



WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

A Statutory Body under Micro Small Medium Enterprises & Textile Department

12, Binoy-Badal-Dinesh (B.B.D.) Bagh, Kolkata - 700 001

Website: wbkvib.org.in / Web Portal: banglarkhadi.in



Memo No: 2669 /KB/ENGG/09/EOI/2022-23

Date: 19.11.2025

TENDER REFERENCE No KVIB/ENG-09/eEOI/085/2025-26 OF CHIEF EXECUTIVE OFFICER WEST BENGAL KHADI AND VILLAGE INDUSTRIES BOARD

The Chief Executive Officer, Khadi & village Industries Board, invites-tender for the work detailed below which are to be executed through Engineering Section of WBKVIB: -

Name of Work:	ONLINE EXPRESSION OF INTEREST FOR OPERATION AND MAINTENANCE OF BANPALASHI GUEST HOUSE, SUSUNIA HILLS, BANKURA DURING THE YEAR 2025-26
Annual Amount:	₹ To be Quoted (Including All Taxes & LWS)
Earnest Money Deposit:	₹ 75000.00 Online e-procurement
Completion:	3 years from Date of AOC
Location:	Bankura
Refund of EMD:	For Successful bidder at the end of Contract
Eligibility of Bidder:	Bonafede, Resourceful, Experience & Reliable Government Licensed Contractor / Agencies having adequate credentials in execution of similar nature of work or original Work under Govt. Department is Eligible through Pre-Qualification. Annual fees less than 1 Lakh will be treated as Cancel.

- ❖ In the event of e-filing intending bidder may download the tender document from the website, <https://wbtenders.gov.in> directly by the help of Digital Signature Certificate & necessary Earnest Money.
- ❖ Unsuccessful Tenderer will not have to pay the cost of tender documents for the purpose of participating in e-tendering, but the **successful bidder L1 (Lowest) Bidder will have to pay the cost of Tender Documents (2911) of 2 (two)**
A/PW/0/10C-35/10 Dated: - 26/07/2011 of secretary PWD Govt. of West Bengal

Important Date & Time (Online): -

Publishing Date:	27-November-2025	at	06.00 pm
Document Download / Sale Start Date:	27-November-2025	from	06.00 pm
Seek Clarification Start Date:	-	-	-
Seek Clarification End Date:	-	-	-
Bid Submission Start Date:	27-November-2025	from	06.00 pm
Bid Submission Closing Date:	26-December-2025	up to	11.00 am
Bid Opening Date (Technical):	29-December-2025	at	11.00 am
Bid Opening Date (Financial):	To be Notified during the Bid Opening Process		

❖ Eligibility criteria for participation in tender: -

- Bidder should have credential of similar type of work in last 5 years in any Govt. Organization, necessary completion certificate should be uploaded issue from competent authority on certificate of running work from Govt, Semi Govt or P.S.U may be accepted.

General Instructions

❖ Documents to be Submitted Online [☒ Only]: -

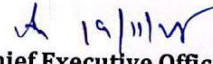
• Certificate:

1. Copy of PAN
2. Copy of G.S.T Registration with Latest 3B.
3. I.T Return last 3 years
4. Copy of Trade License,

5. Declaration as per format given in Annexure-V of Tender Documents.
6. Application Letter as per Annexure-I of Tender Documents.
7. Credential Certificate from Govt, Semi Govt or P.S.U. Credential of running work also may be submitted.
8. P.F. & E.S.I Registration Certificate along with employer latest monthly contribution receipt up to May 2023 issued prior to the date of EOI. (Applicable only those company who have more than 10 employee, A declaration must be upload by bidder)
9. Technical Bid as per Annexure-II of Tender Documents.
10. Under taking as per Annexure-IV of Tender Documents.

❖ **Other Terms & Conditions: -**

- a. Pan Card, Professional Tax receipts Challan for the Year 2021-22, Current GSTIN registration Certificate along with current GST payment receipt to be accompanied with the Technical Bid document. Income Tax (SARAL) Acknowledgement Receipt for assessment year (2021-2022) to be submitted.
- b. Details of Refund of EMD mentioned in front page.

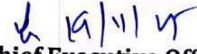

Chief Executive Officer
W.B. Khadi & V.I. Board

Memo No: 2669/1111/KB/ENGG/09/EOI/2022-23

Date: 19.11.2025

Copy Forwarded for necessary information to:

1. The District Magistrate, Bankura District.
2. The S.D.O., Bankura District.
3. The MD., WBSIDCL.
4. The FA & CAO, WBKVIB.
5. The A.E.O., WBKVIB.
6. The P.O. (R & T), WBKVIB.
7. The P.E.O., WBKVIB.
8. The Executive Engineer (Civil), WBKVIB.
9. The All District Officer, WBKVIB.
10. Notice Board
11. Office Website (Ansuman Ghosh).


Chief Executive Officer
W.B. Khadi & V.I. Board



WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

A Statutory Body under Micro Small Medium Enterprises & Textile Department

12, Binoy-Badal-Dinesh (B.B.D.) Bagh , Kolkata – 700 001

Website: wbkvib.org.in / Web Portal: banglarkhadi.in



EXPRESSION OF INTEREST

For

Operation

Maintenance of

**BONPALASHI GUEST HOUSE AT
SUSUNIA HILLS,BANKURA**

(Tender Call)

**WEST BENGAL KHADI AND VILLAGE
INDUSTRIES BOARD**

**(A Government of West Bengal
Enterprise under Micro, Small and
Medium Enterprise and Textile
Department)**

12,B.B.D Bag,Kolkata-700001



Disclaimer

The information contained in this Document or subsequently provided to Bidders, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or Consultants, is provided to Bidders on the terms and conditions set out in this Document and such other terms and conditions subject to which such information is provided.

This Document is not an agreement or an offer by the Authority to the prospective Bidders or any other person. The purpose of this Tender Document is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this Document. This Document includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the **"Operation, maintenance of Banpalashi Guest House at Susunia Hill (Tender Call)"**. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This Tender Document may not be appropriate for all persons, and it is not possible for the Authority, its employees or Consultants to consider the objectives, technical expertise and particular needs of each party who reads or uses this Document. The assumptions, assessments, statements and information contained in this Document, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Document and obtain independent advice from appropriate sources.

Information provided in this Document to the Bidders may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Authority, its employees and Consultants make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the **Document** and any assessment, assumption, statement or information contained therein or deemed to form part of this document or

arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this **Document**.

The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this **Document**.

The issue of this **Document** does not imply that the Authority is bound to select a bidder or to appoint the Selected Bidder, as the case may be, for **the Operation; Maintenance of Banpalashi Guest House at Susana Hills, Bankura** Unit and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

CONTENTS

Sections	Page No.
Introduction	5-6
Instructions to Bidders	7-10
Bid Opening and Evaluation	11-12
General Terms of Contract	13-15
Bid Forms & Annexure	16-22
APPENDIX-1	23

INTRODUCTION

within date and time as mentioned in Bid Schedule.

HARD COPIES OF FINANCIAL PROPOSAL ARE NOT TO BE SUBMITTED

1. The Bidder shall deposit through NEFT/RTGS, as part of its Bid, following Government Order no 3975-F(Y) Dated 28/07/2016, a Bid Security (Earnest Money) equivalent to **Rs.75,000.00 (Rupees Seventy Five Thousands Only)** per unit, the amount as mentioned in the Bid Schedule of this EOI, irrespective of location or size or business potential of the Unit. A scanned copy of the Online Payment has to be submitted in the Technical Proposal folder while uploading the bid.

Encrypted Technical Bid shall be opened by the authorized person of **WBKVIB in Engineering Section** Head Office of **WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD** on at **12,B.B.D Bag,Kolkata-700001(Hemanta Bhavan)**11.00 hrs in the presence of such bidders who may choose to be present.

Bidders may note that if the date of tender opening given in this Document is declared to be gazette holiday, the tender shall be opened on the next working day at the same time and venue.

There will not be any changes in the date and timing of the submission of the bid.

2. The Financial Bids of only of those bidders whose Technical Bids are qualified shall be opened by the Authority. The Financial Bid shall be opened by **the Engineering Section of West Bengal Khadi And Village Industries Board on behalf of CEO of WBKVIB.** in the presence of such technically qualified bidders who may wish to be present. Financial Bid opening date will be informed later. Bidders may note that if the date of tender opening given in this Tender Document is declared to be gazette holiday, the tender shall be opened on the next working day at the same time.
3. **Schedule of Bid :**

As mentioned in front page of Tender Documents.

4. **THE PROJECT**
Banpalashi Guest House at Susunia Hills in Constructed CPC of Stone Cutting Carving on Susunia Hills in Bankura District.
5. **Scope of Work:**
General
 - i) Clean and Hygienic toilets to be used by travelers and tourists, against no cost.
 - ii) Clean and Hygienic kitchen and restaurant with facility of freshly cooked food following statutory regulations.

- iii) Cooking arrangement is to be made selected Bidder.
- iv) Keep the premises well-guarded and ensure safety of travelers /visitors.
- v) Upload daily feedback on the online monitoring module of WBKVIB.
- vi) Premises garden will be maintain by agency.
- vii) All Rooms Dormitory of Banpalashi Guest House will be allotted to Selected bidder.
Rates of rooms Dormitory will be fixed by agency with Consultation with District Officer of the Board. One Double bedded room will be under Control of WBKVIB for use of official Purpose.

Upgradation Plan:

- i. Repair and renovation with proper branding and signage development to make the Units attractive for potential customers.
- ii. Since public amenities are the main objective, small parcels of land inside the premises may be used for constructing additional bio-toilets.

Publicity and promotion:

- i. Extensive publicity, preferably through social media, may be done. WBKVIB is already preparing an action plan for the same.
- ii. Proper signage, both physical and in platforms such as Google-Maps, will be developed.

6. Deployment Mechanism

The Banpalashi Guest House will be given on lease for a period of 3(Three) year. It may be extended or fresh tender will be called. Discretion depending on solely on WBKVIB.

7. Supervision & Control

The Banpalashi Guest House will be operated with overall supervision of WBKVIB.

SECTION -2 INSTRUCTINS TO BIDDERS

1 Minimum Technical Eligibility Criteria:

Any entities (Sole Proprietor or Partnership firm, Company or Limited Liability Partnerships, Trust or Societies) registered under any relevant Act/Law in India, will be allowed to submit their proposals and participate in bid process. They will have to have valid PAN, GSTIN, Trade License, and submit other documents to establish their existence during last 1 (one) financial years and being in the business of Hospitality sector in the country. No experience is required for newly start-ups provided all the requisite documents are satisfactory and complete in all respect and they have requisite qualified man power on their pay roll. For the purpose, information of a bidder has to be furnished as per **Annexure – II**.

Two Applicants both having experience of operating Hospitality Units anywhere in the country for the last 1 (one) financial years may form a Consortium to submit a bid.

However, it is informed that mere fulfillment of minimum eligibility criteria does not entitle the firm to demand that their financial bid will be evaluated.

2 Preparation of Bids:

Format and Signing of Bid as per e-tender guidelines

The Bidder shall provide all the information sought under this EOI. The Authority will evaluate only those Bids that are received in the required formats and are complete in all respects.

The Technical and Financial Bids shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also initial each page, in blue ink. In case of printed and published documents, only the cover shall be initialed. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

The Bid shall contain no alterations, omissions or additions, except those to comply with instructions issued by the Authority, or as necessary to correct errors made by the Bidder, in that case all such corrections shall be initialed by the Authorized signatory.

Special provision for Preparation and submission of e-Bids

The Bidders shall submit their Bids (Technical Bid and Financial Bid) as per the prescribed format given under Annexures of this EOI on e-Procurement portal <https://wbttenders.gov.in> as per the schedule indicated in the Bid Schedule and any amendments made within Bid Due Date for submission of the Bids.

The Bid submission through e-tender portal enables the Bidders to submit the e-Bid online against the e-tender published by the Authority. The Bid submission shall be done online from the Bid submission start date till the Bid Due Date as mentioned in the Bid Schedule. The Bidders should start the Bid submission process well in advance so that they can submit their Bid in time. The Bidders should submit their Bids considering the server time displayed in the e-tender portal. This server time is time by which the Bid submission activity shall be allowed till the permissible time till the Bid Due Date. Once the Bid Due Date and time is over, the Bidders cannot submit their Bids online. For delays in submission of Bids due to any technical glitch or other reasons, the Bidders shall only be held responsible.

The Bids shall be submitted online with Digital Signature (Class- II or III) on the e-Procurement portal mentioned herein above. No physical submission of Bids is permitted. The Bidders shall upload the scanned copy of the Bid in PDF format.

Contents of the e-Bid

The Bids shall be submitted in three folders which comprises the following documents:

Folder One;

Technical Bid: The Bidder shall prepare the Technical Bid in the format prescribed and submit as per the provision of this the EOI.

Cover Letter as per format given in **Annexure - I**

Letter comprising the Technical Bid in the form and manner as described in **Annexure II**

A Hard copy of the Technical Bid is to be submitted as per Bid

BSchedule Folder Two:

Financial Bid: The Bidder shall submit the Financial Bid in the format specified in www.wbtenders.gov.in (**Annexure – III**) as detailed below and submit as per the provision of this EOI. The Bidder shall quote **Lump sum Annual Fees** inclusive all applicable taxes save and except GST, which will be payable as per prevalent rates. **Annual Fees offered below the minimum floor price i.e. below Rs. 1(one) lakh will be treated as invalid and cancelled automatically.**

The Annual Fees will be payable by the successful Bidders in each quarter within 7 days from the start of the quarter. Such Annual Fees will be enhanced at the rate of 10 percent after every three years

NO HARD COPY OF FINANCIAL BIDS ARE TO BE SUBMITTED

Folder – Three

Scanned copies of following documents are to be uploaded in the folder

- A. Copy of PAN
- B. Copy of G.S.T Registration with 3B.
- C. I.T Return last 3 years
- D. Copy of Registration Certificate/ Certificate of Incorporation/registered partnership or trust/societies deed

- E. Copy of Trade License,
- F. Power of Attorney for Partnership Firm or Company
- G. Undertaking as per Format in Annexure - IV
- H. Declaration as per format given in Annexure –
- I. Credential Certificate from Govt, Semi Govt or P.S.U. Credential of running work also may be submitted.
- J. P.F. & E.S.I Registration Certificate along with employer latest monthly contribution receipt up to May 2023 issued prior to the date of EOI. (Applicable only those company who have more than 10 employee, A declaration must be upload by bidder)

Other Miscellaneous:

1. Bid Due Date

Bids should be uploaded on or before the Bid Due Date as mentioned in the Bid Data Sheet at <https://wbttenders.gov.in> in the manner and form as detailed in this EOI.

The WBKVIB may, in its sole discretion, extend the Bid Due Date by issuing an Addendum uniformly for all Bidders.

2. Late Bids

Bids received by the Authority after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.

3. Bid Security (Earnest Money Deposit)

The Bidder shall deposit through NEFT/RTGS, as part of its Bid as per **Government Order no 3975-F(Y) Dated 28/07/2016**, a Bid Security (Earnest money) equivalent to **Rs.75,000/ (Rupees Seventy Five Thousands Only)**, the amount as mentioned in the Bid Data Sheet of this EOI..

Due Date, (referred as the “**Bid Security/EMD**”) and refundable as per Government Order no 3975- F(Y) Dated 28/07/2016, except in case of the Successful Bidder whose Bid Security shall be retained till the completion of the Contract.

Any Bid not accompanied by the Bid Security shall be summarily rejected by the Authority as non-responsiveness.

- a) If the Bidder withdraws its Bid during the Bid Validity Period as specified in this EOI and as extended by mutual consent of the respective Bidder (s) and the Authority;
- b) If the Bidder submits a conditional Bid which would affect unfairly the competitive position of other Bidders who submitted substantially responsive Bids.
- c) If a Bidder engages in a corrupt practices, fraudulent practices, coercive practices, undesirable practices or restrictive practices as specified in this EOI.
- d) If the Bidder does not accept the correction of errors in its Bid,;

- e) Sign and return the duplicate copy of LOA; or

Any other conditions, with respect to the Bidder as well as the Preferred Bidder, for which forfeiture of the Bid Security has been provided under this EOI;

The Bid Security of Bidders whose Bids are rejected on account of not meeting the Minimum Eligibility Criteria will be returned/refunded as per Government Order no 3975- F(Y) Dated 28/07/2016 by the Authority without any interest.

4. Site Visit:

The units of BANPALASHI GUEST HOUSE will be deployed on as-is-where-is basis. To facilitate the Applicants in forming their applications with assessment of pending work, if any, and the involved cost thereof, Site Visit will be encouraged with prior permission from the respective District Officer of Bankura. Site Visits will only be allowed as per the available time of the contact person.

5. Confidentiality

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to, or matters arising out of, or concerning the Bidding Process. The Authority will treat all information, submitted as part of the Bid, in confidence and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory Authority that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Authority or as may be required by law or in connection with any legal process.

6. Communication:

Save and except as provided in this EOI, the Authority shall not entertain any correspondence with any Bidder in relation to acceptance or rejection of any Bid.

SECTION -3

BID OPENING AND EVALUATION

1. Opening and Evaluation of Technical Bids

The Authority shall download and open the Technical Bid online of only those Bidders whose Technical Bid has been determined to be substantially responsive in accordance with this EOI and submitted within prescribed date and time as specified in the Bid Schedule. The Technical Bid shall be opened first in the presence of the Bidders who choose to attend.

In the event of specified date of Bid opening being declared a holiday for the Authority, the Bid shall be opened at the appointed time and place on the next working day.

The Bidders or their representatives who are present shall sign attendance sheet evidencing their attendance.

The Financial Bid shall not be opened at this stage.

The Authority reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Authority in respect of such Bid.

Authority will subsequently examine and evaluate the Bids in accordance with the provisions set out in this Section.

To facilitate evaluation of Bids, the Authority/Bid Evaluation Committee may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.

The Bidder shall be required to fulfill the Minimum Eligibility Criteria as set out in the

Clause of this EOI for qualifying for further evaluation of its Bid in terms herein. The Technical Bids which do not meet the Minimum Eligibility Criteria shall be rejected.

In the first stage, the Technical Bid will be evaluated on the Basis of Bidder's experience i.e. Technical Capacity. Only those Bidders who possess the Minimum Eligibility Criteria shall qualify for further consideration. The Bidder who satisfy the Minimum Eligibility Criteria and whose Bid is found to be responsive as per Clause shall be shortlisted for opening of Financial Bid

2. Test of Responsiveness

Prior to evaluation of Technical Bids, the Authority will determine whether each Bid is responsive to the requirements of this EOI.

The Authority reserves the right to reject any Bids which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Authority in respect of such Bid. Provided, however, that the Authority may, in its discretion, allow the Bidder to rectify any infirmities or omissions if the same do not constitute a material modification of the Bid.

3. Clarification of Bids

To assist in the examination, evaluation and comparison of the Bids, the Authority may, at its discretion, ask any Bidders for authentication and the correctness of the information or details furnished by the Bidder in its Bid. Such request by the Authority and the response by the Bidders shall be in writing or email, but no change in the Bids or substance of the Bid shall be sought, offered or permitted except as required to confirm the correction to the expert committee for evaluation of the Bids.

Each page of the Bid as well as enclosures/attachments to the same must be signed by the person submitting the tender on behalf of the firm.

4. Opening and Evaluation of Financial Bids

The WBKVIB shall determine responsiveness of Financial Bid and shall open the Financial Bid of the Qualified Bidders..

Now, in case, any bidder does not accept the **Letter of Acceptance (LoA)** within stipulated time, the second highest bidder under each category (A, B & C), as the case may be, will be asked to match the financial quote of the first ranked bidder. If the second ranked bidder agrees to match the price of the First ranked Bidder he will be declared as the **Successful Bidder..**

Discrepancies in Bid: Discrepancy between description in words and figures, the description which corresponds to the words shall be taken as correct.

Any efforts by the Bidder to influence the Authority in the Bid evaluation, Bid comparison or contract awarded decisions may result the rejection of such Bids

SECTION -4
GENERAL TERMS AND
CONDITIONS

1. Award of Contract:

The contract shall be finally awarded to the successful bidder after obtaining necessary approval of the competent authority. Letter of Acceptance (LoA) will be sent to the successful bidders.

- (i) The successful bidder shall enter into contract and shall execute and sign the Service Agreement before commencement of the services within 15 days from the date of LoA.
- (ii) West Bengal Khadi & Village Industries Board (WBKVIB) shall prepare the draft Service Agreement on the basis of General Terms and other terms & conditions of this Tender Document.
- (iii) The successful bidder shall return the duly concurred copy of the draft Agreement in duplicate within two days of receipt of the draft Service Agreement from WBKVIB, and the final Service Agreement is to be prepared in duplicate by successful bidder on the correct amount of stamp papers and the same is to be submitted to WBKVIB after duly signed by the authorized signatory of the successful bidder.
- (iv) The competent authority of the WBKVIB shall sign the final Service Agreement and return a copy of the duly signed Service Agreement to the successful bidder.

2. Annulment of Award:

Failure of the successful bidder to comply with the requirement shall constitute sufficient ground for the annulment of the award and forfeiture of Bid Security in which event WBKVIB may make the award to any other bidders who qualified in the technical evaluation and agrees to match the price of the successful bidder or annul the bid and call for new bids in terms of the EOI.

3. Canvassing:

Any attempt to canvass for the work and/or any failure on part of the bidder to observe the prescribed procedure will prejudice the bidder's quotation.

4. General Terms of Contract

- a) **Sub-contract of Work:** The successful bidder shall not assign or sub-contract the work or any part of it to any person or entity in any manner.

- b) **Terms of Payment:** Payment will be made by the Selected Bidder on quarterly basis within 7 days from the start of the quarter. For delay in payment interest at the rate of 0.5 % per week will be charged.
- c) **Termination of Contract:**
 - (i) WBKVIB may, without prejudice to any other remedy for breach of contract including failure to perform as per timelines specified in this Tender Document, by written notice of default, sent to the successful bidder, terminate the contract, in whole or in part.
 - (ii) WBKVIB may at any time terminate the Contract by giving written notice to the successful bidder without compensation if the successful bidder becomes bankrupt or otherwise insolvent as declared by the competent court provided that such Termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to WBKVIB.
 - (iii) The contract requires highest standards of ethics. WBKVIB may at any time terminate the Contract by giving written notice to the successful bidder without compensation if the successful bidder or any of his person is found engaged in corrupt or fraudulent practices. For this purpose, the definition of corrupt and fraudulent practices will follow the provisions of the relevant laws in force.
 - (iv) The Authority may terminate the Contract before expiry by serving a Notice of 60 days.
 - (v) **Essence of the Contract:**
Timely delivery of services is the essence of the contract and delivery of services must be completed not later than the dates specified in this Tender Document.

4. **Liquidated Damage:**

In the event of failure to meet the timeline in starting the project or in payment of Annual Fees liquidated damage may be imposed @ 0.5% of the bill amount for delay of a week or part thereof, subject to a ceiling of 10% (excluding all taxes & duties and other charges). In the event of liquidated damage exceeds 10%, WBKVIB reserves the right to terminate the contract

Period of Contract:

The period of the contract shall be 3 years primarily depending upon the extent of renovation or refurbishment a particular will require. Contract may be renewed for another 3 years or fresh Tender will call at the sole discretion of the Authority for period as decided by the Authority

5. Repair/Maintenance:

Routine day to day maintenance of the properties of **BANPALASHI GUEST HOUSE** shall be done by the Successful bidder. Any major repair/renovation shall have to be taken up after prior intimation and permission from the Authority. Sharing of cost will be determined by the Authority on case to case basis.

6. Insurance:

The Successful bidder shall be required to keep the assets of the Authority and the unit as a whole in good working condition following Good Industry Practice followed in similar trade. For the purpose they will take appropriate Insurance covers against the usual perils including fire, earthquake, accident of workers /visitors etc.

7. Asset Handover:

At the end of the contract period or early termination thereof, the Successful bidder shall hand over all assets, both movable and non-movable, to the Authority or their representative peacefully. The Private Party shall only be allowed to take back movable assets at the Units brought in by them in course of operation. All non-movable assets established or acquired at their cost and expenses shall become the property of the Authority at no extra cost.

8. Right of Entry:

The Successful Bidder or persons working under them shall allow any representatives of the Authority to enter the premises of **Banpalashi Guest House** at all reasonable hours and examine the condition of assets, examine the books and communicate on other related issues.

9. Supervision & Control:

The **Banpalashi Guest House** shall function under the administrative control of District Administration of WBKVIB with regular supervision of functionaries of WBKVIB.

ANNEXURE – I
Application Letter

[On the letter head of the Applicant]

Date:

To,
The Chief Executive Officer,
West Bengal Khadi & Village Industries Board,
12,B.B.D Bag,Kolkata-700001(Hemanta Bhavan)

Sub: Application for Empanelment No: [•]

dated [•].Dear Sir,

With reference to Empanelment No: [•] dated [•], I, having examined the EOI and understood its contents, hereby submit my application for selection as Private Partner for Operation, Maintenance of **BANPALASHI GUEST HOUSE,SUSUNIA HILLS,BANKURA** units as under.

A
B
C
D

1. The application is unconditional and unqualified.
2. We have reviewed the terms of the EOI and hereby unconditionally and irrevocably accept, agree and acknowledge the terms thereof.
3. We acknowledge that WBKVIB will be relying on the information provided in the application and the documents accompanying the application for selection of the Operator. We certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Application are true copies of their respective originals.
4. This statement is made for the express purpose of our participation in the Selection Process and possible appointment as an Operator for **BANPALASHI GUEST HOUSE**.
5. We hereby confirm that we satisfy all the eligibility criteria prescribed in the EOI.
6. We hereby acknowledge that if we submit or produce any document and it is discovered subsequently that such document was false or incorrect then we shall be liable under all applicable laws.
7. We shall make available to WBKVIB any additional information it may find necessary or require to supplement or to authenticate the application.
8. We acknowledge the right of WBKVIB to reject our application without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by

Applicable law, our right to challenge the same on any account whatsoever.

9. **We declare that:**

- a. We have examined the EOI and have no reservations there to, including any amendments issued by WBKVIB *vide* corrigendum/addendums from time to time.
- b. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice as defined in the EOI, in respect of any tender or empanelment or request for proposal issued by or any agreement entered into with Govt. of WB or any other public sector enterprise or any government, central or state; and
- c. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
- d. We hereby certify that we are not in violation of any applicable laws.
- e. We hereby certify that we have cleared all our statutory dues including GST and EPF as on date of this application.

10. We understand that you may cancel this process at any time and that you are neither bound to accept any application that you may receive nor to invite the applicants to submit their applications, without incurring any liability to the applicants, in accordance with the EOI.

11. We hereby irrevocably waive any right or remedy which we may have at any stage under applicable laws or howsoever otherwise arising to challenge or question any decision taken by the Govt. of WBKVIB in connection with the selection of the empaneled Operators, or in connection with the empanelment process itself, in respect of the EOI and the terms and implementation thereof.

In witness thereof, we submit this letter forming part of our application under and in accordance with the terms of the EOI.

Yours faithfully,

(Signature, name and designation of Authorized Signatory) name and seal of the applicant

Date
Place

ANNEXURE-II

Tender No:

Technical Bid

[For the tender for Operation and maintenance of BANPALASHI GUEST HOUSE,SUSUNIA HILLS,BANKURA

1. Name of the Firm:
2. Name and designation of the person submitting the Bid:
3. Address of the firm:
4. Telephone Numbers with STD Code:
5. Mobile Number of the person submitting the bid:
6. e-Mail id of the of the person submitting the bid:
7. Registration and incorporation particulars of the firm/company:
 - (i) Date of incorporation:
 - (ii) Date of Registration:
 - (iii) Registration Number.:

(Please attach attested copies of documents or registration/incorporation)

8. Name of Directors:
9. Firm's Bank, its address and Account Number:
 - (i) Name of the bank and branch with address:
 - (ii) IFS Code:
 - (iii) MICR Code:
 - (iv) Account Number:

10. Permanent Income Tax Account Number and Income Tax Circle:

(Please attach copies of Permanent Income Tax Account Number and income tax return for last three Assessment Years i.e. 2022-23, 2023-24 and 2024-25)

11. GST Registration Number & 3B Form.

(Please attach copies of GST Registration Certificate)

12. Turnover from Indian Operations during the any three of last Three financial years

(i) 2022-23:

(ii) 2023-24:

(iii) 2024-25:

Submitted with documentary evidence for being functional within Hospitality sector for the last Three financial years duly authenticated as under

(attached certificate from auditor or attested copy of audited financial statements for any three of the last five financial years i.e. any three from 2020-21 to 2024-25)

13. Number of full-time employees on roll as on 31.03.2025 :

14. Particulars of Bid Security/EMD

ANNEXURE – III
Financial Bid
As per format available in www.wbtenders.gov.in

ANNEXURE - IV

UNDERTAKING

I/We, the undersigned certify that I have gone through the terms and conditions mentioned in the Tender Document and undertake to comply with them.

1. The rates quoted by me/us are valid and binding upon me for the entire period of contract with increase of 10 % every 3 years.
2. I/We give the rights to the competent authority of WBKVIB to forfeit the Bid Security deposited by me/us in case of breach of conditions of the EOI.
3. I/We hereby undertake to provide the services as per the directions given in the EOI.
4. I/We hereby declare that the information/documents provided by me/us are true and authentic and in case at any stage it is found that the information given by me/us are incorrect or false, WBKVIB shall have the absolute right to take any action against me/us as deemed fit, without any prior intimation to me/us.

Place:

Date:

Signature of Authorised signatory:

Name of the Authorised signatory:

Designation of the Authorised signatory:

Name of the Firm:

Seal of the Bidder

ANNEXURE - V

Tender No:

DECLARATION

To

The Chief Executive Officer
West Bengal Khadi &
Village Industries Board,

Dear Sir,

I, _____, son/daughter/wife of _____
(designation of the signatory) of the Firm mentioned above is competent to sign this
declaration and execute this tender document.

2. I undertake that (Name of the Firm/Company) was never banned or blacklisted by the
Central Government or any State Government in India OR by any authority or undertaking of the
Central or any State Government in India.

3. I further undertake that in case (name of the Firm/Company) is banned or blacklisted
by the Central Government or any State Government in India OR by any authority or undertaking
of the Central or any State Government in India in future during the period of this contract I shall
report the same to the CEO, West Bengal Khadi & Village Industries Board, 12 B.B.D Bag,
Kolkata- 700001 immediately (within 7 days) after I am informed.

4. The information/documents furnished along with this tender are true and authentic
to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false
information and/or fabricated document would lead to rejection of my tender at any stage besides
liabilities towards prosecution under appropriate law.

Place:

Date:

Signature of Authorised signatory:

Name of the Authorised signatory: Name of the Firm.

Designation of the Authorised signatory

Name of the Firm with seal:

APPENDIX-1

SL NO	DISTRICT	NAME OF THE GUEST HOUSE	DORMATORY (8 BEDDED)	A.C	SIZE OF DORMATORY	ATTACHED TOILET	DOUBLE BEDDED ROOM	A.C	SIZE OF EACH ROOM	ATTACHED TOILET (6'-6"X5'-8")	REMARKS
(1)	BANKURA	BANPALASHI GUEST HOUSE, SUSUNIA HILLS	1 NO	2 NOS	24'x19'-6"	Yes	6 Nos	1 No in Each Room	19'6"x11'6"	Yes	ONE DOUBLE BEDDED ROOM OUT OF SIX DOUBLE BEDDED ROOMS UNDER CONTROL OF WBKVIB FOR OFFICIAL PURPOSE

W. B. Khadi
28/10/2025
ASSISTANT ENGINEER (CIVIL)
WBKVIB
12, B.B.D. BAG, KOLKATA-700001

T. B. Khadi
20/10/2025
EXECUTIVE ENGINEER (CIVIL)
W. B. KHADI & V. I. BOARD
12, B.B.D. Bag., Kol-700001

W. B. Khadi
Planning Cum-Evaluation Officer
W. B. KHADI & V. I. BOARD

W. B. Khadi
Financial Advisor &
Chief Accounts Officer
W. B. KHADI & V. I. BOARD

W. B. Khadi
Chief Executive Officer
W. B. KHADI & V. I. BOARD