

# SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA

## TENDER NOTICE

No: 62058/1/15-Admn.

Date: 19.09.2016

### Tender for Fishing rights in two water bodies (approx 72,100 Sq ft) of this Institute

#### General Terms & Conditions

1. Tenders are invited for Fishing rights in the two water bodies (approx 72,100 Sq ft) of the Institute for a period of 3 (three) years on yearly license basis.
2. Tender forms are obtainable on any working day between 10 AM to 5 PM from 09.11.2015 to 28.11.2015 from this Institute on payment of Rs.1,00/- (Rupees One hundred) only, by cash. Those who will download the same, will require to deposit the cost of Tender Form i.e. Rs. 100/- only in the form of demand draft at the time of depositing the quotation.
3. Tenders in sealed cover with superscription "Tender for Fishing Right" will be received in the designated Box up to 2 PM 30.09.2016 in the Institute.  
Technical Bid will be opened 30.09.2016 at 3 PM and Price Bid will be opened on tentatively on 05.08.2016 (after evaluation of the Techno commercial Bid).
4. The tenderer is required to deposit an amount of **Rs.5,000/- (Rupees Five Thousand) only as 'Earnest Money Deposit' (EMD)** along with quotation and it has to be deposited through Demand Draft payable in the name of the "**Satyajit Ray Film & Television Institute, Kolkata**". The tender un-accompanied with Earnest Money shall be summarily rejected. After completion of selection process, EMD will be refunded to the unsuccessful bidders without any interest thereof.
5. The successful tenderer will be intimated in due course for depositing the full amount of one year's license fee and **'Security Deposit' 5% of the tender value** within 15 (fifteen) days, to this Institute failing which the amount of EMD deposited by the tenderer will be liable to be forfeited and the tender will be rejected without assigning any reason.
6. In case of successful bidder, Earnest Money deposited with the tender will be kept by this Institute along with security deposit (SD). SD & EMD will stand forfeited in case the contractor does not take up the work or leaves the work during the contract period without assigning any reason. After completion of contract period satisfactorily, Security Deposit & EMD will be refunded to the tenderer without any interest thereof subject to the following conditions:
  - a) After deducting the amount from the Security Deposit, which may fall due towards any claim for loss or for whatsoever reasons felt necessary by SRFTI.
  - b) The contractor shall have to apply for the refund of Security Money along with Original Money Receipt issued against Security Deposit.
  - c) Before releasing the Security Deposit, the contractor shall also have to submit a certificate to the effect that they have no claim(s) against SRFTI under this contract in the following format :

"I/We hereby certify that there are no claims against SRFTI under contract No.....for the job....."

7. The tender form is not transferable.

8. The tender should remain valid for a period of 120 days from the date of opening of the same.

9. The tenderer will not be permitted to resale tender document issued from the Institute or modified the terms & conditions thereof in a manner not acceptable to the Institute's Administration and in case of non-observance of the above instruction by the tenderer, the amount of deposited EMD & SD as applicable, will be forfeited.

**10. Manner of submission of tender:**

The tender must be submitted in sealed covers superscribed "**Tender for Leasing of two water bodies of SRFTI**" and put in the Tender Box located at the Administration Block of SRFTI by 2 Pm on 30.09.2016. The manner of submission of tenders shall be as detailed below:

i) The tender must be submitted in two parts, all under separate sealed covers duly superscribed "**Techno-commercial Bid**" & "**Price Bid**" and all the sealed covers should be kept within the main sealed cover superscribed "**Tender for Leasing for two water bodies of SRFTI**".

ii) The sealed cover superscribed "**Techno-commercial Bid**" should contain the documents as mentioned at Clause No. 17.

iii) The sealed cover super scribed "**Price Bid**" should contain only the Rate Schedule duly filled in.

**11. Evaluation criteria of the price bids:**

i) Tenders will be evaluated on the basis of the total yearly rate (excluding taxes) offered by the tenderer for **Leasing out of two water bodies of SRFTI**.

ii) The highest tenderer will be the firm for which the total financial implication of SRFTI as per the aforesaid criteria would be the highest.

iii) The successful Tenderer will be notified through "Acceptance Letter" that their offer has been accepted and the basis on which the same has been accepted. The "Acceptance Letter" will constitute the formation of a contract until the contract has been affected pursuant to "General Instructions to Tenderers".

**Registrar**

## SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA

**Sl. No.**

Issued to \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

To  
 The Registrar  
 SRFTI  
 Kolkata – 700 094

Sub: Tender for the contract for rights for Fishing in the water bodies of  
 for the period of 03 (three) years on yearly/License basis

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1. I/We hereby tender for Fishing Rights at the water bodies as notified at the Tender Notice dated \_\_\_\_\_ in accordance with the terms & conditions of this contract and agreed to abide by item.
  2. I/We have read all terms & conditions of this contract and agreed to abide by Item.
  3. I/We have verified & satisfied regarding position of the water bodies, as mentioned above.
  4. I/We shall pay the Institute the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) as License fee per year for the Fishing Rights for the above mentioned water bodies for a period of 3 (three) years.
  5. I/We enclose herewith Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_ on Bank \_\_\_\_\_ for Rs. \_\_\_\_\_ issued in favour of “Satyajit Ray Film & Television Institute, Kolkata” towards Earnest Money.
  6. The full value of Earnest Money & Security deposit shall stand/be stand forfeited without prejudice to any other rights and remedies, if
    - (a) I/We do not execute the contract documents/agreement within 07 (seven) days after receipt of acceptance letter issued by SRFTI.
    - (b) I/We do not deposit the annual license fee & SD within the stipulated period of 15 days from the date of issuance of intimation letter.

Date:

Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Signature of Tenderer(s)**

## **SATYAJIT RAY FILM & TELEVISION INSTITUTE, KOLKATA**

### **Special Terms and conditions of license for Fishing Rights in Two Water-bodies**

- 1. No permission will be granted until the full amount of license Fee and security deposit are deposited.**
2. The Institute will not undertake to prevent the fishes being stolen, if any.
3. In case any portion of the water bodies is required by Institute for any purpose, the licensee will be called up to vacate the same at 1 (one) months' notice and the decision of Director, SRFTI will be final and binding on the licensee.
4. The licensee shall take possession of the water bodies for enjoying fishing rights and at the time of work, the men will carry the identity proof given by the Licensee, with them and produce the same on demand by the security on duty specially authorized for the purpose.
5. The Institute will not to be responsible for any damage and other accident or removing of any license article by unauthorized persons nor they will be liable for any claim or compensation.
6. In the license for Fishing Rights, draggle or procedure likely to fuel water or render it muddy and unfit for drinking purpose will not be permitted. All fishing operations must be carried out from the bank or from a boat without spoiling the water.
7. The successful tenderer would be intimated in due course and shall have to deposit the full amount of one year's license fee and Security Deposit. On receipt of acceptance letter, the successful tenderer will also have to sign the agreement within 7 (seven) days. In the event of his failure to do so, the amount of Earnest Money deposited shall be forfeited and the tender submitted by the tenderer will be treated as cancelled. The License Fee is to be deposited at the starting of each year by the licensee.
8. In the event of Institute employees being detected fishing etc. redressal must be sought through the Administration.
9. The licensee is responsible to see that they maintain the view of all area of license and clear the jungles for safety.
10. (i)The licensee will not be allowed to pump out water from the tanks and to drive it up without permission of the Institute Administration. However, in case of fire or other emergencies the Institute can use the water from any water bodies.  
(ii)The licensee will not be allowed to make any blockage on the banks of the lake and tanks to obstruct the drainage and sewerage, if any.
11. The licensee should be bound to handover Tank/lake to the Institute on expiry of license period.
12. All pages of the tender documents must be signed by the tenderer / tenderers at the bottom of each pages otherwise the offer is liable to be rejected no detachment of any part of the tender document is permitted / allowed.

13. The rate should be filled in in legible ink (in figure as well as in words). A tender containing any addition or alteration in the tender documents or any overwriting is liable to be declared invalid unless countersigned by the tenderers.
14. The licensee shall not assign/sublet or transfer the privilege and license of the water bodies as mentioned in the tender or any part thereof or to allow any person to become interested therein in any manner whatsoever. Any breach of this condition shall be entitled the Institute to rescind the contract and also tender the license liable for payment in respect of any rules or damage arising or ensuring from such correction.
15. If the tenderer is a partnership firm, an attested copy of the partnership deed must also accompanied with the tender form. The Institute administration reserves the right to call or the original partnership deed for verification.
16. Tenderers are requested to submit along with their tender the following documents and technical details.
  - a) Earnest money.
  - b) Attested copies of articles of association and memorandum of association in case of registered firms/Co-operative Societies, wherever applicable.
  - c) In case of partnership firms copy of partnership deed.
  - d) Self-attested copy regarding proof of residence / Office should be submitted in any of the form of Ration Card / Voter Identity Card / Telephone Bill / Electricity Bill / Pan Card.
  - e) Signed and stamp copy of the Tender document.
17. Netting for fishing purpose in the Institute water body is permitted from **4 AM to 4 PM** providing documentary proof of license is available during fishing.
18. The licensee shall not erect structure of any kind whatsoever in the said area adjacent to water bodies without prior permission in writing of the Institute.
19. All claims, demands, suits, losses, damages, costs, charges & expenses whatsoever which the administration may sustain or incur by reason or in consequence of any injury to any person or to the any property resulting directly or indirectly by reason of or inconsequence of the non-observation or non-compliance on the part of the license of any terms & conditions for any rules & regulations for bye laws as may time to time to be made by or on behalf of the administration or by on behalf of any local authority in relation thereto and subject to the condition therein contained shall be made good by the tenderer.
20. Tenderer / tenderers may inspect the site, i.e. lake / tank before purchasing / dropping of the tender paper.
21. The administration will not be responsible for ignorance of implication of the details mentioned in para – 1 to 22 above which must be carefully read and understood by the party before tendering.
22. Breach of any of the above condition will render the license liable to termination with or without notice and the money deposited confiscated.

**Registrar**  
**SRFTI, Kolkata**

## PRICE BID

Ref. No.: 62058/1/15- Admn./

**SATYAJIT RAY FILM & TELEVISION INSTITUTE**

**TENDER FOR LEASING OUT OF TWO WATER BODIES OF SRFTI**

**LAST DATE FOR SUBMISSION: .....2016**

**TO BE SUBMITTED SEPARATELY IN A SEALED ENVELOP AS PER INSTRUCTIONS UNDER GENERAL TERMS & CONDITIONS OF THE TENDER DOCUMENTS AT CLAUSE NO. 10**

1	NAME OF THE FIRM/AGENCY:		
2	ADDRESS OF THE FIRM/AGENCY		
		TEL:	FAX:
		E-MAIL :	
		<b>Quoted yearly rate (excluding Taxes) to be indicated digit as well as in words.</b>	
	Rate for the 1 <sup>st</sup> year		
	Rate for the 2 <sup>nd</sup> year		
	Rate for the 3 <sup>rd</sup> year		
	Grand Total:		

Signature & Seal of the firm

SRFTI's Tender No.62058/01/2015-Admn./

dated 19.09.2016

**TENDER FORM FOR LEASING OUT OF TWO WATER BODIES OF SRFTI****TECHNO - COMMERCIAL BID**

1.	NAME OF THE AGENCY (In Block Letters)			
2.	OFFICIAL ADDRESS (In Block Letters)			
	TEL:		FAX:	
3.	NATURE OF THE AGENCY (Tick Appropriate Box)			
	<input type="checkbox"/> PRIVATE LIMITED <input type="checkbox"/> PROPRIETORSHIP <input type="checkbox"/> OTHERS			
4.	NO. OF YEARS IN OPERATION			
	(Documentary Proof to be produced on demand)			
5.	EXPERIENCE IN RELATED FIELD DURING LAST FIVE YEARS :			
	SN	NAME & ADDRESS OF THE ORGANISATION	LOCATION OF OPERATION	PERIOD OF CONTRACT
	(a)			
	(b)			
	(c)			
6.	ANY OTHER INFORMATION			

Certified that the above information furnished is true to the best of our knowledge and belief.

Date:

Signature of the Authorized Signatory with Seal

**Appendix – II****Declaration**

I, Shri/Smt. ...., son/  
 daughter of Shri ....., proprietor/  
 Partner/ authorized signatory of  
 M/s..... of  
 ..... do hereby Undertake  
 that I/we shall abide by the terms and conditions as laid down in the Tender  
 Documents bearing Tender No. 62058/01/2015-Admn. dated 19.09.2016 in  
 connection with providing security personnel in SATYAJIT RAY FILM &  
 TELEVISION INSTITUTE, E.M. Bypass Road, Panchasayar, Kolkata – 700094.

(Full Signature)