

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

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

Tender Schedule:

Sale of Application Form	: 28-11-2025 to 05-12-2025 (Up to 1.00 PM)
Last Date for Submission of Tender	: Up to 3:00 pm on 05-12-2025
Date of opening of the Tender	: 05-12-2025 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 one year** are invited from the intending Tenderers.
- II. The applicant shall have minimum one year experience in providing Parking facility for any Government Office / Public sector / Private sector under takings with Annual lease amount of not less than Rs.10.00 Lakhs. Further they have to enclose the Income tax returns for the last 3 years, GST Registration, PAN, Registration of Firm if any.
- III. Tender Document can be obtained from the O/o. the Special Officer, Shilparamam, Madhapur, Hyderabad, on production of **DD** for **Rs.1000/-** drawn in favour of **"Special Officer, Shilparamam"**.
- IV. The Tender Documents are not transferable.
- V. The cost of Tender documents will not be refunded under any circumstances.
- VI. 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).
- VII. The EMD amount will be refunded after ten days from the date of opening of the Tender to the unsuccessful Bidders.
- VIII. The contractor should not engage child labour and is liable for action in the event of violation of Govt. rules and provisions in this regard.
- IX. The tender or person if defaulter to the Shilparamam or having any dispute with Government Departments / Shilparamam will be liable to be summarily rejected and if it comes to the notice of Shilparamam at latter 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.

- X. The successful tenderer has to pay the **Security Deposit** of **Rs. 10,00,000/- (Rupees Ten Lakhs Only)** and one month advance of License fee as per the quoted amount within 7 Days from the date of receiving allotment letter. If they fail to pay Security Deposit, the EMD amount will be forfeited and will be block listed for 2 years. The Security Deposit (interest free) to be paid in shape of DD drawn in favour of "**Special Officer, Shilparamam**". Or by the bank guarantee for a period of 1 ½ years.
- XI. The successful Tenderer has to pay one month advance of License Fee.**
- XII. 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.
- XIII. 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.
- XIV. The Parking fee should be charged at the rates **of Rs.20/-** (Rupees Twenty Only) for **Two Wheelers** and **Rs. 30/-** (Rupees Thirty Only) for **Four Wheelers** by the contractor (other part) for the **1st Three hours** period and **double the amount after Three hours.**
- XV. Cost of Printing of Parking Tickets is to be borne by the successful tenderer.
- XVI. Sign boards at all required places shall be erected by the successful tenderer.
- XVII. The successful tenderer shall be solely responsible for the safety and any damages to the Vehicles and 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 towards any such cases.
- XVIII. 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, his Caution Deposit will be forfeited and the lease agreement will be terminated without assigning any reason adjusting from the caution deposit.

- XIX. The **Minimum** Expected Monthly **License Fee is Rs.2,00,000/-** per month.
- XX. **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.**
- XXI. Though, the tender is for a period of One Year from the date of Agreement. The Shilparamam can cancel the agreement at any time prior to expiry of the agreement period for valid reasons.
- XXII. A delay in the payment of more than two months (2) from the date the amount is due shall be considered to be default and will automatically to cancel the existing agreement (Parking Tender) and forfeited the Security deposit any without notice.
- XXIII. 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 not sublet or sublease the contract without the permission of the management. If any deviation will result in cancellation of allotment.
- 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.
 - Engage sufficient Security Staff for the safety and security of the vehicles of visitors and other properties of Shilparamam in the Parking area.
 - 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