tender room of Corporate Office, OSRTC, Bhubaneswar, or through registered/speed post only so as to reach this office by **3.00 P.M** on **18 .03.2020**. Tender papers received after the scheduled date & time shall be rejected. OSRTC shall not be held responsible for any postal delay. The intending

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tenderer shall quote the place & room number where he/she desires to take lease on rental and shall quote the price for the room as he/she intend to take on rental.

The Sealed tender papers shall be opened on 18.03.2020 at 4.00 P.M at Corporate office, OSRTC, Bhubaneswar .The Tenderers or their authorized representatives are at liberty to remain present at the time of opening of the tenders. Tender papers found incomplete & received late shall be summarily rejected.

The successful tenderer shall 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 shall 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

Bhunia. 25/2/2020  
General Manager(A)  
OSRTC, Bhubaneswar

Memo No. 2266 /dt. 25-2-2020

Copy along with 05 sets of Tender forms are sent to the Unit-in-Charge, OSRTC, **Cuttack** 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 wall of the constructed room at Kendrapara and his notice board for wide publicity and information of general public.

Bhunia. 25/2/2020  
General Manager (A)  
OSRTC, Bhubaneswar

Memo No. 2267 /dt. 25-2-2020

Copy to All Zonal/Sub-Zonal Officers of OSRTC for information and necessary action. They are requested to paste the tender notice along with tender schedule , terms & conditions, tender form & declaration 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/ Bldg.Sec/Tech.Sec. for information and necessary action.

Bhunia. 25/2/2020  
General Manager (A)  
OSRTC, Bhubaneswar

25/2/2020

**TERMS AND CONDITIONS OF TENDER FOR LEASE OF 20(TWENTY) ROOMS  
IN THE PREMISES OF OSRTC KENDRAPARA BUS STAND, KENDRAPARA  
VIDE TENDER NOTICE NO. 2262 DT 25.2.2020**

1. Allotment of 20 nos. of shop rooms in the premises of OSRTC, Bus stand at Kendrapara 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 **18.03.2020 up to 3 P.M.** after which no tender will be received and the sealed tenders will be opened on **18.03.2020 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 license of rooms in the premises of OSRTC, Bus stand at Kendrapara**".
4. The full amount of EMD in shape of Bank Draft to be submitted as per tender schedule (Column 6) 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% in every three years.
8. No tender form will be considered unless it is accompanied with cash receipt/bank draft against payment of earnest 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.
9. The authority reserves the right to reject any or all the tenders without assigning any reason thereof.
10. In case of default in payment of monthly rent by 7<sup>th</sup> of every succeeding month, interest @ 18% shall be charged.

11. 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.

12. 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 room as applied for.

13. The interested tenderer can apply specific room number with offer price of rent per month in the application form while participating in the tender, otherwise the tender shall be treated as void.

14. In case more than one tender are applied for a specific room with similar rate the committee can go for a lottery in presence of all committee members and tenderers or their representatives and will be decided after outcoming of the result of the lottery.

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 followed by approval of C.M.D., OSRTC.

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

18. The allotment of room in the premises of OSRTC Bus Stand at Kendrapara shall be only for three years .It may be extended beyond three years if necessary.

19. In case Kendrapara 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.

20. 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.

- 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 OSRTC.
- 23. The allottee shall not use the room in the premises of OSRTC Bus Stand at under the control of Unit-in-Charge, OSRTC, Kendrapara for any purpose other than the purpose as mentioned in the tender notice and no illegal activities shall be carried out there.
- 24. The licensee shall install the power and water connection, if any, as per requirement at the site of the allotted room in the premises of OSRTC Bus Stand at Kendrapara 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.
- 25. 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.
- 26. The security deposit and EMD amount shall be refunded to the unsuccessful bidders after completion of tender process.
- 27. 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. If allegation is proved, the license will be cancelled.
- 28. Details of terms and conditions will be stipulated in the agreement to be signed by both the parties and the same is enforceable by law.
- 29. If the successful tenderer is a firm/institution/company, it must be registered under the respective Act which in force by the State/Central Government. In case of person, the Aadhaar and PAN is mandatory.
- 30. After execution of agreement, if the successful tenderer fails to take physical possession of allotted room the EMD will be forfeited and rent due till the date of cancellation will be realized from security deposit.
- 31. All the disputes to be raised during license period by the licensee are under jurisdiction of the Court of Bhubaneswar & High Court of Orissa, Cuttack.

**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.

**SIGNATURE OF THE APPLICANT**

**DATE:**

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

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

Signature of the Issuing Officer.

**TENDER FORM**

**TENDER FOR LICENSE OF ROOM CONSTRUCTED IN THE PREMISES OF OSRTC KENDRAPARA BUS STAND , KENDRAPARA VIDE TENDER NOTICE NO. \_\_\_\_\_ DT \_\_\_\_\_**

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. Identification of room to be applied for:-  
(Room No. be specified)
7. Amount of rent offered for per month:-
8. Present occupation:-
9. Type of business intended to be carried if allotted:-
10. Money receipt No. & date  
(In support of purchase of tender paper)
11. Details of Bank Draft No.  
of the E.M.D. amount of Rs. \_\_\_\_\_ /- (Rupees )only.  
and security deposit of Rs. \_\_\_\_\_ /-(Rupees. )only.
12. Details of I.T.C.C. :-
13. Non assessment certificate to be enclosed with the application.

To affix passport  
size photographs  
in duplicate