

**SHILPARAMAM ARTS, CRAFTS & CULTURAL SOCIETY,
Madhapur, Hyderabad**

**OPERATION & MANAGEMENT OF PARKING FACILITY
At Shilparamam, Madhapur, Hyderabad**

Tender Schedule:

Sale of Application Form	:	18-08-2025 to 23-08-2025 (Up to 1.00 PM)
Last Date for Submission of Tender	:	Up to 3:00 pm on 23-08-2025
Date of opening of the Tender	:	23-08-2025 at 4:00 pm

Terms & Conditions for Submission of Tenders:

- I. Sealed tenders for Operation & Management of "Parking facility at **"Shilparamam, Madhapur, Hyderabad"** for a period of Two years are invited from the intending Tenderer.
- II. The applicant shall have minimum Two years experience in providing Parking facility for any Government Office / Public sector / Private sector under takings with Annual Turnover not less than Rs.1.15 Crore for the last 3 financial years.
- III. Only one tender document shall be sold to a single party either a firm or an individual. The proprietor of more than one company or firm will be considered as single party and one legal entity.
- IV. Tender Document can be obtained from Shilparamam office, Madhapur, Hyderabad by submitting a Demand Draft for **Rs. 2000/-** in favour of **"Special Officer, Shilparamam"**.
- V. The Tender Documents are not transferable.
- VI. The cost of Tender documents will not be refunded under any circumstances.
- VII. The Bid shall be accompanied by EMD in the shape of a Demand Draft drawn in favour of "Special officer, Shilparamam" for Rs. 1,00,000/- (Rupees One Lakh Only).
- VIII. The tender or person who is defaulter of Shilparamam or having any dispute with Government Departments / Shilparamam are liable to be summarily rejected and if it comes to the notice of Shilparamam at later date that a particular agency is having the above disqualification, the work order / agreement issued will be cancelled immediately without any notice duly forfeiting the EMD / Caution deposit.

- IX. The successful Tenderer has to pay the Security Deposit and to enter in to the Agreement on Rs. 100/- Stamp paper within three days from the date of issue of order along with DD for Rs. 10,00,000/- (Rupees Ten Lakhs only) in favour of "Special Officer, Shilparamam" the Security Deposit refundable (interest free) failing which he has to forego the EMD.
- X. Opening and finalization of the tenders shall be subject to such other further conditions as may be specified at the time to opening of tenders.
- XI. The Special Officer, Shilparamam reserves the right to postpone or cancel the opening of tenders, the right to change the venue of opening of tenders and also right to reject or accept any tender / tenders without assigning any reasons.
- XII. The Parking fee should be charged at the rates specified in the below given table.

PARKING RATES		
Periodicity of Parking	Two Wheeler Vehicles	Four Wheeler Vehicles
0 to 3 Hours	Rs. 20/-	Rs. 30/-
3 to 6 Hours	Rs. 40/-	Rs. 60/-
6 to 9 Hours	Rs. 60/-	Rs. 90/-

- I. The Successful Agency has to display the above prescribed rates on a board written in English and Telugu.
- II. Cost of Printing of Parking Tickets is to be borne by the successful Tenderer.
- III. Sign boards at all required places shall be erected by the successful Tenderer.
- IV. The successful Tenderer shall be solely responsible for proper maintenance of the Parking area, arranging for systematic parking of two and four wheelers, proper entry and exit of vehicles and safety of all vehicles parked. The Shilparamam will not be responsible for incidence, any theft of the vehicle parked in the parking area.
- V. The successful Tenderer shall pay the monthly license fees plus GST applicable from time to time, on or before 5th of every month. If he fails to pay the monthly License Fee on or before the designated date, any balance will resort deduction of such rent from the Caution Deposit.
- VI. The **Minlmum** Expected Monthly **License Fee is Rs. 3,60,000/-** per month.

- VII. The contractor should not engage child labour; he will be liable for action in the event of violation of Govt. rules and provisions in this regard.
- VIII. The EMD amount will be refunded immediately after opening of the Tender to the unsuccessful Bidders.
- IX. **The successful Tenderer should allow only the Vehicles of persons coming to Shilparamam. Vehicles of outsiders i.e. Non-visitors of Shilparamam shall not be allowed to be parked in the Parking Facility of Shilparamam.**
- X. The Shilparamam can cancel the agreement at any time prior to expiry of the agreement period for valid reasons giving one month's notice.
- XI. The successful Tenderer shall have to make all the required arrangements for the safe and secure Parking of the vehicles of the visitors in the Shilparamam Parking area. He shall;
- Engage sufficient staff to issue Parking Tickets to regulate movement of vehicles and their systematic parking and the exit of vehicles in a regulated manner and should not allow vehicles to park at the entrance, obstructing others.
 - Engage sufficient Security Staff for the safety and security of the vehicles.
 - Ensure Cleanliness of the entire Parking area, its entry and exit.
 - Arrange sufficient lighting of the Parking area and pay the Electricity charges regularly and promptly as per the Sub-Meter Reading.
 - Maintain the Parking area from 10.00 am to 10.00 pm on all days.

Signature of the Applicant

DOCUMENTS FOR TECHNICAL BID/PRE-QUALIFICATION CONDITIONS:

The Tenderer shall submit the below mentioned documents/

1. Copy of Registration of Firm/Agency/Contractor.
2. EMD in the shape of a Demand Draft drawn in favour of "**Special officer, Shilparamam**" for **Rs. 1,00,000/-** (Rupees One Lakh Only).
3. Copy of PAN card.
4. Copy of GST Certificate.
5. Aadhar Card.
6. Copy of Income Tax returns filed for last Three years (Copies of Audited statements and IT Returns must be enclosed) with UDI no. attested by the CA.
7. Copy of Turn over Certificate for not less than Rs. 1.15 Crores for the last Three years.
8. Audited statements of the Firm for the last Three years.
9. Proof of experience of Operation & Management of "Parking facility at least Two years.
10. Proof of valid contract labour license issued by competent authority should be submitted.

Signature of the Applicant