



# OFFICE OF THE ROURKELA MUNICIPAL CORPORATION

UDITNAGAR, ROURKELA, ODISHA-769012

E-mail ID: rourkelamunicipality@gmail.com

No. 25

Date. 02/01/26

## **Auction Sale Notice for Parking Lots in Traffic gate parking Area & Sensory Park under Rourkela Municipal Corporation**

Sealed Quotations are invited from the intending Authorized Firms / Agencies for Auction of parking space near traffic Gate, Rourkela. The agencies must have valid GST registration certificate and PAN Card. The agency should quote the rate as per the below mentioned format in the letterhead and submit the sealed Tender super scribed on cover as "**Auction Sale Notice for Parking Lots in Traffic gate parking Area & Sensory Park under Rourkela Municipal Corporation**" and reach to the undersigned on or before 16.01.2026 up to 01.00 PM through Regd. Post/ Speed Post/ Courier/ or by hand. The Tender will be opened on the same day at 04.30 PM in presence of the Bidders or their authorized representatives who wish to attend. Authority will not be responsible for any delay in receipt of Tender and the same will not be accepted. The undersigned reserves the right to reject / cancel any or all the Quotations at any time without assigning any reason thereof. The Tender Paper may be downloaded from RMC website: rmc.nic.in.

  
Commissioner

Rourkela Municipal Corporation

Date: 02/01/26

Memo No. 26

Copy to Office Notice Board/ MIS, RMC for general information to public.

  
Commissioner

Rourkela Municipal Corporation

Date: 02/01/26

Memo No: 27

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information with a request to publish the copy of above mentioned notice in two highly circulated Odia daily Newspaper & one highly circulated English daily Newspaper on date 04.01.2026.

  
Commissioner

Rourkela Municipal Corporation

## **DISCLAIMER**

- 1) All information's contained in this NOTICE subsequently provided are in good faith. This NOTICE is not an agreement or an offer by RMC to the prospective applicants or any other person. The purpose of this NOTICE is to provide interested parties with information that may be useful to them in the formulation and submission of their applications pursuant to this NOTICE.
- 2) RMC accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this NOTICE.
- 3) RMC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this NOTICE, without assigning any reason or providing any notice and without accepting any liability for the same.
- 4) The issue of this NOTICE does not imply that RMC is bound to select an applicant or to appoint the selected applicant as the case may be. RMC reserves the right to cancel this request for NOTICE and/ or invite afresh with or without amendments to this request for NOTICE, without liability or any obligation for such request for Notice and without assigning any reason. Information provided at this stage is merely indicative.

### TERMS AND CONDITIONS

- 1) The overall management of the parking Place with required manpower will be supplied by the selected Agency.
- 2) **Financial Bid** is to be given in the prescribed format as per **Annexure-II** only in separate envelop super scribed on envelop as **Financial Bid for Auction Sale Notice for Parking Lots in Traffic gate parking Area & Sensory Park under Rourkela Municipal Corporation.**
- 3) The sealed Tender document must be accompanied with two Bank drafts i.e. **Rs. 4,720/-** (inclusive of GST) towards cost of tender paper which is non-refundable and another Bank draft of Rs. 1,80,000/- (Rupees One Lakh Eighty Thousand only) towards Earnest Money Deposit (EMD) submitted to **Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela Dist-Sundargarh Pin-769012.** The EMD of successful tenderer will be kept as Security Deposit (S.D) till completion of tender period and the EMD of unsuccessful tenderer will be returned after finalization of the tender process. EMD exemption is not allowed.
- 4) The bid price is exclusive of GST. The GST as admissible will be collected over and above the quoted/ offered price
- 5) The tender(s) should submit copies of GST registration certificate and Pan card along with the offer failing which the tender shall be rejected.
- 6) The tender(s) has to quote their offer against the total parking area available, the highest quoted prices will be taken in to consideration during the tendering process.
- 7) The agency has to print the parking slip with all the information required for parking of the vehicle like parking area Name, vehicle Number, Time in & Time out, Rate etc. in due consultation with RMC official.
- 8) The parking fees to be collected by the agency as per the rate mentioned below.

Amount fixed on Hourly basis for parking	Two-Wheeler (In Rs.)	Three-Wheeler (In Rs.)	Four-Wheeler (In Rs.)	Four-Wheeler (Heavy vehicle) (In Rs.)
0 to 1 hour	5	10	20	75
1 to 3 hour	15	25	45	
3 to 6 hour	25	40	70	100
6 to 12 hour	40	75	120	150
12 to 24 hour	60	100	150	200
Monthly	600	1000	2000	5000

- 9) The base price for this tender will be **Rs. 1,50,000/- (Rupees One Lakhs Fifty Thousand only) per month (Excluding GST).**  
**Bidder has to quote accordingly. The highest quoted price will be the H1 Bidder.**
- 10) Proper parking of the Vehicles with use of parking space & movement will be done perfectly.
- 11) Proper information regarding the parking space with facility available given to

the general public through different IEC activity in different public gathering places.

- 12) It is the prime responsibility of the agency to maintain cleanliness & hygiene of the parking area.
- 13) A penalty of Rs. 2000/- per day will be charged against the agency for not maintaining the parking to the satisfaction & same will be charged against the owner of the vehicles vice-versa.
- 14) Proper maintenance of the Record with the parking slip for verification as and when required by the RMC official.
- 15) Vendor has to erect the signboards at the parking place with package Information for better public information and education
- 16) No permanent or temporary construction will be allowed at the parking area without prior written permission from the Municipal Commissioner.
- 17) The Corporation reserves the right to accept or reject any offer without assigning any reason thereof.
- 18) Dispute in respect to this tender if any will be decided by the Commissioner, Rourkela Municipal Corporation whose decision shall be final and binding.
- 19) For further dispute, the courts at Rourkela only will have the jurisdiction to adjudicate such dispute.
- 20) Any person /organization who has been black-listed or against whom any due of the RMC is outstanding cannot participate in this Tender process. The tenderer has to provide a declaration on that. (As per Annexure-III)
- 21) The Successful bidder will provide adequate manpower for the smooth operation of Park area. Also the bidder will provide adequate manpower for sweeping of pathway and park area, grass cutting, trimming of trees, watering of lawn area, etc.
- 22) The Successful bidder will be responsible for the security of all assets of the entire parking Area. For this purpose Agency need to deploy required nos. of Security Guard For safe custody of vehicles for 24x7.
- 23) The electricity bill of parking area will be borne by RMC.
- 24) The qualified bidder has to pay the quoted amount in 03 (Three) instalments, each instalment should be of 04 (Four) months in advance to this office.

### **Sensory Park**

Rourkela Municipal Corporation is looking for a prospective agency that is ready to work with us as per terms and conditions. The Brief Scope of work involves:

- A. The Successful bidder will be responsible for the Operation and Maintenance of the Sensory Park.
- B. The Successful bidder will be responsible for the event management at Sensory Park. Photography and Film Shooting will also be allowed with prior permission from agency. The bidder will ensure that such an event does not create any inconvenience to the other tourist. This will be the potential source for revenue generation. The agency should take prior permission from RMC for arrangement of any program. The successful bidder shall collect ticket from the visitors. Agency shall print the tickets /booking forms for Sensory Park at his own cost and submit them to RMC Office for due authentication for the final use.
- C. The Successful bidder will be responsible for the maintenance of Benches, decorative Lights, other lights, pavers, Railing, Water Fountains, play equipments and other equipments installed by RMC.
- D. The Successful bidder will be responsible for the security of all assets of the entire park Area. For this purpose Agency need to deploy required nos. of Security Guard For safe custody of equipments and Public for 24x7.
- E. Agency should have valid registration and abide by all Statutory Acts/Rules enacted by the Government and amendments there on.
- f. Agency will ensure that no plastic is used at Park Area. Smoking and Drinking (Alcohol) will be strictly prohibited in and around the park. For this purpose, the agency will install signage's to prevent such activities at appropriate locations visible to the visitors.
- G. The Selected Agency shall have to arrange to display the details of facilities/service provisions with unit price & available time on site for the general information of the public.
- H. Park entry will be free for all. The timing for entry to the park will be from 05.00 AM to 08.00 PM.
- I. All the Equipment shall be maintained by the successful bidder in excellent running condition throughout the contract period.
- J. The agency will be provided with 02 Nos. of Prefab Modular Shops. No permanent construction is allowed throughout the contract period. No marriage functions are allowed in the park. The utility bills for 02 Nos. of Prefab Modular Shops will be borne by the bidder.
- K. The agency will be responsible for arranging and maintaining the parking area. No vehicle is allowed inside the Park.
- L. The Successful Bidder shall maintain a uniform dress code for its employees along with a photo identify card with a neckband having a separate unique identification number to his staff deployed for the service at his own cost.

M. The Successful bidder shall have to submit a Quarterly report as per the format provided by RMC.

N. The Successful bidder will provide adequate manpower for the smooth operation of Park area. Also the bidder will provide adequate manpower for sweeping of pathway and park area, grass cutting, trimming of trees, watering of lawn area, Toilet Cleaning, etc.

O. Any waste material generated out of the running of the recreational activities in the Park area will be disposed of by the agency as per statutory requirement.

P. The successful bidder will be responsible for maintenance of Water fountain, Street light, Post up light, Bollards, Play equipments etc. For any breakage/ theft of items, the agency will be held responsible and will bear the cost of the same.

Q. The electricity bill of park area will be borne by RMC.

R. The agency can use the open area for Car Riding (For Kids), Bouncy, other activities for revenue generation purpose.

S. The agency shall adhere to all relevant guidelines & SOPs issued by Govt. from time to time in management & Operation.

T. The agency shall be responsible for such other responsibilities which are not covered in the Scope of Work, but found essential for the Park.

#### **Broad Scope of work**

1. Garden and lawn maintenance including soft and hard landscaping.
2. Maintenance and upkeeping of lawn area, plants, trees, creepers, hedges, palms, by regularly doing the following works.
3. Watering, clearing and mowing the pre and post video graph/Photograph of the work is to be kept for reference.
4. Top dressing of entire lawn with proportionate quantity of garden soil, manures, fertilizer pesticides etc. twice a year to make the lawn healthy, glossy green and dressing free trimming considering shape of all hedges. Term lies and pesticides. Regular clearing of lawn area including cutting of grass/plants to uniform size and shape maintenance of complaint register proving flower arrangement on special occasion/festivals.

#### **Garbage Collection and Disposal**

Empty all garbage containers including clearing of the surrounding area collection the garbage from the garbage box, clearing from the premises to dumping site etc.

#### **Maintenance of Pathway/Paver Track**

The Pathway/ Paver track should be cleaned in regular intervals including charge/ replacement of paver blocks if required.

## **Maintenance of Lawn/Plants/Trees/Landscaping Area**

Lawn should be maintained properly by cutting and trepanning grass/ plant trees using cutting machines by experts. Watering to landscaping area/tree and plant should be done twice daily on regular basis.

## **Other Scope of Work to be done**

- The park should be opened/closed strictly as per time schedule fixed.
- A display board indicating the time of opening and closing of the park should be fixed at the entry side for awareness of visitors.
- The Park should remain closed for visitors during the period of maintenance/ repair and while hosting events.

**Auction Sale Notice for Parking Lots in Traffic gate parking Area &  
Sensory Park under Rourkela Municipal Corporation**

**General Information of the Bidder**

PARTICULARS OF TENDERER		
1	Name and complete postal address of the firm:-	
2	Contact Details:-	
3	E-mail :-	
5	GST Number:-	
4	PAN:-	
5	Average Annual Turnover of Rs. 25,00,000/- (Rupees Twenty Five Lakhs only) for last 3 years i.e. 2022-23, 2023-24 & 2024-25	
6	Should not have defaulted/black listed by any Govt. Dept./PSU of India and there should not be any pending litigation against a bidder with the Central/State Government department.	
7	Trade License	
8	Paper Cost	Rs. 4,720/-
9	EMD Amount	Rs. 1,80,000/-

## Auction Sale Notice for Parking Lots in Traffic gate parking Area & Sensory Park under Rourkela Municipal Corporation

### Financial Bid Format

Sl. No.	Reserve Bid Price Rs.1,50,000/- (Rupees One Lakhs Fifty Thousand) per month only	Agency Name	Quoted price per month in Rs. (Excluding GST)
In Words			

- The amount Quoted above will be Excluding GST
- Financial bid to be submitted in separate envelope super scribed as Financial Bid for Auction Sale Notice for Parking Lots in Traffic gate parking Area & Sensory Park under Rourkela Municipal Corporation

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

**Signature of the Tenderer with Seal**

**UNDERTAKING BY THE AGENCY**

I, \_\_\_\_\_, on behalf \_\_\_\_\_ of \_\_\_\_\_ (Name of the firm/agency)

hereby declare that there is no legal suit / criminal case pending or contemplated or legal notice having been served to this effect against the Proprietor of the Agency or any of its Directors (in case of Pvt. Ltd. Company) on grounds of moral turpitude or for violation of any of the laws in force and company is not black

Listed by any Government Organisation. I, on behalf of

\_\_\_\_\_ (Name of the firm/agency)

hereby declare that our organization or the staff to be provided has no business or direct family relationship with member(s) of RMC's and/or RMC employees or persons positioned in or on the Board of these two organizations by whatever process. I, \_\_\_\_, on behalf of (Name of the firm/agency) here by undertake that all relevant statutory Requirements will be complied with .I, \_\_\_\_\_, on behalf of

\_\_\_\_\_ (Name of the firm/agency)

understand that if the above declaration is found incorrect, the present engagement would be terminated and \_\_\_\_\_ (name of the firm/agency) would be debarred from any further engagement by RMC ever.

**Date:**

**Place:**

**Signature of the Bidder**

**Name** \_\_\_\_\_

**Designation** \_\_\_\_\_

**Annexure-IV**

**DECLARATION**

1. I,.....Son/Daughter/Wife of  
.....Proprietor/Director/authorized signatory of the Agency mentioned above, is competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them. We are not involved in any major litigation that may have impact of affecting or compromising the delivery of the services as required under this tender.
3. The information/documents furnished along with the above are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

**Date:**

**Place:**

**Signature of the Bidder**

**Name** \_\_\_\_\_

**Designation** \_\_\_\_\_