



**UTTAR DINAJPUR ZILLA PARISHAD,  
KARNAJORA, RAIGANJ**

**E-AUCTION NOTICE FOR LEASE OF SHOP AT MARKET COMPLEX SITUATED AT ADJOINING AREA OF  
HEMTABAD BUS STAND**

**E-Auction NO: 009/UDZP/2022-23 1st Call**

Memo.No. **115** /UDZP

Dated: **30** /03/2023.

1. Uttar Dinajpur Zilla Parishad (for short "UDZP") having its office at Karnajora, District Uttar Dinajpur, West Bengal- 733130, was established under the West Bengal Zilla Parishads Act, 1963.
2. Under Section 18(1) (a)(i) of the West Bengal Zilla Parishads Act, 1963, UDZP is hereby inviting E-Auction Notice from **Shop Keeper/Business Man/Government Or Private Agency/Eligible Contractor and S.H.G Group** participated in the lease process for pond for a period of **30 (thirty) years**. Intending bidders should go through the Terms and conditions of the Notice its control and jurisdiction. It has been decided by UDZP authorities that lease of shop to be selected through a transparent and competitive bidding process for a period of 30(thirty) years in a two-stage bidding process.
3. Intending bidders may download related documents and submit bids through the websites: <https://eauction.gov.in> & [www.udzp.in](http://www.udzp.in)

**ONLINE E-AUCTION NOTICE FOR LEASE OF 'SHOP NO.08'**

NAME OF THEWORK	Reserve Price(Rs.)	1 <sup>st</sup> reserve Price to be quoted [25%] in Rs.	PARTICIPATION CHARGE (In Rs.)	TIME ALLOWED FOR LEASE
Lease of Shop-08 at Market Complex Adjoining Area of Hemtabad Bus Stand (4.50 Mtr x 2.95Mtr)	904680	25%	2000/-	30 Years from the date of possession

- a. Before handed over the charge of shop Qualified bidder will pay his/her bid amount into 4 (four) No. phases :
  - i. 1<sup>st</sup> Phase at the time of Bidding: 25% (According to bid value)
  - ii. 2<sup>nd</sup> Phase at the time roof casting completed: 25% (According to bid value)
  - iii. 3<sup>rd</sup> Phase at the time of Plastering of 25% (According to bid value)
  - iv. 4<sup>th</sup> and Final Payment before the time of handover :25% (According to bid value)
- b. Only one bidder of each family can participate in the bidding process if the participating bidder applies for more than one shop, his application will be considered invalid.
- c. The highest bidder shall deposit the prescribed amount in the cash section of the Zilla Parishad. If highest bidder fails to deposit the amount within 3(three) Official days after

receiving the acceptance letter, 2<sup>nd</sup> highest bidder will be allowed to deposit the amount and it will be repeated for 3<sup>rd</sup> bidder if 2<sup>nd</sup> higher bidder does not deposit the said amount and so on.

- d. Any item that is officially prohibited cannot be kept in the store or traded.
- e. Any repairs required during the lease period must be reported to the office.
- f. If any bidder hides his name and applies under a fictitious name or fails to comply with the terms of the notice or agreement or the orders of the Zilla Parishad or is proved to have tried to cheat the Zilla Parishad in any other manner, he shall be punished according to law.
- g. Ordinary expenses like water supply, electricity charges, temporary renovations, cleaning expenses etc. for the period of the shop shall be borne by the lessee and the lessee shall use the property for the purpose for which he applies.
- h. Refusal to accept the work order after issuing the work order will result in forfeiture of the deposit advance. Any fraud shall be punishable as per Indian Penal Code.
- i. There will be no co-operation from the Zilla Parishad in this regard that the water and electric system will have to be borne by itself.
- j. Bidders shall deposit 25% of the annual rate deposit along with the tender in favour of the Additional Executive Officer, Uttar Dinajpur Zilla Parishad in the shape of Bank Draft payable at SBI Karnajora Branch.
- k. It is stated that no minimum bids will be accepted as per mentioned rate on the above
- l. The shop clock has to be opened within 60 days of receiving the work order, otherwise the order will be considered canceled.
- m. Yearly the highest rent will be charged as the rent for that year. Next year the rent is to be paid at an increased rate of 5% of previous year rent on the retained earnings every year. Installment rent to be deposited through DCR Challan every year at the UDZP Office.
- n. The shop cannot be closed continuously for more than three months after taking over, if it is noticed, the work order will be considered as canceled and the deposit will be forfeited.

**AUCTION PROPERTIES:**

- |  |                 |
|--|-----------------|
| a. Elapse Time Interval in Mins;                     | 5.00 Minutes    |
| b. Bid Auto Extension Time                           | : 10.00 Minutes |
| c. Maximum Ceil Percentage                           | 50.00           |
| d. Minimum Eligible Bids Required for Start to Live: | 3               |
- Auction

The bidder will have to deposit the Non Refundable Participation Charge to Uttar Dinajpur Zilla Parishad through DCR Challan and self-attested Xerox copy of that DCR Challan to be submitted along with the Bidding application. Non submission of any stated document along with the Bidding application subject to rejection of bidding application and will not be considered for further process.

**NAME OF THE BANK: STATE BANK OF INDIA, KARNAJORA BRANCH,  
ACCOUNT NO: 11193902405, IFSC CODE: SBIN0001654**

The bid documents are available online and bid should be submitted online on website <https://eauction.gov.in>

4. Intending bidders must have Digital signature Certificate (DSC) fore-submission of their bids on-line through e-procurement Portal to participate in the competitive bidding on-line. Relevant

documents [listed below] should be uploaded with the bidding documents. Uttar Dinajpur Zilla Parishad does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc.

5. Auction Elapse time is maximum 15[Fifteen] minutes and Auction Bid auto extensions is also 15[Fifteen] minutes. Thee-auction shall be as ascending forward online electronic auction. Minimum incremental value is **Rs.10000/- (Ten thousand) only**.
6. For submission of bids, the bidder is required to have valid Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities (CA). Digital signature is mandatory to participate in the E-tendering.
7. Where an individual holds a Digital Signature Certificate in his own name duly issued to him in respect of a bidder of which he is a director/ principal officer, such person shall, while uploading any bid for and on behalf of the bidder, upload a copy of the Power of Attorney/ Board Resolution authorizing him to act on behalf of the bidder.
8. Technical Bid and Financial Bid must be submitted concurrently within the date and time stated in this NIT. All documents submitted by bidders should be properly indexed and digitally signed. Both Technical Bid and Financial Bid, are to be duly digitally signed and uploaded through the website <https://eauction.gov.in>
9. Financial Bids will be considered only if the Technical Bid of a bidder is found to be qualified by the Tender Evaluation Committee formed by UDZP. The decision of the Tender Evaluation Committee will be final and binding in this respect. The list of technically qualified and non-qualified bidders will be uploaded in the website <https://eauction.gov.in>
10. Qualified bidder requires to purchase two copies formal agreement papers of Rs. 2000/- each (by Cash) with a non-judicial stamp paper of Rs. 100/- (Rupees one hundred) only
11. All bidders shall have to meet the minimum eligibility criteria. The eligibility of a bidder will be ascertained on the basis of the digitally signed documents submitted in support of the eligibility criteria. If any document submitted by a bidder is found at any stage to be manufactured, false or untrue in any material respect, the bid of such bidder will be rejected outright without any prejudice to any right of UDZP.
12. Technical Eligibility is as follows:
  - (a) The bidder should be legally competent to enter into a contract as per prevailing Indian laws.
  - (b) The bidder will have to submit the following self-attested documents along with the Bidding application and on demand original documents will have to be placed before the authority for verification & scrutiny.
    - i. Valid Trade License
    - ii. Valid P Tax
    - iii. Valid Pan Card Number
    - iv. Valid GST Registration Number (If Available)

v. Income tax (current saral)

vi. Ration Card

vii. Aadhar Card.

ix. Voter Card.

vi. Financial capacity certificate for payment of the proposed shop (certificate issued by the competent authority) to be attached. If bidder submit taxable return for last 3 Financial Year they are not be submit any solvency certificate.

vii. Companies/Labour Co-Operative/Partnership firms, copy of Registration/In-corporation certificate, Trade License, GST, and PAN Card must be provided.

13. The Tender Evaluation Committee appointed by UDZP will determine the eligibility of each bidder on the basis of the Technical Bid submitted by the bidder.
13. Bids are to remain valid for a period not less than 180 days after the last date for bid submission as specified in this NIT. The bidders shall have to furnish a declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized.
14. The amount quoted by a bidder in its Financial Bid shall be include of all rates, levies and taxes as applicable at the time of payment. There shall be no sum payable on any head to the Successful Bidder by UDZP. GST and other applicable rates and cess, will be claimed by UDZP in its bill/ invoice to the Successful Bidder and will be disbursed accordingly by the Successful Bidder.
15. The bidder who qualified the technical bid and with the highest Financial Bid shall be declared as the successful bidder.
18. All bidders must upload all records, data and documents on which they wish to rely in support of their Technical Bid. Unless for reasons to the satisfaction of UDZP, bidders will not be allowed to supplement data and documents submitted online, with additional data and documents, during bid evaluation.
19. Renewal of contract after expiry subject to satisfactory maintaining of all terms & conditions by Successful Bidder
20. The Successful Bidder if fails to comply with the terms and condition stated herein as well as in the Agreement will be rejected and the next bidder will be offered the contract on preferential basis.
21. Zilla Parishad shall not pay any interest on any kind of refund/Withdrawal/Cancellation cases or any other money paid by the applicant.
22. If instalments are not paid in time by the applicant delayed payment charged will be imposed 6% on the basis of instalment(s) amount due. If a particular payment is not paid in time, the Zilla Parishad may consider extending the date of payment by maximum 30(thirty) days for clearing the default amount along with such delayed payment charged 6 % per annum , failing which the allotment will automatically stand cancelled. Consequently, the money paid till that time will be forfeited and no refund can be claimed.

23. If after submission of application, the applicant wants to withdrawal from the schemes, before the draw of lots 10% of will be deducted by Uttar Dinajpur Zilla Parishad authority as service charge from Bid Price.  
  
In case of withdrawal by an applicant who is declared as successful in the e-auction either before or after issuance of acceptance letter, but before payment of 2<sup>nd</sup> installment of the lease premium 20% of the Bid Price will be deducted by UDZP as service charge.  
  
Any subsequent withdrawal from the scheme by the applicant after payment of 1<sup>st</sup> installment, the full amount of application money plus 10% of the installments(s) paid will be forfeited UDZP as service charge.
24. Uttar Dinajpur Zilla Parishad will conduct verification of the application and can reject applications for factual errors or submission of wrong or incomplete supporting documents and/or information. The applicants will need to ensure the correctness of the application. Rejected applications will not be considered for allotment. The application money and any other fees instalment paid will be forfeited in such cases of rejection. The decision of Uttar Dinajpur Zilla Parishad shall be final in this regard.
25. Any attempt to influence the officials in charge of lottery and allotment will cause automatic disqualification of application. The application Money and any other fees paid will be forfeited in such cases.
26. If any dispute/difference arises relating to allotment, the decision of the authority of Uttar Dinajpur Zilla Parishad shall be final and binding upon all.
27. Uttar Dinajpur Zilla Parishad the right to amend, revoke or modify the shop at any point, without giving any notice of the same.

### **General Terms of Bidding**

1. Any currency for the purpose of the Bid shall be in Indian Rupees ("INR").
2. In the event, any of the specified dates being declared a holiday or if the office of UDZP is closed on such date, the event of the specified date will be taken up on the next working day at the same time.
3. UDZP reserves the right to reject any or all bids and to accept or reject any or all offers without assigning any reason whatsoever and would not be liable for any cost that might have incurred by any bidder for bidding
4. Conditional/ incomplete bids will not be accepted under any circumstances.
5. Any award of work pursuant to this tender process shall be subject to the terms of Agreement.
6. The bidders shall in addition have to comply with all extant laws, regulations, practices and procedures of the Government of West Bengal in connection with public tenders or the proposed services.
7. UDZP reserves the right to cancel the Bidding Process at any time without assigning any reason whatsoever, and without entertaining any claim in this respect. At any time prior to the deadline for submission of bids online, or extension, if any, UDZP may amend the conditions/document by issuing addenda/ corrigenda. In order to give prospective bidders reasonable time in which to take

- an addendum/corrigendum into account in preparing their bids or for other causes and considerations, UDZP may also, at its discretion, extend the time for the submission of bids.
8. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. UDZP will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
  9. Bidders are encouraged to submit their respective Bids after visiting the shop. Ascertaining for themselves the condition of the facilities there at shop location, surroundings, climate and other utilities for lease of shop, applicable laws and regulations, and any other matter considered relevant by them. The Bidders shall be deemed to have conducted a due diligence exercise with respect to all aspects of the work, when they submit the Bid. Bidders are invited to visit and inspect the shop at their own expenses. Failure to investigate fully the UDZP Office shall not be a valid ground to relieve the Bidder after the submission of its Bid from any responsibility for estimating the difficulty or costs of shop in accordance with the Agreement.
  10. Bids shall be deemed to be under consideration immediately after they are opened and until such time UDZP makes official intimation of award/ rejection to the Bidders. While the Bids are under consideration, Bidders and/ or their representatives or other interested parties are advised to refrain from contacting, by any means, UDZP and/ or their employees/ representatives on matters related to the Bids under consideration.
  11. It would be deemed that prior to the submission of Bid, the Bidder has made a complete and careful examination of:
    - a. Careful examination of: a) the requirements and other information set forth in the tender related documents.
    - b.) The various aspects of the work including, but not limited to the following:
      - i. The UDZP, facilities, co-located facilities, structures, access roads public utilities in the vicinity etc.;
      - ii. All other matters that might affect the Bidder's performance under the terms of this tender and the Agreement, including all risks, costs, liabilities, and contingencies.
  12. There shall be no provision of Arbitration. Payment of bonus, wherever applicable, has to be made.

**Important Date & Time for E-Auction are given below: -**

SL. NO.	EVENTS	DATES	TIME
01.	Publishing Date	31-03-2023	18.00 Hours
02.	Documents submission/Payment start date	31-03-2023	18.00 Hours
03.	Documents submission/Payment end date	14-04-2023	12.00 House
04.	Documents/Payment approval start date	14-04-2023	14.00 Hours
05.	Documents/Payment approval end date	17-04-2023	16.00 Hours
06.	Auction start date	17-04-2023	17.00 Hours
07.	Auction end date	19-04-2023	14.00 Hours.

**Note: Date of opening of Technical Bid / Financial Bid is to be considered the next working day if the date specified is a holiday or any bandh.**

*msd*  
30/3/23  
Secretary,

**Uttar Dinajpur Zilla Parishad.**

Copy forwarded for kind information to:

1. The Sabhadhipati, Utttar Dinajpur Zilla Parishad.
2. The District Magistrate, Utttar Dinajpur & the Executive Officer, UDZP.
3. The Superintendent of Police, Utttar Dinajpur.
4. The Additional Executive Officer, Utttar Dinajpur Zilla Parishad.
5. The Additional District Magistrate (LR), Utttar Dinajpur Zilla Parishad.
6. The Sahakari Sabhadhipati, Utttar Dinajpur Zilla Parishad.
7. The Secretary, UDZP and the Chairman, Tender Selection Committee, UDZP
- 8-9. The Sub-Divisional Officer, Islampur / Raiganj, Utttar Dinajpur.
10. The DPR&DO, Utttar Dinajpur.
11. The FC & CAO, Utttar Dinajpur Zilla Parishad
12. The Deputy Secretary, Utttar Dinajpur Zilla Parishad.
13. The Karmadhyaksha, Purta Karya O Paribahan Sthayee Samity, UDZP
14. The Karmadhaksha, Bon-O-Bhumi Sanskar S.S., Utttar Dinajpur Zilla Parishad.
- 15-16. The Makakuma, Bhumi O-Bhumi Sanskar Adhikarik, Islampur/Raiganj, Utttar Dinajpur.
- 16- 24. The Block Development Officer, Islampur, Chopra, Karandighi, Goalpokhar-I, Goalpokhar-II, Hemtabad, Kaliyaganj, Raiganj & Itahar is requested to display at his/her office Notice Board for wide publicity.
- 25-26. The Treasury Officer, Treasury-I/Treasury-II, Raiganj with the request to display at his/her Notice Board for wide publicity
27. The DICO, Utttar Dinajpur with the request to take necessary action for wide publicity through Newsprint media as per the rules and guidelines. He is also requested to serve the newspaper print with undersigned for record.
28. The Post Master, Karnajora Post Office with the request to display at his/her Notice Board for wide publicity.
29. The DIA, Utttar Dinajpur Zilla Parishad with the request to upload the notice in UDZP website:www.udzp.in and <https://eauction.gov.in>
30. The Office Superintendent, Utttar Dinajpur Zilla Parishad.
- 31-34. CA the Additional District Magistrate (G/LR/ZP/Dev), Utttar Dinajpur.
35. Notice Board of Dinajpur Zilla Parishad.

30/3/23  
Secretary,

Utttar Dinajpur Zilla Parishad.

**UTTAR DINAJPUR ZILLA PARISHAD,  
KARNAJORA, RAIGANJ**

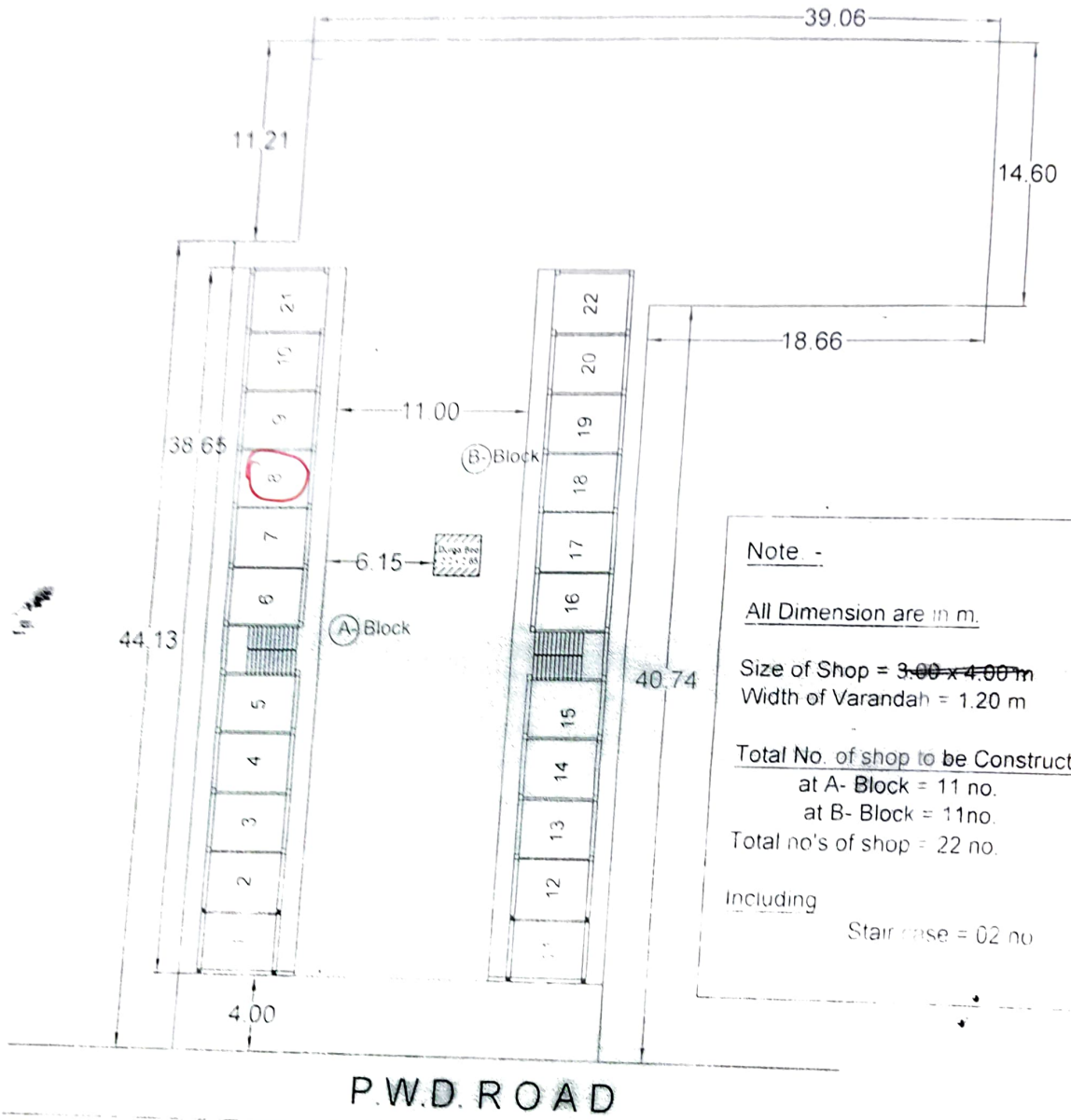
**ANNEXURE**

SL NO	YEAR	BASE PRICE	RENT INCREASED	REVISED RENT	DUE RENT	DUE RENT YEARLY
1	1ST YEAR	2513	0%	0	0	0
2	2ND YEAR	2513	5%	2639	126	1508
3	3rd YEAR	2639	5%	2771	132	1583
4	4th YEAR	2771	5%	2909	139	1662
5	5th YEAR	2909	5%	3055	145	1745
6	6th YEAR	3055	5%	3207	153	1833
7	7th YEAR	3207	5%	3368	160	1924
8	8th YEAR	3368	5%	3536	168	2021
9	9th YEAR	3536	5%	3713	177	2122
10	10th YEAR	3713	5%	3898	186	2228
11	11th YEAR	3898	5%	4093	195	2339
12	12th YEAR	4093	5%	4298	205	2456
13	13th YEAR	4298	5%	4513	215	2579
14	14th YEAR	4513	5%	4739	226	2708
15	15th YEAR	4739	5%	4976	237	2843
16	16th YEAR	4976	5%	5224	249	2985
17	17th YEAR	5224	5%	5486	261	3135
18	18th YEAR	5486	5%	5760	274	3291
19	19th YEAR	5760	5%	6048	288	3456
20	20th YEAR	6048	5%	6350	302	3629
21	21st YEAR	6350	5%	6668	318	3810
22	22nd YEAR	6668	5%	7001	333	4001
23	23rd YEAR	7001	5%	7351	350	4201
24	24th YEAR	7351	5%	7719	368	4411
25	25th YEAR	7719	5%	8105	386	4631
26	26th YEAR	8105	5%	8510	405	4863
27	27th YEAR	8510	5%	8935	425	5106
28	28th YEAR	8935	5%	9382	447	5361
29	29th YEAR	9382	5%	9851	469	5629
30	30th YEAR	9851	5%	10344	493	5911

*Man*  
*10/10/23*  
**SECRETARY**

UTTAR DINAJPUR ZILLA PARISHAD





Note -

All Dimension are in m.

Size of Shop = 3.00 x 4.00 m  
 Width of Varandah = 1.20 m

Total No. of shop to be Constructed  
 at A- Block = 11 no.  
 at B- Block = 11 no.  
 Total no's of shop = 22 no.

Including  
 Stair case = 02 no

**Market Complex at Hemtabad**  
 Opposite of Hemtabad Bus Stand  
 Scale: 1:100

*[Signature]*  
 Sub-Assistant Engineer  
 Uttar Dinajpur Zilla Parishad

*[Signature]*  
 10/12/22  
 Assistant Engineer  
 Uttar Dinajpur Zilla Parishad