



REGIONAL PLANT RESOURCE CENTRE

Nayapally, Bhubaneswar-751015, Orissa
FOREST & ENVIRONMENT DEPARTMENT, GOVERNMENT OF ODISHA
Tel no.-0674-2557925, 2552002, Email:rprcbbsr@gmail.com
Website:www.rprcbbsr.in

Letter No. Estt-2136_/RPRC,

Date.18.11.2021.

TENDER CALL NOTICE FOR PRAKING SPACE

Sealed tenders are invited by the undersigned for leasing out of cement concrete open parking space measuring 10,500sqft (approx) in front of the Botanic Garden of Regional Plant Resource Center (Ekamrakanan Park) , Nayapalli, Bhubaneswar. The tender documents, details of eligibility criteria and other terms and conditions of submission of tender may be downloaded from the website (www.rprcbbsr.in). The tenders in sealed cover super-scribed "offer for Parking Space " should be sent by Speed Post/Registered Post/Courier Service or to be put in tender box available in office of the undersigned on or before 03.12.2021 (up to 5.30PM). Documents received after the due date and time will not be entertained and RPRC shall not be responsible for any postal delay in the delivery of documents or non-receipt of the same in time. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Administrative Officer

REGIONAL PLANT RESOURCE CENTRE BHUBANESWAR

DETAIL TENDER CALL NOTICE

The Regional Plant Resource Centre, Ekamrakanan, Nayapalli, Bhubaneswar intends to lease out to interested Agencies/Parties about 10,500 sqft of cement concrete parking space in front of main gate of the Botanic Gardens (Ekamrakanan), RPRC, Bhubaneswar. Interested Agencies /Parties may apply in the prescribed formats by 03.12.2021 (5.30PM) by registered/speed post/ courier/or to be put in tenders box.

PARKING SPACE

1. Details of space:

Cement concrete open floor space measuring 10,500sqft.(approx.) in front of the Ticket Counter close to the main gate of the Botanic Garden of RPRC, Bhubaneswar suitable for parking of 2-wheelers & 4-wheelers (LMV) with 6.0ft. tall M.S. grills on three sides and partitioning by toe walls. Intending tenderers may inspect the parking side and available facilities before participating in the tender.

2. Scope of the Lease :

- 2.1 The parking fees are prescribed @ Rs 20/- for two wheelers per 6 hr. interval per day, @Rs 30/- for all type of 3-wheelers per day and @Rs 40/- for 4-wheelers per day. (Maximum fees have less mentioned.) Priority will be given for two wheelers parking. The parking fee cannot be altered/changed/enhanced without the approval of RPRC management.
- 2.2 The lease shall be valid for a period of one year. The lease rent shall be quoted on monthly basis. The lease period can be extended for a period of one year at a time depending on the performance of the Agency .
- 2.3 The two wheeler will include side car attached to scooter/Scooty but does not include tri cycle rickshaw or three wheeler auto and these will be consider under 4-wheeler category.
- 2.4 The parking facility shall be available to the visitors one hour before opening of the garden and till one hour after closing of the garden. However, for daily morning walkers, the car parking will be allowed up to 7.30 A.M. free of cost at their own risk and responsibility. Morning walkers are issued the walking pass for their entry.
- 2.5 The safety ,security and collection of fee from the visitors shall be the sole responsibility of the lessee.

- 2.6 The lessee has to ensure safe disposal of the waste materials, including oil spilled over from the two wheelers, if any after every day's transaction and clean the area, falling which he will be liable for penalty @250/- on each occasion. In this regard , decision of Authority shall be final.
- 2.7 Any damage caused to the civil structures, grills and plants by vehicles of the visitors shall have to be compensated by the lessee.
- 2.8 Disposal of unclaimed vehicles will be the responsibility of the lessee. The lessee has to report the same to the local police under intimation to the Administration of the centre.
- 2.9 The lessee has to deposit **15% (Fifteen percent)** of the total lease value for one year as security deposit at the time of entering into an agreement. The above amount will be refunded on completion of the lease period after recovery, if any and cannot be adjusted towards payment of lease amount.
- 2.10 The applicant has to deposit refundable EMD amount of Rs. 4000/- (Four thousand only) in shape of bank draft drawn in favor of Chief Executive, Regional Plant Resource Centre ,Bhubaneswar along with the tender application, which will be refunded to unsuccessful tenderers , after the tendering process is over.
- 2.11 The applicant will also deposit another bank draft in the name of Chief Executive Regional Plant Resource Centre, Bhubaneswar payable at Bhubaneswar for Rs.400/- towards cost of tender paper along with the tender application, where the application has been downloaded.
It may be noted that if the above two drafts are not enclosed; the tender application will be rejected. The applicant has to furnish GST/PAN/TAN No. certificate.

3. Eligibility criteria

The applicant should have sufficient documentary evidence from competent authority regarding similar nature of job undertaken in Govt. Organization , Corporation or Govt. of undertaking . An affidavit should be furnished regarding authenticity of documents submitted. More over the bidder who is default in payment of monthly rent to any organization before applying for the above tender will be rejected.

4. Submission of Tenders:

Tenders may be submitted in the prescribed format with all required information by the applicant on all working days till 03.12.2021 (5.30 PM). The tender may be sent to the Chief Executive, Regional Plant Resource Centre, Nayapalli, Bhubaneswar-751015 By REGISTERED POST/SPEED POST/COURIER or can be put to the tender box kept in the office of the RPRC. The sealed tender should be super scribed as "Tender for Parking Space". Tenders received after the stipulated date and time will not be entertained RPRC shall not be responsible for any postal delay for receipt of the tender papers.

5. Opening of Tenders:

The tender will be opened at 04.12.2021 at 11.00 AM in the presence of the tenderers or their authorized representatives, who are present at the time.

6. Selection of lessee :

The tender will be finalized on the basis of credentials and offer of rent. If felt necessary, the tenderes will be invited to make a presentation before a panel of selectors on suitable date. Only highest offer of rent shall not entitle a tender for selection, bid will be evaluated taking into account the eligibility criteria as mentioned in clause-3.

7. Others:

On finalization, the lessee has to pay monthly rent before 7th day of the subsequent month. The undersigned has the right to accept or reject any or all tenderes without assessing any reason thereof.

Sd/-

**Administrative Officer
Regional Plant Resource Centre
Bhubaneswar**

M.R. No. _____

Dt. _____

Issued to _____

Sd/-

**Administrative Officer
Regional Plant Resource Centre
Bhubaneswar**

**REGIONAL PLANT RESOURCE CENTRE
BHUBANESWAR-751015**

Tender Paper No. _____ dt. _____

Tender Application for Lease of Parking Space in Regional Plant Resource Centre,
Bhubaneswar.

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|---|---------------|
| Cost of EMD | : Rs 4000/- |
| Cost of Tender Paper | : Rs 400/- |
| Last Date of Receipt of Tender Document | : 03.12. 2021 |

APPLICATION FORM

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| Name of the firm/individual | |
| Name of the contact person in case of firms | |
| Postal address | |
| Phone No. Landline: Mobile: FAX No.: | |
| E-mail address | |
| Detailed profile of the current business (use separate sheet, if needed) | |
| Business Experience (use separate sheet, if needed) | |
| Special interest, if any | |
| Monthly Rent offered for FIRST YEAR in figures &Words | |
| GST No./PAN/TAN No. | |
| Under taking for EMD | Rs 4000/- Vide DD No. Dt. Drawn on Bank |
| Detail of DD for cost of Tender Application | Rs 400/- Vide DD No. Dt. Drawn on Bank |

