

BID DOCUMENT FOR ENGAGEMENT OF AGENCY FOR OPERATION OF SRI JAGANNATH BALLAV PARKING PLACE PURI

(A)1.INTRODUCTION OF SRI JAGANNATH BALLAV ENDOWMENT(JBE).

Sri Jagannath Ballav Endowment is a religious institution under overall administrative control of the Commissioner of Endowments , Bhubaneshwar. This institution is situated in Dandimalsahi Grand road Puri, at a distance of Appx 300 meter from Shree Jagannath Mandira. Thus, all devotees visiting Shree Mandira used to park their vehicles in the Jagannath Ballav Parking place as it's the only parking facility available in the locality. The Jagannath Ballav parking place is operational since 2007 and currently being managed by the Sri Jagannath Ballav endowment only and there is a Parking monitoring committee headed by Chief Administrator of Shree Jagannath Temple Administration (SJTA) to monitor the operation and development of the said parking place.

2. Project information

Sree Jagannath Ballav parking place is operational since 2007. The total area of parking place is approximately 3.5 acre and it can park at least 500 vehicles at a time. This parking place is situated in the heart of the city in Mouza- Dandimasahi bearing Khatiyani no-25 and plots no- 271,272,161,162,164,165 &163 Grand road Puri. Due to its proximity to Shree Mandira, large number of travelers used to park their vehicle here as it's the only large parking place available in the Grand road area.

3. Bidding Process

The bidding is competitive in nature, the bidder who will offer the maximum amount/price may be selected as successful bidder. However, Jagannath Ballav Endowment has the full discretion to select or reject any or all the application without mentioning any reason thereof.

4. Availability of Bid Documents

Bid documents can be obtained from the office of Sri Jagannath Ballav Endowment, Dandimalasahi, Grand Road, PURI by paying necessary Tender Fees (Refer para-8) in any working days during office hours in the specified period mentioned in paragraph-5.

5. Bidding Schedule

Sale of bid document	From 17-02-2020 to 27-02-2020
Pre bid enquiry related to bidding process and parking place	15-02-2020, 04.00PM
Last date of accepting bid documents	27-02-2020(upto 03:00PM)
Opening of bid documents	27-02-2020 (04:00 PM)

6. Offer

JAGANNATH BALLAV ENDOWMENT invites sealed Bids from interested & eligible person/Agencies for operation of Jagannath Ballav Parking place. Operation means collection of parking fee as prescribed in (General Condition of contract, para-4)and proper arrangements of vehicles within parking so that maximum vehicles can be accommodated in a manner that traffic in main road won't be effected.

MINIMUM UPSET PRICE IS Rs.54, 75,000.00 (Rupees Fifty Four lakh seventy five thousand only) excluding GST, Cess etc. FOR SIX MONTHS.

Interested parties may participate in the Bid process as per the instructions given in this document.

The work will be entrusted to the successful Bidder on the basis of the rates/amount quoted & qualifying other eligibility criteria mentioned in paragraph-22 of this bid document.

7. Period of Appointment

The PERSON/Agency will be appointed initially for a period of six months (6 months) from the date of issue of commencement letter along with execution of agreement, it may be extended for certain period thereafter to be decided by the authority.

8. Tender fee

Every bidder is required to pay non-refundable tender fees of Rs. 5,000/- (Rupees Five Thousand Only) through Demand Draft issued by nationalized scheduled bank payable in PURI in favour of "EXECUTIVE OFFICER, SRI JAGANNATH BALLAV ENDOWMENT". Bid Proposal shall be considered invalid without tender fees.

9. Earnest Money Deposit

- i). Earnest Money Deposit (EMD) amounting to Rs. 5,00,000/- (Rupees five Lakh only) by way of Demand Draft / Pay Order issued by nationalized scheduled bank payable in Puri in favour "EXECUTIVE OFFICER, SRI JAGANNATH BALLAV ENDOWMENT".
- ii). The EMD of the unsuccessful bidder will be returned within a period of 30 days from the date of signing the Agreement with the successful bidder.
- iii). The EMD amount shall be forfeited if the bidder withdraws its proposal before the Proposal Validity period, or fails to adhere to conditions of this bid.
- iv). The EMD amount shall be forfeited if the successful bidder fails to pay Performance Security Deposit and sign Agreement with the JAGANNATH BALLAV ENDOWMENT within the prescribed time frame.
- v). The EMD must be valid for a period equivalent to the bid validity period mentioned in paragraph no.11 of the bid document.

10. Pre Bid Conference

- i). A pre bid meeting open to all bidders who desire to bid for the Project will be held on 04:00 Pm Dt15/02/2020 in the office of JAGANNATH BALLAV ENDOWMENT. The bidders will have an opportunity to obtain information/ clarifications regarding the project and the conditions in the Bid Documents. For bidder's representatives, it would be required to furnish a letter of authorization from the actual bidder at the pre bid meeting as a proof of representation.
- ii) The bidders are requested to forward their queries in writing to the EO Jagannath Ballav Matha
- iii) The bidders will also be free to ask for any additional information or clarifications in writing during the pre-bid meeting and the reply will be given by the EO Jagannath Ballav Matha.
- iv). Based on the written queries sent by the bidders before the pre-bid meeting and raised during the pre-bid meeting, a Common Set of Deviations shall be issued which shall form part of the Bid Document (which will be common and applicable to all bidders irrespective of whether the bidder has attended the Pre Bid Meeting or not).
- v) The offers submitted by the bidders shall be based on the Bid Documents and Common Set of deviation issued. Bidders are cautioned that the offers containing any deviation from the contractual terms and conditions of contract specifications and other requirements relating to the project(s) specified in the Bid documents shall be liable to be summarily rejected.
- vi) Failure to attend the pre-bid meeting will not be a cause for disqualification of a bidder.

11. Validity of Offer / Bid

- i). Completed bids in the prescribed formats with requisite submittals, annexure should indicate that the bid would remain valid for a period of 45 days from the date of submission of the bid. JAGANNATH BALLAV ENDOWMENT reserves the right to reject any bid that does not meet this requirement and can extend the date of bid for any reason.

ii). In exceptional circumstances, prior to the expiry of the bid validity period, JAGANNATH BALLAV ENDOWMENT may request the bidder in writing to extend the period of validity for a specified additional period. A bidder may refuse the request and in that case will be considered as withdrawn, without forfeiting his EMD, but a bidder accepting the request will not be allowed to modify his bid but will be required to extend the validity of the bid for the period of extension.

12. Nodal Officer of JAGANNATH BALLAV ENDOWMENT

All the communication in all matters regarding this project including pre-bid queries shall be forwarded to the Nodal officer as appointed by JAGANNATH BALLAV ENDOWMENT. The Nodal officer shall act as a single window for the bidder and shall be responsible for all the matters related to this work.

JAGANNATH BALLAV ENDOWMENT will not respond or take cognizance of any communication received from the date of submission of Tender except those that are received in response to specific JAGANNATH BALLAV ENDOWMENT parking place queries.

13. Cost of Bid Preparation

The Bidder shall bear all costs associated with the preparation and submission of its bid, and the JAGANNATH BALLAV ENDOWMENT will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

14. Preparation of Bids

- i). Bids shall be submitted in the prescribed bid format.
- ii). Each page must be numbered consecutively and should be duly signed & stamped with Company seal.
- iii). The bid Pro forma referred to above, if not returned or if returned but not duly filled in will be liable to result in rejection of the bid.
- iv). The Bidders are advised in their own interest to ensure that all the submittals, other relevant information etc. required by this bid is compiled & submitted along with this bid failing which the bid is liable to be rejected.
- v). The bids can only be submitted in the name of the Bidder in whose name the bid documents were issued by JAGANNATH BALLAV ENDOWMENT. The bid papers, dully filled in and complete in all respects shall be submitted together with requisite information and Annexure/Submittals. It shall be complete and free from ambiguity, change or interlineations.
- vi). The bidder shall clearly indicate their legal constitution if it is a company/farm or otherwise and the person signing the bid shall state his capacity and also source of his ability to bind the Bidder.
- vii). The power of attorney or authorization, or any other document consisting of adequate proof of the ability of the signatory to bind the bidder, shall be annexed to the bid in the prescribed annexure as may be applicable. JAGANNATH BALLAV ENDOWMENT may reject outright any bid not supported by adequate proof of the signatory's authority.
- viii). The Bidder shall have to give a certificate in its offer, that the terms and conditions, as laid down in this bidding document are acceptable to it in totality.
- ix). Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- x). The original bid should be signed manually by the person if it's an individual or by the authorized signatory (ies), if it's a company/farm or otherwise of the bidder. The complete bid including the prices must be written by the bidders in indelible ink. Bids and/or prices written in pencil will be rejected.
- xi). **Language & Currency of Bids** -The Proposal and all related correspondence and documents shall be written in English language. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant

passages in English, in which case, for purposes of interpretation of the bid, the translation shall prevail. The currency for the purpose of the Proposal shall be the Indian National Rupee(INR).

15.Manner of submission of bids

i). The bid submitted by the bidder shall comprise of two separate envelopes- Envelope 1, marked “Earnest Money Deposit and Tender Fee” containing EMD and Tender Fee, Envelope 2, marked “application in prescribed format” containing all requisite documents along with submittals and offered price must be written in appropriate place in indelible ink.

ii).All documents submitted vide Envelope 1 & Envelope 2 will be signed and stamped by the authorized signatory of the bidder.

iii). All two Envelopes shall be sealed and then placed together in a third Envelope super scribed with following details along with the Name & Address of the bidder.

“Do not open except in presence of Evaluation Committee”

Name of the project: - engagement of agency for operation of sri jagannath ballav parking, puri

iv). The bid (all three envelopes) shall have to be addressed to the Executive officer, sri jagannath ballav endowment puri.

v).The bid can be sent by Registered Post/Courier Services.No bid will be accepted by hand.

16.Name of the Project: Engagement of agency for operation of Sri Jagannath Ballav Parking, Puri

The bidder should ensure that their offer is received before the expiry of the due date and time. Delayed offers shall not be entertained irrespective of any cause. The bid offered or received after the due date and time shall not be accepted or if inadvertently accepted, shall not be opened and shall be returned to the bidder unopened.

. All the documents shall have to be self attested by the person or his authorized signatory.

. A summary of the mandatory submittals required for Envelope 1 & 2, is mentioned below. This summary is just indicative only and may not be exhaustive of all requirements of the bidding document, and the bidder should carefully review the bidding document to ensure that the submittals of the Envelope are as per the requirements of the bidding document.

Envelope 1: EMD & Tender Fees

Envelope 2: prescribed application

(i) IDENTITY PROOF ALONG WITH RESIDENT PROOF

(ii) Power of attorney in favour of authorized signatory

(iii) In case bidder is a partnership firm he must present partnership deed.

(iv) In case company is formed under company law - Memorandum of Association and Articles of Association.

(v) Audited Annual Financial Statements including Balance Sheet and Profit & Loss statements for past five (5) years (FY 2014-15 TO FY 2018-19)

(vi) Proof of filling of Income Tax return for last five (5) year FY 2013-14 TO FY 2018-19

(vii) Original copy of the Bid Document along with common set of deviations duly initialed and stamped on each page.

(viii) Proof of experience of operating Parking or similar activity if any,

(ix) Copy of PAN card, Service tax registration certificate, shop & establishment registration certificate, Profession Tax registration certificate, and any other registration certificate under any relevant act.

17.Place & Last date of submission

The bidder shall ensure that the offer is submitted online as well as in the Office of SRI JAGANNATH BALLAV ENDOWMENT in form of hard copy on or before 3:00 PM of Dt.24-02-2020 . SRI JAGANNATH BALLAV ENDOWMENT shall not be responsible for any kind of delay. Delayed offers shall not be entrained irrespective of any cause. The delayed submissions after due date and time shall not be accepted and if inadvertently accepted, shall not be opened and shall be returned to the Bidder unopened.

18. Bidder's responsibility

It would be deemed that prior to the submission of Proposal; the Bidder has made a complete and careful examination of:

- i). The Scope of services, terms and conditions and other information set forth in this Tender document and have sought all the relevant information necessary from appropriate sources for preparing the tender and entering into the contract.
- ii). The various aspects of the Project including, but not limited to the following
- iii). All other matters that might affect the Bidder's performance under the terms of this Tender, including all risks, costs, liabilities and contingencies associated with the project.
- iv). All proposals/ bids/offers shall be signed by the bidder or the duly authorized signatory of the bidder.
- v). JAGANNATH BALLAV ENDOWMENT shall not be liable for any mistake or error or neglect by the Bidder in respect of the above. Proposals that are not substantively responsive to the requirements of this bid document will be rejected.

19. Modification & withdrawal of Proposal not allowed

No Proposal shall be modified or withdrawn by the Bidder after the submission of bids on due date of submission of bids. Withdrawal of a bid during the interval between the due date of bid submission and date of expiry of the bid Validity Period would result in automatic forfeiture of the EMD.

20. Opening of Bids

- Bids will be opened on 04:00PM, 24/02/2020 in the office of t JAGANNATH BALLAV ENDOWMENT and the following procedure shall be adopted for opening of the bids.
- Envelope No.1 of the bid will be opened first by the bid opening authority to verify the submission of EMD & Tender Fees as per requirements specified in bid documents. If found satisfactory then only, other submittals in Envelope 2 shall be opened & verified as per the requirements of the bid document. In case EMD & Tender fees are not meeting the specified requirement, the bidder will be disqualified from bidding process. If various documents contained in the Envelope 1 & 2 do not meet the specified requirements, a note shall be recorded accordingly & the right to ask for the missing/incomplete information is reserved by JAGANNATH BALLAV ENDOWMENT. After opening of the envelope No.2, the bid evaluation committee of JAGANNATH BALLAV ENDOWMENT shall first decide the eligibility of the bidders on the basis of the information contained in Envelope No.2. The eligibility criteria are mentioned in paragraph-22.
- Detailed scrutiny of the components of the Envelope No.2 may take some time as it involves evaluating financial capabilities, technical capabilities, evaluation, references, past performance of the bidder, etc. and soundness of the technical proposal, and also asking for missing information, clarification or compliance with bid documents be read out to all the bidders or their representatives who will be present at the time of opening thereof. Successful bidder will be decided after scrutiny and evaluation of all application and it would be intimated on the same day or at a time agreeable to both sides.

21. Right of JAGANNATH BALLAV ENDOWMENT

It may be noted that the JAGANNATH BALLAV ENDOWMENT reserves the right to:

- _ Reject/accept or all the Bids without assigning any reason;
- _ Amend / delete / modify any of the provision of this bid document during the bidding process without assigning any reason ;
- _ Annul the bidding process without incurring any liability on any of the participants / bidders without assigning any reason thereof.

22. Eligibility Criteria

- i). A Bidder can be an individual, trust, partnership firm, registered co-operative society, public or private limited company incorporated under provisions of Indian companies Act, 1956, *Joint venture / consortium is not allowed.*
- ii). Preference will be given to such bidders who have previous experience in providing similar services for parking operation, maintenance, regulation for any Central / State Government Agency, Public Sector Organizations, Municipal Corporations, shopping malls / commercial complexes etc.
- iii). Any Central / State government department or public sector undertaking must not have banned business with the bidder as on the date of bid submission. Also no work of the bidder must have been rescinded / abandoned for non performance by the bidder, by any Central / State government department or public sector undertaking after award of contract during last 7 years due to non performance.

23. The bidder should submit undertaking to this effect in Form of Tender.

A bidder shall submit only one bid in the same tendering process. The bidder who submits or participates in, more than one bid will cause all of the bids in which the bidder has participated to be disqualified.

23. *Joint venture / Consortium are Not Allowed to bid for this work.*

24. Evaluation Process

- i). Bidders should quote offer price in Indian Rupees only exclusive of any other tax, levies cess etc.
- ii). Submission of Performance Security
- iii). ***The bidder whose bid has been accepted shall have to deposit entire amount along with security deposits with the JAGANNATH BALLAV ENDOWMENT within 10 days from the date of issue of LOI (LETTER OF INTENT) & before the signing of the Agreement, Security Deposit amount as specified herewith either by way of Demand Draft / Pay Order from Nationalized / Scheduled Bank till the project completion period. DD / PO of Co-operative Banks & other non-scheduled banks shall not be accepted.***
- iv). The **Security Deposit Amount** to be paid to JAGANNATH BALLAV ENDOWMENT by the successful bidder **shall be equivalent to 10% of the offered price.**
- v). All Compensations or other sums due and payable to JAGANNATH BALLAV ENDOWMENT by the agency under the terms of this contract may be deducted from this security deposit or from any sums which may be due to him or may become due to him on any account by the JAGANNATH BALLAV ENDOWMENT.
- vi). JAGANNATH BALLAV ENDOWMENT shall not pay any interest on the amount of Security Deposit paid by the agency whether paid in cash or otherwise.

The security deposit shall remain with the JAGANNATH BALLAV ENDOWMENT during the contract period, including extensions, if any. The security deposit shall be a security cover for due observance and performance by the agency of all the terms and conditions contained in the Agreement.

vii). In case any amount is adjusted by JAGANNATH BALLAV ENDOWMENT from the security deposit, the agency shall be required to ensure that amount of security deposit is restored within 20 days from such adjustment.

viii). In case the agency fails to restore the desired security deposit amount within prescribed period, JAGANNATH BALLAV ENDOWMENT reserves the right to adjust / deduct such amount from any dues payable to the agency arising out of this contract or any other contract with JAGANNATH BALLAV ENDOWMENT.

ix). The security deposit shall be returned to the agency after successful completion of work and the contract period, including extensions, if any, after adjusting the dues payable to the JAGANNATH BALLAV ENDOWMENT, if any subject to satisfactory performance.

x)The successful bidder can convert EMD into security Deposit. However, if such EMD is less than requisite amount of Security deposit, the agency shall have to submit balance amount within 10 days from the date of issue of LOI (letter of intent).

25. Award of work

i). After opening of Envelope No.2 the proposal shall be evaluated on the basis of the offer amount quoted by the bidders therein. The most beneficial offer from the point of view of JAGANNATH BALLAV ENDOWMENT shall be considered for acceptance.

ii).**The selection of successful bidder shall be based on the “Highest offer price” basis. However, the right to reject/accept any or all the bids without assigning any reason whatsoever is reserved by the Jagannath ballav endowment authority.**

iii). **Notwithstanding anything contained in these instructions the jagannath ballav math, reserves the right to accept or reject any bid and to annul or suspend the bidding process and reject all the bids at any time prior to the award of the contract without there by incurring any liability of costs to the affected bidders and without any obligation to inform the affected bidder, the grounds for corporation action. However, if all the bidders are found non-competitive, then all the bidders shall be rejected.**

iv). **The right to negotiate with any of the bidders whose offer has been found to be responsive and attractive to the JAGANNATH BALLAV ENDOWMENT is reserved with JAGANNATH BALLAV ENDOWMENT.**

v). **The acceptance of the Bid shall be communicated to the successful bidder in writing by the nodal officer of JAGANNATH BALLAV ENDOWMENT authorized to do so. The bidder shall then be asked to pay the performance security deposit as mentioned in paragraph-24(iv) as well as the sign the Agreement with JAGANNATH BALLAV ENDOWMENT within 15 days of JAGANNATH BALLAV ENDOWMENT communicating the award in writing. In the event of failure of the successful bidder to sign the Agreement within the stipulated time frame, he would be disqualified and his EMD / Performance security will be forfeited. Subsequently the next most competitive bidder would be invited for negotiation/undertake the project or the authority of Sri Jagannath Ballav Endowment reserves the right to take decision as deemed fit in the interest of the project and institution.**

vi). The agreement comprises the original copy of the bid documents including common set of deviations, revisions, amendments, correspondence with and by JAGANNATH BALLAV ENDOWMENT and the form of agreement duly signed by the bidder on all the pages.

26. Corrupt or Fraudulent Practices

It is required that the Bidders observe the highest standard of ethics during the Bidding process. In pursuance of this policy, the JAGANNATH BALLAV ENDOWMENT:

a) Defines, for the purposes of this provision, the terms below as follows:

i). “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the Bidding process or in the execution of any Agreement with Granter, or bringing political pressure.

ii). “Fraudulent practice” means a misrepresentation or suppression or omission of facts in order to influence the Bidding process or in the execution of any Agreement with JAGANNATH BALLAV ENDOWMENT to the detriment of JAGANNATH BALLAV ENDOWMENT, and includes collusive practice among Bidders (prior to or after Proposal submission) designed to deprive JAGANNATH BALLAV ENDOWMENT of the benefits of free and open competition.

iii) JAGANNATH BALLAV ENDOWMENT will reject the bid, at any stage, if it determines that the Bidder recommended or selected has engaged in corrupt or fraudulent practices during bidding process

27.SCOPE OF WORK

- i). Area of Operation :- Total Area of Parking Zones at JAGANNATH BALLAV PARKING PLACE is approximately *150500 sq feet- (3.45 acre) excluding the connecting roads.*
- ii). PARKING CAPACITY :- Total Capacity of Parking Zones at jagannath ballav parking place is 500 number of car.

28. General instructions regarding scope of work

- i). The Agency shall deploy all necessary manpower on its own cost at the parking place in the manner and as per the instructions of the JAGANNATH BALLAV ENDOWMENT.
- ii). The Agency shall ensure that all personnel are fully conversant with the premises and with the activities carried out at the jagannath ballav parking place Premises and its related manpower requirements.
- lii). The JAGANNATH BALLAV ENDOWMENT shall have the right to have any person removed who is considered to be undesirable or otherwise and similarly the Agency reserves the right to remove the personnel with prior permission of to the JAGANNATH BALLAV ENDOWMENT, emergencies, exempted.
- iv). The Agency shall provide detailed list of personnel, manager & nodal officer etc. who will be deployed at the project site along with name, address, and other contact details.
- v). The Agency shall cover its personnel for personal accident and/ or death while performing the duty.
- vi).The Agency shall exercise adequate supervision to ensure proper performance of services in accordance with the requirements.
- vii). The Agency shall issue identity cards / identification documents to all its employees who will be instructed by the Agency to display the same at all times. All the deployed personnel of the agency shall have to wear uniform.
- viii). The personnel of the Agency shall be subject to detailed direction and control of the Agency and in relation to manner and model of performance of duties, as agreed vide this agreement.
- ix). The personnel of the Agency shall not be the employees of the JAGANNATH BALLAV ENDOWMENT and they shall not claim any salary or allowances, compensation, damages or anything arising out of their employment/duty under this Contract. The Agency shall make them known about this position in writing before deployment under this agreement.
- x). The Agency shall also provide at its own cost all benefits statutory or otherwise to its employees and the Client shall not have any liability whatsoever on this account.
- xi). All the records such as vehicle registers, tokens, if any, etc. shall be handed over to the designated officer of JAGANNATH BALLAV ENDOWMENT, after the expiry of the License period. The Agency will write the time of entry and exit of the vehicle on the parking ticket and on the counterfoil. The counterfoils will be maintained by the contractor for the entire period of the contract and it will be produced as and when required by any authorized representative of JAGANNATH BALLAV ENDOWMENT.
- xii). The Agency shall utilize the license-hold premises only for the purpose(s) for which it has been allotted. Otherwise the license shall be liable for termination.
- xiii). No structure of permanent nature will be allowed to be constructed on the subject land allotted on license basis under any circumstances.
- xiv). JAGANNATH BALLAV ENDOWMENT will provide leveled land, electricity connection and water & sanitation facilities.

xv). The Agency shall be responsible for payment of any loss / damage to any property by any act / omission of its employees / staff. Necessary deduction will be made from its Performance Security Deposit if any such loss / damage have happened.

xvi). The Agency or any of its deputed personnel shall not charge any parking fees/charges from the vehicles belonging to the staff / employee of the JAGANNATH BALLAV ENDOWMENT on the basis of the Identity card issued by the Authorized official of the JAGANNATH BALLAV ENDOWMENT in this respect.

xvii). All the decisions, directives issued by the JAGANNATH BALLAV ENDOWMENT authority will be final & applicable.

xviii). *Activities mentioned hereunder are not exhaustive and the agency shall have to carry out the Operation & Regulation of Parking Zones as per the good industry practices and standard operating procedures.*

29. Development of parking area

Scope of work under *Development of parking area* includes but not limited to:

_ Proper earmarking of entry & exist gates in consultation with Officials of JAGANNATH BALLAV ENDOWMENT.

_ Maintain such boundary wall, pillars or fencing in good and proper condition during the said term and shall have to ensure that no other person or party encroach upon any portion of the land.

_ Marking of dedicated space for parking for respective class of vehicles in consultation with Officials of JAGANNATH BALLAV ENDOWMENT, Facility Management Agency & other agencies involved.

_adequate number of signage demarcating the entry,exit no parking area, reserved parking for differently abled, reserved parking for emergency vehicle etc.

_provision for adequate infrastructure such as movable barricades, bollards, within the parking premise for managing the traffic movement and flow. Provision of automatic boom barriers along with PoS/MPoS device at entry & exit.

_well surfaced parking area, preferably with M30 grade, 80mm thick interlocking concrete pavers laid on the minimum 50mm thick sand-bed. The pavers shall be laid in a way that the rain water drainage shall be directed towards the existing drainage along the roads.

_provision of the security cabin at the entry & exit for the staff, the branding of the same shall be as provided by the officials.

30. Deployment of Man-power (parking valets)

i)Scope of work under *Deployment of Man-power* to be termed as *parking valets* shall includes but not limited to:

_ Adequate man-power should be deployed for following functions but not limited to:

_ Managing entry & exist of vehicles at entry & exist gates respectively and managing vehicles in the parking area to avoid any congestions, hustles to the users.

_ Registering vehicles & maintaining necessary records recording the details such as but not limited to the Vehicle No., Entry / Exit date & time etc.

_ Providing tokens to the driver of the vehicle and receiving token from the driver at the time of exist.

_ Providing necessary information or direction for vehicle movement within the parking area.

_ Proper parking arrangement of different class of vehicles separately.

_ Providing security to vehicles during the contract period.

_ Manpower so provided shall work in shifts with a single shift no longer than 8 hrs at a stretch

ii) **Timing of shift for reporting of man power at the project site is as follows:**

1st Shift: 6AM to 2:00 PM

2nd shift 2:00pm to 10:00 pm

Night halt- 10:00 pm to 6 am

2.4 Other Activities

iii) Scope of work under *Other Activities* include but not limited to following:

- Ensuring that every vehicle is registered & properly checked & frisked.
- Ensuring that all vehicles are properly parked in a systematic manner.
- Ensuring that parked vehicles are not hindering the pedestrian walkways, Movement of utility vehicles etc.
- Wherever necessary co-ordinate and co-operate with the Facility Management Agency, security agencies and authorities.
- The agency shall undertake printing of the tickets/receipts/challan as per the design approved by the Sri Jagannath Ballav endowment officials. The parking ticket shall clearly mention the name of the parking place as “JAGANNATH BALLAV PARKING PLACE”, the day, date and timing in English. The ticket shall also clearly mention the duration of the parking & the amount charged.

B. GENERAL CONDITIONS OF CONTRACT (GCC)

1. Infrastructure Services provided to the agency by SRI JAGANNATH BALLAV ENDOWMENT

- i). A small rent free office space
- ii). Power & water for the usage of agency office without charging.
- iii). A central store room for keeping consumables / Tools etc.
- iv). Notice boards

2. Confidentiality

The Agency shall take all precautions not to disclose, divulge and/or disseminate to any third party any confidential information, proprietary information on the SRI JAGANNATH BALLAV ENDOWMENT's / Sri jajannath ballav parking place business or security arrangements (including but not limited to the Assignment Instructions, Schedules and other subsequent Agreements) and/or business of the SRI JAGANNATH BALLAV ENDOWMENT / Sri jajannath ballav parking place.

The obligation is not limited to any scope and the Contractor shall be held responsible in case of breach of the confidentiality of SRI JAGANNATH BALLAV ENDOWMENT's information.

If the Contractor receives enquiries from Press/News/Media/Radio/Television or other bodies/persons, the same shall be referred by the Contractor to SRI JAGANNATH BALLAV ENDOWMENT immediately on receipt of such queries.

3. Notice to Proceed

After the signing of agreement between SRI JAGANNATH BALLAV ENDOWMENT & the agency, SRI JAGANNATH BALLAV ENDOWMENT shall issue the Letter of commencement of work, to the Agency authorizing him to start the work. It is clarified that the agency shall have to sign the agreement within the prescribed time period mentioned in this bid document. Date of issue of Commencement letter shall be effective date for the start of the contract period.

The Agency is required to take possession of the site from the date of issue of Letter of Commencement. In case the Agency does not take possession of site, then the security deposit will be forfeited by SRI JAGANNATH BALLAV ENDOWMENT and no claim, compensation, or even correspondence will be entertained on this account.

4. Parking Charges

- i). Maximum parking charges that can be collected at the Sri jajannath ballav parking place is tabulated as below. The Agency is not entitled to collect parking charges in excess of the following:

Car and Bolero segment etc	Rs 30.00	Per 5 hour	ADDITIONAL AMOUNT (AS PER RESPECTIVE CATEGORY) SHALL BE COLLECTED FROM THE VEHICLES WHICH WILL PARK BEYOND 5 HOURS.
Force, Safari, Winger and such big commercial taxi segment.	Rs 60.00	Per 5 hour	
Mini Traveler and other such vehicles of similar specifications.	Rs 90.00	Per 5 hour	
Big Traveler & mini Bus segment	Rs 120.00	Per 5 hour	
Night halt for all segments of vehicle	Rs 50.00	From 10pm- 6AM	

- ii). The rates, charges and vehicular composition are subject to change/ revision upwards or downwards as per direction of the authorized Official of SRI JAGANNATH BALLAV ENDOWMENT.

- iii). The Agency shall not to seek any claim, damages, compensation or any other consideration whatsoever, on account of upward or downward revision of parking charges by the licensor.
- iv). The Agency will at all times display the rates and timing of parking at a prominent location at the entry of the parking sites.
- v). The Agency will also enter the number of the vehicle and time of entry in the parking ticket and also in the stub maintained by him / her / themselves.

5. Agency's Obligations

i). The Agency shall provide services at Sri Jajannath Ballav parking place premises as per Schedule of Work/ Requirements which may be amended from time to time by the SRI JAGANNATH BALLAV ENDOWMENT during the Contractual period and it shall always form part and parcel of the Contract. The Agency shall abide by such assignments, instructions as provided by the SRI JAGANNATH BALLAV ENDOWMENT from time to time.

ii). The Agency shall provide services through its uniformed and trained personnel for the performance of its services hereunder and these personnel deployed shall be employees of the Agency and the SRI JAGANNATH BALLAV ENDOWMENT shall not in any manner be liable.

All statutory liabilities to the deployed personnel shall be paid by the Agency.

iii). The SRI JAGANNATH BALLAV ENDOWMENT shall have the right, within reason, to have any personnel removed who is considered to be undesirable or otherwise and similarly the Agency reserves the right to remove the any personnel with prior intimation to the SRI JAGANNATH BALLAV ENDOWMENT, emergencies, exempted.

iv). The Agency shall cover its personnel for personal accident and death whilst performing the duty and the SRI JAGANNATH BALLAV ENDOWMENT shall own no liability and obligation in this regard.

v). The Agency shall exercise adequate supervision to reasonably ensure proper performance of Services in accordance with requirement of this contract.

vi) Provision for adequate infrastructure such as movable barricades, bollards, within the parking premise for managing the traffic movement and flow. Provision of automatic boom barriers along with PoS/MPoS device at entry & exit.

vii). All necessary reports and other information shall be supplied immediately as required and regular meetings will be held with the SRI JAGANNATH BALLAV ENDOWMENT.

viii). The Agency shall not employ following persons on work.

- Any minor person (Child labour)
- Any person having age of more than 58 years
- Any pregnant woman
- Any person with criminal background
- Any person who is not a citizen of India

6. Agency's Liability

i). The Agency shall completely indemnify and hold harmless the SRI JAGANNATH BALLAV ENDOWMENT and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by the Agency or any of its employees engaged in the provision of the services to the SRI JAGANNATH BALLAV ENDOWMENT parking place.

ii). The Agency shall not be liable in anyway whatsoever and the SRI JAGANNATH BALLAV ENDOWMENT hereby expressly waives any right to, any loss, injury, damage, cost or expense of whatsoever nature directly or indirectly:

- Caused by, resulting from or in connection with any Act of Terrorism or any Biological or Chemical Contamination or any Nuclear Risks;
- Consisting of, caused by, resulting from or in connection with any loss, damage, destruction, distortion, erasure, corruption or alteration of Electronic Data from any cause whatsoever (including but not

limited to Computer Virus) unless such loss, damage, destruction, distortion, erasure, corruption or alteration of Electronic Data was due to the negligence or default of the Agency or any of its employees engaged in the provision of manpower Services to the SRI JAGANNATH BALLAV ENDOWMENT.

iii). The bidder shall not assign, transfer or subcontract any of its rights and duties under the contract except as provided without the prior approval of the SRI JAGANNATH BALLAV ENDOWMENT.

7. SRI JAGANNATH BALLAV ENDOWMENT's Obligations

i). Except as expressly otherwise provided, the SRI JAGANNATH BALLAV ENDOWMENT shall, at its own expense, provide timely all the required facilities at the location(s) where the Services are to be provided required enabling Agency's employees to carry out the Services.

ii).The SRI JAGANNATH BALLAV ENDOWMENT shall comply with and fulfill the recommendations (if any), if deemed necessary by the SRI JAGANNATH BALLAV ENDOWMENT, made in writing by the Agency in connection with the performance of the Services. The SRI JAGANNATH BALLAV ENDOWMENT shall notify the Agency of any dishonest, wrongful or negligent acts or omissions of the Agency's employees or agents in connection with the Services as soon as possible after the SRI JAGANNATH BALLAV ENDOWMENT becomes aware of them.

iii).The SRI JAGANNATH BALLAV ENDOWMENT shall not be under any obligation for providing empanelment to any of the personnel of the Agency after the expiry of the contract. The SRI JAGANNATH BALLAV ENDOWMENT does not recognize any employee employers relationship with any of the workers of the Agency.

8 .Validity of Contract

The contract, if awarded, shall be for a period of six months from the date of issue of commencement letter subject to continuous satisfactory performance. In case of breach of Contract or in the event of not fulfilling the minimum requirements / statutory requirements, the SRI JAGANNATH BALLAV ENDOWMENT shall have the right to terminate the contract by giving a notice of 30 days in addition to forfeiting the Performance security amount deposited by the Agency and initiating Administrative actions for black listing etc. solely at the discretion of the competent authority of SRI JAGANNATH BALLAV ENDOWMENT.

9. Payments

THE AGENCY/SUCCESSFUL BIDDER HAVE TO PAY OFFER PRICE IN ADVANCE IN A SINGLE INSTALLMENT, ONLY AFTER RECEIVING THE FULL OFFERED AMOUNT IN SPECIFIED TIME, LETTER OF COMMENCEMENT OF OPERATION WILL BE ISSUED TO THE SUCCESSFUL BIDDER. THE OFFER PRICE SHOULD BE DEPOSITED IN FAVOUR OF EXECUTIVE OFFICER SRI JAGANNATH BALLAV ENDOWMENT IN AC NO-12590100004500 IOB PURI THROUGH DD/NEFT/RTGS.

10. Recovery of Cost

i). In case Company is required to make alternate arrangements in emergencies, due to dissatisfaction of the services provided by the Agency on any occasion, the entire cost of such services obtained on that occasion by the SRI JAGANNATH BALLAV ENDOWMENT shall be fully recovered from the Agency's Security Deposit plus service charge of 10%.

ii). The cost of any equipment, any item belonging to the SRI JAGANNATH BALLAV ENDOWMENT broken/damaged by the staff of the Agency (except due to normal wear and tear) will be recovered from the Agency's Security Deposit. The extent and cost or damage will be as decided by the SRI JAGANNATH BALLAV ENDOWMENT, which shall be final.

11. Penalty

1. Being major tourist attraction, highest reliable services is required to be maintained, if some system disruption is observed a penalty of Rs. 3,000/- per case or incident of system disruption may be imposed subject to maximum limit of 25,000 per month.
2. Agency will accept penalty clause only in case of negligence attributable to the Regulation personnel at site on mutual consent and not for any other reason.

12. Force Majeure

i). Force Majeure Event shall mean any event or circumstance or combination of events and circumstances set out hereunder or the consequence(s) thereof which materially and adversely affect the Party claiming force majeure (“Affected Party”) from performing its obligations in whole or in part under this contract.

- _ Acts of God, storm, cyclone, hurricane, flood, landslide, volcanic eruption, or fire (to the extent originating from a source external to the Project) affecting the construction of the Project.
- _ Radioactive contamination, ionizing radiation.
- _ Epidemic, famine
- _ Strikes, boycotts or other forms of labour unrest interrupting supplies and services (excluding strikes or boycotts by employees, agents or representatives of an Affected Party, or its contractor or attributable to any act or omission of any of them)
- _ Any failure or delay in performance by the Contractor, but only to the extent caused by another Force Majeure Event.
- _ Late delivery of machinery, equipment, material, spare parts or consumables for the project but only to the extent caused by another Force Majeure Event.
- _ An act of war (whether declared or undeclared), invasion, armed conflict, or act of foreign enemy, blockade, embargo, revolution, riot, rebellion, insurrection, terrorist or military action, nuclear blast/ explosion, politically motivated sabotage or civil commotion.

ii). *Notice of Force Majeure Event:*

The Affected Party shall give notice to the other Party in writing of the occurrence of any of the Force Majeure Event (“the Notice”) as soon as the same arises or as soon as reasonably practicable and in any event within 7 (seven) days of its occurrence and the adverse effect it has or is likely to have on the performance of its obligations under this contract.

The Notice shall inter-alia include full particulars of:

- _ the nature, time of occurrence and extent of the Force Majeure Event with evidence in respect thereof;
- _ the duration or estimated duration and the effect or probable effect which such Force majeure Event has or will have on the Affected Party’s ability to perform its obligations or any of them under this contract;
- _ the measures which the Affected Party has taken or proposes to take, to alleviate the impact of the Force Majeure Event or to mitigate the damage; and
- _ any other relevant information.

So long as the Affected Party continues to claim to be affected by a Force Majeure Event, it shall provide the other Party with written reports containing the information called for and any such information as the other party may reasonably request.

iii). *Period of Force Majeure*

Period of force majeure shall mean the period from the time of occurrence specified in the notice given by the Affected Party in respect of the Force Majeure Event until the earlier of:

- _ expiry of the period during which the Affected Party is excused from performance of its obligations.
- _ termination of the contract.

iv). *Performance Excused*

The Affected party, to the extent rendered unable to perform its obligations under this contract as a consequence of the Force Majeure Event shall be excused from performance of its obligations provided that the excuse from performance shall be of no greater scope and of no longer duration than is reasonably warranted by the Force Majeure Event. Provided further, nothing contained herein shall absolve the Affected Party from any payment obligations accrued prior to the occurrence of the underlying Force Majeure Event.

v). *Resumption of Performance*

During the Period of Force Majeure, the Affected Party shall in consultation with the other Party, make all reasonable efforts to limit or mitigate the effects of the Force Majeure Event on the performance of its obligations under this contract. The Affected party shall also make efforts to resume performance of its obligations under this contract as soon as possible and upon resumption shall notify the other Party of the same in writing. The other party shall afford all reasonable assistance to the Affected Party in this regard.

vi). *Costs, Revised Time Table:*

- _ Each party shall bear its costs, if any, incurred as a consequence of the Force Majeure Event.
- _ The Affected party shall be granted by the other Party, extension of time specified in this contract for the performance of any obligation by such period not exceeding the period during which the relative performance was affected by the Force Majeure Event.

vii). *Termination Due to Force Majeure Event*

If the period of Force majeure continues or is in the reasonable judgment of the Parties is likely to continue beyond a period of 180 days, the Parties may mutually decide to terminate this contract or continue this contract on mutually agreed revised terms.

13. Termination

This Contract may be terminated forthwith by either party by giving written notice of 30 days to the other if:

- i). The other party is in material breach of its obligations under this Agreement and/or, in the case of such breach escapable of being remedied, fails to remedy that breach within thirty days of receiving notice of such breach;or
- ii). In case of breach of any of terms and conditions of the Contract by the Agency, the Competent Authority of the SRI JAGANNATH BALLAV ENDOWMENT shall have the right to cancel the Contract without assigning any reason thereof, and nothing will be payable by the SRI JAGANNATH BALLAV ENDOWMENT and in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited and encashed.
- lii). The Agency does not provide services satisfactorily as per the requirements of the SRI JAGANNATH BALLAV ENDOWMENT or / and as per the terms and conditions of contract. In that case nothing will be payable by the SRI JAGANNATH BALLAV ENDOWMENT and in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited and encashed.
- iv). The Agency goes bankrupt and becomes insolvent.
- v). Notwithstanding anything mentioned herein above, if the contract is terminated due to following acts of the agency, the agency shall not be entitled to any claim, damages, compensation or any other consideration whatsoever:

- _ The agency is charging over and above the rates stipulated in the terms and conditions prescribed herein and modified from time to time
- _ any misuse of the premises for other than parking usage
- _ any criminal activity is carried out or allowed to be carried out from the said licensed parking spaces as may be determined solely by the authorized representative of SRI JAGANNATH BALLAV ENDOWMENT.
- _ Deployment of child labour, pregnant woman, person having age more than 58 years & person with criminal background.

14. Disclaimer

The relatives / near relatives of employees of the SRI JAGANNATH BALLAV ENDOWMENT are prohibited from participation in this bid.

15. Insolvency

The competent authority of the SRI JAGANNATH BALLAV ENDOWMENT may at any time by notice in writing summarily terminate the contract without compensation to the Agency in any of the following events, that is to say:-

If the Agency being an individual or if firm, any partner in the Agency's firm, of if JV / consortium, any member of JV / consortium, shall at any time be adjudged insolvent or shall have a receiving order or orders for administration of his estate made against him or shall take any proceedings for liquidation or composition under any insolvency not for the time being in force or shall make any convenience or assignment of his efforts or enter into any arrangements or composition with his creditors or suspend payment of if the firm be dissolved under partnership act, or

i) If the Agency being a company shall pass a resolution or the court shall make an order for the liquidation of the affairs or a receiver of Manager on behalf of the debenture holder shall be appointed or circumstances shall have arisen which entitled the court or debenture holders to appoint a receiver or Manager.

ii) If the Agency commits any breach of this contract not herein specifically proved for : Provided always that such determination shall not prejudice any right of action or remedy which shall have accrued or shall accrue thereafter to the purchaser and provided also that the Agency shall be liable to pay the purchaser for any extra expenditure, he is thereby put to but shall not be entitled to any gain on repurchased.

16 .Indemnification

The successful bidder is solely liable to fully indemnify and keep SRI JAGANNATH BALLAV ENDOWMENT Indemnified against all losses/penalties/awards/decrees arising out of litigation/claims/application initiated against the SRI JAGANNATH BALLAV ENDOWMENT on account of acts of Omission/commission attributable to the Agency and which are punishable under the provisions of various Central Labor and Employment Acts including the following Acts as amended from time to time. SRI JAGANNATH BALLAV ENDOWMENT shall be vested with sole discretion to determine damages/ loss suffered on account of above from the dues payable from security deposit as performance Guarantee or from either the personal property of bidder or property owned by his firm/company by way of initiating suitable legal litigation against the Agency at any point of time.

17 The Agency shall maintain a personal file in respect of all the staff who is deployed in Sri Jagannath Ballav parking place premises. The personal file shall invariably consist of personal details such as name, address, date of birth, sex, residential address (Temporary/Permanent) and all grievances recorded by the staff vis-à-vis action taken etc.

SUBMITTAL 1
Letter of Application

(To be submitted and signed by the Bidder/authorized signatory on bidder's letterhead)

From
Name of bidder:

Date:

To,
The Executive Officer
Sri Jagannath Ballav Endowment , Puri

Name of the Work: ENGAGEMENT OF AGENCY FOR OPERATION OF SRI JAGANNATH BALLAV PARKING PLACE PURI

Dear Sir,

1. Being duly authorized to represent and act for and on behalf of (herein the Bidder), and having studied and fully understood all the information provided in the bid document, the undersigned hereby apply as a bidder for "ENGAGEMENT OF AGENCY FOR OPERATION OF SRI JAGANNATH BALLAV PARKING PLACE PURI", according to the terms & conditions mentioned in Bid Document issued by SRI JAGANNATH BALLAV ENDOWMENT.

2. Our Bid proposal is as per the requisite format/s along with the supporting documents, duly filled and **signed on each page** is/are enclosed in separate sealed envelopes as specified.

3. The Earnest Money Deposit & Tender fee is enclosed in the Envelope No-1.

4. We are offering Rs _____ (in words) _____ only excluding GST, Cess & other taxes towards operation SRI JAGANNATH BALLAV PARKING PLACE for a period of SIX months.

5. SRI JAGANNATH BALLAV ENDOWMENT and its authorized representatives are hereby authorized to conduct any inquiries / investigation to verify the statements, documents and information submitted in connection with the application and to seek clarification from our banker regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative of any institution referred to the supporting information, to provide such information deemed necessary and requested by your selves to verify statements and information provided in the application or with regard to the resources, experience and competence of the Bidder.

6. SRI JAGANNATH BALLAV ENDOWMENT and its authorized representatives may contact the following persons for any further information:

Name of the person (s): Address:

Phone: e-mail:

7. This application is made with full understanding that:

a. Bids will be subject to verification of all information submitted at the time of Tendering.

b. SRI JAGANNATH BALLAV ENDOWMENT reserves the right to reject or accept any bid, cancel the bidding process, and / or reject all bids.

c. SRI JAGANNATH BALLAV ENDOWMENT shall not be liable for any of the above actions and shall be under no obligation to inform the Bidder of the same.

8. We, the undersigned declare the statements made, and the information provided in the duly completed application forms enclosed, are complete, true and correct in every detail.

9. We hereby confirm that we have read, understood and accepted all the detailed terms and conditions of this tender and project related information as required for the tender. We have also visited the project site where the services are to be provided for the assessment and have made our own due diligence and assessment regarding the project/work.

10. We agree to keep our offer valid for forty five (45) days from the date of submission of bids thereof and not to make any modifications in its terms and conditions, which are not acceptable to the SRI-JAGANNATH BALLAV ENDOWMENT. Should this bid proposal be accepted, we hereby agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents.

10. This application is made with the full understanding that the validity of bids submitted by us will be subject to verification of all information, terms and conditions submitted at the time of bidding and its final acceptance by SRI JAGANNATH BALLAV ENDOWMENT.

We agree that, without prejudice to any other right or remedy, SRI JAGANNATH BALLAV ENDOWMENT shall be at liberty to forfeit the said EMD absolutely.

Authorized signatory

Name& Designation

Seal of Bidder

Place:

Encl:

1. The EMD/s of Rs.5,00,000/- (Rupees Five Lakh only) in the form of Demand Draft/Pay Order bearing No. _____ drawn upon _____ (bank) dated _____.
2. Power Of Attorney for Signing of Application Board resolution authorizing the signatory (Suggested Format at Annexure-1).
3. The bidder needs to submit an affidavit (format given in Annexure-2)
4. Relevant Submittals / information as per the given Formats& other requirements of Bid document, (refer paragraph-16, Page-4).

SUBMITTAL-2**Structure and Organization**

1	Name and address of Firm	
2	Description of the Bidder	
3	Experience (Brief details in line with eligibility criteria)	
4	Names and details of associated companies (Parent/ Subsidiary/ Other) to be involved in the project	
5	Names and Principals who will sign documents on behalf of the company	

Enclosures

1. Documents certifying Bidders legal status
2. Certificate of incorporation / Partnership deed / registration details
3. Power of Attorney in favour of the Authorized signatory
4. Latest Company brochures, if any

Authorized signatory

Name& Designation

Seal of Bidder

Place:

SUBMITTAL-3
FINANCIAL STATEMENT

Summary of assets and liabilities on the basis of the audited financial statements for the last five financial years

Name of the Bidder:

Figures in Rs. Lacs

Sl no	Description	2014-15	2015-16	2016-17	2017-18	2018-19
1	Total asset					
2	Total Liabilities					
3	Net Worth					
4	Annual Turnover					
5	Depreciation					
6	Profit before Taxes					
7	Profit after Taxes (PAT)					

Note:

1. Attach copies of audited financial statements of the last five financial years.
2. Information provided in the format must be based on the audited financial statements and the above formats must be signed by Chartered Accountants.

Authorized signatory

Name & Designation

Seal of Bidder

Place:

ANNEXURE 1
Format for Power Of Attorney for Signing Of Application
(On the Non Judicial Stamp paper of requisite amount)

KNOW ALL MEN by these presents that we,[name of the Company], a company incorporated under the Companies Act 1956, having its Registered Office at[Address of the Company] (hereinafter referred to as "Company"):

WHEREAS in response to the Bid Document for the Project (Engagement of agency for operation of Sri Jagganath Ballav Parking Place, Puri), the Company is submitting a Bid to SRI JAGANNATH BALLAV ENDOWMENT and is desirous of appointing an Attorney for the purpose thereof.

Know all men by these presents, we (name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms..... (name and residential address) who is presently employed with us and holding the position ofas our true & lawful attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the Project (Engagement of agency for operation of Sri Jagganath Ballav Parking Place, Puri), that is to say:

To act as the Company's official representative for submitting the Bids for the said project and other relevant documents in connection therewith;

To sign all papers for pre-qualification, all bids, offers, Project documents, necessary documents, papers, applications, representations and correspondence necessary and proper for the purpose aforesaid;

To sign & submit tender documents, receive and make inquiries, make the necessary corrections and clarifications to the Project documents, as may be necessary;

To sign and execute contracts relating to the Project, including variation and modification thereto;

To do all such acts deeds and things in the name and on behalf of the Company as necessary for the purpose aforesaid.

We hereby agree to ratify & confirm all acts, deeds and things lawfully done or caused to be done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall always be deemed to have been done by us.

<p>The common seal of [name of the company] was here unto affixed pursuant to a resolution passed at the meeting of Committee of Directors held on --- --Day of -----, 20--- in the presence of [name & designation of the person] and countersigned by [name & designation of the person] of the Company of [name of the company]</p>	<p>----- [name & designation of the person]</p>
--	--

Accepted
(Signature) (Name, Title and address) of the Attorney

In the presence of :

Witness 1.

Signature

Name

Address

Witness 2.

Signature

Name

Address

Note: The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, lay down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

ANNEXURE 2
(Affidavit)

(To be given separately by the Bidder on Stamp Paper of requisite amount)

I, S/o resident of, the(insert designation) of the(insert name of the bidder), do solemnly affirm and state as follows :

1. I say that I am the authorised signatory of (insert name of company) (hereinafter referred to as “Bidder”) and I am duly authorised by the Board of Directors of the Bidder to swear and depose this Affidavit on behalf of the bidder.

2. I say that I have submitted information with respect to our bid for Engagement of Agency for Operation of SRI JAGANNATH BALAV PARKING PLACE for SRI JAGANNATH BALLAV ENDOWMENT and I further state that all the information submitted by us is accurate, true and correct and is based on our records available with us.

3. I say that, we hereby also authorize and request any bank, authority, person or firm to furnish any information, which may be requested by SRI JAGANNATH BALLAV ENDOWMENT to verify our credentials/information provided by us under this tender and as may be deemed necessary by SRI JAGANNATH BALLAV ENDOWMENT.

4. I say that if any point of time including the contract period, in case SRI JAGANNATH BALLAV ENDOWMENT requests any further/additional relevant information, we shall promptly and immediately make available such information accurately and correctly to the satisfaction of SRI JAGANNATH BALLAV ENDOWMENT.

5. I say that, we fully acknowledge and understand that furnishing of any false or misleading information by us in our tender/bid shall entitle us to be disqualified from the tendering process for the said project. The costs and risks for such disqualification shall be entirely borne by us.

6. I state that all the terms and conditions of the tender document have been understood, accepted & duly complied with.

DEPONENT

VERIFICATION:-

I, the above named deponent, do verify that the contents of paragraphs 1 to 6 of this affidavit are true and correct to my knowledge. No part of it is false and nothing material has been concealed. Verified at, on this day of.....,2020.

DEPONENT