

# BID DOCUMENT

## FOR

PARKING RIGHTS FOR 04 METRO STATIONS AND ONE OTHER DESIGNATED  
PARKING LAND OF JMRC LTD (PACKAGE-2)

(RFP No. F.1(R-311)/JMRC/DC/Rev/Parking/2025/07 dated 02.06.2025)



**Issued by:**

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## NOTICE INVITING BID (NIB)

### 1.1 GENERAL

Jaipur Metro Rail Corporation (JMRC) invites online bids for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2). Physical submission of bid is not allowed. Bid shall be submitted ONLINE only at procurement portal of GoR i.e. <https://eproc.rajasthan.gov.in>

#### 1.1.1 Brief Description of Bidding Process

Authority/JMRC has adopted a single-stage, two packet (Technical Bid and Financial Bid), open transparent competitive e-bidding process through e-procurement portal at [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) (the "Bidding Process") for selection of Bidder for award of the Parking right contracts.

Bidders are invited to submit their Bids (Technical Bid and Financial Bid separately) for the Parking right contract in accordance with the provisions of the BID DOCUMENT. Bidders shall submit/upload their Technical Bid and Financial Bid in separate files at [www.eproc.rajasthan.gov.in](http://www.eproc.rajasthan.gov.in) as per the provisions of this BID DOCUMENT.

Bidders shall be required to quote the rate in percentage (%) above the Base Rate of Lease Rent (Per Sqm per Month) in BoQ in Excel format only and nowhere else in the bid document. A technically qualified Bidder who offers highest Lease Rent (Per Sqm per Month) shall be awarded the contract of parking rights.

#### 1.1.2 Schedule of Bidding Process:

S. N.	Event Description	Date & Time
1	Availability of BID DOCUMENT	Document can be downloaded from: Rajasthan E-proc Portal: <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> Rajasthan SPP Portal: <a href="http://www.sppp.rajasthan.gov.in">www.sppp.rajasthan.gov.in</a> JMRC Portal: <a href="http://www.jaipurmetrorail.in">www.jaipurmetrorail.in</a> <a href="http://transport.rajasthan.gov.in/jmrc">http://transport.rajasthan.gov.in/jmrc</a>
2	Payment to be paid along with Submission of Bid	<b>RISL Processing Fee:</b> Rs. 1500 (Rs. Fifteen Hundred only) in form of Demand Draft (DD)/Banker's Cheque of Scheduled Bank in favour of "Managing Director, RISL" payable at Jaipur. <b>Tender Fee:</b> Rs. 5900 (Rs. Five thousand nine hundred only) (inclusive GST@18%) Demand Draft (DD)/Banker's Cheque of Scheduled Bank in favour of "Jaipur Metro Rail Corporation Limited" payable at Jaipur. <b>Bid Security:</b> Rs. 104,000 (Rs. One Lakh Four thousand only) Demand Draft (DD)/Banker's Cheque of Scheduled Bank in favour of "Jaipur Metro Rail Corporation Limited" payable at Jaipur.
3	Date of Publishing BID DOCUMENT/ NIB on e-Portal and JMRC Portal and Bid document download start date	02/06/2025

S. N.	Event Description	Date & Time
4	Mode of Submission of Bid	Online at e-Proc website only ( <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> )
5	Date & Time for Pre –bid Meeting	Date: 10/06/2025 (11:00 hrs.) Venue: Chintan Hall, 2nd Floor, Admin Building, Metro Depot, Bhriugu Path, Mansarovar, Jaipur (Rajasthan)
6	Last Date & time of Submission of Written Queries	Date: 10/06/2025 (1800 hrs.) Written queries must be submitted to the Office of the Executive Director (Corporate Affairs), JMRC OR e-mailed to <a href="mailto:edca@jaipurmetrorail.in">edca@jaipurmetrorail.in</a>
7	Tentative date for Replies to Queries by JMRC	12/06/2025 (17:00 hrs.)
8	Start Date & time for Online Submission of Bid	Starting From 12/06/2025 (18:00 hrs.)
9	End/Last Date &time for Downloading BID DOCUMENT	23/06/2025, (10:00 hrs.)
10	End/ Last Date &time for Online Submission of Bid (Bid Due Date)	23/06/2025, (12:00 hrs.)
11	Submission of Original Demand Draft for RISL Processing Fee, Tender Fee & Bid Security	23/06/2025, (13:30 hrs.) Venue: Office of the Executive Director (Corporate Affairs), A-211, 2nd Floor, Jaipur Metro Rail Corporation Limited, Admin Building, Metro Depot, Bhriugu Path, Mansarovar, Jaipur (Rajasthan)- 302020
12	Date & Time for Opening of Technical Bid	23/06/2025, (15:00 Hrs.)
13	Opening of Financial Bids	Shall be intimated to the technically qualified Bidders only at appropriate time
14	Issue of Letter of Award (LOA) to Selected Bidder	Shall be intimated to the Selected Bidder at appropriate time
15	Acceptance of LoA by the Selected Bidder	Within 07 days of issuance of LoA
16	Signing of Lease Agreement	Within 15 days of issuance of LoA
17	Bid Validity	90 days
18	Estimated Bid Value	Rs. 52,03,304/- (excluding GST)
19	Duration of Contract	One Year

The above schedule is tentative. Authority reserves the right to modify the Schedule of Bidding Process at any time during the Bidding Process at its sole discretion without assigning any reason or being liable for the same in any manner whatsoever.

## 1.2 Bid Document consists of the following:

- Notice Inviting Bid (NIB)
- Instructions to Bidder (ITB)
- Special Conditions of Contract (SCC)
- General Conditions of Contract (GCC) uploaded and available on JMRC website.
- Bill of Quantities/Commercial Bid (BOQ)
- Letter of Bid (Form-1)
- Detail of Bidder (Form-2)
- All Annexure and Corrigendum/Addendums. (As applicable)

### Note:

- Approved GCC is uploaded and available on JMRC website, By Signing the Bid document, firm agrees to accept the GCC. While framing the contract with the successful Bidder, the bidder shall sign the complete GCC document and submit it to JMRC. Bidder shall have to furnish the declaration in such regard as per Annexure VI.
- Corrigendum, Addendums and subsequent clarifications on bid terms, if any, can be down loaded from the websites mentioned at 1.3 below. Intimation for change in the schedule of Bid opening etc. shall be published on the websites only which are mentioned at clause no. 1.3 below. Keep visiting these websites for any subsequent clarifications & modifications.
- If the date of opening is declared holiday, then Bids will be opened on next working day with same time schedule.

## 1.3 Availability and Issuance of Bid Documents

The complete bid document can be downloaded from corporation's website **[www.transport.rajasthan.gov.in/jmrc](http://www.transport.rajasthan.gov.in/jmrc)** or state procurement portal i.e., **<http://sppp.rajasthan.gov.in>**. The bidder can use this downloaded Bid Document for submission. However, while submitting the downloaded Bid, Bidder shall have to submit the cost of Bid Form physically (as per clause no. 1.1.2 of the NIB) by original DD/BC in favour of JMRC payable at Jaipur.

## 2.1 Eligibility Conditions:

The bidder shall be required to meet all the eligibility conditions as mentioned below

S. N.	Particulars	Documents Required
a)	<b>Eligible Entities:</b> Bidder must be a legally recognized business entity i.e., Proprietary Firm, Partnership Firm, LLP Firm, Companies Registered under Companies Act, 2013 or under the applicable statutes	<b>Annexure-XIV</b> along with Certified copy of certification of registration/incorporation as applicable to legal status and other details viz. GST registration number, PAN number and EPF registration number (if applicable).
b)	<b>Financial Eligibility</b> <b>Turnover:</b> Bidder must have minimum average annual turnover of <b>Rs. 52 Lakh</b> in last three financial years (i.e. FY 2021-22, 2022-23 and 2023-24)	Certificate specifying turnover for FY 2021-22, 2022-23 and 2023-24 as per <b>Annexure-XVI</b> and duly certified by practicing chartered accountant with Unique Document Identification Number (UDIN) on the certificate.  Bidder shall also submit audited financial accounts of FY 2021-22, 2022-23 and 2023-24 and audited financial accounts of FY 2024-25 if submitting work experience up to 31 <sup>st</sup> March 2025.



S. N.	Particulars	Documents Required
c)	<b>Other eligibility criteria</b>	<b>Document Required</b>
	<p>I. Firm have not abandoned any work in last four financial years of Government / Semi government / PSU / MRTS.</p> <p>II. Bidder's Contract with any Government/Semi government / PSU / MRTS have not been terminated in last four financial years due to poor performance.</p> <p>III. Bidder's security deposit has not been forfeited by any Government/Semi government / PSU / MRTS in last four financial years.</p> <p>IV. Bidders have not suffered bankruptcy / insolvency in last four financial years.</p> <p>V. Bidder have not been blacklisted/ debarred by any Government/Semi government / PSU / MRTS in last four financial years.</p>	<p>Undertaking for all conditions mentioned alongside in the prescribed format as <b>Annexure-I</b> of this Bid Document.</p>
d)	<b>Work Experience:</b>	<b>Document Required</b>
	<p>Experience of having satisfactorily completed similar contracts during last 4 years ending on 31<sup>st</sup> March 2025. The eligible bid should have either of the following-</p> <p>i. Three similar contracts, value of each contract should be Rs. 20,80,000/- or above.</p> <p style="text-align: center;"><b>OR</b></p> <p>ii. Two similar contracts, value of each contract should be Rs. 26,00,000/- or above.</p> <p style="text-align: center;"><b>OR</b></p> <p>iii. One similar contract, value of the contract should be Rs. 41,60,000/- or above.</p>	<p>Firm is required to submit the completion or performance certificates issued by the respective clients of work done as per <b>Annexure-III</b>.</p> <p>Completion certificate should be on letter head of the client firm and should be issued by the authority who has issued the work order.</p> <p>Only direct experience will be considered. Experience of subletting or a sub-contractor to the main contractor will not be considered.</p> <p><b>Definition of similar works:</b> Parking Management work carried out for a Government Organization/Public Sector Undertaking / Government Autonomous Body / Government Local Body/ Hospitals/ Municipal Corporations / Air Port/ Sea Port/ Metro Stations / Railway Station /Bus Stand etc.</p>

**INSTRUCTIONS TO BIDDER (ITB)**

**General Guidelines: -**

- I. This Bid Document does not purport to contain all the information that each bidder may require. Bidders are requested to conduct their own investigations and analysis and to check the accuracy, reliability and completeness of the information in this Bid Document before participating in the bid process. JMRC Ltd. makes no representation or warranty and shall incur no liability under any law, statute, rules & regulations in this regard. Information provided in this Bid Document is only to the best of the knowledge of JMRC Ltd.
- II. Bidders should read carefully the contents of this document and to provide the required information. Each page of the Bid Document (including General Conditions of Contract), Addendum (if any) and other submissions, before submission of the bid, may be Numbered, Signed & Stamped, as a token of acceptance of terms and conditions of this bid. Any unsigned and unstamped document will not be considered for evaluation. The signature is required to be done by the bidder itself/ authorized signatory of the Bidder for which a valid Power of Attorney shall be enclosed. All documents shall be submitted in English Language.
- III. Bidders should provide all the required technical and associated information and attach supporting documents as earmarked / mentioned signed by the bidder / authorized signatory of the bidder and attested by competent authority wherever asked.
- IV. For any query from bidder, JMRC reserves the right not to offer clarifications on any issue raised in a query. No extension of any deadline will be granted for JMRC having not responded to any query or not provided any clarification.
- V. Bidders should clearly note the date and time of submission of Bid. Technical Evaluation will be carried out on the basis of submissions received by JMRC by specified date & time only. However, JMRC may ask for any supplementary information, if required.
- VI. Technical Evaluation will help assess whether the bidder possesses the earmarked technical/financial capabilities. Further, bidders may not be considered if they have a poor performance record such as abandoning works, not following statutory requirements, financial failure, etc. JMRC reserves the right to approach previous clients of the Bidders to verify/ascertain client's performance.
- VII. It shall however be noted that JMRC will not discuss any aspect of the evaluation process. Bidders will deem to have understood and agreed that no explanation or justification of any aspect of the selection process will be given by JMRC and that JMRC's decisions are without any right of appeal/litigation whatsoever. Applicants may note that the selection process will entirely be at the discretion of JMRC.
- VIII. Bids will not be considered if Bidders make any false or misleading representations instatements / attachments. If any submission is found false or misleading, even at later stage i.e. after completion of process then also JMRC may annul the award of work and forfeiting Amount (if any held with JMRC) and Performance Security (if any available). Further the bidder may be blacklisted for participation in any future bid of JMRC.
- IX. Bidders may remain in touch with JMRC's website [www.transport.rajasthan.gov.in/jmrc](http://www.transport.rajasthan.gov.in/jmrc) or state public procurement portal [www.sppp.rajasthan.gov.in](http://www.sppp.rajasthan.gov.in) for any kind of latest Information, Addendum, Clarification, etc.
- X. The words 'bid' and 'tender' have been referred interchangeably in this bid document.



## **1. Bid Document**

- I. The Bid Document is meant to select contractor for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2). Necessary details of required services are mentioned in para-2 as Scope of Work.
- II. The Bid Document duly encompasses the Scope of Work, Eligibility Criteria, Selection Procedure, Necessary Instructions, Terms and Conditions and other associated / related Document(s) / Annexure(s) etc. Same has been delineated by various parts of the Bid Document as mentioned in clause 1.2 of the NIB.

## **2. Scope of Work**

- I. Licensee shall be required to operate and manage parking facility at following 04 Metro Stations and one other designated parking land of JMRC Ltd (Package-2) as mentioned below:

Package-2				
S/N	Location of Parking Land	Area (sqm)		
		Gate No. 1	Gate No. 2	Total
1	At Ram Nagar Metro Station	1000	1000	2000
2	At Civil Lines Metro Station	0	1035	1035
3	At Sindhi Camp Metro Station	291	Nil	291
4	At Chandpole Metro Station	700		700
5	Designated parking land of JMRC at Tanwar Ji Ka Nohra, Tripolia Bazar	394		394
	Total Area			4420

Brief of the required services and functional requirement is detailed as under but not limited to: -

- a) The successful bidder shall make arrangement and manage the parking for approved group of vehicles through its authorized competent manpower in JMRC Land on round the clock basis & other premises at the parking rates approved by JMRC. Parking rights shall be available to the bidder at the accepted license fee payable by the licensee to JMRC. Parking rates and distribution of parking area among various categories of vehicles or revision in parking area or any other change in parking plan etc. may be reviewed by JMRC as and when required; if any changes are made in the parking rates etc. then license fee shall be modified on pro-rata basis.
- b) Area offered by JMRC is "SUPER AREA", no request by licensee for reduction in area will be considered on account of pole, tree, drainage etc. being available in the parking area or on account of any other reason. However, if JMRC reduces the area for any other use for JMRC that will be honored by the licensee without any claim and its license fee will be adjusted accordingly on pro rata basis.
- c) "SUPER AREA" means, area within the boundary of JMRC, offered as parking area. No deduction on any account shall be permitted except in case the area is taken over by JMRC for any activity.

- d) Vehicle movement area also will not be deducted from the super area. The parking area is indicative. The actual area may vary depending upon site conditions. The parking area may increase/ decrease as per requirement of JMRC Ltd. The license fee will be proportionate to the area allowed/ handed over for parking in case of decrease/ increase. If JMRC is able to get extra space from local authorities near the station premises, then same may be handed over to the parking licensee at its sole discretion. License fee shall be revised on pro-rata basis in such case.
  - e) Responsibility of safety & security of Parking lots lies with the parking licensee. This includes Utmost security of vehicle, No Nuisance, No damage to Parked vehicles and checking of vehicle when getting parked. Misuse of electricity other than the bonafide purposes may lead to imposition of penalties and even disconnection. A suitable MS Metal board with metal angle stand shall be arranged by JMRC and the licensee will exhibit the approved parking rate list, licensee and his address/ Mob. No. with reflective paint etc. after approval of the same by JMRC.
  - f) On demand, an electric connection may also be provided by JMRC to the licensee on chargeable basis subject to availability & feasibility. Metering of the same shall be carried out and charges of same shall be levied by JMRC through monthly invoice.
  - g) If JMRC is not able to provide electric/water connection at site remote to Metro station, Licensee may arrange electric/water connection on its own cost from the respective authorities with the approval of JMRC.
  - h) If required Licensee may arrange additional sanitary hut for parking used for tourist buses with the approval of JMRC and same shall be removed by licensee on completion of the contract.
  - i) Successful Bidder shall also be responsible for keeping the parking site in a clean, proper & decent condition. Licensee shall also maintain proper record of all the vehicles availing parking service.
  - j) Successful Bidder shall also be required to follow the directions, issued by competent authority time to time for proper operation of parking sites.
  - k) Successful Bidder shall have to deposit monthly license fee in advance as per the schedule given in the Bid Document.
- II. **The period of contract shall be 1 (One) year from the date of commencement. It shall be further extendable by mutual consent for further up to 1 (one) year with an increase of 5% monthly license fee. In this case all other terms & conditions shall remain same.**
- III. After completion of contract period, if processing of next bid is delayed then JMRC may ask licensee to operate the site up to next Six Months on the same terms & conditions, with mutual consent. In such case same shall be intimated by JMRC in seven days in advance before the expiry of license period.
- IV. The number of parking sites and parking spaces shown in the Scope of Work/Commercial Bid are approximate and liable to vary during the actual execution of the work. The Licensee shall be bound to carry out and complete the stipulated work irrespective of variation in individual items, at the accepted rates.
- V. The minimum wages to be paid by the licensee at his own cost against the work/ contract shall be as payable to a skilled worker during the period of the

work/contract, as published time to time by the Department of Labour, Govt. of Rajasthan. Successful bidder shall submit Annexure-XV for the same. No financial liability on this account shall be borne by JMRC.

### **3. Who can Apply**

This is an open competitive bid and all companies, corporations, proprietary or partnership firm who are involved in execution of such type of work and those who fulfill the financial soundness and work experience criteria and other requirements laid down in this document are eligible to participate in this bid.

### **4. Bid Requirements**

- I. A single stage two-packet (Technical Bid and Financial Bid) system shall be followed for the Bid as outlined below:
  - a. Technical Bid, including Fee details (Tender Fee, RISL Processing Fee and Bid Security) in PDF format
  - b. Financial Bid in MS-Excel format
- II. The Technical Bid shall be signed and stamped on each page initialed by a person duly authorised to sign on behalf of Bidder holding Power of Attorney, as per the format as specified in Bid Forms. The Technical Bid shall be in PDF format with all pages numbered serially along with an index. The PDF format shall be uploaded on the website as provided in this BID DOCUMENT.

**Technical Bid:**The "Technical Bid" shall consist of the following documents:

S. N.	Document Type	Document Format
1	Letter of the Bid	as per the format specified at Technical Bid Form-1 (in PDF Format)
2	Tender Fee	Scanned copy of Demand Draft/ Banker's Cheque (in PDF Format)
3	RISL Processing Fee	Scanned copy of Demand Draft/ Banker's Cheque (in PDF Format)
4	Bid Security	Scanned copy of Demand Draft/ Banker's Cheque (in PDF Format)
5	Details of Bidder (in case of Consortium Bidder, Form to be submitted for each member)	as per the format specified at Technical Bid Form-2 (in PDF format)
6	Certified copy of Certificate of registration/ incorporation as applicable to legal status of the Bidder.  Copy of Audited Accounts of last 3 financial years ending on March 31, 2024 and upto 31 <sup>st</sup> March 2025, if applicable	Scanned copy of documents (in PDF format)
7	Certified Copy of GST Registration, PAN Card and EPF Registration if applicable or Undertaking of inapplicability EPF, as the case may be.	Scanned copy of documents (in PDF format)
8	Power of Attorney for Signing Authority	as per the format specified at Annexure-XVIII (in PDF format)

S. N.	Document Type	Document Format
9	Self-Declaration regarding fulfillment of eligibility conditions	as per the format specified at Annexure-XIV (in PDF format)
10	Undertaking of Other Qualifying Conditions	as per the format specified at Annexure-I(in PDF format)
11	Work Experience certificate	as per the format specified at Annexure-III(in PDF format)
12	Undertaking of No Technical or Commercial Deviations in Bid Submission	as per the format specified at Annexure-XVII (in PDF format)

- III. The Financial Bid shall be submitted in the Excel format only as specified in Financial Bid Form (BoQ) and nowhere else in the technical bid.

**Financial Bid:** The "Financial Bid" shall consist of the following document:

S. N.	Document Type	Document Format
1	Financial Bid	As per the format specified at Financial Bid Form (BoQ) (format available at <a href="http://www.eproc.rajasthan.gov.in">www.eproc.rajasthan.gov.in</a> )

Financial Bid should not be indicated at any place in the Technical Bid, otherwise, the Bid shall be summarily rejected.

Bidders have to quote their rate in per sqm per month in the respective column of BoQ /financial bid only.

Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for bidding. Following step to be followed in submission of Financial Bid:

- Download format of Financial Bid in XLS/XLSX format
- The same XLS/XLSX file is a password protected file. Don't unprotect the file.
- Fill 'Bidder's Name' and quote the rate in 'percentage (%) above the Base Rate' in the given cell only.
- Validate the above sheet and save file in your computer and upload this duly filled file.

Note:

- It is to be noted that GST as applicable on Base Rate to be quoted in Financial Bid shall be chargeable extra as per the prevailing rate and rules and shall be borne by the Selected Bidder only.
- While quoting rates in financial bid, the bidder must take into account existing tax structure as on last date of bid submission and later on no claims as issues regarding misinterpretation of tax liability, etc., shall be entertained.
- Percentage above the Base Rate quoted by Bidder shall be admissible and considered for evaluation only up to two digits after decimal.
- Lease Rent (Per Sqm per Month) worked out from quoted rate in percentage (%) above the Base Rate, shall also be admissible and considered for evaluation only up to two digits after decimal.

- IV. Any corrections in the Technical Bid such as interlineations, erasures or overwriting shall be valid only if they are signed and stamped by a person duly authorized to sign on behalf of Bidder.
- V. Each bidder shall be required to confirm and declare with the Bid submission that no agent, middleman or any intermediary has been, or will be, engaged by them to provide any services, or any other items or works related to the award and performance of the Contract. Bidder will have to further confirm and declare that no agency commission or any payment which may be construed as an agency commission has been, or will be, paid and that the Bid price will not include any such amount. The format is given in Annexure-IV of the ITB.
- VI. The bidder shall be required to enclose the Check List as given in Annexure-V of the ITB.
- VII. In order to assess the technical and financial capabilities of the bidders, the Technical Bid is divided in two Proforma-1 and 2 for Technical Evaluation. Bidders are advised to submit filled Proforma duly signed and stamped by authorised signatory.
- VIII. Bidders may note that the Financial Bids of only those bidders will be opened who satisfy the requirements mentioned in Clause No 4(I) to 4(X) of ITB and assessed technically qualified.

## **5. Bid Clarification Process : Query from Bidders**

- I. If the bidder for any reason, whatsoever, be in doubt about the meaning of anything contained in the Bid Document, it may seek clarifications by attending pre-bid meeting and by submission of written queries in prescribed format to be submitted to the Office of ED (Corporate Affairs), as per schedule given in the Notice Inviting Bid. Authorized Reply to Query as mentioned at 5(II), if any given by JMRC, shall form part of the Bid Document.
- II. Except for written clarifications (Reply to Query(s)) from the office of ED (Corporate Affairs), which is expressly stated to be an addendum to the bid document issued by JMRC, no written or verbal communication/ presentation/explanation by any other employee of JMRC shall be taken to bind or fetter JMRC under the bid/contract.

### **III. Pre-bid Meeting and Clarifications by the Authority**

- a) A Pre-Bid Conference shall be held on the date, time and venue mentioned in Clause 1.1.2 of NIB (Schedule of Bidding Process) to clarify and discuss any provisions or requirements related to this bid document. All interested parties can participate in the Pre-Bid Conference.
- b) All queries to be raised at the Pre-Bid Conference shall be submitted in writing to the Authority before the scheduled date as mentioned in Clause 1.1.2 of NIB (Schedule of Bidding Process). Written queries shall be submitted at the address given in Clause 1.3 or e-mailed at edca@jaipurmetrorail.in in the following format:

S/N	Reference of RFP Clause	Subject/Title	Query/Clarification sought

- c) The Authority shall endeavor to respond the written queries received from the prospective Bidders. However, the Authority reserves the right not to respond to any query or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Authority to respond to any query or to provide any clarification.
  - d) Verbal clarifications and information given by the Authority or its employees or representatives advisors/consultants shall not in any way or manner be binding on the Authority.
- IV. All correspondence on behalf of JMRC, pertaining to this tender, till award of the contract, shall be carried out by Executive Director (Corporate Affairs) or Joint General Manager (Revenue).

**6. Cost of Bidding**

The bidder shall bear all costs associated with the preparation and submission of his bid and JMRC will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**7. Site Visit**

The bidder is advised to visit and examine the respective Parking sites and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract with JMRC for the proposed parking work. The costs of visiting the Site shall be borne by the bidder. It shall be deemed that bidder has undertaken a visit to the Parking Site and is aware of the site conditions prior to the submission of the bid.

**8. Bid Validity**

The bid shall remain valid and open for acceptance for 90 days from the date of submission of the bids. In exceptional circumstances, prior to the expiry of the bid validity period, JMRC may request the bidders for a specified extension in the period of bid validity. The request and the response thereto shall be made in writing or by email. Bidders may refuse the request without forfeiting their bid security. Bidders agreeing to the request for extension of bid validity period shall not be permitted to modify their bid but will be required to extend the validity of the period of the bid security correspondingly.

**9. Bid Security**

- I. The bidder shall furnish bid security of the amount through Demand Draft/ Banker's cheque as mentioned at 1.1.2(c) in the Notice Inviting Bid.
- II. Bids not accompanied by an acceptable bid security shall be summarily rejected as being non responsive.
- III. The bid security of unsuccessful bidders may be returned by JMRC after execution of agreement with the successful bidder.
- IV. The bid security of successful bidder may be returned by JMRC only after submission of Performance Security equivalent to three months license fee and one-month advance license fee.
- V. The bid security may be forfeited: -
  - (a) If bidder withdraws its bid during the period of bid validity.
  - (b) In case of a successful bidder fails to: -
    - 1. Submit signed Letter of Acceptance (LOA) as a token of acceptance within Seven days of its issuance.
    - 2. Submit the necessary Performance Security equivalent to three months license fee and one-month advance license fee within the 15 days of issuance of LOA.



3. Commence the work as per terms & conditions of the Bid/ JMRC instructions given in the Letter of Acceptance.
4. Enter into the Contract Agreement within the time limit.
- VI. In case the agency/firm withdraws its offer after submitting Bid without valid reason, the firm will get debarred for participating in JMRC parking bids for one year reckoned from the date of such debarring. Decision of JMRC in this regard shall be final and binding on the licensee.
- VII. In case of two parts Bid, if the bidder is found unsuccessful in the evaluation process in the first part itself, herein called as unsuccessful bidder for all purposes in that bid, their bid security shall be refunded with the concurrence of associated finance wing and approval of competent authority (Who has invited the bids).
- VIII. No interest shall be payable by JMRC on the Bid security.

#### **10. Language of Bid**

Tenders and all accompanying documents shall be in English. In case any accompanying printed literature is in other languages, it shall be accompanied by an English translation. The English version shall prevail in matters of interpretation

#### **11. Quoting the rate in Financial Bid/BoQ**

Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for bidding. Following step to be followed in submission of Financial Bid:

- a) Download format of Financial Bid in XLS/XLSX format
- b) The same XLS/XLSX file is a password protected file. Don't unprotect the file.
- c) Fill 'Bidder's Name' and quote the rate in 'percentage above the Base Rate' in the given cell only.
- d) Validate the above sheet and save file in your computer and upload this duly filled file.
- I. Bidders have to quote their rate in percentage(%) above the base rate per sqm per month in the respective column of BoQ /financial bid only.
- II. The Contract shall be as per Scope of Work/Bill of Quantities/Letter of Acceptance. The bidder is required to quote its rates taking into account all the Terms & Conditions of the Bid document.
- III. The bidder shall quote the rates inclusive of all expensed, taxes (other than GST), duties, royalties, statutory minimum payments/contributions to be paid to and/or on behalf of the manpower supplied by the bidder, overheads, insurance, cost incurred for obtaining various licenses as per statutory requirements, etc. but excluding of Goods &Service Tax. Applicable Goods & Service tax shall be payable by the successful bidder to JMRC extra. Parking rates are inclusive of GST but the license fee is exclusive of GST, i.e. the successful bidder shall not charge GST over the approved parking rates from the parking users but it shall be liable to pay GST extra over the license fee to JMRC.
- IV. That the licensee shall also pay all the license or other fee or taxes payable to the Government or municipal or local bodies concerned in connection with the regulation/ monitoring/ management of the business of parking, levied from time to time.
- V. Quoted price will also be deemed to include all incidental charges, supervision, transport, licensee's profit and establishment/overheads, all risks & insurance liabilities, compliance of labour laws and other obligations set out or implied in the contract, complete as required.
- VI. The bidder/licensee shall abide by all the rules and bye-laws of the statutory and regulatory bodies such as JDA, Local Bodies/Rajasthan State government Departments and other authorities in the matter of running the business and keeping the site in proper condition and also abide by the instructions as may be given by JMRC Ltd. from time to time. He shall also pay all municipal taxes/other local body taxes or fees as due. Nothing extra shall be borne by JMRC to the contractor on this account.

- VII. The licensee shall be fully responsible to meet all the labor regulations and shall keep JMRC fully indemnified in this regard.
- VIII. That the Licensee shall pay all dues invoiced including Penalties, Interests, TCS (Tax collected at source), etc. No claim for waiver/ representation will be entertained if the invoiced amount is not paid in time. JMRC reserves the right to terminate the license agreement by forfeiting the Performance Guarantee on account of non-payment of dues after serving a notice for non-payment.
- IX. Licensee shall be required to pay to its employees, roped in for services under the contract, based on category of minimum wages given by JMRC and deposit / disburse other statutory dues to the applicable authority/ organization OR as per the directions of JMRC.
- X. It is mandatory to carry out parking service at all the parking sites. No parking site shall be left vacant without parking.

## **12. SIGNING, STAMPING AND SUBMISSION OF BIDS**

- I. A single stage two-packet (Technical Bid and Financial Bid) system shall be followed for the e-Bid as outlined below:
  - a. Technical Bid, including Fee details (Tender Fee, RISL Processing Fee and Bid Security) in PDF format
  - b. Financial Bid (BoQ) in MS-Excel format
- II. All The documents uploaded in Technical Bid shall be signed and stamped on each page by a person duly authorised to sign on behalf of Bidder holding Power of Attorney, as per the format as specified in Bid Forms. The Technical Bid shall be in PDF format with all pages numbered serially along with an index. The PDF format shall be uploaded on the website as provided in this BID DOCUMENT.
- III. The Financial Bid shall be submitted online in the Excel format only as specified in Financial Bid Form (BoQ)

Financial Bid should not be indicated at any place in the Technical Bid, otherwise, the Bid shall be summarily rejected.

Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for bidding. Following step to be followed in submission of Financial Bid:

- a) Download format of Financial Bid in XLS/XLSX format
- b) The same XLS/XLSX file is a password protected file. Don't unprotect the file.
- c) Fill 'Bidder's Name' and quote the rate in 'percentage (%) above the Base Rate' in the given cell only.
- d) Validate the above sheet and save file in your computer and upload this duly filled file.

## **13. Bid Opening**

Technical Bids (received online) shall be opened on the scheduled Date& Time at JMRC office. Bidder(s) or their authorized representative(s) who may choose to be present at the time of Bid opening may join Bid Opening.

Only those bids which are adequately responsive conform to the eligibility conditions and technically qualified will be eligible for opening of their financial bids. Technically disqualified bids will not be eligible for opening of their financial bids.

Date & time of opening of financial bids shall be conveyed to the bidders only who qualify in the technical bid evaluation. Information shall be conveyed by eproc portal or by e-mail only.

**14. Process to be Confidential**

Except the opening of Bids, information relating to the examination, clarification, evaluation and comparison of Bids and recommendations concerning the award of Contract shall not be disclosed to bidders or other persons not officially concerned with such process.

Any effort by a bidder to influence JMRC in the process of examination, clarification, evaluation and comparison of Bids and in decisions concerning award of contract, may result in the rejection of the bidders Bid.

**15. Clarifications from bidders**

To assist in the examination, evaluation and comparison of Bids, JMRC may ask bidders individually for clarification of their bids, including break-up cost of prices etc.

The request for clarification and the response shall be in writing but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm correction, if any of arithmetical errors discovered by JMRC during the evaluation of bids in accordance with Clause 18 herein.

**16. Determination of Responsiveness**

- I. Prior to evaluation of Bids, Authority shall determine whether each Bid is responsive to the requirements of the Bid Document. A Bid shall be considered responsive only if:
  - a) Bid is accompanied by original Demand Draft (DD)/Banker's Cheque from Scheduled Commercial Bank for RISL Processing Fee, Bid document cost and Bid Security.
  - b) It is received as per the formats specified in Form of bid.
  - c) It is received by the Bid Due Date including any extensions thereof in pursuant to NIB.
  - d) it is signed and submitted in accordance with Clauses 12 of ITB
  - e) Bid is unconditional and the Bidder has agreed to give the required Performance Security
  - f) it is accompanied by the Power of Attorney as per Annexure-XVIII (if applicable)
  - g) it contains information in formats same as those specified in this Bid document;
  - h) other conditions as specified in the Bid document are fulfilled
- II. 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.
- III. The Financial Bid shall remain unopened which shall be opened later on a date, time and venue to be intimated to the Bidders who qualify in the evaluation of Technical Bids.

**17. Evaluation of Technical Bid**

- I. In first part, the Authority shall carry out a detailed evaluation of the Technical Bid in order to determine whether the Technical Bid is in accordance with the requirements set forth in clause no. 2.1 in the NIB of this bid document.

- II. Bidders who meet the Eligibility Criteria set forth in clause no. 2.1 in the NIB of this bid document shall be termed as "Eligible Bidders". Bidders who do not meet the Minimum Eligibility Criteria set forth in bid document shall be termed as "Non-eligible Bidders".
- III. Only those bids which are adequately responsive conform to the eligibility conditions and technically qualified will be eligible for opening of their financial bids. The financial proposal shall be evaluated to determine the highest (H1) bid.
- IV. Date & time of opening of financial bids shall be conveyed to the technically qualified bidders only who qualify in the technical bid evaluation. Information shall be conveyed by eproc portal or by E-Mail only.

**18. Evaluation of Financial Bid**

- I. Evaluation of Financial Bid by JMRC will be taken into account by Bid amounts and the following factors:
  - a) Arithmetical errors corrected by JMRC in accordance with Clause 18 of the ITB.
  - b) Offers, deviations and other factors, which are in excess of the requirements of the bid documents or otherwise will result in the accrual of unsolicited benefits to JMRC, shall not be taken into account in bid evaluation.
  - c) Such other factors of administrative nature as JMRC may consider having a potentially significant impact on contract execution, price and payments, including the effect of items or unit rates that are unbalanced or unrealistically priced.
  - d) JMRC reserves the right not to consider any deviation that is in the sole discretion of JMRC if found unacceptable. JMRC shall require such deviations to be withdrawn, for the unaccepted deviations. The evaluation subsequently will be made on the rates quoted for such items in original offer.
- II. Price variation provisions applicable during the period of execution of the contract shall not be taken into account in bid evaluation.
- III. The duly authorized officer/Committee reserves the right to ask for submission breakup of rates which the bidder has quoted his rates before the bid can be considered for acceptance or ask for justification of rates. If the bidder, who is called upon to do so, does not submit within a reasonable time of written order to do so, JMRC shall be at liberty to forfeit the said Bid Security absolutely.

**19. Correction of Errors**

- I. Errors will be corrected by JMRC as follows:
  - a. Where there is a discrepancy between amounts in figures and in words, the amount in words will govern.
  - b. Where there is a discrepancy between the unit price and the total amount derived from the multiplication of the unit price and the quantity, the unit price as quoted will normally govern unless in the opinion of JMRC there is an obviously gross misplacement of the decimal point in the unit price, in which event, the total amount as quoted will govern.
- II. If a bidder does not accept the correction of errors as outlined above, its bid will be rejected and the bid security will be forfeited.

**20. Other Bid Guidelines**

- I. JMRC reserves the right not to proceed with the bid process at any time without any notice, justification or liability.

- II. All bids, documents and other information submitted by the bidders to JMRC shall become the property of JMRC. Bidders shall treat all information furnished as strictly confidential. JMRC will not return any submission.
- III. The bid is not transferable under any circumstances.
- IV. Bid in any form other than the prescribed format issued by JMRC will not be entertained and will be summarily rejected.
- V. Bids with revised / modified rates / offer after submission / opening of the bid will be summarily rejected. In such a case JMRC may forfeit the Bid Security Deposit/ submitted with the bid.
- VI. JMRC reserves the right to accept or reject any or all bids or any part of the bid without assigning any reason thereof, and the decision of JMRC in this respect shall be final. JMRC reserves the right to award the tender to a bidder other than the H-1 bidder.
- VII. JMRC may not consider bidders who have poor performance records such as abandoning works, not following statutory requirements, financial failure, etc.

## **21. Award of Contract**

- I. The committee processing the bids shall normally accept the highest offer based on the rate quoted by the bidder for parking space subject to confirmation by the competent authority provided that the highest bid amount is considered reasonable for acceptance by the bid committee / competent authority.
- II. In case, the rate quoted by two or more responsive bidders comes the same, which is also the highest one offered, then all such bidders will be given an opportunity to revise their financial bid by submitting fresh financial bid, which shall necessarily be higher than the previous bid. The revised financial bid shall be submitted by the date and time as notified to the concerned bidders.

In case, two or more responsive bidders again quote the matching rates in their revised Financial Bids, then JMRC will resort to an open auction among the same Bidders (i.e. who have quoted the matching and highest rates). Out of this open auction process, the bidder who offers the highest rate shall be declared as successful bidder. The date and time of auction will be notified to the concerned Bidders.

- III. The competent authority shall be entitled to reject any bid without assigning any reason whatsoever and the decision of the competent authority in this regard shall be final and binding and shall not be called into question in any proceedings. If the bid is not accepted by the competent authority, the bid security deposited at the time of bid shall be refunded without any interest.
- IV. In case the highest Bidder fails to pay one month's advance license fee and performance security deposit equivalent to three months license fee within 10 days from the date of issuance of letter of acceptance, the LoA shall stand cancelled and the Bid Security shall stand forfeited. In such case, JMRC has the discretion to award the contract to H2 bidder and the same sequence will be followed for another bidders.
- V. Prior to the expiry of the period of bid validity, JMRC will notify the successful bidder in writing, either through Letter of Intent or Letter of Acceptance, that his bid has been accepted.
- VI. The Letter of Acceptance would be sent in duplicate to the successful bidder, who will return one copy to JMRC duly acknowledged, signed and stamped by the authorized signatory of the bidder, as an unconditional acceptance of the Letter of Acceptance, within Seven days from the date of issuance of LOA. Contractor is required to deposit first month's license fee (in advance) and three months license fee as performance security within 15 days of issuance of LOA.

The Licensee is required to take possession of the site from the date of actual handing over on 'As is where is basis' or from the date of taking over of the site as mentioned in the letter of acceptance whichever is earlier.

- VII. Letter of Acceptance shall communicate the sum which the successful bidder would pay to JMRC during the contract period, as per license agreement and as per procedure mentioned in the Bid Document.
- VIII. No correspondence will be entertained by JMRC from the unsuccessful bidders.
- IX. On signing of Agreement, JMRC will notify the unsuccessful bidders and discharge / return their bid security.
- X. Engineer in charge of this contract shall be Joint General Manager (Revenue) or as defined in LoA.

## **22. Performance Security**

- I. The successful bidder shall furnish Performance Security Deposit equal to Three months approved license fee of the first year of the contract, in the form of DD/BC/FDR/Bank Guarantee (Annexure-XII) from any scheduled bank (having its branch at Jaipur) in favor of Jaipur Metro Rail Corporation Ltd within 15 days from the date of issuance of Letter of Acceptance. The bank guarantee should remain valid for a period of 9 (Nine) months beyond the date of expiry of the License Agreement. The Performance Security is to ensure due performance of all obligations of the Licensee under the contract against an event of default by the Licensee and/or any material breach of its obligations there under. The Performance Security Deposit shall be refunded after adjustment of outstanding dues, if any, made in accordance with this contract, to the bidder after the site is handed over to JMRC at the end of full term of license period.

**Further, as and when there is revision in license fee due to any reason, the Performance security will be revised accordingly, equivalent to corresponding three months license fee with JMRC at all times.**

- II. In case Performance Security/Installation Security is submitted in the form of Fixed Deposit Receipt (FDR) of a scheduled bank, it shall be in the name of "Jaipur Metro Rail Corporation Limited" and discharged by the bidder in advance. JMRC shall ensure before accepting the Fixed Deposit Receipt that the bidder furnishes an undertaking from the bank to make payment/premature payment of the Fixed Deposit Receipt on demand to the JMRC without requirement of consent of the bidder concerned. In the event of forfeiture of the performance security, the Fixed Deposit shall be forfeited along with interest earned on such Fixed Deposit
- III. Failure of the successful bidder to submit the required Performance Security shall constitute sufficient grounds for the annulment of the award of the Bid and forfeiture of the Bid Security.
- IV. In case of pendency of any claim made by the owner of any vehicle for the loss/damage/theft of vehicle before any authority, JMRC shall have the right to deduct and withhold the amount from Performance Security paid by the licensee to the extent of the value of vehicle insured with the Insurance Company or the extent of pending claim before court and other charges related to case till the finalization of claim before the Court/Insurance Company/statutory authority or any other pending claim before consumer court /court related to parking and other charges related to the case.

On such deduction, the parking contractor will be asked to recoup the Performance Security within 10 days. The notice for recoupment of Performance Security will be treated as termination notice in case of failure of licensee to recoup the security deposit within time. The parking contractor will also be liable to pay an **interest @ 15 % per annum on shortfall in Performance Security** from the date of transfer of compensation in the bank account of the owner of the vehicle to the date of recoupment of Performance Security by the parking licensee.

The failure to recoup the Performance Security will be treated as breach of contract and the parking licensee would be debarred from participating in parking bids of JMRC for one year reckoned from date of such debarment.

- V. In case the licensee does not take possession of site within 10 days of issuance of such notice from JMRC then the performance security and the advance license fees will be



forfeited in favour of JMRC and no claim, compensation, or even correspondence will be entertained on this account.

That notwithstanding the other rights the licensor may in its sole discretion and on such terms as may be considered reasonable by it, grant relief to the licensee against forfeiture of Performance security, imposition of interest or determination or revocation of the license.

- VI. The licensor will also have right to take into possession full or part of parking area for its own use or for property development/ modernization of parking area. If part of parking area is taken back by licensor the license fee will be adjusted on proportionate basis and part of Performance Security of the corresponding area will be refunded/ adjusted.
- VII. Performance Security shall be refunded within 60 days after receipt of written request on completion of full term of contract and meeting of all the contractual obligations by the successful bidder. The dues shall be adjusted from the Performance Security if the licensee fails to deposit the dues within the notice period. Notice shall be issued for payment of dues before its adjustment from Performance Security deposit. The details of such adjustment shall be provided by JMRC.
- VIII. No interest shall be payable by JMRC on the Performance Security.

### **23. Signing of Contract/License Agreement**

- I. The contract/license agreement shall be as per annexure-XIII given in this bid document, duly incorporating all the terms & conditions of the bid document.
- II. Stamp expenses to be borne by the contractor but original contract shall be kept with JMRC.
- III. Prior to signing of the Contract/License Agreement, the successful bidder shall be required to submit the following: -
  - a. Performance Security
  - b. Power of Attorney in favor of Authorized Signatory(s)
  - c. Signed copy of the GCC.
- IV. The Contract/License Agreement shall require to be executed within 15 days from the date of issue of the letter of acceptance and before taking over of possession of the site.
- V. The Licensee is required to take possession of the site from the date of actual handing over on '**As is where is basis**' or from the date for taking over of the site as mentioned in the letter of acceptance whichever is earlier.

### **24. Cancellation of Letter of Acceptance (LoA)**

After issuance of the Letter of Acceptance, in case, the successful bidder fails to submit following:

- I. Acceptance of LoA.
- II. Deposit performance security and advance license fee.
- III. Execute contract agreement

For whatsoever reasons and within stipulated time as per terms & conditions of Bid Document then the LoA shall stands cancelled and the Bid Security will be forfeited in favor of JMRC.

### **25. Corrupt & Fraudulent Practices**

JMRC requires that the Bidders and / or their agents observe the highest standards of ethics during Bidding and execution of this Contract. In pursuance with this policy, JMRC: Defines, for the purpose of these provisions, the terms set forth below as follows: -

- I. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to Licensor or its employees, influence in the contract execution; and

- II. "Fraudulent practice" means a concealment or misrepresentation of facts in order to influence execution of the contract to the detriment of JMRC, and includes collusive practice among Bidders (prior to or after bid submission) designated to establish bid prices at artificial non-competitive levels and to deprive JMRC of the benefits of free and open competition.
- III. Breach of any of the contract conditions during execution will reject the bid or terminate the contract immediately.
  - a. If JMRC determines that the Bidder/ licensee or the employees deployed by the licensee for the performance of services are engaged in corrupt or fraudulent practices will declare a licensee ineligible, either indefinitely or for a stated period of time, for participation in the bidding process.
  - b. If any time it determines that the Licensee has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
  - c. The successful Bidder/Licensee shall apprise JMRC through authorized officer of JMRC of any fraud/suspected fraud as soon as it comes to their notice.

**26. Parking Charges:**

- I. The licensee shall be entitled to collect the parking charges according to the schedule of rates which are as under:

Parking rate list (To be displayed on a Board as per sketch)

Type of vehicle	Parking Charges			
	Up to 8 Hours (Rs.)	More than 8 and up to 16 Hours	More than 16 and up to 24 Hours	Charge for Monthly pass for 8 Hours
Bus*	150	300	450	4500
Four/Three Wheelers * (Cars/LCV/Taxis/Auto)	15	30	60	450
Two Wheelers (Scooter, Motorbike)	5	10	20	150
Cycle	2	3	5	60

**Notes\***

Four-wheeler buses (mini/other contract carriage public transport buses) and E-Rickshaw / Auto rickshaws will be permitted on request by licensee subject to feasibility and availability of space without inconvenience of metro commuters vehicles parking.

The permission for parking of buses and E-Rickshaw / Auto rickshaws\* may be withdrawn at any time if same are not permitted by any statutory/public authority i.e., RTO/Traffic Police etc. License fee shall not be revised on this ground and decision of JMRC shall be binding on bidder/contractor.

The penal rate for **parking beyond 24 hrs or part thereof** for cycle is Rs. 10/-, for Two Wheelers is Rs. **30/-** and Car/Jeep/LCV/SUV/ E-Rickshaw / Auto rickshaws is Rs. 70/- and Bus is Rs. 470/- on per day basis in addition to the prescribed parking rate upto 24 hrs.

Please Park vehicles in designated area. Do not give vehicle key to parking attendants. (This is to be mentioned under the board)

- II. Parking is available for the genuine metro commuters round the clock at Railway Station Metro Station parking, Sindhi Camp Metro Station parking, and parking space between Piers no. P-155 to P-159 near metro railway station and parking space between Piers no. P-166 to P-169 in front of Ganga Retreat & Tower Ltd). For rest of the parking places the timings shall begin 30 minutes before and shall end after 30 minutes from JMRC Revenue hours. The parking hours and parking charges shall be displayed on the rate board as approved by JMRC. The parking rates (including monthly charges) are subject to change/ revision upwards or downwards as per direction of JMRC to be conveyed on three months basis.

- III. As and when JMRC revises the parking rates, the Monthly License Fee will get revised proportionately. Similarly, if super area of parking lot is increased/ reduced the Monthly License Fee will also get revised proportionately and same shall be notified by JMRC to the licensee. Licensee is not authorized to change the parking charges without approval of JMRC.
- IV. Licensee shall be bound to provide free parking up to the Equal Car Units (ECU) spaces tabulated below on daily basis to JMRC staff. Parking facility shall be made available by the licensee to JMRC staff on showing of the ID card to the licensee. In case of any dispute regarding assigning of priority in parking, decision of the station controller shall be final and binding on the licensee.

Station	Ram Nagar	Civil Lines	Sindhi Camp	Chandpole	Tanwar ji ka Nohra
Free parking up to the Number of Equal Car Units (ECU)	6	1	1	3	1

Following conversion table shall be used for the other vehicles

**1 ECU = 6 Two wheelers = 7.5 Bicycles.**

- V. Licensee will arrange to keep helmets of passengers in safe custody for which it shall charge an amount of Rs.2/- per helmet against issuance of receipt in printed form indicating rates for charging helmet. For any damage/ loss of helmet, licensee will be responsible to compensate the passenger.

## **27. License Fee and Remittance thereof**

- Lessee shall be required to pay approved Lease Rent, Utility bills and other applicable recurring charges (if any) + GST and other applicable taxes on monthly basis in advance, to JMRC, latest by 25th of the preceding month of applicable month without waiting for formal invoice from JMRC. If due date falls on holiday, then next working day will be considered as due date. In case of failure to deposit the license fee in stipulated time, **interest @ 1% per month will be levied from due date to actual date of deposit till 15 days, interest @ 2% per month shall be payable by the licensee for delay beyond 15 days** on actual number of days. In case License fees is not paid on due date, a reminder notice will be issued to the licensee to pay its dues within 7 days. If dues are not paid in that period, Termination Notice of one month will be issued. If dues are not paid even in that period, Termination order shall be issued immediately and parking will be taken over by JMRC.
- If the licensee fails to pay license fee in stipulated time for any month, the license shall stand cancelled subject to provisions vide item no. (i) Above, and the Performance Security shall stand forfeited in favor of JMRC. Also, on such cancellation of the license, the licensee shall quit the licensed site immediately and licensor shall be entitled to allot it to the bidder of neighboring site or to re- tender the licensed site. A penalty of Rs. 1500/- shall be imposed on licensee in case of his cheque is bounced. Apart from imposing penalty action will be initiated under Negotiable Instruments act 1881.
- The monthly license fee shall be revised proportionately on account of increase or decrease in parking rates by JMRC depending on demand and supply situation or due to revision in parking area or due to any other reason on every three months/ quarterly basis. The licensee voluntarily and unequivocally agrees not to seek any claim, damages, compensation or any other consideration whatsoever, on account of upward or downward revision of parking charges by the licensor.

### **Revision in license fee**

JMRC is free to revise parking rates, may alter parking area at any station. Above mentioned changes can be made individually or in combination. Such change will cause revision in the license fee payable by the successful bidder to JMRC. Method to calculate such change in license fee in each category is described as below: -

- a) **On account of change in parking rates**

If the parking rates are revised (either increased or decreased) by JMRC, then the license fee payable by the successful contractor to JMRC shall also stand revised in proportion to the revision in parking rates.

**b) On account of change in parking area**

If the parking area is increased or decreased or added or deleted by the Metro Administration as compared to the area shown in BoQ, the license fee will increase or decrease on pro-rata basis. If the contractor denies taking over the additional area on pro rata basis JMRC will be free to manage such additional area by any other means deemed fit to JMRC.

**c) On account of any reason mentioned in bid document.**

Revision in license fee on account of any reason as mentioned in the Bid Document shall be intimated only by JMRC in writing to Licensee. The license fee shall be revised accordingly from the date as communicated by JMRC.

- IV. The period of license will terminate on the last day of the last month of contract period from the date of possession. On completion of the term, the Performance Security deposit will be returned within three months of handing over of site by licensee to JMRC and any outstanding or any other claims from the licensee shall be settled against the Performance Security.
- V. That in case any amount becomes due against the licensee in respect of any matter covered under the agreement, the same shall be on the failure of the licensee to pay within the time prescribed be recovered as arrears.

**28. Termination of Contract**

- I. The Licensee confirms full understanding and comprehension that notwithstanding anything else mentioned in this document, JMRC has the right to terminate this license agreement as and when required without assigning any reason by giving three months' notice thereof. The Licensee voluntarily and unequivocally agrees to peacefully vacate the parking site as and when called upon by Jaipur Metro Rail Corporation Ltd. (Licensor) without demur. The Licensee agrees voluntarily and unequivocally not to seek any claim damages, compensation or any other consideration whatsoever on this account in case of such termination, due to requirement of space by JMRC for its own use/property development, cancellation of the license agreement due to any other cause, including breach of terms and conditions of this agreement.
- II. If the LICENSEE is desirous of terminating the license before the expiry of the period of the license agreement, he/she/they will give three months' notice in writing to JMRC of its intention to terminate the license. On the expiry of said period, the agreement shall stand terminated. However, if the contractor fails to serve 3 months' notice to JMRC, the performance security deposit and all submissions if any made till date of termination will stand forfeited in favor of the Licensor (JMRC Ltd).
- III. That the licensee shall not be entitled to allow any other person to use the premises on its behalf for use of any part thereof. In the event of the death of the licensee or the licensee becoming insolvent, or dissolved if it is a partnership firm prior to the expiry of the period fixed hereinafter the license shall stand terminated automatically and the legal representatives of the licensee shall not be entitled to use the premises. However, with the express approval of the licensor the legal heirs or representatives may be permitted after discharging any liability that the licensee may have incurred, remove the goods and other equipments that may be found at the licensed premises. But in case, the goods are not claimed by the legal heirs / representatives within three weeks of the demise of the licensee, the licensor may dispose of the same as per rule.
- IV. That on the expiry of the period of license or on determination or revocation of the license under the terms and conditions hereof, any belonging of the licensee found in such licensed parking site shall be liable to be disposed as per rule unless claimed within three weeks of the expiry of the period of license or determination or revocation of the license as the case may be. The licensor shall be entitled to appropriate out of the proceeds of such sale the amount due to the licensor from the licensee.

**29. Breach of Contract**

In addition to other clauses mentioned in the bid documents regarding direct or implied breach of contract, it is also mentioned that the licensee shall cater to the needs of the station commuters & the visitors to the station at all the parking places, failure to cater to the needs of these persons even at a single station for a continuous period of seven days shall amount to a breach of the terms of this contract and may lead to termination of the contract by serving a one month notice and consequent for forfeiture of Performance Security.

**30. Force Majeure**

In case, the parking licensed site is distorted or damaged by any natural calamity or riot or civil disturbances or worse or any development amounting to Force majeure so as to make it unfit for use by the licensee, the license shall stand determined automatically on date of occurrence of such incidence. Licensee shall intimate to the licensor in this regard.

**31. Grievance Handling Procedure during Tender Process (Appeals)**

Any grievance of a Bidder pertaining to the tender process shall be by way of filing an appeal to the First Appellate Authority or Second Appellate Authority as the case may be, in accordance with the provisions as given in **Annexure-IX**

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ii	Technical Bid Form-2 (Details of the Bidder)	Form-2

### 2. PROFORMA OF FORMS – PRE QUALIFICATION PARTICULARS

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ii.	Experience Details Proforma-II	II
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**Form-1**

**Technical Bid Form-1: Letter of the Bid**

**NIB No. F.1(R-311)/JMRC/DC/Rev/Parking/2025/ dated 02.06.2025**

To,

Executive Director (Corporate Affairs)  
Jaipur Metro Rail Corporation Limited  
2nd Floor, Admin Building, Metro Depot,  
Bhriku Path, Mansarovar,  
Jaipur (Rajasthan)- 302020  
Phone: 0141-2822752;  
E-mail: edca@jaipurmetrorail.in

**Sub:- Bid for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2).**

Dear Sir,

Having visited JMRC's system/section, examined the Terms and Conditions of contract as well as Instructions to Bidders including Annexure, Commercial Bid, and addendum thereto (if any) issued by JMRC for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2), we hereby (jointly and severally)\* offer to execute the works in conformity with the document for the sum stated in the Commercial Bid as completed by us.

Being duly authorized to represent and act on behalf of \_\_\_\_\_ (hereinafter referred as the "Bidder"), and having reviewed and fully understood all of the eligibility requirements and information provided, the undersigned hereby expresses its interest and apply for eligibility for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2).

We are enclosing our Bid with the details as per the requirements of the Bid Document, for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the Bid are complete, true and correct in every detail.

We confirm that our Bid is valid for a period of 90 days from the due/last date of submission of Bid (Bid Due Date) and our Technical Bid and Financial Bid are unconditional.

We hereby also confirm the following:

1. The Bid is being submitted by ----- (name of firm) in accordance with the conditions stipulated in the Bid Document.
2. We have examined in detail and have understood the terms and conditions stipulated in the bid document issued by Jaipur Metro Rail Corporation Limited ("**Authority**" or "**JMRC**" or "**Licensor**") and in any subsequent communication sent by it. We further confirm that we have examined and have no reservations to the bid document, including Addendum/ issued vide ..... dated....., Metro Railways (Operation & Maintenance) Act 2002, General Condition of Contract (GCC) and SHE Manual available on JMRC website. We understand that the Addendum shall form an integral part of the Bid document.
3. We acknowledge and confirm that we have undertaken a due diligence audit of all aspects of the Contract, including legal due diligence, Contractor's obligation to implement the Contract and on the basis of its independent satisfaction hereby agree to

Signature of Authorized Signatory



Page 27 of 61

undertake the Contract in accordance with the terms and conditions of this bid document.

4. We agree and undertake to abide by all these terms and conditions. Our Bid is consistent with all the requirements of submission as stated in the bid document or in any of the subsequent communications from Authority.
5. The information submitted in our Bid is complete, is strictly as per the requirements stipulated in the bid document, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Bid.
6. We agree to submit Performance Security on being identified as Selected Bidder as per terms and conditions of bid document.
7. In the event of our Bid being accepted, we agree to enter into the License Agreement within the stipulated period of 30 days from the date of issue of LOA with the Authority for exclusive implementation, incorporating the conditions of the Bid including the Draft License Agreement thereto annexed and written acceptance thereof.
8. We confirm that we have studied complete RFD document and the provisions of the relevant laws and regulations as applied required to enable us to prepare this Bid and as applicable for implementation of the Contract in the event that we are finally selected.
9. Our Financial Bid is exclusive of GST and all applicable taxes, duties, CESS, surcharges, levies, etc. We agree to pay all applicable taxes separately for all the payments to be made by Selected Bidder to JMRC under the License Agreement.
10. We confirm that all the terms and conditions of the Bid are firm and valid for acceptance for a period of 90 days or extended period, if any, from the Bid Due Date.

Thanking You,

Yours faithfully,

**For and on behalf of** : ----- (Name of firm and seal)  
**Signature** : ----- (Authorized Signatory)  
**Name of the Person** : -----  
**Designation** : -----  
**Seal of the Bidder** : -----  
**Date** : -----  
**Place** : -----

## Technical Bid Form-2: Details of the Bidder

**NIB No. F.1(R-311)/JMRC/DC/Rev/Parking/2025/06 dated 02.06.2025**

1	<b>Category of Bidder</b> (Proprietor/partnership Firm/LLP/Company)	
2	<b>Name of Bidder</b> (mention name of firm/company and name of proprietor/Director)	
3	<b>Registration No. and Legal Status of Bidder</b>	
4	<b>Date of Incorporation/Registration</b>	
5	<b>Office Address of Bidder with Contact &amp; Communication details</b>	
6	<b>Brief Description of Bidder's Organisation</b> a) Ownership Structure b) Background of Promoters c) Management Structure	
7	<b>Particulars of Authorized Signatory</b>	Name: Designation: Address: Telephone: Mobile: Fax: E-mail:
8	<b>Bank Details of Bidder</b>  All the information must be filled in BLOCK LETTERS ONLY. Copy of cancelled cheque having the above details must be enclosed.	Name of Account Holder: Account No: Account Type: Bank's Name: Branch: IFSC Code:
9	<b>GST Registration No.</b>	
10	<b>PAN No.</b>	
11	<b>EPF Registration No.</b>	

**Note:** a) Bidder shall also submit certified copy of certificate of registration/ incorporation as applicable to legal status of the Bidder and other details viz. GST registration number, PAN number and EPF registration number duly signed by Authorized Signatory with Bidder's seal.

b) Copy of bank statement for last 3 financial years (certified by Bank) preceding to the Bid Due Date in case the Bidder is a proprietorship firm.

**For and on behalf of** : ----- (Name of Single Entity Bidder/ Lead Member in case of a Consortium Bidder and Bidder's seal)

**Signature** :----- (Authorised Signatory)

**Name of the Person** :-----

**Designation** :-----

**Seal of the Bidder** :-----

**Date** :-----

**Place** :-----

Signature of Authorized Signatory



**Annexure - I**

**OTHER QUALIFYING CONDITIONS PROFORMA-I**

[UNDERTAKING ON BIDDERS'S LETTER HEAD]

Name of the Applicant: \_\_\_\_\_

S/N	Criteria	Yes	No
1.	e) Has the Applicant abandoned any work in the last Five years?		
2.	f) Has the Bidder contract with any organization ever been terminated due to poor performance?		
3.	g) Has the Bidder Security Deposit for any contract ever been forfeited by any Govt./ Semi Govt./ PSU/ MRTS/ Corporate houses?		
4.	Has the Applicant suffered bankruptcy / insolvency in the last Five years?		
5.	Has the Applicant been blacklisted/debarred by any organization?		

**NOTE:** "YES" answer to any of the questions from 1 to 6 will disqualify the Applicant.

I ..... (Name of contractor) hereby declare that information provided above is true and best of my knowledge and in case of deviation found in above information my Bid shall be rejected by JMRC.

**Dated**

**Signature of the Contractor  
or his Authorized signatory  
with seal of the Firm**

Signature of Authorized Signatory



**Annexure -II**

**EXPERIENCE DETAILS PROFORMA-II**

[ON BIDDER'S LETTER HEAD]

Name of the Applicant: \_\_\_\_\_

S/N	Clients Name	Brief Scope of Work	Date of Start of Work	Work Completion Date**	Cost of work as per Completion Certificate	Experience / Work Completion Certificate attached	
						Yes	No
1.							
2.							
3.							
4.							
5.							

Furnishing of details in all the columns is mandatory. The work shall be filled in chronological order with oldest work filled first.

Experience / Work Completion Certificate are mandatory to claim related experience. Completion certificate should be on letter head of the client firm and should be issued by the competent authority or OIC or concerned officer handling the parking contract. Certificate issued by any other officer not concerned with the contract/dealing clerk/dealing assistant, shall not be considered.

Those bidders who have either worked or working in JMRC shall have to submit Performance Certificate issued by JMRC.

Only direct experience will be considered. Experience of subletting or a sub-contractor to the main contractor will not be considered.

**\*\*For ongoing contract/works, satisfactory work performance shall be considered as Experience / Work Completion 31<sup>st</sup> July 2023.**

**Dated**

**Signature of the Contractor  
or his Authorized signatory  
with seal of the Firm**

**Annexure - III**

**EXPERIENCE CERTIFICATE**  
**(On Client's Letter Head)**

This is to certify that, M/s \_\_\_\_\_ (Bidder's Name) having its office at \_\_\_\_\_, has been awarded Parking contract for the period of ..... years ( from \_\_\_\_\_ (DD/MM/YYYY) to \_\_\_\_\_ (DD/MM/YYYY) at .....(place of parking)

The performance of M/s \_\_\_\_\_ during the above parking contract is/was \_\_\_\_\_ [Good/Satisfactory/Poor]

The License fee of Rs. \_\_\_\_\_ for the period from \_\_\_\_\_ (DD/MM/YYYY) to \_\_\_\_\_ (DD/MM/YYYY) has been paid to { \_\_\_\_\_ Name of the firm} by M/s \_\_\_\_\_.

M/s..... has completed .....(years) of contract on .....(date) and at present running the contract from ..... (date)

(Authorized Signatory) \_\_\_\_\_  
Name of Authorized Signatory \_\_\_\_\_  
Designation of Authorized Signatory \_\_\_\_\_

\* Experience of having satisfactorily completed similar works during last 3 years ending on 28<sup>th</sup> Feb 2025.

**For ongoing contract/works, satisfactory work performance shall be considered as Experience / Work Completion till 31<sup>st</sup> March 2025.**



**Annexure – IV**

**[ON BIDDER'S LETTER HEAD]**

I, Mr./Ms. \_\_\_\_\_ (Authorized Signatory)\* on behalf of  
\_\_\_\_\_ (Company's Name) having its registered  
office at \_\_\_\_\_, hereby confirm and declare that no agent,  
middleman or any intermediary has been, or will be engaged by me to provide any services,  
or any other item or work related to the award and performance of this contract. I further  
confirm and declare that no agency commission or any payment which may be construed  
as an agency commission has been, or will be paid by me and that the bid price will not  
include any such amount.

(Signature) \_\_\_\_\_

Name of signatory \_\_\_\_\_

Capacity of signatory \_\_\_\_\_

**\* Should be supported by authorized Power of Attorney in favor of authorized signatory along  
with their copy of Board Resolution.**

**Annexure-V**

**CHECK LIST FOR SUBMISSION OF PARKING RIGHTS BID**

(To be included in Bid Index and front of the Technical Proposal)

Name of the Bidder - \_\_\_\_\_

S/N	Item	Relevant Clause of Bid document	Yes/No	Page No. ....to ..... in the Technical Bid Submittal
1.0	Bid Document Cost Details, if applicable			
1.1	Bid Document Cost in the form of DD/BC	Clause 1.1.2.d of the NIB		
1.2	Name of Issuing Bank and Branch			
1.3	DD/BC No.			
1.4	DD/BC Date			
1.5	Value of DD/BC			
2.0	Bid Security Details			
2.1	Bid Security in the form of DD/BC	Clause 1.1.2 c of the NIB		
2.2	Name of Issuing Bank and Branch			
2.3	DD/BC/ No. and date			
2.4				
2.5	Value of DD/BC/			
3.0	Eligibility and Qualification of Bidder			
3.1	Certificate of registration with EPFO & ESIC (If applicable)	Clause2.1 (a) of NIB		
3.2	Registration with Goods & Service Tax department and copy of Pan Card			
3.3	Registration with labor department ( If applicable)			
3.4	Undertaking for eligibility conditions. Annexure-I	Clause2.1 (c) of NIB		
3.5	Certificate of Work Experience Annexure-II & III	Clause2.1 (d) of NIB		
3.6	Certificate specifying turnover for FY 2020-21 2021-22 & 2022-23Duly certified by CA with UDIN	Clause2.1 (b) of NIB		
3.7	Power of Attorney ( If applicable)	Clause 4(IV) of (ITB) Instruction to Bidder		
3.8	Check List as per Annexure-V	Clause 4(VII) of (ITB) Instruction to Bidder		
4.0	Technical Bid			
4.1	All annexure, along with addendum/corrigendum (if any)	Clause 12 (I) of (ITB) Instruction to Bidder		
4.2	Undertaking duly signed & stamped for fulfilling conditions of GCC			
4.3	Technical Bid Form-1: Letter of the Bid			
4.4	Technical Bid Form-1: Details of the Bidder			
4.5	Undertaking for no deviation as per Annexure-XVII	Clause 12 (I) of (ITB) Instruction to Bidder		
5.0	Financial Bid			
5.1	Financial Bid/BoQ to be submitted online in excel format only	Clause 12 (II) of the ITB Document		

I have checked the above list with our submittal. I am aware that if the Bid does not contain above documents, our bid is likely to be rejected by JMRC.

**(Authorized Signatory)**

**Note:** - The above mentioned list is not an exhaustive list to decide the eligibility of the contractor. It is the responsibility of the contractor to go through the complete bid document and submit the requisite documents to establish his/her eligibility as per the stipulated requirement.

Signature of Authorized Signatory



**Annexure-VI**

**DECLARATION  
(ON BIDDER'S LETTER HEAD)**

**Sub: - Bid for Parking Services**

- 1.0 I / We, hereby, declare that I / We downloaded the GCC from the website [www.transport.rajasthan.gov.in/JMRC/www.jaipurmetrorail.in](http://www.transport.rajasthan.gov.in/JMRC/www.jaipurmetrorail.in) and have gone through the same.
- 2.0 I / We assure that I / We shall comply with the GCC for the execution of the above contract and it is submitted that GCC shall be part of the contract.
- 3.0 I / We assure that I / We shall comply with all provisions, terms & conditions of the RFP document for execution of the contract for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2) and it is submitted that RFP document along with all corrigendum & addendums shall be part of the contract agreement.

Yours faithfully,

**Signature of Authorized Signatory** \_\_\_\_\_

**Name of Authorized Signatory** \_\_\_\_\_

**Annexure-VII**

**(ON BIDDER'S LETTER HEAD)**

**Compliance with the Code of Integrity and No Conflict of Interest**

Any person participating in a procurement process shall –

- (a) not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for an unfair advantage in procurement process or to otherwise influence the procurement process;
- (b) not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation;
- (c) not indulge in any collusion, Bid rigging or anti-competitive behavior to impair the transparency, fairness and progress of the procurement process;
- (d) not misuse any information shared between the procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process;
- (e) not indulge in any coercion including impairing or harming or threatening to do the same, directly or indirectly, to any party or to its property to influence the procurement process;
- (f) not obstruct any investigation or audit of a procurement process;
- (g) disclose conflict of interest, if any; and
- (h) disclose any previous transgressions with any Entity in India or any other country during the last three years or any debarment by any other procuring entity.

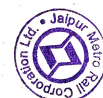
**Conflict of Interest:-**

The Bidder participating in a bidding process must not have a Conflict of Interest. A Conflict of Interest is considered to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations.

A Bidder may be considered to be in Conflict of Interest with one or more parties in a bidding process if, including but not limited to:

- a. have controlling partners/ shareholders in common; or
- b. receive or have received any direct or indirect subsidy from any of them; or
- c. have the same legal representative for purposes of the Bid; or
- d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Entity regarding the bidding process; or
- e. the Bidder participates in more than one Bid in a bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all Bids in which the Bidder is involved. However, this does not limit the inclusion of the same sub bidder, not otherwise participating as a Bidder, in more than one Bid; or
- f. the Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Goods, Works or Services that are the subject of the Bid; or
- g. Bidder or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as engineer-in-charge/ consultant for the contract.

Signature of Authorized Signatory



**Annexure-VIII**

**Declaration by the Bidder regarding Qualifications**  
**(ON BIDDER'S LETTER HEAD)**

In relation to my/our Bid submitted to ..... for procurement of  
in response to their Notice Inviting Bids No .....Dated. ....I/we  
hereby declare under Section 7 of Rajasthan Transparency in Public Procurement Act, 2012,  
that:

1. I/we possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. I/we have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. I/we are not insolvent, in receivership, bankrupt or being wound up, not have my/our affairs administered by a court or a judicial officer, not have my/our business activities suspended and not the subject of legal proceedings for any of the foregoing reasons;
4. I/we do not have, and our directors and officers not have, been convicted of any criminal offence related to my/our professional conduct or the making of false statements or misrepresentations as to my/our qualifications to enter into a procurement contract within a period of three years preceding the commencement of this procurement process, or not have been otherwise disqualified pursuant to debarment proceedings;
5. I/we do not have a conflict of interest as specified in the Act, Rules and the Bidding Document, which materially affects fair competition;

**Date:**  
**Place:**

**Signature of bidder**  
**Name:**  
**Designation:**  
**Address:**

**Annexure-IX**

**GRIEVANCE REDRESSAL DURING TENDER PROCESS**

The designation and address of the First Appellate Authority is Director (Corporate Affairs) Jaipur Metro Rail Corporation, Jaipur.

The designation and address of the Second Appellate Authority is MD, Jaipur Metro Rail Corporation, Jaipur.

**(1) Filing an appeal**

If any Bidder or prospective bidder is aggrieved that any decision, action or omission of the Procuring Entity is in contravention to the provisions of the Act or the Rules or the Guidelines issued there under, he may file an appeal to First Appellate Authority, as specified in the Bidding Document within a period of ten days from the date of such decision or action, omission, as the case may be, clearly giving the specific ground or grounds on which he feels aggrieved:

Provided that after the declaration of a Bidder as successful the appeal may be filed only by a Bidder who has participated in tender proceedings:

Provided further that in case a Procuring Entity evaluates the Technical Bids before the opening of the Financial Bids, an appeal related to the matter of Financial Bids may be filed only by a Bidder whose Technical Bid is found to be acceptable.

- (2)** The officer to whom an appeal is filed under para (1) shall deal with the appeal as expeditiously as possible and shall endeavor to dispose it of within thirty days from the date of the appeal.
- (3)** If the officer designated under para (1) fails to dispose of the appeal filed within the period specified in para (2), or if the Bidder or prospective bidder or the Procuring Entity is aggrieved by the order passed by the First Appellate Authority, the Bidder or prospective bidder or the Procuring Entity, as the case may be, may file a second appeal to Second Appellate Authority specified in the Bidding Document in this behalf within fifteen days from the expiry of the period specified in para (2) or of the date of receipt of the order passed by the First Appellate Authority, as the case may be.

**(4) Appeal not to lie in certain cases**

No appeal shall lie against any decision of the Procuring Entity relating to the following matters, namely:-

- (a) determination of need of tendering/procurement;
- (b) provisions limiting participation of Bidders in the Bid process;
- (c) the decision of whether or not to enter into negotiations;
- (d) cancellation of a tender process;
- (e) Applicability of the provisions of confidentiality.

**(5) Form of Appeal**

- (a) An appeal under para (1) or (3) above shall be in the annexed Form along with as many copies as there are respondents in the appeal.
- (b) Every appeal shall be accompanied by an order appealed against, if any, affidavit verifying the facts stated in the appeal and proof of payment of fee.
- (c) Every appeal may be presented to First Appellate Authority or Second Appellate Authority, as the case may be, in person or through registered post or authorized

representative.

**(6) Fee for filing appeal**

- (a) Fee for first appeal shall be rupees two thousand five hundred and for second appeal shall be rupees ten thousand, which shall be non-refundable.
- (b) The fee shall be paid in the form of bank demand draft or banker's cheque of a Scheduled Bank in India payable in the name of Appellate Authority concerned.

**(7) Procedure for disposal of appeal**

- (a) The First Appellate Authority or Second Appellate Authority, as the case may be, upon filing of appeal, shall issue notice accompanied by copy of appeal, affidavit and documents, if any, to the respondents and fix date of hearing.
- (b) On the date fixed for hearing, the First Appellate Authority or Second Appellate Authority, as the case may be, shall,-
  - (i) Hear all the parties to appeal present before him; and
  - (ii) Peruse or inspect documents, relevant records or copies thereof relating to the matter.
- (c) After hearing the parties, perusal or inspection of documents and relevant records or copies thereof relating to the matter, the Appellate Authority concerned shall pass an order in writing and provide the copy of order to the parties to appeal free of cost.
- (d) The order passed under sub-clause (c) above shall also be placed on the State Public Procurement Portal

**Date:**  
**Place:**

**Signature of bidder**  
**Name:**  
**Designation:**  
**Address:**



**Annexure-X**

**Memorandum of Appeal**

Appeal No of .....

Before the (First / Second Appellate Authority)

1. Particulars of appellant:

(i) Name of the appellant

(ii) Official address, if any:

(iii) Residential address:

2. Name and address of the respondent

(i)

(ii)

(iii)

3. Number and date of the order appealed against and name and designation of the officer / authority who passed the order (enclose copy), or a statement of a decision, action or omission of the Procuring Entity in contravention to the provisions of the Act by which the appellant is aggrieved:

4. If the Appellant proposes to be represented by a representative, the name and postal address of the representative:

5. Number of affidavits and documents enclosed with the appeal:

6. Grounds of appeal:

.....  
.....( Supported by an affidavit).

7. Prayer:.....

.....

**Place**

**Date**

**Appellant's Signature**

Signature of Authorized Signatory



**Annexure-XI**

**(ON BIDDER'S LETTER HEAD)**

**Additional Conditions of Contract**

**1. Correction of arithmetic errors**

Provided that Financial Bid is substantially responsive, the Procuring Entity will correct arithmetical errors during evaluation of Financial Bids on the following basis, namely: -

- (a) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.

If the Bidder that submitted the lowest evaluated Bid does not accept the correction of errors, its Bid shall be disqualified and its Bid Security shall be forfeited or its Bid Securing Declaration shall be executed.

**Date:**  
**Place:**

**Signature of bidder**  
**Name:**  
**Designation:**  
**Address:**

Annexure-XII

Page 1 of 2

**DRAFT FORMAT FOR PERFORMANCE SECURITY (IF SUBMITTED IN FORM OF BANK GUARANTEE)**

[To be issued by any Scheduled Commercial Bank based in India from its branch located in Jaipur only on stamp paper value as per applicable rules]

1. This deed of Guarantee made on \_\_\_\_\_ (Day/Month/Year) by \_\_\_\_\_ [Bank] (hereinafter called the "Bank") of the one part, in favor of Jaipur Metro Rail Corporation Ltd. (hereinafter called "JMRC") of the other part.
2. Whereas Jaipur Metro Rail Corporation Ltd. has awarded the contract for (Name of work) \_\_\_\_\_ (NIB No. \_\_\_\_\_) Contract for \_\_\_\_\_ [mention bided section] (hereinafter called "the contract") to M/s \_\_\_\_\_ [Name of the Contractor] (hereinafter called "the Contractor").
3. And Whereas the Contractor is bound by the said Contract to submit to JMRC a Performance Security for a total amount of Rs. \_\_\_\_\_ (Amount in Figures and Words).
4. Now, we the Undersigned, \_\_\_\_\_ (Name of the Bank) being fully authorized to sign and to incur obligations for and on behalf of and in the name of \_\_\_\_\_ (Full name of Bank), hereby declare that the said Bank will guarantee JMRC the full amount of Rs. \_\_\_\_\_ (Amount in Figures and Words) as stated above.
5. After the Contractor has signed the aforementioned Contract with JMRC, the Bank is engaged to pay JMRC any amount up to and inclusive of the aforementioned full amount, upon written order from JMRC to indemnify JMRC for any liability of damage resulting from any defects or shortcomings of the Contractor or the debts he may have incurred to any parties involved in the Works under the Contract mentioned above, whether these defects or shortcomings or debts are actual or estimated or expected. The Bank will deliver the money required by JMRC immediately on demand without delay without reference to the Contractor and without the necessity of a previous notice or of judicial or administrative procedures and without it being necessary to prove to the Bank the liability or damages resulting from any defects or shortcomings or debts of the Contractor. The Bank shall pay to JMRC any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court, Tribunal or Arbitrator/s relating thereto and the liability under this guarantee shall be absolute and unequivocal.
6. This Guarantee is valid for a period of 18Months from the date of signing. [The initial period for which this Guarantee will be valid must be for at least **six months** longer than the anticipated expiry date of Contract period.]
7. At any time during the period in which this Guarantee is still valid, if JMRC agrees to grant a time extension to the Contractor or if the Contractor fails to complete the Works within the time of completion as stated in the Contract, or fails to discharge himself of the liability or damages or debts as stated under Para 5, above, it is understood that the Bank will extend this Guarantee under the same conditions for the required time on demand by JMRC and at the cost of the Contractor.
8. The Guarantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank or of the Contractor or of JMRC.
9. The neglect or forbearance of JMRC in enforcement of payment of any money, the payment whereof is intended to be hereby secured or the giving of time by JMRC for the payment hereof shall in no way relieve the bank of their liability under this deed.

Signature of Authorized Signatory



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10. The expressions "JMRC", "the Bank" and "the Contractor" hereinbefore used shall include their respective successors and assigns.

In witness whereof I/We of the bank have signed and sealed this guarantee on the  
\_\_\_\_\_ day of \_\_\_\_\_ (Month) 2025 being herewith duly authorized.

For and on behalf of the \_\_\_\_\_ Bank.

Signature of authorized Bank official

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

I.D. No.: \_\_\_\_\_

Stamp/Seal of the Bank: \_\_\_\_\_

Signed, Sealed and Delivered  
for and on behalf of the Bank  
by the above named \_\_\_\_\_  
In the presence of:

Witness-1

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Witness-2

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

**Annexure-XIII**

**DRAFT LICENSE AGREEMENT**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ 2025 at Jaipur by and between **Jaipur Metro Rail Corporation Ltd.** (herein after called Licensor) incorporated under the companies Act, 1956 having its registered office at Jaipur Metro Rail Corporation Limited, Admin Building, Metro Depot, Bhriku Path, Mansarovar, Jaipur – 302020, India, hereinafter referred to as the 'Licensor' or 'JMRC' (which expression shall unless repugnant to the context mean and include it's successors and assigns), through its ..... (Designation) Shri ..... (Name) of the First Part.

AND

M/s.....(name, designation and address of the selected bidder)a company/partnership firm/ proprietorship firm/ other legal entity incorporated/ registered/ under the ..... Act, (Name of relevant statute)(hereinafter referred to as the "Licensee" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns) through its ..... (Designation) Shri ..... (Name) of the Second Part.

Whereas the licensee has represented to the licensor that the former is well equipped with and can make adequate arrangements for parking at parking land of \_\_\_\_\_ Metro Stations with the prior approval of the licensor.

NOW therefore it is mutually agreed:-

1. In consideration of payment of Rs. \_\_\_\_\_ (amount \_\_\_\_\_ in words) an equivalent of three months license fee quoted by the licensee as interest free security received and one month license fee, an amount of Rs \_\_\_\_\_ received vide draft no. \_\_\_\_\_ for due and proper performance of these presents and also willingness of the licensee to pay Rs. \_\_\_\_\_ (amount \_\_\_\_\_ in words) per month sum for \_\_\_\_\_ Metro Station parking land as license fee, the Licensor grants the license to the licensee and authorize him to use the said parking site as per schedule attached for a period of two years subject to the conditions hereinafter appearing and mentioned in the "Agreement" as referred in clause-2 of this license Agreement.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
  - a. Letter of acceptance
  - b. Notice Inviting Bid (NIB)
  - c. Instructions to Bidders (ITB)
  - d. General Conditions of Contract (GCC)
  - e. Special Conditions of Contract (SCC)
  - f. All Annexure/Forms/Performa etc as per Bid Document.
  - g. Bid Application Form
  - h. Bill of Quantities (BOQ)
  - i. Tentative Plans of Parking Lots
  - j. Addendums, if any
  - k. Any other document shall be part of the agreement if so specified by JMRC.

3. **OBLIGATION OF THE CONTRACTOR**

The contractor shall be required to properly manage and maintain the Parking sites as specified in the Bid Document and pay the license fee including all applicable Taxes in advance as per specified schedule to JMRC.

The contractor shall also ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The contractor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep JMRC fully indemnified against liability of tax, interest, penalty etc. of the contractor in respect thereof, which may arise. The Contractor shall also submit a separate undertaking to indemnify JMRC as per the format attached as Annexure XIX in the Bid Document.

The staff/labour recruited by the Contractor for operating parking lots at these Stations will be the sole responsibility of the Contractor and JMRC will not be involved in it in any way. The staff / labour so recruited by the Contractor will not have any right whatsoever at any stage to claim employment in JMRC.

4. JURISDICTION OF COURT

The Courts at Jaipur (Rajasthan) shall have the exclusive jurisdiction to try all disputes arising out of this agreement between the parties.

In witness thereof the parties hereto have caused their respective signs to be here unto affixed the day and year first above written.

A true copy thereof signed by both the parties has been retained by the licensee.

**For Licensor  
Jaipur Metro Rail Corporation**

**for Licensee**

**Witness**

**Witness**

1.

1.

2.

2.

**Note:** \* Blanks to be filled by the Licensee at the time of finalization of Agreement.

**Annexure-XIV**

**UNDERTAKING**

(Ref: Clause 2.1 of NIB)

**(ON BIDDER'S LETTER HEAD)**

1. I/we M/s..... hereby submit that presently my/ our firm is registered with all of the authorities as mentioned below and attached the proof for the same:-

S. No	Registration For	Registered
(a)	Goods & Service Tax	
(b)	Employees Provident Fund	
(c)	Employee State Insurance	
(d)	Pan Card	
(e)	Contract Labor License under contract Labor Regulation and Abolition Act 1970 (if applicable)	

2. Further I/we M/s..... hereby confirm the following:

- Our Firm has not abandoned any work in last Five years.
- Contract with any organization have not been terminated due to poor performance.
- Security deposit has not ever been forfeited by any Government/Semi government/PSU/MRTS.
- Our Firm has not suffered bankruptcy/insolvency in last Five years.
- Our Firm have not been blacklisted/ debarred by any organization.

**Signature of Authorized Signatory with Seal**



**Annexure-XV**

**CERTIFICATE BY BIDDER**  
**(ON BIDDER'S LETTER HEAD)**

**Name of Contract:** Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2).

**Name of Parking Land. (Metro Station):** .....

**Period: From** .....**To**.....

1. In Compliance to the provision of the Minimum wages act 1948 and rules made there under in respect of any employees engaged by me/us, I/We hereby declare that the labour engaged by me/us have been fully paid for. In the event of any outstanding due to be payable to any labour/labours engaged by me/us, JMRC is entitled to recover the same from any money due to or accruing to me/us in consideration of payment to such labour/labours.
2. Certified that all valid insurance policies as per GCC clauses are available. Copies of Insurance policies are enclosed/already submitted. (If applicable)
3. Certified that the EPF Act 1952 the Minimum Wages act, 1948, ESI Act, Contract Labour Act, 1971, Factories, Act, 1948 etc. have been fully complied with the me/us. Photocopies of challans for EPF/ESI deposited are enclosed herewith.
4. The payment has been made to the employees as per Minimum Wages Act, 1948 (As per latest notification).

**Signature of Bidder with Seal**

**Note:** - This certificate is to be furnished by licensee.

**Annexure-XVI**

**Financial Eligibility (Certificate of Annual Turnover)**  
**(On Chartered Accountant Letter head with UDIN)**

Name of the Bidder: .....

S.N.	Financial Year	Annual Turnover (Amount in Rs.)
1	FY 2021-22	
2	FY 2022-23	
3	FY 2023-24	

This is to certify that the information contained above is correct as per the audited financial accounts of the Bidder.

UDIN No:

Date: (Signature, Name and Seal of CA)

**Note:-**

- a) The above Form shall be filled and duly certified by a practicing Chartered Accountant with Unique Document Identification Number (UDIN) on the certificate.
- b) Bidder shall also submit audited financial accounts of FY 2021-22, FY 2022-23 and FY 2023-24

**Annexure-XVII**

**Undertaking of No Technical or Financial Deviations in Bid Submission**

(On Bidder Letter head)

I/we..... (Name of Bidder), hereby provide this undertaking to affirm that our submitted bid contains no technical or commercial deviations or additional conditions from the requirements specified in the aforementioned Bid Document

We understand the importance of maintaining the integrity and fairness of the bidding process and recognize that any discrepancies, deviations, or additional conditions could result in the rejection of our bid. Therefore, we provide this undertaking to reassure you that our bid is in full compliance with the terms and conditions outlined in the Bid Document.

**Signature of the  
Contractor  
or his Authorized  
signatory  
(With seal of the Firm)**

**Annexure-XVIII**

**Format of Power of Attorney for Signing Authority**

(To be submitted by Bidder on Non-Judicial Stamp Paper of Requisite Value as per Prevalent Stamp duty)

Know all men by these presents, We ----- (name of the Bidder and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./Ms. (name), ----- who is presently employed with us, -----, name Bidder, and holding the position of -----, as our true and lawful attorney (hereinafter referred as the "Authorised Signatory") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2). ("Contract") issued by Jaipur Metro Rail Corporation Limited (JMRC) ("Authority") including but not limited to signing and submission of all documents, and all other documents and writings, providing information/responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Contract Agreement and undertakings consequent to acceptance of our Bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Bid for the said Contract and/or upon award thereof to us and/or till the entering into the Contract Agreement with the Authority.

AND

we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said authorised Signatory pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Signatory in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

In witness whereof we, ....., the above named principals have executed this power of attorney on this ..... day of ....., 2025.

For

(Signature, name, designation and address)

Witnesses:

1.

2.

(Notarized)

Accepted

(Signature)

(Name, Title and Address of the Authorised Signatory)

**Notes:**

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

**Annexure-XIX**

**Undertaking to Indemnify JMRC**

(To be submitted by the successful bidder/licensee on stamp paper of requisite value)

We M/s.....(name, designation and address of the selected bidder)a company/partnership firm/ proprietorship firm/ other legal entity incorporated/ registered/ under the ..... Act, (Name of relevant statute)(hereinafter referred to as the "Licensee" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns) through its ..... (Designation) Sh. .... hereby provide this undertaking to "JMRC" with regard to the contract .....[Contract Number] signed on .....[Date] for [Description of Contract].

In consideration of the terms and conditions outlined in the aforementioned contract, we solemnly undertake to indemnify and hold JMRC harmless against any financial, legal or other liabilities that may arise as a result of actions, omissions, or any breaches of the contract committed by the Licensee during the course of the Contract.

This undertaking includes, but is not limited to:

1. Reimbursement of all costs, expenses, and damages incurred by JMRC due to the actions of the contractor;
2. Bearing all legal fees, court costs, and any other expenses related to defending JMRC against any legal claims arising from the contractor's actions;
3. Compensation for any financial losses incurred by JMRC resulting from delays, damages, or any other negative impacts caused by the contractor's non-compliance with the terms of the contract;
4. Any other damage to the parking space or parked vehicles or to the reputation of JMRC or any third party damages owing to any reason, whatsoever, attributable to the contractor or not or even otherwise.

I understand the gravity of this undertaking and the potential financial, legal or other consequences it entails. I assure JMRC that I possess the necessary financial means and resources to fulfil my obligations as outlined above.

This undertaking remains valid for the duration of the Contract and any subsequent period during which any liabilities may arise. This shall be treated as integral part of the aforesaid contract.

**Signature of the Contractor  
Or his Authorized signatory  
(With seal of the Firm)**

Signature of Authorized Signatory



### **SPECIAL CONDITIONS OF CONTRACT (SCC)**

#### **1.0 General**

The Bidder for this contract shall plan and execute work in coordination and in co-operation with the employees of JMRC deployed at various stations and other locations.

#### **2.0 Operational Guidelines of the parking area:-**

##### **2.1 Manning and Operation of site**

2.1.1 It shall be the entire responsibility of the Contractor to adopt all the safety measures & deploy the personnel who are adequately trained to handle the required services with safety. If any accident occurs to negligence on the part of the Bidder's personnel, it shall be the full responsibility of the Bidder.

2.1.1.1. Manning of all parking sites with Minimum required Manpower with 1 (one) supervisors per day for controlling of all manpower deployed at all parking lots shall be ensured by the licensee.

2.1.2 Police verification is mandatory for all the staff deployed in parking. List of staff along with copy of Police verification will be submitted by the licensee to Corporate Affairs wing (CA wing) along with copy to the office of Executive Director Corporate Affairs or his authorized officer.

2.1.3 The employee of the Licensee shall wear uniform having company's logo and also carry an identity card, antecedents of the employees nominated for parking area along with their 3 photographs and finger print shall be maintained by parking contractor. A photocopy of ID cards issued to the parking supervisor/ attendant/ licensee after verification should also be submitted in the office of ED (Corporate Affairs) or to his authorized officer of the concerned station. In the absence of valid identity card, the Parking staff shall not be permitted to enter into the station premises including parking area.

2.1.4 Licensee will provide uniform to his staff at his own cost. In case uniform is not provided by the licensee then JMRC reserves the right to impose penalty as per charges as per the no. assigned to penalty clause 2.4 (b) (SCC) on each occasion. The licensee should provide the approved uniform to its employee free of cost. The uniform must not contain the logo, name or design of JMRC.

2.1.5 The employees of the licensee shall under no circumstances be construed as employees of JMRC, and the licensee indemnifies JMRC against any claims whatsoever against claims made by Licensee's employees. However the licensee shall abide to pay its employee the minimum wages as issued by State Government from time to time.

That the Licensee shall at all time keep the Licensor indemnified against all claims under applicable Labour Laws/Acts/Rules etc. in force as amended from time to time, in respect of Licensee or any of his employees.

2.1.6 The licensee shall not induct any other unauthorized person in the licensed parking site and sub-let/ sub lease the parking site and shall not allow the same to be used by any other person. The Licensee will be entirely responsible for the required training of its staff.

2.1.7 That the licensee shall arrange its business in such a manner that it shall be in a position to cater to the needs of the commuters/ passengers. the licensee shall employ sufficient number of employees and attendants for rendering quick and efficient service to the persons/users/commuters.

2.1.8 The licensee should provide details of proposed parking supervisors/attendants to be employed at each parking lot. To ensure safety and security of man, materials and machinery and parked vehicles, separate set of manpower should be provided for different shifts at different parking lots as per requirement.

- 2.1.9 The agency is to nominate its authorized representative, who will be available at short notice during parking hours. It will ensure the compliance of instructions given by the client's representative during inspection of site. He is to ensure availability of sufficient number of printed parking coupons with specified cost/zero cost. The parking contractor shall have local office in the limit of Jaipur City for day to day dealing. For the same parking contractor has to provide proof i.e. rent agreement or other proof of office premise. Failure on the same, the contract may be liable to be terminated by serving one month notice.
- 2.1.10 The agency is required to post a suitable and competent supervisor/ attendant on every parking lot. He should be conversant with the parking layout and understand the priority/sequence of placing vehicles in parking lot. Similarly, for vehicles moving out of parking area, he should be in a position to guide vehicle drivers to park or to move out the vehicles in particular lot etc. without causing damage to parked vehicles.
- 2.1.11 The nominated authorized representative will ensure the display of updated emergency telephone numbers i.e. Fire Station, Police Station, Hospital, Ambulance etc. at the parking areas and keep liaison with concerned authorities for assistance during emergency.
- 2.1.12 Agency should intimate the name of his authorized representative with his qualification, Mobile No., experience in parking field with agency, if any ID proof etc. at the time of acceptance of LOA.
- 2.1.13 That the licensee shall charge such rates as may be approved by the licensor from time to time and shall exhibit the schedule of rates at a conspicuous place in the premises. The licensor retains the right to change or modify the terms and conditions of the parking charges and no compensations or claim on this account shall be entertained. Overcharging shall be viewed very seriously & upon examination of any complaint if it is found that the contractor has overcharged then notwithstanding anything, the contract shall be liable to be terminated as per the condition of breach of contract.
- 2.1.14 The licensed parking sites shall not be used or permitted to be used for any other purpose whatsoever except parking of cars, scooters and cycles and for which authorization has been issued. For Bus parking, contractor will have to take permission from JMRC authority for a particular site and it will be sole discretion of JMRC to allow or reject the permission. The licensee will ensure that no unauthorized vehicles are allowed to be parked in the said parking site.
- 2.1.15 That the site is not be used for parking heavy vehicles like truck, loading tempos, commercial material loading autos, JCB, Gensets, etc. However JMRC administration may permit any passenger carrying vehicles and vehicle used for feeder service on its sole discretion and rates for the same shall be notified by competent authority of JMRC.
- 2.1.16 The licensee will strictly ensure manning of the entry and exit gates and regulate the entering and exiting traffic in a proper and orderly manner. The staff of licensee will collect charges at the time of exit only. No charges will be collected at the time of entry of vehicles in parking.
- 2.1.17 Computerized /printed coupons should be issued by the licensee of the parking contract, which shall clearly depict the name of the parking lot, date & time of issue of coupon, the name of the contractor, Vehicle No., Serial No. on the coupon with counter foils and amount charged for coupon/ monthly pass. The suitable arrangement shall be made by the contractor at his own cost.
- 2.1.17 Licensee will write the time of entry and exit of the vehicle on the parking ticket and on the counterfoil. A separate register shall also be maintained to record date & entry/exit time of vehicles entering into the parking lot. The counterfoils will be maintained by the licensee for three months. In the same way record of monthly passes issued to the commuters will be maintained by the licensee for three months in the register form and it will be produced as and when required by any authorized



representative of JMRC. The licensee shall get the parking slips and monthly passes printed at his own cost. The parking slips should clearly state the name and details of the parking contractor.

- 2.1.18 The parking sites will not be used or permitted to be used by the licensee for exhibition/display or any hoarding advertisement etc. and no indecent obnoxious or such other activity as may cause nuisance/embarrassment to the general public shall be carried or permitted to be carried in the parking site and the decision of JMRC in this regard shall be final and binding.
- 2.1.19 The bidder/licensee will not encroach up common areas/ circulating areas or any other space, and restrict its operation to within the area licensed. The Licensee shall ensure that no inconvenience/ nuisance are caused to the Metro Commuters. Vehicles should be parked in orderly manner and passages for vehicle movement should be made available within the parking lot.
- 2.1.20 That the licensee shall place and continue to keep in the aforesaid premises all necessary equipments and shall not remove any item from the site of license parking thereof without prior approval of the licensor.
- 2.1.21 That the licensee shall abide by all rules and regulations, orders and instructions that the licensor may from time to time make or adopt or issue for the care, protection and administration of the station parking site and the general welfare and comfort of JMRC employees and other connected persons.
- 2.1.22 That the overall control of the licensed parking site and supervision of the parking area shall remain vested with the licensor, whose officers or authorized representative shall have access to at all hours to the said premises or any part thereof.
- 2.1.23 That nothing herein contained shall be construed as conferring upon the licensee any right, title or interest in respect of or over, in or upon the demised premises and the property of the licensor. That the dealing of the licensee/ his employees with the commuters/ visitors shall be polite and courteous and he shall not indulge in any activity, which may cause harm to the reputation and interest of JMRC Ltd. or its employees. Once demarcated area is fully occupied, the board indicating "PARKING IS FULL" is to be placed at entrance of parking and supervisor is to be given instructions to depute workmen to guide the approaching vehicle accordingly.
- 2.1.24 Licensee shall clearly mark the individual vehicles space in the parking area & should clearly put up signage & markings indicating direction towards exit & entry Vehicles should be parked in orderly manner and passages for vehicles movement should be made available within the parking lot.
- 2.1.25 The use of the parking site by the licensee will be subject to the following restrictions:
- a. That licensee is bound to comply with any systemic improvements as directed by JMRC.
  - b. The licensee should make/arrange payment through bank account to the Parking supervisors and attendants.
  - c. The licensee must strictly comply the provisions of The EPF Act 1952, The ESI Act and the Minimum Wages Act 1948 as per prevalent Government orders and ensure timely payment under these Acts. Failure to comply the seacts shall attract penalty as per provisions.
  - d. The licensee must use their private security to restrain theft of vehicles from parking lots. In case of theft/misplace of any vehicle parked, the licensee hereby undertakes & agrees that it shall be solely liable for any action by the law enforcement agencies & shall also indemnify JMRC as & when required. Further, if found necessary, JMRC at its own discretion, may terminate the contract immediately.

**2.2 Cleanliness and Maintenance of the site.**

- 2.2.1 That the licensee shall keep and maintain the licensed parking area and the site around the licensed parking area in a clean, proper and decent condition, and shall not keep the premises in a bad state of affairs during the currency of the period of

license and shall not in any manner damage the wall floor or other structures of the station or structures in the licensed parking area, nor cause any kind of obstruction to the user of the Metro Station in any manner whatsoever. If the licensee fails to clean the site then JMRC may arrange cleaning of the site at risk and cost of the parking licensee. Twice of the expenditure incurred by JMRC on such cleaning shall be levied from the licensee.

- 2.2.2 Responsibility of arrangements for maintaining the parking site in a good state of functioning shall rest with the licensee.
- 2.2.3 The licensee shall ensure a high standard of hygiene and cleanliness so as to create a clean and healthy environment. Any physical damage or injury to the commuter/passenger/visitor or vehicle due to the lapses on the part of the licensee or its employees will be the sole responsibility of the licensee only and JMRC will stand absolved of any such obligations or liability towards the injured/damage.
- 2.2.4 The repairing and servicing of vehicles in the parking area will not be permitted.
- 2.2.5 The parking site will not be used for dumping used goods, rubbish etc. or for storage of goods etc.
- 2.2.6 That the licensee shall maintain the parking site in a clean and hygienic condition and shall conform to the rules, regulations or bye laws made in this regard by the municipal/ civic/traffic/ JMRC authorities concerned.

**2.3 Security Arrangement in the Parking Premises:-**

- 2.3.1 Security arrangements for the work shall be in accordance with general requirements and the Licensee shall conform to such requirements and shall be held responsible for the action or inaction on the part of his staff, employees. Following arrangement are being made by JMRC to facilitate proper security at the parking site. Licensee needs to be keeping it in healthy condition and maintain it properly.
- 2.3.2 a) This may kindly be noted that entire responsibility of safety & security of parking lots lies with the parking bidder/licensee. All measures like frisking of vehicles, checking of vehicles underneath with inverted mirror & its boot to be done by the licensee for each & every vehicles entering into the parking lot.
- b) If any vehicle is lying unauthorized in the parking for more than 48 hours, the parking bidder/licensee will appraise Local Police/Metro Police and Station Controller in writing. He will also monitor that particular vehicle during night hours also, where night parking is not available or not in practice.
- c) Proper record will be maintained by the licensee for details of all vehicles like time/date of entry/exit will be recorded.
- d) If licensed parking areas are required to be closed to ensure the security of the parking areas, during Bandhs, Riots, Strikes and National festivals like Holi, Independence Day, Republic Day, etc, the parking areas will be closed as per the requirement. Claim to reduce the license fee on this account will not be entertained.
- e) In case if the parking slip is lost by commuter/passenger, it is prime responsibility of parking agency/licensee to ensure bonafides of claimant and give delivery of vehicle to owner after taking following documents from the Commuter/Passenger:-
  - (i) Photocopy of Registration Certificate of vehicle.
  - (ii) Photocopy of driving license & residential address proof with mobile /landline phone no.
  - (iii) An amount of **Rs. 50/-** shall have to be paid by the Commuter/Passenger in addition to parking agency.

**(Above conditions should be displayed on the Board along with parking charges)**

- 2.3.3 The licensee will strictly check thoroughly all vehicles entering the parking site with the help of under vehicle search mirror and boot of all vehicles will be checked visually. The licensee will strictly abide by and comply with all security instructions as may be

issued from time to time by JMRC/ Authorized representative/Security/ Operation/Civil Wing etc.

- 2.3.4 That the licensor shall not be responsible for the safety and security of the licensee or any other material or articles belonging to the licensee and also shall not be liable for any charge or injury to the property of the licensee lying at any time in, on, upon or around the said licensed parking area from any cause whatsoever.
- 2.3.5 The agency will indemnify JMRC in case of vehicle theft in parking lot. He will facilitate vehicle owner in lodging FIR. In case of any consequent damage to the vehicle in course of parking, the agency will compensate to the owner of vehicle in making good the loss due to damage.
- 2.3.6 Licensee will be solely responsible for the safety and security of all the vehicles parked in parking. Licensee will be liable to pay compensation in case of theft of vehicles or parts/accessories or damages to vehicles if any arises, to the commuters/users of the parking lot. Also, when the vehicle is insured the licensee shall facilitate the claimant in preferring claim before insurance company. In any case, JMRC will not be responsible for any damage/theft of vehicles from the parking area. However in case any financial liability is cast upon JMRC on any such account, the same shall be recoverable from the licensee, who shall indemnify JMRC completely.
- 2.3.7 The licensee shall be responsible for all the damages or loss of the property due to reasons for which he or his employees are directly responsible and shall be liable to make good any loss or damage that may be sustained by the licensor except those due to normal wear and tear or such as be caused by storm earthquake or any other natural calamities beyond his control. The decision of the licensor in regard to the extent and quantum of compensation if any to be paid shall be final and binding upon the licensee.
- 2.3.8 The Licensee shall not tap electricity from any structure/ circuit or fixture of JMRC or from any other source.
- 2.3.9 The Licensee shall not permit the use of the parking site by hawkers, betel or cigarette tea sellers, alcoholic/cold drinks and tea vendors and any other business activities.

#### **2.4 Invoicing, Payment, Non Performance and Penalties**

- a) That the Licensee shall pay all dues invoices including Penalties, Interests, TCS (Tax collected at source) etc. on monthly basis. No claim for waiver/ representation will be entertained if the invoiced amount is not paid in time. JMRC reserves the right to terminate the license agreement by forfeiting the performance security on account of non-payment of dues after serving a notice of one month for non-payment.

#### **b) Penalties:**

- I. JMRC authorized representative/Staff will have free access to the parking sites for the purpose of inspection. The penalty may be proposed by authorized representative of JMRC to Engineer in Charge for irregularity noticed by them during the site visits. JMRC will have the right to carry out the surprise inspection of any parking site at any time.
- II. The penalties will be imposed on violation of terms and conditions of agreement. The details of **penalty per violation per parking location** shall be as per the list given below:

S/N	Description of Irregularities	Penalty
1	Un-clean premises and improper housekeeping	Rs. 500
	Vehicles not parked in orderly manner	
	Fire fighting appliances not available in the parking	
	Area for vehicle movement not being made available	
2	Use of unapproved parking slips	Rs. 500
	Misbehaviour by parking staff	
	Refusal to issue monthly passes	
	Obstruction of free movement to service rooms/ station	

	utilities.	
3	Misusing power supply for purpose of Cooking, Heater, Press, Motor etc	Rs. 500
4	In case complaint of <b>overcharging</b> from Passenger	Rs. 500
5	Encroachment beyond authorized allotted space for Parking	Rs. 500
6	Failure to comply The Minimum Wages Act 1948, The EPF Act 1952, The ESI Act	Rs. 1000
7	Parking of commercial vehicles (Vehicles used for transporting of material purposes)	Rs. 500
8	Recurring irregularities more than 3 times in a month as given at Sl. No. 2 & 4	10% of the one month License Fee
9	Use of parking space for other than parking purposes	
10	Criminal activity/consumption of liquor etc in parking area	

- c) The penalty proposed by other officers should be preceded with proper show cause notice to the licensee/parking agency clearly mentioning the cause of action/nature/instance of default. A time of one week should be given to the licensee to reply. After that only action of levying penalty should be taken.
- d) The amount of penalty given above is tentative and may vary depending upon the magnitude of irregularity observed. In case of repeated violations and no improvement in the situation at ground, JMRC reserves the right to terminate the License and forfeit the Performance Security in its favour. In case of any act or acts by the licensee which may be deemed criminal to be decided solely by the authorized representative of JMRC, the licensor may proceed for cancellation / Termination based on the factual and solid grounds. In case of termination, Performance Security will be forfeited in favour of JMRC.
- e) Fine on irregularities not mentioned in the above list can also be imposed as deemed fit by Executive Director.
- f) All overdue penalty amounts shall be recovered from the Performance Security amount of licensee (Agency). The Licensee (parking agency) shall be responsible to make good the Performance Security amount within 30 days of the notice given to him. In case of failure to abide by the above condition, JMRC reserves the right to terminate the contract agreement.
- g) The parking licensee would be penalized for each and every theft case. In case of car/ four wheeler thefts complaint, a penalty of Rs 10,000/- per vehicle. For two wheelers, this value shall be Rs 5000/- and in case of cycle, it shall be Rs 500/- .In case of 2nd theft onwards, the above mentioned penalty amount shall be doubled respectively.
- h) Repeatedly ignoring/overlooking written instructions without any acknowledgement or not showing any cause and showing no interest to improve may also lead to cancellation of contract and debarring of licensee for 1year for further participation in the bidding process.
- i) The penalty once levied may be reviewed by the authority next higher to the authority who has levied penalty on written submission by the licensee within 15 days of levy of penalty. The penalty shall be effective from the date on which it is notified.
- j) The representative will ensure that vehicles are parked in the demarcated area for parking. No additional area to be encroached for parking. The encroachment in additional area will attract penalty. The penalty will be at double the monthly

rental proportionate to the encroached area. The repetition of encroachment in additional area will lead to termination of contract.

- k) The licensee shall also abide by all the rules and regulations under the Metro Railway O&M Act-2002& Rules made thereafter and in addition to the penalties leviable under this contract shall also be liable to pay all penalties as may be applicable under the Metro rail Act/ordinance.
- l) These grounds for penalties mentioned in this Clause are indicative in nature. It is also clarified that levy of penalty or an option to levy of penalty shall act as no bar to the licensor to proceed with any other action against the contractor for breach of contract or for action under criminal law including but not limited to termination of contract and/or filing of FIR in relevant Police station.
- m) The authority to levy penalties pursuant to this contract shall vest with ENGINEER IN CHARGE or any senior officer duly nominated by him.

## **2.5 Addition/Removal/Alteration/Modification in the Parking area**

- i. Area offered by JMRC is "SUPER AREA", no reduction in areas on any account (such as pillars, trees, poles, pits, drainage etc), will be considered at any cost.
- ii. However, if JMRC reduces/increases the area for any other use for JMRC that will be honored by the successful bidder and his license fee will be reduced/increases accordingly on pro rata basis.
- iii. The parking area is indicative. The actual area may vary depending upon site conditions. The parking area may increase/ decrease as per requirement of JMRC Ltd. The license fee will be proportionate to the area allowed/ handed over for parking in case of decrease/ increase of area.
- iv. If there is any dispute related to the area of parking space, representation to this effect can be made only within 15 days from the date of handing over of the site by JMRC. After expiry of this period no request related to area will be accepted by JMRC.
- v. That the licensee shall have no right, title or interest in the premises licensed to him nor shall he, be deemed to have exclusive possession thereof, except the permission to use the said site for the currency of this contract. Further, JMRC reserves the right to curtail the area of parking at any point of time during the currency of contract agreement for any developmental or what so ever reasons may be. No claim or compensation will be entertained on this account.
- vi. The bidder/licensee shall not have any objection to any construction or activities related to it in or around the site that is considered essential by JMRC Ltd.
- vii. No addition, alteration or change shall be done by the licensee in/upon the licensed site.
- viii. There is the provision of variation in the annual contract value and parking scope on short notice and Licensee shall be ready to take up additional parking lots of nearby stations or any other stations on its assessed rates or last accepted rates whichever is lower (If any)
- ix. JMRC reserves right to withdraw the allocated parking site/sites by giving 3 months notice, if any development/ commercial requirement/modification/ construction are started/planned in parking area.

## **2.6 Possession and Access to Site**

- a) Though JMRC will make all out efforts to handover the parking site as soon as possible, but in case there is delay in handing over the parking lot on whatsoever reasons from JMRC side, the licensee will not make any claim, compensation, damage on this account.
- b) In case the licensee does not take possession of site, then the performance security and the advance license fees will be forfeited in favour of the licensor (JMRC Ltd) and no claim, compensation, or even correspondence will be entertained on this account.
- c) Any JMRC officer or any of the nominated staff by ED(CA) will have free access to the parking sites for the purpose of inspection. The inspection can be carried out exparte if the licensee or his authorized representative fails to turn up on request. They will also have powers to impose a penalty as per clause 2.4(b) (SCC) or seek compensation for infraction/violations of any of the terms and conditions of the contract, whose decision shall be final and binding in this regard.
- d) The bidder/ successful licensee may note that the parking area/ space is primarily meant for metro passengers. Accordingly Metro card holders/ticket holders shall be given preference to park their vehicles. However, in case of parking area/ space going free/unoccupied, metro administration may from time to time allow the bidder/ successful licensee/ contractor to park other vehicles. JMRC will, from time to time impose regulatory or control measures to ensure availability of parking space to bonafide Metro users, and the parking licensee will implement such procedures, rules and regulations. No claim or compensation on this account will be entertained or considered by JMRC. In case it is established that licensee is not providing space to the bonafide Metro users, the Licensee may be imposed a penalty by JMRC as per clause 2.4(b) (SCC).
- e) The Licensee will vacate the site hassle free after the expiry of license or on its cancellation.
- f) That the Licensee shall have no objection to JMRC Ltd. for granting any other license for similar facility at the premises of same Metro station where the licensee is rendering such services.
- g) That the licensee shall not display or exhibit pictures, posters, statues or other articles, which are repugnant to the moral or are of indecent, immoral or of improper character or against the law in any nature. It is expressly agreed that the decision of the licensor in this regard shall be conclusive and binding on the licensee and shall not be a subject matter of dispute.
- h) That the licensee shall not display or exhibit any advertisements or place or put up hoarding on any part of the interior or exterior of aforesaid premises.
- i) That JMRC or their authorized representatives (Licensor) shall have the right to enter upon the premises/site in order to inspect and execute any structural repairs, additions or alterations at the site, check water and sanitary conditions or do renovations which may be found necessary from time to time by the licensor and for the purpose connected herewith and for compliance of terms and conditions of any works relating to repairs/additions/alterations or other damages that may be caused during the course of installation of any fittings, fixtures etc. or owing to the inspection of the premises.
- j) That the premises allotted shall not be used for residential purpose or for a purpose other than for which it is allowed. The licensee shall not be permitted to utilize the premises or to carry on any other trade along with the authorized business of licensee at the site during the period of his license.



- k) That the licensee shall not keep any animal or convenience in or outside the premises earmarked for the parking.

### **3.0 Miscellaneous**

- (a) The Bidder shall ensure full compliance with the statutory laws of India as applicable with regard to this contract and shall be solely responsible for the same.
- (b) That the licensee shall also comply with all the instructions and terms and conditions given in the Bid Application Form (BAF).
- (c) That all or any of the powers vested in the license in respect of granted terminations, revocations, cancellations or restoration of this license or recovery of any dues in respect thereof or connected therewith shall also be exercised by JMRC Ltd. And the licensee shall have no objection whatsoever in this respect.
- (d) That any notice/ correspondence under the terms of this License shall be in writing by registered post or delivered personally and signed by the party or his/its duly authorized representative giving such notice. All activities for day to day management will be carried out from the office of the ED (CA), JMRC Ltd. or by his duly authorized representative.
- (e) Inspection shall be conducted every month on a specified date. In addition to this the surprise inspection shall also be conducted without any prior intimation.
- (f) The list of old vehicle lying at site shall be made at the time of handing over of parking lot. Efforts shall be made for its removal as far as possible. However licensee shall not have any claim on this account.
- (g) Please note that names and spellings of stations may change and no compensation or claim will be entertained on this account.

I have read and understood the above conditions and the same are accepted by me/us.

**Signature of the applicant/ Licensee**

**Date:**



## Percentage BoQ

Tender Inviting Authority: Executive Director (Corporate Affairs), Jaipur Metro Rail Corporation Limited

Name of Work: Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2).

Contract No: No F.1(R-311)/JMRC/DC/Rev/Parking/2025/07 Dated 02.06.2025

Name of the  
Bidder/ Bidding  
Firm / Company :

### PRICE SCHEDULE

(This BoQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values in percentage (%) above the base rate only)

#### Terms & Conditions:

- 1) We understand that a Bidder can submit only one bid for the Project.
- 2) Bidders shall be required to quote percentage (%) above the base rate of License Fee Per sqm per month. Bidder who offers highest License Fee Per month shall be the successful Bidder.
- 3) License Fee Per month accepted for the selected bidder shall be escalated annually @5% on annual compounding basis.
- 4) Total License Fee for a month shall be calculated as per formula "Accepted License Fee Per month X Minimum Guarantee Area".

Sl. No.	Item Description	Quantity (Area in sqm)	Units	Base Rate (Per month) Without taxes in Rs.	TOTAL License Fee for one month Without Taxes in Rs.	TOTAL AMOUNT In Words
1	2	3	4	5	6	7
1.01	Base Rate (Per Sqm Per Month) for Parking rights for 04 metro stations and one other designated parking land of JMRC Ltd (Package-2).	4420.000	SQM	98.1015000	433609	INR Four Lakh Thirty Three Thousand Six Hundred & Nine Only
Total in Figures					433609	INR Four Lakh Thirty Three Thousand Six Hundred & Nine Only
Quoted Rate in Figures			Select		0	INR Zero Only
Quoted Rate in Words						INR Zero Only

Signature of Authorized Signatory

