

**GOVERNMENT OF INDIA**  
**U.T. ADMINISTRATION OF DAMAN & DIU**  
**DEPARTMENT OF TOURISM, DAMAN**

**No:B/33/2019/DDTOURISM/284**

**Dated: 03/10/2019**

**SECTION I NOTICE INVITING TENDER**

On behalf of the President of India, the Deputy Director (Tourism), Damam invites sealed tenders for providing cycle sharing system at various beaches in Damam District for a period of 2 (two) years on license basis.

<b>Sr. No.</b>	<b>Description of site</b>	<b>Numbers of Cycles to be provided</b>
1.	Light House Beach, Moti Damam, Damam	Minimum 5 cycles at each location (total 20 no. of cycles minimum)
2.	Jampore Beach, Moti Damam, Damam	
3.	Chhapli Sheri Beach, Nani Damam, Damam	
4.	Devka Beach, Nani Damam, Damam	

5.	Cost of Tender Documents	:	Rs.1000/- (Non Refundable)
6.	Bid Security (E.M.D.)	:	Rs. 10,000/- (Refundable)
7.	<b>Important Dates</b>		
	Downloading of tender documents	:	From 03/10/2019
	Last Date & time of physical submission of Technical /Financial bids.	:	upto 17/10/2019, 11.00 hrs
	Opening of Technical Bid	:	On 17/10/2019, 12:00 hrs.
	Opening of Financial Bid	:	On 17/10/2019, 15.00 hrs.(if possible)

Tender document for “providing cycle sharing system at various beaches in Damam District for a period of 2 (two) years on license basis” will be available in the office of the Deputy Director (Tourism), Damam on all working days from **03/10/2019 to 17/10/2019 upto 11:00 hrs** at the cost of **Rs. 1000/-** only. The tender is also available on Website [www.daman.nic.in](http://www.daman.nic.in) which can be downloaded and rate can be offered by interested agencies/supplier/manufacturer, but such tender document must also contain the Tender Fees in the form of Demand Draft.

The hard copy of the tender bids should be submitted to the Deputy Director (Tourism), Department of Tourism, Paryatan Bhavan, Nani Damam, Damam in a sealed envelope superscribing as **“Tender for providing cycles at various beaches in Damam District on license basis”** upto 11.00 hrs. on **17/10/2019**.

The complete tender form along with EMD in the form of Demand Draft of any Nationalized Bank only in favour of **Deputy Director (Tourism), Daman** should be properly covered sealed and superscribed “providing cycle sharing system at various beaches in Daman District for a period of 2 (two) years on license basis” on envelop and deliver it in person or post/courier so as to reach in the office of the Deputy Director (Tourism), Daman on or before **11.00 hours on 17/10/2019**. Tender without EMD and valid tender document shall not be entertained. The right to reject any or all tender without giving reason is reserved. The validity of the tender shall be for 180 days from the date of opening of the tender form.

**Sd/-**  
**Deputy Director (Tourism)**  
**Daman**

Copy to:-

The SIO, N.I.C., Daman to upload the same on the Website.

## **SECTION II GENERAL NOTICE**

1. The tenders are invited for providing cycle & cycle stand at Light House Beach, Jampore Beach, Moti Daman, Devka beach & Chhapli Sheri Beach, Nani Daman in Daman District. The license period will be for the period of 2 (two) years starting from 2019.

### **2. Eligibility Criteria**

#### **a) Technical Eligibility**

- The Bidder shall have undertaken a minimum of 1 (one) eligible Experience for running & operating public cycle sharing system which should be of minimum 50 numbers of cycle or more for minimum duration of 1 year for any government/semi government/private agency.
- The Applicant can be a sole Proprietorship firm / a Partnership firm / a Company incorporated under the Companies Act 1956 / 2013. Consortia, joint ventures, academic and voluntary organization are not eligible to participate in the RFP process.

#### **b) Financial Eligibility**

- The Bidder shall have received Cumulative Turnover of Rs. 25 lacs (Rupees Twenty Five Lakhs Only) during the last three financial years.

### **3. Mandatory Documents**

The tendering firms/agencies are required to submit the following documents compulsory in hard copy for Technical Bid, failing which their bids will be summarily rejected and will not be considered without assigning any reason thereof.

- Copy of PAN Card.
- Copy of GSTIN Registration Number.
- Tender fee of Rs.1,000/- in the form of Demand Draft drawn in favour of Deputy Director (Tourism), Daman payable at Daman from any Nationalized/Scheduled Bank.
- The Bid Security (EMD) of Rs.10,000/- in form of Fixed Deposit Receipt (FDR) drawn in favour of the Deputy Director (Tourism), Daman payable at Daman from any Nationalized /Scheduled Bank.
- Experience for running & operating public cycle sharing system (proof of the same has to be submitted)
- CA Certificate for Turnover
- Copy of tender document duly signed by the firms/agencies with seal.

#### **4. Scope of work / Description of work**

##### **A. Location/sites for cycle stations:**

- Jampore Beach, Moti Daman, Daman
- Light House Beach, Moti Daman, Daman
- Chhapli Sheri Beach, Nani Daman, Daman
- Devka Beach, Nani Daman, Daman

B. The Public Bike Sharing System should be application based. All the facilities for the people like pick up, drop, payment etc. should be available in the app.

C. Minimum & Maximum Numbers of Cycles: There should be minimum 5 (five) cycles arranged at each location/site. However, more cycles shall be arranged as per selected agency after taking necessary permissions from tender inviting authority.

D. Cycle quality: The minimum quality should be maintained by the agency. All the cycles should be ISI marked. The cycle should be available for all age groups start from age 12 kids to adults. Also, the cycle should be comfortable to ride for both men and women.

E. Stand for cycle: The waterproof GI structure of minimum size: 15'x8'x8' should be arranged and installed at each location/site along with the branding and display of necessary instructions for riders.

F. Manpower: The operators, security or any other related manpower should be provided at each location/site.

##### **G. Safety Measures:**

- The Licensee shall be required to arrange for all the equipment for first aid, passenger safety, etc.
- Party will have to take all necessary insurance required for operating the facility and The Department of Tourism, Daman will not be responsible for any adverse accident taking place.
- The responsibility of safety of all the passengers using such service shall vest with the Licensee and in no event will the Authority assume such responsibility or liability or for payment of any damages. The Licensee shall be required to take adequate insurance to cover such risks.
- The Licensee shall immediately notify and report all minor/ major accidents at the site to the Authority.

##### **H. Timings and pickup drop of cycles**

- The Authority or its authorized representatives shall have access at all hours to the site or any part thereof and inspect the services provided by the Licensee.
- The hours of operation shall be from 06 AM to 9 PM every day. The timing can be subject to change as per the applicable laws and regulations. The Authority has the full discretion to change the timings. Service provider needs to do the needful for arrangements of proper lighting and safety during the evening times.
- The agency has to provide flexible pickup and drop of cycles at any site/location mentioned in the tender.

## I. Maintenance and other works

- Provide for all the assets, infrastructure and manpower required for hiring of agency for providing bicycle sharing on rental basis in Daman district including ticket booths, waiting area as per the terms and conditions of this RFP and the proposal submitted by Licensee.
- Manage the Facility and construct the other infrastructure including all construction, repair and replacement works in full operational condition during the License Period.
- The timely maintenance of cycles should be carried out by the agency without any extra costs.
- Ensure no queue of visitors/passengers during peak hours and peak season by providing adequate number of equipment of all types as mentioned in the RFP summary.
- Compulsorily issue tickets to each user of the facility
- Pay taxes and duties on revenue from the operations regularly as per statutory requirements.
- For each of the locations, the successful bidder shall be allowed, in addition to the providing cycles & cycle stand, two operators without any extra charges should be provided for reception and other services.
- Cleanliness in and around cycle stands, security, service staff etc. is scope of work of tenderer. Tenderer shall depute necessary skilled & trained manpower at the sites.

## **5. Conditions for Termination**

- On failure to pay the licensed premium / to accept the offer as per the time schedule, the license offer for providing tents automatically stands cancelled, without any further intimation and amounts of EMD/ Performance Security Deposit will be forfeited.
- The tender shall remain for acceptance for a period of six months, from the date of opening of tenders. If any tenderer withdraws, surrenders or modifies his tender on any ground whatsoever before the said period, or makes any modification in the terms & conditions of the tender, the entire amount of the EMD shall be forfeited. This shall be without prejudice to other rights or remedies that may be available to Tourism Department, Daman.
- Non-fulfillment of the terms and conditions mentioned below within the specified time limit will make the licensee liable for termination.
- The Department of Tourism, Daman reserves right to terminate the license at his discretion at any stage without assigning any reason whatsoever and without giving any compensation of any sort whatsoever.

## **6. Rates and Quotes**

The rates quoted shall be inclusive of all taxes and duties as applicable as per the law. The quoted rates shall be firm and shall not be subject to any change whatsoever.

## **7. Submission of Tender Document**

The bidder shall submit separate envelop for the technical bids including all the mandatory documents of the tender and separate envelop for the financial bid and the other related hard copies of the firm may be submitted in a sealed

envelope super scribed as “providing cycle sharing system at various beaches in Daman District for a period of 2 (two) years on license basis”

### **8. Opening of Tenders**

The Tender Inviting Authority will open the tenders at the specified date and time as indicated in the NIT.

### **9. Tender Evaluation**

The bids will be evaluated by the Evaluation Committee duly approved by the competent authority which will decide successful bidder on the basis of highest cost received in the bids.

### **10. Scrutiny of Tenders**

#### Unresponsive bids:

The tenders will be scrutinized before further evaluation to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the Tender Document. The tenders received, are liable to be treated as non – responsive and will be summarily ignored, if following documents are not attached along with the bid.

- i. Tender form not duly signed and stamped. (i.e. all the terms & conditions of tender document are acceptable.)
- ii. Tender is unsigned and incomplete in any aspect.
- iii. Tender validity is shorter than the required period.

### **11. Tender Validity**

The tenders shall remain valid for acceptance for a period of 180 days (one hundred eighty days) after the date of tender opening prescribed in the Tender Document.

### **12. Award of work**

Award of work against the tender is at the sole discretion of the Tender Inviting Authority. Proposal of the successful bidder would form the basis for future negotiations and lead to issuing of a Letter of Award (LOA).

After selection, a Letter of Award (LOA) shall be issued in duplicate, by the Tender Inviting Authority to the Selected Bidder and the Selected Bidder shall sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event of the duplicate copy of the LOA duly signed by the Selected Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, cancel the LOA and the next highest ranking Bidder may be considered.

The Tender Inviting Authority reserves the right to relax any of the conditions of the Tender Document if suitable bidders are not found due to exigency of situation.

### **SECTION III TENDER FORM**

(For all the terms & conditions of tender document are acceptable to bidder)

To,  
Department of Tourism,  
Paryatan Bhawan,  
Nani Daman – 396 210 Daman  
UT Administration of Daman & Diu  
Ref No. \_\_\_\_\_

Dated \_\_\_\_\_

I/We, the undersigned have examined the above mentioned tender document, including amendment/corrigendum no. \_\_\_\_\_, dated \_\_\_\_ (if any), the receipt of which is hereby confirmed. We now offer to create and submit the *services in* conformity with your above referred document.

If our tender is accepted, we undertake to perform the services as mentioned in tender document with the delivery schedule specified in the “Scope of Work” of tender document.

I/We further confirm that, if my bid is accepted by the Authority I/We shall provide you with a performance security of required amount in an acceptable form for due performance of the agreement.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us.

I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period.

I/We further confirm that, until a formal agreement is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

I/We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully agree to the terms and conditions specified in above mentioned tender document, including amendment/ corrigendum etc. if any.

(Signature with Date) (Name and Designation)

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To Be Signed By the Proprietor / All Partners of the Firm / Directors of the Company under Its Common Seal

## **SECTION IV TERMS AND CONDITIONS**

1. Tenders received after due date and time mentioned in the tender notice will not be accepted.
2. Tender fees of **Rs.1000/- (Non Refundable)** in the form of Demand Draft and E.M.D. (Bid Security) of **Rs. 10,000/- (Refundable)** in the form of F.D.R. in favour the Deputy Director (Tourism), Daman from any Nationalized or Scheduled bank payable at Daman and other supporting documents in technical bid should be kept in a sealed separate cover superscribing "Tender fee & Bid Security (EMD)". Tender bid received without Tender fee & Bid Security (EMD) will directly disqualify for the said bidding / tender.
3. The successful tenderer will have to deposit the license rent of cycle sharing system for at least one year in advance in the form of Demand Draft in favor Deputy Director (Tourism), Daman.
4. The successful tenderer will have to deposit the license rent of cycle sharing system for at least one year in advance in the form of Demand Draft in favor Deputy Director (Tourism), Daman.
5. The successful tenderer will have to deposit 10% of the offered license rent of cycle sharing system per year as Performance Security Deposit in the form of Fixed Deposit receipt in favour Deputy Director (Tourism), Daman valid for a period of five years within 10 days from date of issue of order.
6. Within 10 days of the opening of tenders, the Deputy Director (Tourism), Daman or an officer nominated by him shall communicate to the tenderer whose tender has been accepted, calling upon him to remit tendered premium amount within 15 days from the date of issue of the acceptance letter. The payment shall be made by Bank Demand Draft payable at Daman in favour of Deputy Director (Tourism), Daman. No time extension to make the payment beyond the due date will be granted under any circumstances and 12% penal interest will be charged **per month** for delayed of premium amount. In case of delay beyond three months, the tender shall stand automatically cancelled without any further notice.
7. Premium must be paid one month in advance before the commencement of next year. Rate offered will **increase by 10% every year**.
8. The premium must be paid regularly by the licensee and premium receipt produced for inspection of the appropriate authority whenever demanded for by any government servant.
9. The Secretary (Tourism), DD & DNH reserves right to amend, revoke or modify the license at his discretion as well as to withdraw all or any of the terms and conditions at any stage without assigning any reason whatsoever



and without any compensation of any sort whatsoever.

10. It is presumed that the tenderer has inspected the sites and familiarized himself with the prevalent premises conditions in all respect before submitting the tender.
11. Tenderer will provide regular supervision and inspection as may be necessary to ensure that works are being executed in accordance with the designed concept, working drawing and specification.
12. The Successful Bidder shall have to obtain all necessary licenses, permissions, certificates, etc. as per applicable law, rules, regulations, directions, etc from time to time. The Tourism Department will facilitate the Successful Bidder in obtaining the necessary licenses, permissions, etc.
13. The tenderer shall not carry any other trade **“PROVIDING CYCLES”** other than one in respect of which the present license is granted.
14. The licensee cannot make any alteration/addition in the license premises without prior permission of the Department of Tourism, Daman. Report of the Tourism Department, Daman or any other government servant in this regard shall be final & conclusive for all purposes.
15. Tourism Department, Daman shall not be responsible and liable for any loss or damage or claim to the structure or goods or other assets or fixtures of licensee on account of theft, fire, water or electricity failure, accidents or any other cause whatsoever.
16. The licensee shall not damage any Govt. property, which is found around and shall not cause any hindrance to free movement of the tourist moving in the beaches.
17. There shall be no master-servant relation between Tourism Department, Daman & employees of licensee.
18. The Tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
19. Report of the Tourism Department, Daman or any government servant with respect to any violation of any terms or conditions of the tender / contract or any other act or rule or regulation or guidance or notification in force shall be final conclusive & binding on licensee.
20. All entries in the tender form should be legible and filled clearly. If, the space for furnishing information is not sufficient, a separate sheet duly signed by the authorized person of Firm / Agency should be attached with technical bid.

## SECTION V FINANCIAL BID

### **FINANCIAL BID FOR PROVIDING CYCLE SHARING SYSTEM AT VARIOUS BEACHES IN DAMAN DISTRICT FOR A PERIOD OF 2 (TWO) YEARS ON LICENSE BASIS**

<b>Sr No</b>	<b>Description of Site</b>	<b>Rent per cycle per year in Rs.</b>	<b>Number of Cycles to be provided to each location</b>
1.	Light House Beach, Moti Daman, Daman		
2.	Jampore Beach, Moti Daman, Daman		
3.	Chhapli Sheri Beach, Nani Daman, Daman		
4.	Devka Beach, Nani Daman, Daman		

\*The rent should be quoted for minimum cycles of 05 (five) numbers for each location

\*Rate offered will increase by 10% every year. Rate will be excluding the GST. The applicable taxes shall be added at the end.