

Office of the Chief Executive Officer
Municipal Committee, Katra

Tender Notice

email: eokatra-jk@nic.in

Sealed offer bids affixed with revenue stamps of worth Rs.10/- (ten only) on the prescribed application form are invited from eligible individuals/firms/ interested person for collecting lorry adda (vehicle entry)fee at the approved schedule rates for a period of 10 Months year w.e.f 01/06/2022 to 31/03/2023

S.No	Name of the contract	Minimum Reserve Bid of the Contract(Rs) lacs	Earnest Money(Rs) lac
01	Lorry Adda /Entry Tax	151 lac. (One hundred fifty one lac)	5.00 Lac. (five lac)


The tender for along with detailed information can be seen /downloaded from the official web site i.e www.ulbjammu.org by 30/03/2022 up to 4 PM. The same may also be obtained from the office of the Chief Executive Officer, Municipal Committee Katra by 30/03/2022 up to 4 pm on all working days.

The eligible intending person / firm may offer his/its/their bid on prescribed form which should not be lesser than the minimum official bid indicated above.

The tender complete in all respect including the earnest money of amount shown against the contract in the shape of F.D.R/C.D.R from bank pledged to the Chief Executive Officer, Municipal Committee Katra, accompanied with a demand draft for Rs. 5000/- (five thousand) in favour of Chief Executive Officer, Municipal Committee Katra may be deposited in the sealed /designated box in the office of Chief Executive Officer, Municipal Committee Katra by or before 30/03/2022 up to 4 PM. The financial bids shall be opened on 31/03/2022 at 1 Pm in the presence of willing bidder, President, Municipal Committee, Katra and any other member of the Municipal Committee, Katra willing to be a part of the exercise in the office of undersigned.

No:-MC/K/LorryAdda/2842-48

Dated:- 16/03/2022


Chief Executives Officer,
Municipal Committee,
Katra.

Copy to the:-

1. President, Municipal Committee, Katra for kind information please.
2. Director, Urban Local Bodies, Jammu for kind information please.
3. District Development Commissioner, Reasi for kind information please.
4. Joint Director Information, J&K, Jammu with the request to kindly get the tender notice published in at least two leading daily English news paper including Daily Excelsior and in two Hindi news papers.
5. Tax Inspector, Municipal Committee, Katra with the direction to give wide public to the tender notice through announcements and other means.
6. Notice Board.
7. Office file.

Collection of Lorry (Vehicle) Adda Entry Fee / Entry Tax at various locations in the Jurisdiction of Municipal Committee, Katra (Vaishno Devi), District Reasi for the Year (2022-2023) from 01/06/2022 to 31/03/2023
Annexure-I

Detailed Terms and Conditions in respect of Tender Notice issued vide

Eligibility Conditions:

1. The bidders must be a citizen of India and should not be defaulter of any Municipal Committee /Municipal Council /blacklisted by the any of the Municipalities/Urban Local Bodies of J&K. or by the Govt. or any other authority.
2. The bidders, if happens to be the firm, should be duly registered with the competent authority. The bidders should have sufficient immovable property equal to atleast half of the offered amount in tender document, located in Jammu and Kashmir (U.T) Produced the property in the attested affidavit of 1st class magistrate.
3. The tenderer must have sound financial background. At the time of tendering he shall be required to submit a balance sheet and profit and loss account for the last three years i.e. 2018-19,2019-20 & 2020-21
4. The tenderer shall be an Income Tax Payee. The tenderer shall submit attested copies of the Income Tax Returns/Income Tax Assessment Order for the last three years 2018-19,2019-20 & 2020-21
5. The Tenderer shall also submit proof of his/their PAN/Aadhar card number along with the tender form.

General Conditions:

6. The Chief Executive Officer of Municipal Committee, Katra, or any other officer appointed thereon to perform the duties of Municipal Committee, Katra, with the prior approval of the President Municipal Committee Katra shall reserve the right to accept or reject any offer or all the offers without assigning any reason thereof. .
7. In case, the offered bid is found not sufficient, the Chief Executive Officer of Municipal Committee, Katra or any other officer appointed thereon to perform the duties of Municipal Committee, Katra, shall reserve the right to reject the highest bid so offered and re-tender the contract immediately.
8. The owner/driver of any vehicle, as the case may be, shall liable to pay the entry adda fee/tax, on the schedule rates, at the designated collection points established by the Municipal Committee, Katra and duly identified by the highest bidder.
9. The light vehicles which are the bonafied property of Jammu and Kashmir Govt./Northern Railway/Govt. Of India/SMVDSB/Vehicles loaded with goods meant for defence services, including the private vehicles engaged by the army exclusively for defence services, or any other vehicle hired by the Govt. bodies to perform urgent and emergency works and the light vehicles not meant for commercial use, and vehicles owned by the residents of Katra or

light vehicle of hotel/lodge/guest house etc. located within and around the area of Municipal Committee, Katra, duly licensed and heavy valid permit for the area, ferrying guests/pilgrims to various venues of Katra on complimentary basis shall be exempted from the payment of entry fee/lorry adda. Besides this, the private vehicle i.e. car, jeep, Van, wagon etc. which are used by the relative of residents of town attending marriages and funeral ceremonies etc. are also exempted from adda / entry fee.

10. The contractor shall not charge the vehicle entry fee in excess of the sanctioned rates notified by the Municipal Committee, Katra. In case any complaint in writing, is received by the Municipal Committee, Katra or any higher authority and if it is proved by the duly constituted *Enquiry Committee or by an officer deployed for this purpose*, a penalty of Rs. 1000/- shall be imposed on the contractor on spot and the same shall be recovered by the Khilafwarzi /Tax Inspectors of Municipal Committee, Katra, as per the direction of the competent authority and in case of any further complaint in this regard the same penalty shall be imposed on the contractor and recovered by the committee.
11. The successful bidder shall charge entry/lorry adda fee strictly in accordance with the sanctioned rates as provided in the Annexure-I.
12. The contractor shall abide by the orders as may be issued from time to time by the Director, Urban Local Bodies, and Jammu/Chief Executive Officer of Municipal Committee, Katra, as the case may be for smooth collection of the fees.
13. The Contractor shall charge entry fee/lorry adda only on printed receipt to be issued to the concerned vehicle owner/driver wherein rates of entry fee shall be printed in block letters preferably in English. The successful bidder, immediately after provisional allotment of offer shall, immediately, get the bill/receipt book, used for entry fee collection, duly approved by the Chief Executive Officer, Municipal Committee, Katra.
14. The contractor shall seek prior approval of the Chief Executive Officer, Municipal Committee, Katra, for the appointment of the employees/agents for the collection entry fee/ tax and shall ensure that his employees wear uniform prescribed by the Municipal Committee, Katra and carry proper identity cards issued by the Municipal Committee, Katra.
15. The check posts for the collection of entry fee shall be identified by the Municipal Committee, Katra and any expenditure on account of rent to be paid or construction of temporary structures for accommodation for the employees shall be borne by the contractor only.
16. The record of the contractor is the liable to be inspected by the officer/officials Municipal Committee, Katra during the period of contract and the contractor shall be bound to produce such documents for inspection and verification by the concerned officer/authority, as and when required.
17. During the operation of the contract or thereafter no claim for any compensation /loss shall be entertained by the Municipal Committee, Katra at the request of the contractor on any ground or for any reason whatsoever including strikes, militancy related activities, natural disaster changes / blockade of route or any other circumstances which may affect the flow of yatra etc.
18. In case any dispute arises between the parties regarding the interpretations of the terms and conditions of the tender notice/letter of award/contract

agreement executed with the successful bidder or any other disputes arise during the contract period or thereafter, the same shall be referred to the prescribed authority i.e. **Director Urban Local Bodies, Jammu** for arbitration/ settlement, as the sole arbitrator, whose decision shall be final and binding upon the parties concerned. The arbitrator shall proceed in the case only under the provision of **J&K Arbitration and Cancellation Act of 1997 or the corresponding law in the vogue.**

19. The successful contractor shall have to draw an agreement with the Municipal Committee, Katra and furnish a surety bond having validity till the end of contract period **within 7 days from the date of allotment** of letter of award/provisional acceptance of offer, which shall be got registered in the Judicial Court of Law and all registration expenses on this account shall be borne by the successful contractor.
20. The tenderer shall submit his/her offer in two parts i.e. Part-I containing pre-qualification bid in **Annexure-A and Part-2** containing financial bid in **Schedule-B** separately in English. **Part-1** shall contain the technical bid indicating all relevant details, with supporting documents, earnest money deposit for the details, with supporting documents, earnest money deposit for the prescribed amount, the back ground of the firm and shall be sealed in first cover. **Part-2 shall contain the financial bid** sealed in the second cover. Both the covers sealed independently shall then be sealed together in a third cover. The same must be properly sealed and superscribed as tender for lorry (vehicle) adda entry fee/entry tax at various locations within the jurisdiction of M.C. Katra.
21. The financial bids of the eligible tenderers only shall be opened up on the evaluation of pre-qualification bids and the financial bids shall preferably be opened immediately after the evaluation the technical bids.
22. The tender form should be submitted along-with all requisite documents properly in a sealed envelope and on the cover containing tender document, the following should be clearly written: "Collection of Lorry (Vehicle) Adda Entry Fee / Entry Tax at various locations in the jurisdiction of Municipal Committee, Katra (Vaishno Devi) District Reasi, for the year 2022-2023, w.e.f 01/06/202 to 31.3.2023
23. The tenderer must go through the technical & financial details mentioned in the terms & conditions and stick to the conditions specified there in while quoting the rates. The rate should be inclusive *of all taxes*.
24. Tenders should be typed neatly or written in ink and tenders filled in with pencil will be summarily rejected. All tender documents and schedules shall be signed on all pages and the seal of the company shall be affixed on all tender documents and schedules on each page as a token of unconditional acceptance of terms and conditions of NIT. All corrections if any should be duly attested. Any tenders form with corrections and not attested by the tenderer shall be summarily rejected.
25. For availing electric/water/telephone connection facility, the licensee shall apply for grant of the connection directly to the concerned department after obtaining NOC from the Municipal Committee Katra. The electric/water/telephone connection shall be sanctioned by the concerned department as per rules. The licensee shall be liable to pay rental charges and

- other taxes, levies and cesses as may be imposed by the concerned department for the use of such services.
26. The tender should be filled in neatly quoting the rates both in words and figures, without any cutting/over writing. In case of any cutting/overwriting the same should be authenticated under the signatures of the tenderer.
 27. Conditional, illegible, ambiguous and tender(s) received after the stipulated date and time shall be out rightly rejected.
 28. The Municipal Committee, Katra, reserves absolute right to reject any or all bids without giving any reason whatsoever or cancel the tender, in the interest of committee without assigning any reason and may invite fresh tenders if so required. The committee is further competent to collect lorry adda/ entry fee of its own till the proper contract is awarded to the highest bidder.
 29. Request for extension of the last date of receipt of tender shall not be entertained on any grounds by the committee. The said discretion lies only with Municipal Committee, Katra, if circumstances so warrant.
 30. Any form of canvassing by the tenderer to influence the consideration of their tender shall render the tender liable to summary rejection.
 31. In order to avoid delay caused by posted correspondences and to expedite the process, the Municipal Committee, Katra, may require the successful tenderer to hold technical and commercial negotiations with Municipal Committee, Katra.
 32. In case of death of licensee, during the license period, the license shall stand terminated with immediate effect.
 33. The Municipal Committee, Katra, reserves the right to add any other terms and conditions in the contract agreement at the time of execution of the agreement with the highest bidder.
 34. **Earnest Money Deposit:**
 - a. The earnest money of Rs.151.lacs (Rupees one hundred fifty one lacs only) in the shape of CDR/FDR from scheduled bank pledged to the **Chief Executive Officer, Municipal Committee**, Katra as security should be enclosed with the offer and no offer will be entertained if the CDR/FDR/ Cheque of requisite amount is not enclosed.
 - b. The earnest money shall be adjusted while making the last installments of the contractual amount, and the contractor shall not be entitled to claim interest on this amount.
 - c. The earnest money of the second highest tenderer shall be released only after receiving **25%** of the Total Contractual Amount from the highest Tenderer.
 - d. Tenders received without enclosed EMD in the cover containing Technical Bids will be summarily rejected. EMDs other than in the form of CDR/FDR will not be accepted and the tenders with EMD in the form other than CDR/FDR will be summarily rejected. The EMD amount will not bear any interest. The Municipal Committee, Katra, will not entertain any request for adjusting the EMD from the tender due / running bills or from the EMD / Security Deposit of / for any other tenderer. In case of withdrawal of tender by the tenderer within the validity period of the offer or before finalization of the order. The EMD amount paid shall be forfeited.

- e. The earnest money of the tenderer shall be forfeited if he/she withdraws the tender or raise the price of his/her offer within the validity period. The earnest money shall also be forfeited in case of such tenderer who does not comply with the letter of award issued in he/she favour within the validity period of the offer or violates any terms and conditions of the contract herein.
- f. Earnest money deposited shall be released in favour of the unsuccessful tenderer(s) within one month from the date of issuance of award of the contract.

35. **Payment Schedule:**

- a) The successful highest bidder shall deposit 10 % advance at the time of issuance of award of contract, at least not later than 48 hours from the issuance of letter of award and 10% before start of contract i.e. 01.6.2022.
- b) Balance of the contractual amount should be deposited in 05 (five) installments by the successful bidder in the shape of Post dated cheque drawn in favour of **Chief Executive Officer, Municipal Committee, Katra** strictly as provided in the following order

S.No.	Installments	Installment amount	Last Date of Payment
1.	1 st Installment	15 % of the contract	On or before 15.7.2022
2	2 nd Installment	15 % of the contract	On or before 31.8.2022.
3	3 rd Installment	15% of the contract	On or before 15.10.2022
4	4 th Installment	15% of the contract	On or before 30.11.2022.
5	5 rd Installment	15% of the contract	On or before 18.01.2023

Such post dated cheque shall be deposited with the Municipal Committee, Katra not later than 48 hours from the issuance of allotment of contract.

- c) In case the first highest bidder fails to deposit the 15% of the offered amount as per the terms and conditions of the contract, the second highest bidder shall be given the opportunity to deposit the amount which shall be equal to the amount quoted by the first highest bidder and in case the contract does not fructify for any reason, the Municipal Committee Katra, shall take a decision accordingly in its interest.

36. **Penalty**

- a) In case of default to deposit the 15% of the bid offered amount by the 1st bidder within the 48 hours and failure to fulfill the other formalities required as per terms and conditions the earnest money shall be forfeited and 15 % amount deposited by the highest bidder shall also be forfeited along with EMD.
- b) In case of default in making the payments of due installments penal interest at the rate of 1% per month shall be charged from the defaulter which shall become a part of the installments.

- c) In case of failure to deposit the first installment within the stipulated time frame as provided in the terms and conditions, the committee reserves the right to re-auction the contract at the risk and cost of the original contractor through open auction or sealed bids.
- d) In the event of re-auction of the contract, the loss if any sustained by the Municipal Committee, Katra shall be made good from the contractor.
37. **Documents to be submitted with tender form:** The bidder shall be required to submit the following certificates/undertakings and documents.
- a) Signed copy of the terms and conditions mentioned at 'ANNEXURE-I'.
- b) Filled and signed copy of the detailed form 'ANNEXURE-II'.
- c) Filled and signed copy of the financial bid 'ANNEXURE-III'.
- d) In case of firms copy (self attested) of Certificate of Registrations.
- e) Identity and Address proof certificates.
- f) Copy of PAN card.
- g) Earnest money deposit (EMD).
- h) Basic information about Bidder and the location of the sites which he utilizes for the collection of Lorry Adda Fee.
- i) Tender fee (non refundable) of Rs.5000/- (Rupees five Thousand only) by way of demand draft payable in favour of Chief Executive Officer Municipal Committee Katra.
- j) Copies of the income tax returns for the last three years, 2018-19, 2019-20 & 2020-21

N/O. MC/K/Lorry Adda./ 2842-48
Dt: 16/3/2022


Chief Executive Officer,
Municipal Committee,
Katra.

ANNEXURE – II (Detailed Form)

S.No.	Particular/Criterion	
1	Name of the Firm/ Organization/ Individual with complete details, including Address (Telephone Number / Contact Mobile No. / Fax No. / E-mail) along with brief description of background (The background may be as a separate	
2	In case of firms Date of establishment of the Firm. Details of Registration No. of the firm/ company. Location of Head Office, Regional Office and Branch Office.	
3	Please specify whether you are submitting you tender as a individual/proprietor of the firm or as a partner of the firm or Director of the company.	
4	Name of the Proprietor / Partner / Directors of the tendering firm/ company.	Attached / Not Attached
5	Annual turnover in the last three years as per audited balance sheet, a copy whereof to be enclosed along with profit and loss account statements.	Attached / Not Attached
6	a) PAN (proof to be enclosed) b) ITR statements / Income Tax Assessment Order (for the last three years to be enclosed)	Attached / Not Attached
7	Detail of EMD (in form of CDR / FDR only)	Amount: Name of issuing Bank: Date of issue
8	Does the tenderer owe by himself or by proxy or on behalf of any other person any money / due in connection what so	Yes/ No

	ever to the Municipal Committee Katra.	
9	GST/ Sale Tax Registration Number (attach copy)	
10	Tender Fee `	M C Katra Receipt No. & date _____ _____ Or DD No. _____ dated _____ Bank _____ Payable at _____
11	Any other documents / information required to be provided as per terms and conditions and requirements of the tender document (indicate item wise)	Attached / not attached

I, certify that I am authorized to furnish the information given in the schedule-A on behalf of the firm I represent and that it is true to the best of my knowledge and belief.

Signature of Tenderer _____

Signature of Block Letters _____

Name of the Firm & Address _____

Any type of Govt. Tax applicable will be paid by the Contractor.

Financial Bid
ANNEXURE – III

Office of the Chief Executive Officer
Municipal Committee, Katra (J&K)

Name of the Tender: _____

NIT No. with Date: _____

Amount of CDR/FDR with
number & date: _____

To,

The Chief Executive Officer,
Municipal Committee,
Katra.

Sir,

I _____ S/o Shri _____

_____ R/o _____
in capacity as Proprietor of a firm/ Partner of a firm/ Director of Company,
hereby submit my tender for the collection of lorry(Vehicle) Adda entry
fee/entry Tax at various locations in the jurisdiction of Municipal Committee,
Katra (VAISHNO DEVI) DISTRICT REASI, FOR THE YEAR FROM **01/06/2022 TO**
31/03/2023 for an amount mentioned below:-

1. Total cost of the contract (lump sum amount) _____
(in words) _____

I, affirm that the rates offered are inclusive of all taxes, duties, freight,
insurance, carriage, etc. I, further affirm that I, have read and fully
understood the tender notice and agree to abide by all the terms and
conditions laid therein, which are being signed in token of my acceptance.

Signature of Tenderer _____

Signature of Block Letters _____

Name of the Firm & Address _____

Tender document for:

collection of lorry (Vehicle) Adda entry fee/entry Tax at various locations in the jurisdiction of Municipal Committee, Katra (VAISHNO DEVI) DISTRICT REASI, FOR THE YEAR FROM **01/06/2022 TO 31/03/2023**

NIT No. : **MC/K/LorryAdda/2021-22/**

Dated :

Cost of Tender Document: *Rs. 5000/-*

Receipt No. & Date : _____

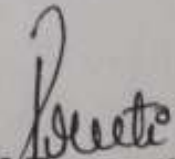
Issued to M/s _____ vide G.R No. for an amount of Rs. _____

Authorized Signatory

Annexure-II

Rate list for the collection of the Lorry Adda Entry Fee/ Tax for the Year 2022-23

S. No.	Particulars	Proposed Fee
1.	Bus "A" Class J&K Route Permit (Railway Station to Katra)	Rs. 30.00 Per Entry
2.	Bus "B" Class J&K Route Permit	Rs. 15.00 Per Entry
3.	Interstate Buses "B" Class	Rs. 100.00 Per Entry
4.	Luxury Deluxe Buses Interstate Route Buses	Rs. 150.00 Per Entry
5.	Luxury/Video Coach Buses on contract having valid all India Route Permit.	Rs. 200.00 Per Entry
6.	"B" Class Buses on Contract Tour	Rs. 80.00 Per Entry
7.	"A" Class Buses on Contract Tour	Rs. 100.00 Per Entry
8.	Mini Bus/Four Wheelers	Rs. 45.00 Per Entry
9.	Mini Bus Deluxe Model	Rs. 60.00 Per Entry
10.	Truck/Tipper	Rs. 30.00 Per Entry
11.	Auto/Three Wheeler	Rs. 10.00 Per Day
12.	Taxi Four Wheeler	Rs. 30.00 Per Entry
13.	Private Car/Van etc. including all types of four wheelers not specified above.	Rs. 75.00 Per Entry
14.	Tractor with trolley	Rs. 20.00 Per Entry
15.	Any kind of vehicles not specified herein above and used for commercial purposes	Rs. 60.00 Per Entry
16.	Matador/Water tanker locally playing from Reasi to Katra and Tikkri to Katra and not specified in Schedule	Rs. 15.00 Per Entry


Chief Executive Officer
Municipal committee
Katra