OFFICE OF THE EXECUTIVE OFFICER
DIGHA SANKARPUR DEVELOPMENT AUTHORITY
(A Statutory Authority under Government of West Bengal)
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NOTICE INVITING TENDER/NIQ/EOI/RFP NO. : 017/DSDA/ OF 2025-2026

Online EOI for selection of licensee for operation and maintenance of "Sanjojan" & "Chayanot" Tourist establishment at Old Digha under DSDA

Digha Sankarpur Development Authority, under the Department of Urban Development & Municipal Affairs, Govt. of West Bengal, invites online EOI for selection of licensee for operation and maintenance of "Sanjojan" & "Chayanot" Tourist establishment at Old Digha under DSDA as described in the Schedule below, from the intending applicants for specific purposes as stated therein. Any change in establishment use pattern other than those so specified will not be allowed. The license will be granted **"as is, where is" basis.**

Background :

The Digha Area is one of the most popular destinations in the State. The region has attracted over 70 thousand tourists per day and is showing a growing trend. The Government of West Bengal aims at developing Digha as a World Class Leisure and Week End Destination and is in the process of taking up several projects in the region. In order to boost tourism activity at Digha, DSDA for the facilitation of public/Tourists invites online EOI for the license of "Sanjojan" & "Chayanot" Tourist establishment at Old Digha under DSDA.

Brief scope of work and services :

DSDA would like to offer the selected Agencies/concerns/Individuals a suitable site for operation and maintenance of "Sanjojan" & "Chayanot" Tourist establishment at Old Digha under DSDA. The license of the said establishment will initially be for a period of 01(One) year which may be renewed per year upto 20 (Twenty) years of subject to satisfactory performance of the licensee alongwith regular payment of license premium in advance.

Salient Features are as under :

1.	Location of Establishment	:	"SANJOJAN" & "CHAYANOT" Tourist Establishment situated within Campus of Aparajita Cottage Complex at Old Digha, Mouza – Paschim Gadadharpur, J.L. No. 78, R.S. Plot No. 2340(P), 2362(P), 2364(P), 2543(P) in the district of Purba Medinipur.
	Google Map Link	:	**https://maps.app.goo.gl/d9KxqcFFjWcsnD8U7**

2.	Details of the premises proposed to be given on license basis	:	Present Room Capacity of the Tourist Establishment. **SANGJOJAN** **No. of Rooms** — **Accommodation Capacity** 02 nos. — 10 Person per room 38 nos. — 02 Person per room **CHAYANOT** **No. of Rooms** — **Accommodation Capacity** 02 nos. — 10 Person per room 01 no. — 05 Person per room 06 nos. — 04 Person per room 10 nos. — 02 Person per room The selected agency need to develop, renovate, decorate & modify the room after obtaining necessary permission from DSDA. ➢ Parking area including grass Area - more or less 1500 sq. mtr. (approx) which should be properly maintained & used for parking/gardening only. ➢ **The selected agency will comply with the relevant rules and regulations of the Coastal Regulation Zone (CRZ)** A separate gate for entry the tourists/guests to be constructed by the licensee in his/her own cost.
3.	Amount of Earnest Money	:	Rs. 100000/- (Rupees One lakh) only
4.	Amount of Security Money	:	Security money shall be deposited by the successful bidder @ 30% of the licensed Amount.
5.	Minimum Eligibility Criteria		➢ The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/registration are required to be submitted. ➢ The applicant should have financial capability & that should be certified by any Registered Chartered Accountant (supporting documents i.e. Net worth certificate amounting to Rs. 20.00 Lakh to be submitted). ➢ The applicant should have minimum 01(one) year experience within current 05(five) years of running hotel/lodging business turnover of which is not less than 40% of the reserve price in a year from any Govt./Semi Govt. Deptt. (The Bidders should upload the valid papers regarding turnover of the hotel Business only certified by Chartered Accountant).

Schedule of Dates :

Sl. No.	Activity		Date & Time
1	Date of Issue of EOI	:	**29.08.2025**
2	Document download start date	:	**29.08.2025 at 6.00 P.M.**
3	Document download end date & time	:	**12.09.2025 upto 3.00 P.M.**

4	Pre-bid meeting in the Office Room of the Executive Officer, DSDA, Digha	:	**03.09.2025 at 2.00 P.M.**
5	Bid submission start date	:	**03.09.2025 at 4.00 P.M.**
6	Last date of online submission of **Technical Bid** and **Financial Bid**.	:	**12.09.2025 upto 3.00 P.M.**
7	Opening of **Technical Bid** at the office of the Executive Officer, DSDA	:	**15.09.2025** at **11.00 A.M.**
8	Opening of **Financial Bid** at the office of the Executive Officer, DSDA	:	Will be informed later.
9	Validity of bid	:	365 days w.e.f the date of opening of EOI.
10	E-Tender/EOI registration and bidding	:	**ONLINE BIDS :** The bidders interested to submit the bid Online shall get registered and get a digital signature as per the procedure described below : • Agencies/Bidders who are interested in participating DSDA's e-tenders/EOI are requested to contact the representatives of **NIC** for registration, computer setting and clarification on e-tendering. • Training on e-tender/EOI can also be availed from Office of the EO, DSDA if desired by the bidder during office hours. • Online EOI can be submitted by logging in www.wbtenders.gov.in or through the official website of DSDA i.e. www.dsda.org.in **ONLINE BID SUBMISSION :** The Bidders are required to submit the Technical and Financial Bid documents ONLINE i.e. uploading of the documents complete in all respect.
11	Training for submission of EOI online	:	Training on submission of Bid in online EOI or etc. will be given to the bidders on request.
12	Important Instructions	:	• Names of the technically qualified bidders as per the bid criteria after verification with original & evaluation will be displayed in the e-portal, this office notice board and official website. • The financial bid documents of the technically qualified bidders will only be opened. • List of Financial comparison chart of bidders will be published on the next day after opening. EO DSDA reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason whatsoever. • The intending bidders are requested to inspect the establishment before quoting their rates.

Who can apply :

The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/registration are required to be submitted. The applicant should have financial capability & that should be certified by any Registered Chartered Accountant (supporting documents i.e. Net worth certificate amounting to Rs. 20.00 Lakh to be submitted). The applicant should have minimum 01(one) year experience within current 05(five) years of running hotel/lodging business turnover of which is not less than 40% of the reserve price in a year from any Govt./Semi Govt. Deptt. (The Bidders should upload the valid papers regarding turnover of the hotel Business only certified by Chartered Accountant).

Period of License :

The license of the said establishment will initially be for a period of 01(One) year which may be renewed per year upto 20(Twenty) years of subject to satisfactory performance of the licensee alongwith regular payment of license premium in advance.

12 (Twelve) months moratorium period will be provided to the selected licensee from the date of issuing of AOC. Within this period the said buildings should be renovated/decorated and ready to uses in consultant with DSDA. DSDA will not bear any developmental or operational cost in future in anyway. The period of lease will be start after completion of moratorium period.

Selection Procedure :

The constituted committee of DSDA shall take up the technical evaluation on the above mentioned parameters in the respective eligibility criteria.

Evaluation of Bids:

The Bids would be opened in the manner as stated below :

- Bids would be opened in following manner :-
  - i) Technical Bid.
  - ii) Financial Bid.
- Technical Bid shall be opened first.
- The Financial Bid will be opened for those Bidders who are technically qualified.

The highest bid of the EOI shall only be considered. All other bids/offers for the above EOI shall be declared as unsuccessful.

Fixation of Reserve Price :

There shall be a Reserve Price of Rs. 50,00,000.00(Rupees Fifty Lakh) only per year.

Information to the Bidders(ITB) :

1. **Request for EOI**
   Request for EOI paper is to be placed online only through the Website www.wbtenders.gov.in
2. **Submission of EOI**
   The EOI will be submitted in two bid system i.e. Technical bid & Financial bid.
3. **Online Bid submission procedure :**
   i) **Registration of Contractor:** Agencies/Bidders who are interested in participating DSDA's EOI will have to be enrolled & registered with the Government e-Procurement system, through logging on to https://www.wbtenders.gov.in They are requested to contact to the toll free Help-line No. 1800 3070 2232 of National Informatics Centre for registration, computer setting and other clarification on e-tendering.

ii) **Digital Signature certificate (DSC):** Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount.

iii) The contractor can search & download EOI Documents electronically from computer once he logs on to the website www.wbtenders.gov in using the Digital Signature Certificate. This is the only mode of collection of EOI Documents.

iv) **Submission of EOI** : General process of submission, EOI are to be submitted through online to the stipulated website in two folders at a time, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate(DSC). The documents are to be uploaded duly digitally Signed. The documents will get encrypted(transformed into non readable formats).

3.1 TECHNICAL BID

Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers (folders).

(a). Statutory Cover Containing the following documents

i) EOI (download properly and upload the same Digitally Signed)

ii) Bidders file (All Annexure)

(b). Non – Statutory Cover(Mandatory Documents) :

All the documents as given under TECHNICAL BID.

3.1.1 Receiving of documents :

Relevant EOI documents must be uploaded online for participating in this EOI. If the mandatory documents are not submitted online within the stipulated date & time, then bid of the applicant shall summarily be rejected and the bid offer shall not be opened. The Details of Mandatory Documents are given below :

Mandatory Documents :

i) Name and address, registration in detail of Concern / Agency with name of proprietor or partner etc.

ii) Trade License.

iii) Income Tax return of last 03(Three) financial year.

iv) P. Tax Certificate.

v) Latest P. Tax return.

vi) PAN Card;

vii) GST registration certificate.

viii) Latest GST return (if applicable).

ix) Name(s) of Banker/Bankers with detailed address(s).

x) Labour License/EPF and ESI from Competent Authority.

xi) Bank Solvency Certificate not less than the reserve price, mentioning the EOI No. & date.

xii) Bidders should have minimum 01(One) year experience to run fooding & lodging business from any Govt. Deptt./Local body etc., certificate of which is to be submitted.

xiii) Documents for having financially strong/capability to run the said business (supporting documents i.e. Net worth certificate as on 31.03.2025 amounting to Rs. 20.00 Lakh to be submitted).

xiv) Average Turnover of Hotel Business only which is not less than 20 Lakh in year (document of turnover of Hotel business should be uploaded certified by the Chartered Accountant).

xv) Audited Balance Sheet of Hotel Business only for last three financial years(**authenticated**

by Chartered Accountant mentioning UDIN number) and **Annexure - B** for establishing average Annual.

xvi) Experienced Certificate having successfully running similar types of business atleast 01(one) year within current 5(five) years turnover of which is not less than 20.00 lakh in a year from any Govt./Semi Govt. Deptt. (the Bidders should upload the valid papers regarding turnover of the similar Business certified).

Note: The EOI will be summarily rejected if any of these documents are not submitted online.

3.1.2 Earnest Money Deposit (EMD) :

Intending bidders desiring to make payment of earnest money (EMD) on-line, should beforehand read the instructions carefully, particularly in the challan generated by the system of e-tender/e-procurement, if opted for EMD payment through RTGS/NEFT.

A) Login by bidder :

a) A bidder desirous of taking part in a e-tender invited by a State Government shall login to the e-Procurement portal of the Government of West Bengal using his/her login ID and password using valid DSC.

b) He/she will select the e-tender to bid and initiate payment of pre-defined EMD for that e-tender by selecting from either of the following payments modes :

i) Net-Banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway;

ii) Off-line payment through bank accounts in any Bank approved by RBI in India by generating NEFT/RTGS challan from the e-tendering portal.

B) EMD payment procedure :

a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :

i) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he/she will select the Bank through which he/she wants to do the EMD on-line transaction.

ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

iii) Bidder will receive a confirmation message regarding success/failure of the transaction.

iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank for collection of EMD against unique codes for identification of the tendering authority.

v) If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT :

i) On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his/her own Bank account.

iii) Once payment is made, the bank would provide an "**UTR remittance number**" for successful transaction with which the bidder will come back to the e-Procurement portal after expiry of 2 to 3 bank working days to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue with his/her bidding process.

iv) If verification is successful, the funds get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank for collection of EMD.

v) Hereafter, the bidder will go to e-Procurement portal for final e-submission of his/her bid within pre-assigned last date of submission of e-tender.

vi) If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder's account.

Note : EMD payment made through RTGS/NEFT would require additional 2 to 3 bank working days after date of transaction in the bank before the procedure is completed for enabling the bidder to continue with the bidding process in the on-line e-tender final bid submission.

Thus, the bidder is to take precaution in case of RTGS/NEFT transfers so that the entire process of submission of e-tender is completed within last date of on-line submission of his/her tender. However, Net-banking transaction through ICICI bank payment Gateway would be on real time basis.

C) <u>Refund/Settlement Process for EMD :</u>

i) After opening of his/her bids and technical evaluation of the same by the Tender Inviting Authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bid as successful or unsuccessful which will be made available along with the details of the unsuccessful bidders to ICICI Bank by the e-Procurement portal through web services.

ii) On receipt of the information from the e-Procurement portal, the Bank will refund through an automated process the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the on-line EMD transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the Tender Inviting Authority.

iii) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the H1 and H2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the H2 bidder should not be rejected till the LOI process is successful.

iv) If the H1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the H2 bidder will be refunded through an automated process, to his/her bank account from which he/she had made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on Award of Contract (AOC) to the H1 bidder is uploaded to the e-Procurement portal by the Tender Inviting Authority.

v) As soon as the H1 bidder is awarded the contract (AOC), the same is processed electronically in the e-Procurement portal for transfer credit to Government Receipt under Public Accounts through GRIPS where under the security deposit to be collected would also be deposited in connection with the work.

vi) All refunds will be made mandatorily to the Bank account from which the payment of EMD and Tender Fees (if any) were initiated.

vii) If the e-tender is cancelled, then the EMD would be reverted to the original bidders account automatically after such cancellation order is affected online by the Tender Inviting Authority.

Payments Terms :

1) The Yearly License fees shall have to be deposited with DSDA within 07 days from the issuing of AOC. In the event of any change in aforesaid date, the same will be notified to the Successful Bidder(s) by e-mail.
2) The selected licensee shall be required to deposit the license premium on a quarterly basis in advance, commencing after completion of the moratorium period, for the 1st year as well as for all subsequent years. All payments shall be made to the Executive Officer, Digha Sankarpur Development Authority & Spl. Officer, U.D. & M.A. Deptt., Digha, Purba Medinipur, or to such officer as may be duly authorized by the Authority through NEFT/RTGS only. Cheque payment is not accepted.
3) All future taxes/ duties/ levies, etc. and expenses, if any as applicable shall be entirely paid by the Successful Bidder(s).
4) The license premium/fees will be increased by 5% upon the present licensed premium/fees in every 03(three) years.
5) An amount of 30% of the quoted value shall have to be deposited before executing the agreement as security money and same will be released after expiry of the license period. The EMD will be adjusted with the Security money.
6) If the selected licensee fail to deposit the license fees in advance within due date, he will be black listed in any other tender under DSDA in future.
7) In case of termination the agreement before completion of license period by the DSDA due to any reason whatsoever, the selected bidder may be returned the residual amount, if any, which he/she has invested for repair/renovation in major items for development of the property and for which a Committee may be formed. The decision of the Committee in this respect is final and binding.

Default in Payment by the Successful Bidder :

In case the License premium is not paid as specified above by the Successful Bidder, he shall not be allowed to take part in any of the bids which may be held by DSDA in future.

For the sake of clarity it is notified that there shall not be any extension of the last date fixed for payment as specified above. However, in case of last day, being holiday it will be extended automatically to next working day.

Force Majeure :

DSDA shall not be liable for any failure or delay in performance due to any cause beyond their control including fires, floods, strikes, go-slow, lock-out, closure, dispute with staff, dislocation of normal working conditions, War, riots, epidemics, political upheavals, Governments actions, civil commotion, break down of machinery, shortage of labour acts, demand or otherwise or any other cause or conditions beyond the control of aforesaid causes or not and the existence of such cause or consequence may operate at the sole discretion of DSDA to extend the time of performance on the part of DSDA by such period as may be necessary to enable DSDA to effect performance after the cause of delays will have ceased to exist. The provisions aforesaid shall not be limited or abrogated by any other terms of the contract whether printed or written.

Clarification of applications by DSDA :

To assist in the examination, evaluation and comparison of applications, DSDA may, at its own discretion ask the company / firm for the clarification of its application.

The request for the clarification and the response shall be in writing. **However, no post application clarification at the initiative of the company / firm shall be entertained.**

Amendments in documents :

- At any time, prior to the date of submission of Applications, DSDA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective companies / Agency/Concern(s), modify application documents by amendments.
- The amendments shall be notified in www.wbtenders.gov.in and in DSDA's website www.dsda.org.in and these amendments will be binding on the Companies/Concern(s)/Individual(s).
- In order to afford prospective firms / companies ets. a reasonable time to take the amendment into account in preparing their applications, DSDA may, at its discretion, extend the deadline for the submission of applications suitably.
- EOI conditions may be modified after discussion and uploaded on www.wbtenders.gov.in or in DSDA's web-site www.dsda.org.in. The modifications will be deemed to be part of the original conditions.

Eligibility of Bidder & General Terms and Conditions :

- The General Condition shall apply in contracts made by the DSDA for license of "SANGJON" & "CHAYANOT" Tourist Establishment situated within Aparajita Cottage Complex at Old Digha under DSDA to the appointed Agency/Individual /Concern.
- The license of said Unit should be used only for the exclusive purpose of occupation of Tourists and not for other purposes.
- **A separate gate for entry the tourists/guests to be constructed by the licensee in his/her own cost.**
- The licensee will run his/her business within the earmarked area demarcated by DSDA.
- The offerer shall have to quote clearly the amount he likes to pay per year for the license in Financial Bid(BOQ).
- The licensee will keep the premises and its surrounds in neat, clean, sanitary and good condition and also free from all kinds of nuisance at his own expenses.
- The licensee will follow the general guidelines as may be suggested by the Executive Officer, DSDA for the convenience of the tourists etc.
- The licensee shall not allow to alterations or additions to the premises concerned.
- The licensee shall not allow to develop/construct the building in anyway without prior approval from DSDA.
- DSDA will not bear any developmental or operational cost in future in anyway.
- The license is purely temporary and will not create any right or permanent right.
- The said unit will be handed over to the selected agency in its present condition. The licensee shall at his own costs do all such petty repairs of Civil, Electrical and plumbing etc. after obtaining permission from this Authority in the demised premises. No permanent construction can be set up.

- The said establishment will be handed over to the successful licensee as and where basis i.e. the present equipments like furniture, Electrical equipments etc. may be used by the selected licensee and same will be returned to the DSDA after expiry of the license period.
- The bidder shall be permitted to install at their own cost a D.G.(Diesel Generator - Soundproof) Set to take care of power cuts, if any, necessary permission to be obtained from the competent authority.
- The licensee will have to make own arrangement for electricity alongwith electrical fitting, fixing and pay charges for consumption of the same in the demised premises including rent of meter.
- Garden inside the complex has to be maintained by the licensee.
- The licensee shall have to bear, pay and discharge all existing and future rates, taxes, assessments duties impositions and outgoings whatsoever if any payable or assessed in respect of the said building being the Licensed premises.
- The licensee shall not have the right to assign, transfer charges or sublet the premises in respect of which this leave and license is granted.
- The successful bidder whose offer may be accepted will have to execute an agreement upon the Non-Judicial Stamp Paper worth of Rs. 100/- embodying the terms and conditions of the license in the form approved by the Authority within 15(Fifteen) days from the date of intimation of the selection.
- The date of commencement of this license will be counted after completion of the moratorium period and the said license may be continued upto 20(Twenty) years unless terminated earlier.
- If the agency willing to terminate the existing agreement or not to go for execution of further agreement for licenseeship of said premises within 03(months) from completion of the license period in every year mentioned in the EOI, the security money of the bidder will be forfeited without showing any reason.
- Before taking possession a total videography entire the licensed premises have to be taken in presence of the representative of this Authority and the data of the same have to be handed over to this office.
- The licensee shall make his own arrangement for necessary furniture and others for running the said establishment. All equipments/materials shall be provided by the selected Agencies/Concern/Individual and shall be eco-friendly in nature & implemented most hygienically.
- After expiry of license period the selected agency/concern/individual may take away the furniture only which he/she provided.
- The Authority reserves the right to reject any or all of the offers received without assigning any reason whatsoever.
- The Authority shall be entitled to terminate license if the services of the licensee be found unsatisfactory on giving one month's notice to the licensee.
- The licensee shall not allow any unlawful activities in the demised/ licensed premises.
- A Complaint book shall be maintained by the licensee and presented to the Executive Officer, Digha Sankarpur Development Authority once in a month for checking the remarks of the tourists/visitors.
- The waste materials so generated for running of the said business will be handled by the Agency/Concerns as per guidance of the DSDA. No waste materials should be allowed to decompose or disposed off inside the building complex for maintaining ecological balance and no littering will be allowed under any circumstances.
- The selected Agency/Individual/Concern shall have to take building insurance for fire safety.

- If the Agency/Concern does not vacate the said premises after the expiry of the license period or after one month of notice period for termination of agreement, the DSDA will charge a penalty against the said Agency/Concern & take legal action against said agency.
- If the Agency/Concern committing any violation of the terms and conditions, the DSDA would be at liberty to terminate the agreement by giving one month's written notice to the Agency/Concern.
- Complete hygiene and Cleanliness has to be maintained in the licensed premises. Any litter thrown anywhere in the complex area due to the activities of the Agency/Concern has to be cleared/collected by the Agency/Concern only.
- All rules, guidelines in connection with Coastal Regulation Zone and Coastal Management, Protection and Preservation of ecological balance issued by Competent Authority to be maintained by licensee.
- The said Establishment may be interior decorated by the selected agencies in his own cost if desired after obtaining written permission from DSDA.
- Inspection of the licensed premises shall be conducted by a team of experts/officials appointed by DSDA on first of every month. All damages/breakages etc. noticed by this team will be set right by Concern/Agency by tenth of that month failing which DSDA will carry out repairs/renovation works and debit the cost to Concern/Agency.
- Use of plastics, Thermocol is completely banned in the said premises and Govt. rules & regulation to be obeyed in this regard issued from time to time.
- Selling of alcohol, tobacco products is not permitted in the premises.
- The Agency/Concern shall ensure that staff engaged for the purpose is well trained, polite and free from communicable diseases. The staff should be well dressed in a uniform whose design shall have the prior approval of the DSDA or its authorized representative(s). Each employee shall wear a photo identity card provided by the Agency/Concern.
- All staff/ employees/ work force engaged by the agency will be entirely his responsibility / liability and the same will in no way involve on the DSDA.
- The agency will be the principal employer of the staffs to be engaged for the same and will abide by all existing labour laws etc. DSDA will not bear any kind of financial and legal obligation of the employees.
- If the agency fails to run the business properly, security money deposited by the agency will be forfeited and legal action may be taken.
- If any kind of conflict of opinion arise between DSDA & Agency, an arbitrate committee will be reformed consisting of 2(Two) officials from DSDA, 02(Two) personnel from Agency & 01(One) Officer nominated by District Magistrate duly recommended by Executive Officer, DSDA. The Committee may include some new point/clause. The decision of the Committee in this respect is final and binding.
- The authority reserves the right to add additional safeguard measures subsequently if found necessary in public interest.
- The Agency will be solely responsible for all payments and observance and compliance of relevant provision of laws/rules/regulations etc. in respect of his employees and the business of running license of the Establishment concerned. DSDA will have no liabilities whatsoever with regard to such statutory compliances and payments.
- The EMD of the successful bidders may be converted to Security Deposit. The rest amount of the Security Deposit will have to deposit with the Authority in the form of Bank Draft in favour of the Executive Officer, DSDA and payable to SBI, Digha Branch before entering into the agreement.
- The possession of the unit shall be delivered after deposition of the Security Money and

cution of agreement.

ne appointed Agency / Concern shall abide by all relevant rules and regulations of the Authority as issued from time to time and must obtain all licenses, consents and permits, as may be required for running the business from time to time. The Agency / Concern shall be responsible for adhering to the norms of Environmental regulations. The Agency / Concern shall keep DSDA duly informed about any change in the status of the Agency / Concern.

- The Bid must be submitted online within stipulated date & time mentioned above.
- The name of the Successful Bidder(s) would be declared through Website. In the event of any change in aforesaid date, the same will be notified to the bidders through website. DSDA reserves the right to reject any or all of the Bids without assigning any reasons thereof and the decision of DSDA would be final and binding on the Bidders.
- The DSDA reserves the right to cancel the EOI for non receipt of reasonable rates from the Bidders.
- The Agencies is required to visit the Establishment and discuss the matter with the authorized personnel to get acquainted about the Establishment before submission of offer. The prospective bidders may attend the Pre-Bid meeting on the date stated above to discuss clauses in the EOI document. The venue for such pre-bid meeting will be held in the Office of the Executive Officer, Digha Sankarpur Development Authority.
- The bidder shall furnish documentary evidence that he has the financial, technical and operational capability necessary to perform the business.

Right to accept any application and to reject any or all applications :

DSDA reserves the right to accept or reject any application at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected Agencies/Concerns / companies on the grounds of DSDA's action.

The Change of dates and any other amendment in this regard shall be informed on website of DSDA i.e. www.dsda.org.in and www.wbtenders.gov.in

Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

Memo No. : 5385/DSDA/2025 **Dated : 29.08.2025**

Copy forwarded for information & wide publication to :-

1. The District Magistrate, Purba Medinipur.
2. The Additional District Magistrate (LR), Purba Medinipur.
3. The Sub-Divisional Officer, Contai/Egra/Haldia/Tamluk.
4. The Block Development Officer, all Block under Purba Medinipur District.
5. The Pradhan, Padima-I & II G.P., Talgachhari-II G.P., Kalindi G.P.
6. The District Informatics Officer, NIC, Purba Medinipur.
7. Hoteliers Association of Digha, Sankarpur, Tajpur & Mandarmoni.
8. I.T. Cell, UD&MA Deptt. (https://udma.wb.gov.in)
9. Purba Medinipur District Official Website (https://purbamedinipur.gov.in)
10. DSDA's official website (https://dsda.org.in)
11. Reception / Notice Board.

Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

ANNEXURE - I

APPLICATION FOR EOI

To
The Executive Officer,
Digha Sankarpur Development Authority,
Digha :: Purba Medinipur.

Ref: - EOI for _____
_____
_____.

E.O.I.No. : _____ (Sl. No. ____)/DSDA/ 2025-2026.

Dear Sir,

Having examined the Technical cover, OID cover & all other EOI documents, I/we hereby would like to state that I/we will fully accept all your conditions and offer to execute the works as per EOI no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 202_____

Full name of Bidder / Contractor : _____

Signature : _____

In the capacity of : _____
Duly authorized to sign bids
for & on behalf of (Name of Firm) : _____

Office address with seal if any : _____

Telephone no(s) (office): _____

Mobile No : _____

Fax No: _____

E mail ID: _____

ANNEXURE – II
Format for Affidavit

(Affidavit should be executed on a Non Judicial stamp paper of Rs 10/- or such equivalent document duly attested by Notary Public)

1) I , _____ the undersigned, do hereby certify that all the statements made in the EOI document are true and correct.

2) The undersigned also hereby certifies that neither our firm M/s……. nor any of its directors / constituent partners have abandoned any work in India and / abroad nor any contract awarded to us for such works have been terminated for reasons attributed to us, during last five years prior to the date of this application nor have been barred by any agency of GoI or GoWB from participating in any projects.

3) The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary as requested by DSDA to verify this statement or regarding my (our) competence and general reputation.

4) The undersigned understands and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the DSDA Signed by an authorized officer of the firm Designation of officer with seal.

Date

ANNEXURE – III
Bid Details

1. Particulars of the Bidder:

a. Name:

b. Country of Incorporation/Nationality (as applicable):

c. Address of the corporate headquarters and its branch office(s), if any, in India (as applicable):

d. Date of incorporation and/or commencement of business (as applicable):

e. In case of companies the following documents are to be provided:

i. Latest audited Balance Sheet:

ii. Certificate of net-worth:

iii. Copy of Permanent Account Number:

2. Details of Authorised Signatory of the Bidder:

a. Name:

b. Designation (as applicable):

c. Address:

d. Telephone No. / Fax no: e. Email Address:

3. Turnover Details

Year	Turnover (Rupees in Crores)
2021-2022	
2022-2023	
2023-2024	

We hereby declare that the information stated hereinabove is complete and correct and any error or omission therein, accidental or otherwise, will be sufficient justification for DSDA to reject our Bid and/or to cancel the award of lease.

_____

Signature of the Bidder
Full Name
Designation (as applicable)
Name of the Company (as applicable) Address
Date

ANNEXURE – IV

FORMAT FOR POWER OF ATTORNEY FOR SIGNING BID

(On a Stamp Paper of relevant value)

POWER OF ATTORNEY

Know all men by these presents, that we..…… … … …… …… (Name and address of the registered office) do hereby constitute, appoint and authorize Mr./Ms…… ……(Name and address of residence) who is presently employed with us and holding the position of ……as our 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 taking the license of .... , including signing and submission of all documents and providing information / responses to DSDA, representing us in all matters before DSDA, and generally dealing with DSDA in all matters in connection with our Bid.

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

(Signature) (I Accept
…… (Signature)

(Name Title and Address of the Attorney)

BANK SOLVENCY CERTIFICATE

This is to certify that M/S._____ is a reputed firm of proprietor/Partnership/body corporate/company (give legal entity) duly registered under the provisions of Act 9give the name of Statutory Act) for which we are the authorised bankers and having bank transaction for their business through us and have good reputation.

Based on their financial transaction, we certify that financial position of the above named organization is sound and the solvency to the extent of Rs. _____ may be admitted.

Signature of Senior Bank Manager _____
Name of the Senior Bank Manager _____
Address of the Bank _____