

UTTAR PRADESH METRO RAIL
CORPORATION LIMITED



**Request for Proposal for Exclusive
Advertising Rights in Agra Metro Trains of
UPMRC Network (Priority Section)**

(RFP: AGAR-05)

**BID DOCUMENT
(March, 2024)**

Uttar Pradesh Metro Rail Corporation Ltd.

(A JV of Govt. of India and Govt. of Uttar Pradesh)
Administrative Building, Vipin Khand, Gomti Nagar,
Lucknow – 226010, Uttar Pradesh.

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1. INVITATION FOR REQUEST FOR PROPOSAL (RFP)

1.1 Uttar Pradesh Metro Rail Corporation (UPMRC) Ltd. invites open e-tenders from eligible applicants, who fulfill qualification criteria as stipulated in Clause 1.7 of NIT, for **“Licensing of Exclusive Advertising Rights in Agra Metro Trains of UPMRC Network (Priority Section) as per scope of work mentioned in tender document.**

1.2 UPMRC shall receive e-bids pursuant to this Tender Document, in accordance with the terms set forth herein and as modified, altered, amended and clarified from time to time by UPMRC. Bidders shall submit bids in accordance with such terms on or before the date specified in this document. The Bidders are advised to visit the site/stations and familiarize themselves with the proposed arrangements and all activities necessary in this regard.

1.3 Salient features of Bidding Process:

a) UPMRC has adopted a two packet Bidding Process to select suitable highest Bidder to grant License of Exclusive Advertising Rights on trains of Agra Metro Trains of UPMRC Network (Priority Corridor).

b) Schedule of Bidding Process:

i.	Bid No.	AGAR-05
ii.	License Period	(2+1+1) years
iii.	Bid documents on sale	From 12.03.2024 (from 11:00 hrs) to 15.04.2024 (up to 15:00 hrs.) on e-tendering website https://etenders.gov.in/eprocure/app (Bid document can only be obtained online on the website https://etenders.gov.in/eprocure/app)
iv.	Cost of bid document (Non Refundable) *	Rs. 5900/- (inclusive of 18% GST) Payment of cost of bid document is to be made by RTGS/ NEFT / IMPS. No other mode of payment will be accepted. The details of bank account of UPMRC are mentioned below. The tenderers are required to upload scanned copies of transaction of payment of cost of bid document including e-receipt (clearly indicating UTR No. & tender reference i.e. AGAR-05 , must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission. (Copy of GST registration no. to be provided along with Bid document cost/ tender fee)
v.	Bid Security/ EMD*	<u>INR 1,90,000/-</u> <ul style="list-style-type: none"> The instrument type for payment of bid security/ EMD shall be Demand Draft/ RTGS/ NEFT & IMPS. No other mode of payment will be accepted. The details of bank account of UPMRC are mentioned below in subsequent para. The bidders are required to upload scanned copies of

		<p>transaction of payment of bid security including e-receipt (clearly indicating UTR No. & tender reference must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission (Copy of GST registration no. to be provided along with Bid security).</p> <ul style="list-style-type: none"> DD shall be made in favor of 'Uttar Pradesh Metro Rail Corporation Limited' payable at Lucknow. <p>In case of DD, the scanned copy of DD shall be uploaded along with tender submission and the original DD shall be submitted in the office of CE/ Contract on or before the date/time of tender submission end date otherwise the bid shall not be evaluated and is liable to be rejected.</p> <ul style="list-style-type: none"> Bid Security amount of successful bidder shall be adjusted against the IFSD amount. In case of unsuccessful bidders, the Bid Security shall be refunded within 90 days of issue of LOA to the successful bidder.
vi.	Pre-Bid meeting	<p>22.03.2024 @ 15:00 Hrs</p> <p>The Pre-bid meeting shall be conducted through video conferencing by software apps such as Google Meet, Microsoft Team etc. All prospective bidders who have made online payment towards the cost of tender document shall have to provide the details of the person(s) (maximum up to two) who will be participating in such virtual meeting atleast 24 hours before the scheduled time of meeting to the registered official email of employer i.e. cecontract@upmrcl.co.in along with scanned copy of transaction of payment of cost of bid document, including e-receipt (clearly indicating UTR No. and tender reference i.e. AGAR-05, entered in the remarks at the time of online transaction of payment) so that link having details such as software, meeting ID, password etc. can be mailed to these persons before the scheduled virtual pre- bid meeting.</p>
vii.	Last date of Seeking Clarification	<p>22.03.2024 upto 18:00 Hrs</p> <p>Tenderers to note that seeking clarification on the tender shall be done by sending it on e-tendering portal only. Queries/clarifications from tenderers after due date and time shall not be acknowledged.</p>
viii.	Date & time of Submission of Tender	<p>Tender submission start date: 08.04.2024 (11:00 hrs).</p> <p>Tender submission end date: 15.04.2024 (15:00 hrs).</p>
ix.	Date & time of opening of Bid/Tender	<p>16.04.2024 @ 15:00 Hrs.</p>
x.	Validity of Bid document	<p>180 days from date of submission of bid.</p>
xi.	Authority and place for seeking any information, clarifications	<p>Chief Engineer/Contract, Uttar Pradesh Metro Rail Corporation Limited, Administrative Building, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Vipin Khand, Gomti Nagar, Lucknow-226010 https://etenders.gov.in/eprocure/app (Email: cecontract@upmrcl.co.in)</p>

*** Cost of Tender and Tender Security/EMD shall be submitted by the bidders except Micro and Small Enterprises(MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises(MSME) or are registered with Central Purchase Organisation.**

c) Cost of Bid Document/RFP and Bid Security/ EMD as mentioned in 1.3(b) above shall be accepted through RTGS/ NEFT/ IMPS in following account-

Bank Account in name of	UPMRCL (Agra Project)
Bank Account No.	50100301966491
Name of Bank	HDFC Bank Limited
IFSC CODE	HDFC0001267
BRANCH	06, SAPRU MARG, HAZRATGANJ,LUCKNOW, UTTAR PRADESH

d) The Bid Security shall be forfeited

- i. if the Tenderer withdraws his Tender during the period of Tender validity; or
- ii. if the Tenderer does not accept the correction of his Tender price; or
- iii. If the successful Tenderer refuses or neglects to execute the Contract or fails to furnish the required Interest Free Security Deposit (IFSD) within the time specified by the Employer.
- iv. if the Tenderer withdraws his tender after opening of his financial package (in two package system) during the period of validity of his tender or in case of (iii) above, beside forfeiture of bid security, the tenderer shall not only be debarred from participating in the re-tender of same work but also will be debarred from participating in any tender of UPMRC for a period of one year from the date of withdrawal of his tender or from date of issue of LOA, as the case may be.

e) Bids received through offline or any other mode (except through e-tendering portal) shall not be accepted under any circumstances.

1.4 **Schedule of Various Stages:** The Licensee shall follow the following time lines:

S.No.	Stage of Activity	Time Period
1	Payment of Interest Free Security Deposit (equivalent to 6 months license fee) by Licensee	Within 30 days of issue of Letter of Acceptance (LOA)
2	Payment of Advanced 1st Quarterly License Fees for no. of trains being offered initially	As per clause 6.8 of Article:6 of DLA
3	Signing of License Agreement	Within 30 days of submitting of Security Deposit
4	Handing over of Metro Trains to Selected Bidder at Depot (copy of handing over / taking over proforma attached as Annexure -7)	Within 15 days of issuing of Notice / Handing over note

1.5 The Bid shall be summarily rejected if it is not accompanied with valid bid security of appropriate amount or without bid security.

1.6 (i) The bid security/EMD in original physical form must invariably be submitted to UPMRC office by

the stipulated time frame as given in clause 1.3 (v) above, failing which the bid is likely to be rejected.

(ii) The bid security of the Selected Bidder shall be adjusted against the Interest Free Security Deposit (IFSD). The bid security (submitted towards the bid/tender) of unsuccessful bidders/tenderers, shall be refunded within 90 days after award of contract, without considering any interest, thereof. If the bidder withdraws its bid at any stage, UPMRC shall have the right to forfeit the bid security amount of the bidder.

1.7 **Minimum Eligibility Criteria:**

Tenderers must qualify the following minimum eligibility criteria for technical qualification:

1.7.1 **Average Annual Financial Turnover** of the bidders during the last three year ending 31st March of the previous financial year should be at least **Rs 14 Lakhs**. The Bidder shall submit audited financial year data of last three years (i.e. FY 2020-21, 2021-22 and 2022-23) certified by Chartered Accountant with stamp & signature along with UDIN.

1.7.2 In addition to above, the tenderer should have executed atleast one advertisement work in Metro Rail Stations/ Metro Rail Structures/ Metro Trains/ Airports/ Stadiums/ Railways/ Railway Trains/ Highways/ Petrol Pumps/ Other Transport Systems like Buses/ Major Commercial Complexes etc. for atleast one (01) year till last date of tender submission.

1.7.3 **Undertaking for not being banned from Business:**

As on date of Tender submission:

UPMRC/ any other metro organizations (100% owned by govt.)/ Ministry of Housing & Urban Affairs/ Order of Ministry of Commerce, applicable for all Ministries must not have banned/ debarred business with the tenderer as on the date of tender submission. The tenderer should submit undertaking to this effect in **Annexure-5 of Tender Document**.

Notes:

1. The tenderer shall submit details of work executed by them, for the works to be considered for qualification of work experience criteria as per clause 1.7.2 above. Documentary proof such as completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be submitted.
2. Financial data for latest last three audited financial years has to be submitted by the tenderer in **Annexure-4** along with audited balance sheets. The financial data in the prescribed format shall be certified by Chartered Accountant with his stamp and signature. In case audited balance sheet of the last financial year is not made available by the bidder, he has to submit an affidavit certifying that 'the balance sheet has actually not been audited so far'. In such a case the financial data of previous '2' audited financial years will be taken into consideration for evaluation. If audited balance sheet of any year other than the last year is not submitted, the tender will be considered as non-responsive.

The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies or corporations) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.7 above. **Joint Ventures and consortiums are not allowed to participate in the tender.**

1.8 The intending tenderers must be registered on e-tendering portal <https://etenders.gov.in/eprocure/app>. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user Id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.

- 1.9 The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid Class-II or Class-III digital signature. The Bid document/RFP can only be downloaded or uploaded using Class-II or Class-III digital signature. The tenderer shall upload their tender on <https://etenders.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.
- 1.10 Tender submissions shall be done online on <https://etenders.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents and bid security such as scanned copies of transaction of payment i.e. RTGS, NEFT & IMPS or DD submitted against the bid security amount and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.
- 1.11 Submission of tenders shall be closed on e-tendering website of employer at the date & time of submission prescribed in NIT after which no tender shall be accepted. It shall be the responsibility of the tenderer to ensure that his tender is submitted online on e-tendering website <https://etenders.gov.in/eprocure/app> before the deadline of submission. UPMRC shall not be responsible for any delay, difficulties and/ or inaccessibility of the downloading and/or uploading facility from the e-procurement portal for any reason whatsoever.
- 1.12 Late tenders (received after date and time of submission of bid) shall not be accepted under any circumstances.
- 1.13 UPMRC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the UPMRC for rejection of his proposal.
- 1.14 The license may be extended by two time periods of three (01) years on successful completion, to the complete satisfaction of UPMRC, of initial Three (02) years on mutually agreeable terms & conditions.
- 1.15 Tenderers are requested to visit e-tendering portal <https://etenders.gov.in/eprocure/app> regularly for any Employer's issued clarifications, addendum, corrigendum and/or due date extensions.
- 1.16 After successful completion of tender processing, the Letter of Acceptance (LOA) to the successful bidder shall be uploaded on the e-tendering portal <https://etenders.gov.in/eprocure/app> which can be downloaded by successful bidder. LOA would also be e-mailed to the successful bidder.
- 1.17 In case at a subsequent date the successful bidder/licensee is found to have been banned for business as given above, UPMRC shall be at liberty to and have full right to cancel the allotment of license for co-branding rights and forfeit the interest free security deposit after adjusting any dues payable by the licensee.
- 1.18 In case of any grievances/ complaints regarding this tender or to obtain information/ clarification, please contact:

Chief Engineer / Contract,
Uttar Pradesh Metro Rail Corporation Ltd.,
Administrative Building,
Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal,
Vipin Khand, Gomti Nagar,
Lucknow – 226010. Email:- cecontract@upmrcl.co.in