

**(B)**  
**SOUTH BENGAL STATE TRANSPORT CORPORATION**  
**(A Government of West Bengal Undertaking)**  
**Dr.B.C. Roy Avenue, Durgapur-713201, Dist.:- Paschim Bardhaman**

EXPRESSION OF INTEREST (EOI) FOR ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT (B) FOR SBSTC BUSES IN THE AREA KARUNAMOYEE, GARIA, AIRPORT, BARASAT, BARRACKPUR, NAIHATI, BIRATI, HABRA, DUNLOP, NAGERBAZAR,BAGUIHATI (EXCLUDING BELGHORIA DEPOT GATE).

<b>Tender No &amp; Date</b>	<b>DTO-90/B /SBSTC/19 dtd. 06/02 /2019</b>
Name of the work	'ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT(B)FOR SBSTC BUSES IN THE AREA KARUNAMOYEE, GARIA, AIRPORT, BARASAT, BARRACKPUR, NAIHATI, BIRATI, HABRA, DUNLOP, NAGERBAZAR,BAGUIHATI (EXCLUDING BELGHORIA DEPOT GATE)
Bids invited for	ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT(B)FOR SBSTC BUSES IN THE AREA KARUNAMOYEE, GARIA, AIRPORT, BARASAT, BARRACKPUR, NAIHATI, BIRATI, HABRA, DUNLOP, NAGERBAZAR,BAGUIHATI (EXCLUDING BELGHORIA DEPOT GATE)
Contract Period	03(Three) years may be renewed for time to time for one year.
Date of Publishing online	06 /02/2019
Bid submission and document down load start date	06 /02 /2019
Pre-Bid meeting	To be notified later in the website
Last date for submission of Tender Document for Technical bids and Financial bids(online)	26 /02 /2019 up to 2.00p.m.
Opening of Technical Bids	26 /02 /2019 at 2.30 p.m.
Opening of Financial Bids	To be notified/informed later
Address of communication and submission of Technical bid	Managing Director, South Bengal State Transport Corporation, Dr. B.C. Roy Avenue, Durgapur-713201. Email Id:-sbstcmd@gmail.com/sbstctraffic@gmail.com
Content of the Tender Document	Eligibility criteria for the bidders in form of:- Technical Bid Financial Bid

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## **General Information**

1. Tender should in prescribed format submitted on line from the e-tender portal [www.wbtenders.gov.in](http://www.wbtenders.gov.in) and it should be submitted as per the instruction given.
2. The BIDDER shall furnish two Bids; viz i) Technical Bid in sealed envelope to be dropped in the drop box kept in the Traffic Section of Durgapur Head Quarter. Scanned copy of the same must be uploaded while submitting the Financial bid. & ii) Financial Bid (Online) in due time.
3. The prescribed format for Technical Bid as given in the Schedule-I & II and Financial Bid (On line) respectively shall be followed. The Technical Bid will be opened first. The Technical Bid shall be examined to ascertain the eligible BIDDERS thereafter the Financial bid for those bidders who have qualified in the Technical Bid will be opened in due time.
4. BIDDERS are requested to go through the terms and conditions thoroughly before filling in the Technical Bid and Price Bid. The language of the EOI shall be in English.
5. In the Technical Bid, the details of the Firm/company/organization should be furnished clearly. The Bidder should satisfy all the terms and conditions as contained in the clauses of the Technical bids.
6. SBSTC reserves the right to disqualify/ reject any or all Bids, and also to terminate entire bidding procedure without assigning any reason thereto.
7. At any time prior to 3 days form the deadline for submission of the bid, the Managing Director, SBSTC reserves the right to add/modify/delete any portion of the bid document by the issuing of an addendum through website [www.sbstc.co.in](http://www.sbstc.co.in) & [www.wbtenders.gov.in](http://www.wbtenders.gov.in) for information.
8. Managing Director, SBSTC reserves the right to extend the period of bidding/change of date & time for operating of Bid under exceptional circumstances. But the Corporation will not entertain any request from any bidder to extend the bidding period/date/time as fixed.
9. If the successful BIDDER fails to commence the work within thirty days, the Corporation may initiate action to forfeit the EMD deposited by him and this will also authorize the Managing Director, SBSTC to make other or alternative arrangements for the work.
10. Each and every page of the EOI including corrections, and overwriting shall be duly signed and attested by the BIDDERS, failing which the EOI offer is liable to be rejected. Incomplete EOI offer will also be rejected. By signing the pages of the document the **Bidder shall confirm that he has duly read and understood various responsibilities and conditions attached to the job and agreed to comply with them in good faith and in its letter and spirit.**
11. Rates quoted in terms of percentage of commission of total volume of booking amount, shall be given in figures as well as in words in BOQ format (excluding GST) online. In case of difference between the Bid amount written in figures and words, the higher bid amount offered shall be considered as the offer rate for evaluation. The system of quotation as required in On Line should be followed.

12. **The Bidders who quoted the rate below the RESERVE PRICE as fixed by the Corporation, such bids will be treated as cancelled.**
13. Technical Bid must be submitted online as well as in sealed envelope (as prescribed hereunder) addressed to the Managing Director, SBSTC, Dr.B.C.Roy Avenue, Durgapur-1 and superscribed on the cover with the words:- **EOI FOR ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT(B): Technical Bid**
14. Sealed Technical Bid as prescribed should be put into the specific Tender box placed at the Traffic Section SBSTC H.Q. at, Durgapur on or before 2.00 P.M. of the last date fixed and mentioned in the schedule. The Technical Bid will be opened on the same day after 2.30 PM at the given address.
15. Any Technical Bid not accompanied with DDs of prescribed application fee and EMD is liable for rejection.
16. The EMD of the successful BIDDER will be refunded soon after the payment of prescribed security deposit and on execution of agreement with the SBSTC. The Corporation shall, however, have no objection in making adjustment of the EMD of the successful BIDDER with the amount of Security deposit to be made by him, if specifically requested by the successful BIDDER.
17. The EMD of the unsuccessful BIDDER will be refunded within 30 days from the date of opening of tender without any interest against application.
18. The EMD made by the BIDDER is liable to be forfeited without any prior notice under one or more of the following circumstances:-
  - i) If a successful BIDDER withdraws his offer after final acceptance of the EOI
  - ii) If the successful BIDDER fails to make payment of the security deposit/ advance tariff within 30 days.
  - iii) If the successful BIDDER fails to execute the agreement in proper manner within seven days from the date of issue of the letter of acceptance of the EOI
  - iv) If the successful BIDDER fails to comply with any clause as contained Therein.
19. Successful Bidder should arrange an establishment for smooth communication at Durgapur H.O. or any assigned place.
20. Preference will be given to Motor Transport Under certificate holders.
21. **SSI and NSIC** registered certificate holders are exempted from payment of application fee and earnest money. Registration certificate to be enclosed.
22. Contract period shall be initially 3 years which may be extended for time to time for one year subject to satisfactory performance of the booking agent.
23. Advance deposit to be made to the Corporation for intending ticket sale amount at least prior to 3(three) days.
24. A pre bid meeting will be arranged at Durgapur H.Q. 3 to 4 days before from the last date of submission of tender for clarification of clause(s) as mentioned in this tender notification where the intending bidders or his representative (duly authorized) may attend the meeting.
25. All disputes, difference, or question which may at any time arising between the parties hereto claiming under them or interpretation of the clauses in respect of this agreement or breach of any terms thereof or of compensation payable thereof or difference arises between the parties which cannot be mutually resolved shall in any manner whatsoever in connection with it or the subject matter thereof shall be referred to a sole arbitrator to be appointed by the Chairman of SBSTC and the provisions of the India Arbitration & Conciliation Act, 1996 for the time being in force shall be applicable to such reference.
26. During execution of this job, if any dispute arises thereby, the necessary legal affairs and/or court case shall be exclusively within the jurisdiction of High Court at Calcutta only.

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## TECHNICAL BID

### ELIGIBILITY CRITERIA FOR THE BIDDER

**Scanned copies of the following documents are to be enclosed with the online bid.**

1. NIT document duly filled and/or complied:-
2. An Application fees of Rs.5000.00(Rupees Five thousand) only, and for Earnest money of Rs.500000.00(Rupees Five Lakhs)only in the form of Demand Draft of SBSTC, favoring South Bengal State Transport Corporation, payable at Durgapur, to be submitted.
3. Certificate of trade license.
4. Proof of the address of the Bidder.
5. In case of partnership, state the name and address of all partners with partnership registration number & date of registration of the firm and partnership deed.
6. In case of sole proprietorship, state the name with address (self-certificate)
7. In case of company, the Memorandum of Association (MOA) and Article Of Association (AOA) shall have to be furnished.
8. Scanned copy of the previous experience (at least five years) for similar job with any State Transport Undertaking.
9. Latest copy of financial solvency certificate issued by any bank.
10. Audited annual accounts showing of last two years showing the minimum turnover of Rs.10 lakh (Rupees Ten lakh).
11. Certificate for annual ticket selling of Rs.2.80 crore (Rupees Two crore and eighty lakh).
12. Copies of PAN card, Professional tax certificate, P.F. registration certificate with return for last financial year, GST registration certificate, E.S.I. registration certificate with return for last financial year, Income tax returns of last three previous years.
13. Enclose credential certificates.

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Technical Bid

**SCHEDULE- I**

(Schedule-I & II to be submitted in a separate envelope super scribed with Technical Bid)

**ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT (B) AS PER EOI**

**NO..... DT.....**

**(To be enclosed in the Technical Bid)**

I/We.....

Address.....

hereby offer to undertake the duties and responsibilities to act as Principal e-ticket booking agent of SBSTC on specific places/points as determined by SBSTC in accordance with the conditions laid down in EOI document and the conditions hitherto annexed apart from the conditions as may be agreed to between the Corporation and the successful BIDDER for collection of revenue, offered by me/us as per the terms in the schedule( Price Bid) in a separate cover.

I/We enclose the demand drafts of Rs. 5 lakh( Rupees five lakh) and Rs. 5000/- (Rupees five thousand) as EMD and application fee respectively.

DD no. .... of Rs. 5,00,000/- drawn on. .... Bank, dated:-  
.....

DD no. .... of Rs. 5,000/- drawn on. ....Bank, dated:-  
.....

I/We am/are fully aware of the terms and conditions specified in the EOI schedule.

I/We agree that the Corporation shall not be bound to recognize any person other than me/us as having any interest in the contract and is at liberty to terminate the contract at any time if it appears that this declaration is not in conformity with the document and information furnished.

I/We agree that acceptance of this EOI within the prescribed time schedule shall constitute as valid terms and conditions and in accordance with the specification and details referred to.

I/We further agree to comply with the terms and conditions of the contract that may be awarded to me/us on the basis of this offer and in the event of my /our failure to comply with the some during the period of contract I/We authorize the SBSTC to forfeit the EMD remitted, and take other punitive measures, if any.

Signature of the Bidder/ Contractor:  
with office seal

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## Technical Bid SCHEDULE- II

(Schedule-I & II to be submitted in a separate envelope super scribed with Technical Bid)

(Check List to be enclosed in the Technical Bid)

Sl. No.	Details of documents enclosed/uploaded	Please Tick ✓
1	NIT document duly filled and/or complied-	
2	An Application fees of Rs.5000.00(Rupees Five thousand) only, and for Earnest money of Rs.500000.00(Rupees Five Lakhs)only in the form of Demand Draft of SBSTC, favoring South Bengal State Transport Corporation, payable at Durgapur, to be submitted.	
3	Certificate of Trade License.	
4	Proof of the address of the Bidder.	
5	In case of partnership, state the name and address of all partners with partnership registration number & date of registration of the firm and partnership deed.	
6	In case of sole proprietorship, state the name with address (self-certificate)	
7	In case of company, the Memorandum of Association (MOA) and Article Of Association (AOA) shall have to be furnished.	
8	Scanned copy of the previous experience (at least five years) for similar job with any State Transport Undertaking.	
9	Latest copy of financial solvency certificate issued by any bank.	
10	Audited annual accounts of last two years showing the minimum turnover of 10 lakh (Rupees Ten lakh).	
11	Certificate for annual ticket selling of Rs. 2.80 crore (Rupees Two crore and eighty lakh).	
12	Copies of PAN card, Professional tax certificate, P.F. registration certificate with return for last financial year, GST registration certificate, E.S.I. registration certificate with return for last financial year, Income tax returns of last three previous years.	
13	Certificates of credentials	

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## **FINANCIAL BID**

### **FOR ENGAGEMENT OF PRINCIPAL E-TICKET BOOKING AGENT (B) AS PER EOI**

**“Financial Bid” shall contain rate quoted as % (Percentage )of Commission (In figures and words) to be offered by the bidders. The bidders are required to fill online only in BOQ format. The rate should be excusive of GST.**

Managing Director  
South Bengal State Transport Corporation

