



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

Plot No. DG/13, Premises No. 04-3333, Action Area-ID,
New Town, Kolkata - 700 156

Memo No.: 8133/NKDA/ADMN(EM-I)-1222/1/2023

Dated: 17.08.2023

Notice Inviting Applications for Licensing Shop Spaces on Rental Basis at Different Community Markets in Action Area-I, New Town Kolkata

New Town Kolkata Development Authority (NKDA) invites online offers in one part method (Technical only) from eligible, reputed and resourceful agencies/individuals for operating shops of permitted categories at 8 (eight) different shop spaces on rental basis at 2 different locations in New Town Kolkata under the jurisdiction of NKDA

Interested participants who meet the eligibility criteria may submit a technical bid by e-mail to supervisor2@nkda.in with subject line "**Applications for Licensing Shop Spaces at Different Community Markets in Action Area-I, New Town Kolkata**" with all the necessary documents as mentioned in this Notice.

Technical proposals submitted by the intending agencies will be evaluated as per norms laid down in this regard. If there are more than one application for a particular shop space, the selection will be made on the basis of interview by a Selection Committee constituted for this purpose. NKDA reserves the right to accept/ reject any or all the offers at its sole discretion without assigning any reason whatsoever and the same will be binding on the applicants.

Estate Manager-I
New Town Kolkata Development Authority

1. The Offer

New Town Kolkata Development Authority (NKDA) invites offers from eligible, reputed and resourceful agencies in one part system (only technical) for operating shops on rental basis.

2. Terms and Conditions

- a) Any Indian individual who has completed 18 years of age as on the date of Advt, partnership firm (registered/unregistered), trust, HUF, co-operative society, company registered under Indian Companies Act or any other legal entity or authority may apply for allotment.
- b) An applicant/Joint applicant may submit applications for more than one stall/shop but for each stall/shop separate application is required. However, allotment for only one stall/shop will be made to that applicant/joint applicant as per his/her option within the period specified by NKDA. On receipt of option within the specified period, offer of allotment will be made to the applicant/joint applicant for the stall/shop opted by him/her. If, no option is exercised by the applicant/joint applicant within the specified period, NKDA will be at the liberty to allot stall/shop at its discretion.
- c) **Indian individual/ partnership firm, trust, HUF, co-operative society, company registered under Indian Companies Act or any other legal entity or authority already in possession of another shop/stall/kiosk under NKDA will not be eligible for participating in this allotment.**
- d) Final Scrutiny of the application will be made after application. If the application of any applicant, is found to be incomplete, incorrect or the applicant is found to be ineligible on any account, then that application will be summarily rejected. No offer of allotment will be issue in favour of the applicant in that case.
- e) The Indenture of License of conveyance for the stalls/shops will be drafted by NKDA. It will be shared along with offer letter.
- f) The licensee has to pay stamp duty or other charges, as applicable.
- g) The concerned Co – operative Society or Association, after proper intimation to NKDA in writing, shall have to undertake the regular maintenance work and to take up repair jobs as and when required within the market complex to keep market in good condition. But, no structural Change/ modification inside or outside are permitted without prior approval.
- h) NKDA shall not pay the maintenance charge for any vacant stall/shop after the common areas and facilities/ amenities are handed over to the Co-operative /Association formed by the allottees.
- i) All fees, taxes and charges levied by NKDA in respect of individuals stalls/shops or the market complex as whole, shall be payable by the allottees with effect from the date of leave and license offer letter.

- j) The allottees shall have to abide by the rules and regulations of NKDA under jurisdiction the stalls/shops are located or any other such body that may come into existence in future.
- k) Individuals allottees shall have to apply WBSEDCL (West Bengal State Electricity Distribution Company Limited) to obtain electricity connection at his/her/its own stall/shop (leave and license basis) and shall have to pay electricity charges.
- l) All stalls/shops shall have to segregate garbage into bio- degradable and non-bio-degradable category and keep such garbage in separate bins located within the market complex and not to the market premises or within the stalls/shops. No waste material /garbage should be allowed to decomposed or disposed inside the market complex. No littering will be allowed under any circumstances; else, penalty will be imposed upon the concerned allottee for such deviation.
- m) The stalls /shops spaces will be allotted by NKDA on Leave and license basis for a period of 11 months and renewable thereafter.
- n) Allottees of stalls /shops will have to obtain Trade License from NKDA from time to time as per rules on payment of usual License fees.
- o) The allottee will not permit to do any non-structural changes/aesthetical changes within stalls/shops allotted to him/her/its without obtaining permission from NKDA.
- p) The allottees are not permitted to keep any belongings in common areas or pathway or obstruct the common areas.
- q) Allottees are not permitted to keep any inflammable or dangerous items inside the allotted stalls/shops.
- r) NKDA reserve the right to accept or reject any application without assigning any reason whatever. In case of cancellation, no liability will be incurred by NKDA.
- s) Sub-letting of the shop/stall will not be allowed.**
- t) The terms and conditions should be read carefully before filling up the application.

3. Schedule of property

No.	Location	Shop No.	Covered Area (Sq. ft.)	Type of space
1	AC Block	S/463	83	Shop
2	AC Block	S/464	83	Shop
3	AC Block	S/465	83	Shop
4	AC Block	S/466	83	Shop
5	CE Block	S/443	83	Shop
6	CE Block	S/444	83	Shop
7	CE Block	S/445	83	Shop
8	CE Block	S/446	83	Shop

The type of shop if not mentioned above, will be decided in mutual agreement within the terms and conditions of this tender.

4. License Fee

The license fee will be paid in advance on 11 months basis @ Rs.39.6/- per square feet per month plus G.S.T. as applicable.

5. Application money (Non-refundable)

All applicants have to deposit Rs.1000/- (Rupees one thousand) as application money in favour of New Town Kolkata Development Authority (Bank Name: Canara Bank, Account No: 95253070004652, IFSC: CNRB0019525) via online/offline mode for each shop. A copy of the same has to be mailed (supervisor2@nkda.in) to NKDA with other documents and the original has to be deposited to NKDA when asked for.

6. Evaluation Procedure

Upon receipt of application from various applicants, NKDA will verify all the credentials submitted by them. Selection of the applications will be done on the basis of eligibility as determined through the submitted documents.

In case multiple applicants chose the same shop/stall for allotment, the selection will be made through interview by a committee constituted for this purpose. One applicant may be the selected allottee for multiple shops. The decision of NKDA will be final and binding in this regard.

7. Contact person of NKDA

Estate Manager I
1st Floor, New Town Kolkata Development Authority,
Administrative Building. Plot No - DG/13,
Premises No - 04-3333, Action Area - ID,
New Town, Kolkata – 700156
Ph: 9434230477 e Mail ID: supervisor2@nkda.in

8. Eligibility conditions for agencies

Sl. No.	Eligibility Criteria	Document to be submitted
1	<ul style="list-style-type: none">• The applicant may be a Company, Partnership Firm or Sole Proprietorship Firm or individual• Applicant shall be a single entity	<ul style="list-style-type: none">• Documentary proof for business operation in India• Copy of Adhaar Card for individual
2	The applicant must have experience of carrying out similar type of work that is operating any shop/retail business during the last 1 year	Documentary evidence of operating shop during last one year or more
3	The applicant should not have in the past 5 years, preceding the due date of this NIA, been <ul style="list-style-type: none">i) Expelled from any contract by any government organization or public sector Unitii) Barred by any government organization or public sector Unit	Undertaking in the format provided at Annexure A of this NIA document.
4	Other Mandatory legal documents <ul style="list-style-type: none">• Trade license• GST Certificate if any• Copy of PAN card	Copy of valid documents

All the above documents are to be submitted by e mail to supervisor2@nkda.in with subject line **Applications for Licensing Shop Spaces at Different Community Markets in Action Area-I, New Town Kolkata.** All intending applicants are advised to visit the sites and inspect the status of the premises including the infrastructure, at their own cost before applying.

9. Observance of Acts, Rules and Regulations

All successful applicants will have to abide by the Acts, Rules and Regulations framed/to be framed from time to time by the Government of West Bengal or any subsidiary authority. If any dispute/ difference arises relating to allotment, the decision of the authority of NKDA shall be final and binding upon all. Any dispute arising in respect of it shall be subject to the exclusive jurisdiction of the Calcutta High Court.

10. Schedule of dates

Sl.No.	Particulars	Date & Time
1	Date of uploading of NIA and other documents (online)	21.08.2023
2	Date, time and venue of pre bid meeting	25.08.2023 at 2 PM in NKDA Office, Plot No. DG/13, AA-ID, New Town, Kolkata-700156
3	Application submission start date (by e mail to supervisor2@nkda.in with subject line Applications for Licensing Shop Spaces at Different Community Markets in Action Area-I, New Town, Kolkata)	28.08.2023
4	Application Submission closing date	18.09.2023 upto 2 PM


Estate Manager-I

New Town Kolkata Development Authority

Memo No.: 8133(V)/NKDA/ADMN(EM-I)-1222/1/2023

Dated: 17.08.2023

Copy forwarded for information to:

1. Finance Officer, NKDA
2. Administrative Officer-I, NKDA
3. System Manager, NKDA with a request to upload in NKDA website.
4. PA to Hon'ble Chairman, NKDA
5. PA to the Chief Executive Officer, NKDA


Estate Manager-I

New Town Kolkata Development Authority

Annexure - A

FORMAT OF UNDERTAKING, TO BE FURNISHED ON NON-JUDICIAL STAMP PAPER OF
Rs. 100/- WITH REGARD TO BLACKLISTING/ NON- DEBARMENT

UNDERTAKING REGARDING NON- BLACKLISTING / NON – DEBARMENT

for

applications for licensing shop spaces at different community markets in New
Town Kolkata

NIA No.

I Sri/Smt..... Son of/Daughter of/ wife of
..... aged..... address.....PAN..... in
my individual capacity / as authorized signatory on behalf of
M/s.....with office at.....

Do hereby solemnly affirm that

1. I am / we are not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.
2. I / we have neither been blacklisted from participation in any tender/quotation of WBHIDCO/NKDA/NKGSCCL/any office/organization earlier nor have record of default in payment of rent to HIDCO/NKDA/NKGSCCL during the last 5 years.
3. I / we have never been disqualified from running business earlier at WBHIDCO / NKDA allotted space due to non-observance of required terms and conditions and my/our letter of allotment/acceptance has never been cancelled by the Competent Authority for noncompliance with terms and conditions of engagement/allotment.

The above is true to the best of my/our knowledge and belief

For Self/ M/s

Authorized Signatory

Designation/self

Date:

Annexure - B

Choice of shop (s)

No.	Location	Shop No.	Choice [Put \checkmark against the chosen shop(s)]
1	AC Block	S/463	
2	AC Block	S/464	
3	AC Block	S/465	
4	AC Block	S/466	
5	CE Block	S/443	
6	CE Block	S/444	
7	CE Block	S/445	
8	CE Block	S/446	

Name of the applicant:

Signature of the applicant: