DIGHA SANKARPUR DEVELOPMENT AUTHORITY
(A STATUTORY AUTHORITY UNDER THE GOVT. OF WEST BENGAL)
P.O.-DIGHA NTS, DIST.-PURBA MEDINIPUR, PIN CODE-721463
PH :: (03220) 299001, www.dsda.org.in E-mail ID: ceodsdawb@gmail.com

Expression of Interest (EOI) NO. : 031/DSDA/2026-2027(2nd Call) **Dated 20.11.2026**

Online EOI for the license of Tourist establishment at 1st floor of Stall (Block - F) at the Northern side of Helipad Ground at New Digha under DSDA

Digha Sankarpur Development Authority under the Department of Urban Development & Municipal Affairs, Govt. of West Bengal, invites online EOI for the license of Tourist Establishment at 1st floor of Stall (Block - F) situated at the Northern side of Helipad Ground, New Digha under DSDA, as described in the Schedule below, from the intending individuals/ Firm/ Company/ organizations for specific purposes as stated therein.

Salient Features are as under :

1.	Location of Project	:	Tourist establishment at the 1st floor of Stall (Block - F) situated at Northern side of Helipad Ground, New Digha under DSDA in the District of Purba Medinipur.
2	Nature of License		The licence shall be granted exclusively for the operation and maintenance of the tourist establishment for lodging purpose. The licence shall not confer any ownership, tenancy or permanent occupancy rights upon the licensee. The licensee shall have no right, title or interest over the premises except as expressly provided under the licence agreement.
3.	Facilities	:	The Tourist establishment shall be used for the aforesaid purpose only and not for other. There are 18(Eighteen) nos. room consists of 4725.79 sq.ft. (Carpet Area). Out of 18(Eighteen) nos. room 04(Four) nos. rooms(1088 sq.ft. approx) are under the possession of DSDA which will not be included in the proposed license. The agency will operate and maintain the tourist establishment only for 14(Fourteen) nos. of rooms (3637.79 sq.ft. approx). Some of rooms are attached bath facility. Extra Bathroom facility is available.
4.	Amount of Earnest Money	:	Rs. 12,000.00 /- (Rupees Twelve Thousand) only.
5.	Amount of Security Money	:	30% of quoted bid price.
6.	Minimum Eligibility Criteria		➢ Any intending individuals/ Firm/ Company/ organizations may participate to this EOI. The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/ registration are required to be submitted.

Schedule of Dates :

Sl. No.	Activity		Date & Time
1	Date of Issue of EOI	:	**20.11.2026**
2	Document download start date	:	**20.11.2026 at 6.00 P.M.**
3	Document download end date & time	:	**05.12.2026 upto 3.00 P.M.**
4	Pre-bid meeting in the Office Room of the Chief Executive Officer, DSDA, Digha		**25.11.2026 at 2.00 P.M.**
5	Bid submission start date		**25.11.2026 at 4.00 P.M.**
6	Last date of online submission of **Technical Bid** and **Financial Bid**.	:	**05.12.2026 upto 3.00 P.M.**
7	Opening of **Technical Bid**	:	**07.12.2026** at 3.00 P.M.
8	Opening of **Financial Bid**	:	Will be informed later.
9	Validity of bid	:	60 days w.e.f the date of opening of EOI.
10	E-Tender/EOI registration and bidding	:	**ONLINE BIDS :** The bidders interested to submit the bid Online shall get registered and get a digital signature as per the procedure described below : • Agencies/Bidders who are interested in participating DSDA's e-tenders/EOI are requested to register online by logging in www.wbtenders.gov.in or through the official website of DSDA i.e. www.dsda.org.in
11	Important Instructions	:	• Names of the technically qualified bidders as per the bid criteria after verification with original & evaluation will be displayed in the e-portal, this office notice board and official website. • The financial bid documents of the technically qualified bidders will only be opened. • List of Financial comparison chart of bidders will be published on the next day after opening. CEO, DSDA reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason's whatsoever • The intending bidders are requested to inspect the site before quoting their rates.

Who can apply :

- Any intending individuals/ Firm/ Company/ organizations may participate to this EOI. The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/ registration are required to be submitted.

Period of License :

The licence shall be valid for a period of 03(three) years commencing from the date of execution of the licence agreement or handing over of possession subject to satisfactory performance of the licensee and regular payment of licence fees in advance. The licence shall expire automatically upon completion of the stipulated period. No renewal or extension shall be permitted in any circumstances.

Selection Procedure :

DSDA shall take up the technical evaluation on the above mentioned parameters in the respective eligibility criteria.

Evaluation of Bids:

The Bids would be opened in the manner as stated below:

- Bids would be opened in following manner :-
  i) Technical Bid.
  ii) Financial Bid.
- Technical Bid shall be opened first.
- The Financial Bid will be opened for those Bidders who are technically qualified.

The highest bid of the EOI shall only be considered. All other bids/offers for the above EOI shall be declared as unsuccessful and the earnest money would be refunded accordingly.

Reserve Price :

There shall be a Reserve Price of Rs. 6,00,000.00(Rupees Six Lakh) Only per year.

Information to the Bidders(ITB) :

1. **Request for EOI**
   Request for EOI paper is to be placed online only through the Website www.wbtenders.gov.in
2. **Submission of EOI**
   The EOI will be submitted in two bid system i.e. Technical bid & Financial bid.
3. **Online Bid submission procedure :**
   i) **Registration of Contractor:** Agencies/Bidders who are interested in participating DSDA's EOI will have to be enrolled & registered with the Government e-Procurement system, through logging on to https://www.wbtenders.gov.in They are requested to contact to the toll free Help-line No. 1800 3070 2232 of National Informatics Centre for registration, computer setting and other clarification on e-tendering.
   ii) **Digital Signature certificate (DSC):** Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount.
   iii) The contractor can search & download EOI Documents electronically from computer once he logs on to the website www.wbtenders.gov in using the Digital Signature Certificate. This is the only mode of collection of EOI Documents.
   iv) **Submission of EOI** : General process of submission, EOI are to be submitted through online to the stipulated website in two folders at a time, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate(DSC). The documents are to be uploaded duly digitally signed. The documents will get encrypted(transformed into non readable formats).

3.1 TECHNICAL BID

Technical Proposal:

The Technical proposal should contain scanned copies of the following :-

i) EOI (download properly and upload the same Digitally Signed)
ii) All Annexure
iii) Statutory documents

Receiving documents :

Relevant EOI documents must be uploaded online for participating in this EOI. If the mandatory documents are not submitted online within the stipulated date & time, then bid of the applicant shall summarily be rejected and the bid offer shall not be opened. The Details of Mandatory Documents are given below :

Mandatory Documents :

i) Name and address, registration in detail of Concern / Agency with name of proprietor or partner etc.
ii) Trade License (Similar nature).
iii) Income Tax return of last financial year.
iv) PAN Card;

Note: The EOI will be summarily rejected if any of these documents are not submitted online. Original documents shall have to be shown if required by the authority.

3.1.1 Earnest Money Deposit (EMD) :

Online EMD to be deposited through e-tender/e-procurement system of Govt. of West Bengal.

Payments Terms :

1) The Yearly License fees shall have to be deposited with DSDA within 07 days from the issuing of AOC. In the event of any change in aforesaid date, the same will be notified to the Successful Bidder(s) by e-mail.
2) The selected licensee shall have to be deposited 100% of the license premium in advance before each licence year commences. No part payment will be allowed in any circumstances. The fees shall be payable to the Chief Executive Officer, Digha Sankarpur Development Authority & Spl. Officer, U.D.&M.A. Deptt., Digha, Purba Medinipur.
3) The license shall not be entitled to any reduction or remission of the licence fee on account of low footfall, reduced income or any other commercial consideration in any circumstances.
4) All future taxes/ duties/ levies, etc. and expenses, if any as applicable shall be entirely paid by the Successful Bidder(s).
5) An amount of 30% of the quoted value shall have to be deposited before taking possession of the premises as security money. The security deposit shall be refundable after expiry or termination of the licence, subject to adjustment of outstanding licence fees, penalties, damages and other dues payable to DSDA.
6) The EMD will be adjusted with the Security money.
7) If the selected licensee fail to deposit the license fees and SD money in advance within due date, he/she will not be allowed to take part in any of the bids which may be held by DSDA in future.

Disqualification of Bidders having outstanding dues to DSDA :

If it is found that any intending bidder is or has previously been a licensee of DSDA and has any outstanding dues towards licence premium or any other amount payable to DSDA, such bidder shall not be eligible to participate in the tender. If such a bidder participates in the tender despite having outstanding dues, DSDA shall have the right to reject the bid without assigning any reason thereof.

Amendments in documents :

- At any time, prior to the date of submission of Applications, DSDA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective companies / Agency/Concern(s), modify application documents by amendments.
- The amendments shall be notified in www.wbtenders.gov.in and in DSDA's website and these amendments will be binding on the Companies/Concern(s)/Individual(s).

- In order to afford prospective firms / companies etc. a reasonable time to take the amendment into account in preparing their applications, DSDA may, at its discretion, extend the deadline for the submission of applications suitably.
- EOI conditions may be modified after discussion and uploaded on www.wbtenders.gov.in or in DSDA's website. The modifications will be deemed to be part of the original conditions.

Eligibility of Bidder & General Terms and Conditions :

- The license of said establishment should be used only for the exclusive purpose for providing accommodation to tourists and guests and not for other purposes.
- The licensee shall not store hazardous, inflammable or prohibited materials within the premises.
- The licensee shall not change the nature of use, increase the number of rooms or beds, or undertake any structural alteration or addition without obtaining the necessary prior approvals.
- The licensee shall ensure proper functioning of doors, locks, plumbing fixtures and other installations.
- The licensee shall ensure proper drainage and disposal of sewage and wastewater through authorised systems.
- **The Room rent, Check In and Check Out time and complaint contact details shall be displayed at conspicuous places for the information of the tourists.**
- No excess or unauthorised charges shall be collected from the tourists. The licensee shall comply with any directions issued by DSDA regarding revision or regulation of rent etc. If it is established, upon verification by DSDA, that the Licensee has charged excessive or unreasonable rates from the tourists or the public, the process for termination of the licence shall be initiated without issuance of any further notice to the Licensee.
- The offerer shall have to quote clearly the amount he/she likes to pay per year for the license in Financial Bid(BOQ).
- The licensee shall be responsible for the day to day operation, cleaning, sanitation, maintenance and upkeep of the entire premises throughout the licence period. The premises shall be maintained in a clean, hygienic, odour-free and usable conditions at all times at his own expenses.
- The full maintenance of the said establishment shall be carried out by the Licensee. Failure to do so may result in the cancellation of the license.
- The licensee will follow the general guidelines as may be suggested by the Chief Executive Officer, DSDA for the convenience of the tourists etc.
- The licensee shall not allow to alterations or additions to the building concerned.
- The licensee shall not have the right to assign, transfer charges or sublet the premises in respect of which this leave and license is granted.
- The license is purely temporary and will not create any right or permanent right.
- The said unit will be handed over to the selected agency as per its present condition. The licensee shall at his own costs do all such petty repairs of Civil, Electrical and plumbing etc. after obtaining written permission from this Authority in the demised premises.
- The said Establishment may be decorated by the selected agencies in his own cost if desired after obtaining written permission from the Chief Executive Officer, DSDA
- The bidder shall be permitted to install at their own cost a D.G.(Diesel Generator - Soundproof) Set to take care of power cuts, if any, necessary permission to be obtained from the competent authority.
- The licensee will have to make own arrangement for electricity charges, sewerage and other operation charges attributable to the premises.

- The licensee shall have to bear, pay and discharge all existing and future rates, taxes, assessments duties impositions and outgoings whatsoever if any payable or assessed in respect of Licensed of the said premises.
- The successful bidder whose offer may be accepted will have to execute an agreement embodying the terms and conditions of the license in the form approved by the Authority within 15(Fifteen) days from the date of intimation of the selection.
- Before taking possession a total videography entire the licensed premises have to be taken in presence of the representative of this Authority and the data of the same have to be handed over to this office.
- The licensee shall make his own arrangement for necessary furniture and others for running the said business.
- After expiry of license period the selected agency/concern/individual may take away all the furniture only which he/she provided.
- The room rent will be fixed with the consultation/approval of the DSDA.
- The date of commencement of this license will be the date of this agreement and this license will be for a period of 03(three) years subject to satisfactory performance of the licensee alongwith regular payment of license fees in advance.
- The receipts will be granted by the licensee for collection of rent from the tourists/Visitors.
- The Authority shall be entitled to terminate license if the services of the licensee be found unsatisfactory on giving one month's notice to the licensee.
- The licensee shall not allow any unlawful activities in the demised/ licensed premises.
- A Complaint book shall be maintained by the licensee and presented to the Chief Executive Officer, Digha Sankarpur Development Authority once in a month for checking the remarks of the tourists/visitors.
- The selected Agency/Individual/Concern shall have to take building insurance for fire safety.
- Fire extinguishers, emergency lighting, exit signage, alarms, evacuation routes and other safety equipment shall be installed and maintained wherever required at his own cost.
- The waste materials so generated for running of the said business will be handled by the Agency/Concerns as per guidance of the DSDA. No waste materials should be allowed to decompose or disposed off inside the building complex for maintaining ecological balance and no littering will be allowed under any circumstances.
- After expiry of the said license, the Agency/Concern shall be liable to handover the possession of the said premises to the Authority. Failing which necessary legal action will be taken against the Agency/Concern/Individuals.
- If the Agency/Concern committing any violation of the terms and conditions, the DSDA would be at liberty to terminate the agreement.
- Use of plastics is completely banned in the said premises and Govt. rules & regulation to be obeyed in this regard issued from time to time.
- Selling of alcohol, tobacco products is completely banned in the premises.
- Complete hygiene and Cleanliness has to be maintained in the licensed premises. Any litter thrown anywhere in the complex area due to the activities of the Agency/Concern has to be cleared/collected by the Agency/Concern only.
- The licensee will be liable to clean the area of licensed premises day to day, failing which the authority will have the right to cancel the license and forfeit the license fees at any time.
- Failure to maintain cleanliness, provide essential facilities, comply with operation hours, pay licence fees or observe any other licence condition may result in a warning, monetary penalty, recovery of expenses, suspension of operations or cancellation of the licence, in accordance with the agreement and applicable rules.
- Inspection of the licensed premises shall be conducted by a team of experts/officials appointed by DSDA. All damages/breakages etc. noticed by this team will be set right by

Concern/Agency by tenth of that month failing which DSDA will carry out repairs/renovation works and debit the cost to Concern/Agency.

- The licensee shall be responsible for loss, damage, injury or claims arising from its negligence, misconduct or breach of applicable law, to the extent legally attributable to the licensee. The licensee shall indemnify DSDA against such claims in accordance with the licence agreement.
- The Agency will be solely responsible for all payments and observance and compliance of relevant provision of laws/rules/regulations etc. in respect of his employees and the business of running license of the said premises. DSDA will have no liabilities whatsoever with regard to such statutory compliances and payments.
- All staff/ employees/ work force engaged by the agency will be entirely his responsibility / liability and the same will in no way involve on the DSDA.
- The Agency/Concern shall ensure that staff engaged for the purpose is well trained, polite and free from communicable diseases. The staff should be well dressed in a uniform whose design shall have the prior approval of the DSDA or its authorized representative(s). Each employee shall wear a photo identity card provided by the Agency/Concern.
- The licensee shall deploy adequate personnel for cleaning, maintenance and management of said establishment. The staff shall maintain proper hygiene, discipline and courteous behavior towards users. The licensee shall be solely responsible for payment of wages and compliance with applicable labour laws.
- The agency will be the principal employer of the staffs to be engaged for the business and will abide by all existing labour laws etc. DSDA will not bear any kind of financial and legal obligation of the employees.
- If the agency fails to running the business properly, security money deposited by the agency will be forfeited and legal action may be taken.
- If any kind of conflict of opinion arise between DSDA & Agency, an arbitrate committee will be reformed consisting of 2(Two) officials from DSDA, 02(Two) personnel from Agency & 01(One) Officer nominated by Board of DSDA duly recommended by Chief Executive Officer, DSDA. The Committee may include some new point/clause. The decision of the Committee in this respect is final and binding.
- The authority reserves the right to add additional safeguard measures subsequently if found necessary in public interest.
- The appointed Agency / Concern shall abide by all relevant rules and regulations of the Authority as issued from time to time and must obtain all licenses, consents and permits, as may be required for running the business from time to time. The Agency / Concern shall be responsible for adhering to the norms of Environmental regulations. The Agency / Concern shall keep DSDA duly informed about any change in the status of the Agency / Concern.
- The Bid must be submitted online within stipulated date & time mentioned above.
- The possession of the unit shall be delivered after deposition of the license fee for the 1st year in full and SD money in full and after execution of agreement.
- The name of the Successful Bidder(s) would be declared through Website. In the event of any change in aforesaid date, the same will be notified to the bidders through website. DSDA reserves the right to reject any or all of the Bids without assigning any reasons thereof and the decision of DSDA would be final and binding on the Bidders.
- The DSDA reserves the right to cancel the EOI for non receipt of reasonable rates from the Bidders.
- The Agency/Concern is required to visit the said Unit and discuss the matter with the authorized personnel to get acquainted about the said projects before submission of offer.
- All information of tourists/guest shall be uploaded in "SWAGATA" portal.
- The Authority reserves the right to reject any or all of the offers received without assigning any reason whatsoever.

- The Change of dates and any other amendment in this regard shall be informed on website of DSDA i.e. www.dsda.org.in and www.wbtenders.gov.in

Force Majeure :

In the event of circumstances beyond the reasonable control of the parties, the Authority may issue appropriate directions in accordance with the license agreement and applicable law.

Chief Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

Memo No. 1785 /DSDA /2026-2027 *Dated 20.11.2026*

Copy forwarded for information to:

1. The District Magistrate, Purba Medinipur & Chairman, DSDA.
2. The Chief Executive Officer, Haldia Development Authority.
3. The Sub-Divisional Officer, Contai/Egra/Haldia/Tamluk.
4. The Block Development Officer, all Block under Purba Medinipur District.
5. The Pradhan, Padima-I & II G.P., Talgachhari-II G.P., Kalindi G.P., Mahisagot G.P., Sabajput G.P., Nayaput G.P., Majilapur G.P., Bamunia G.P., Dariyapur G.P.
6. Hoteliers Association of Digha, Sankarpur, Tajpur & Mandarmoni.
7. I.T. Cell, UD&MA Deptt. (https://udma.wb.gov.in)
8. Purba Medinipur District Official Website (https://purbamedinipur.gov.in)
9. DSDA's official website (https://dsda.org.in)
10. Reception / Notice Board.

Chief Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

ANNEXURE - I

APPLICATION FOR EOI

To
The Chief Executive Officer,
Digha Sankarpur Development Authority,
Digha :: Purba Medinipur.

Ref: - EOI for _____
_____
_____.

E.O.I.No. : _____ (Sl. No. ____)/DSDA/ 2026-2027

Dear Sir,

Having examined the Technical cover, OID cover & all other EOI documents, I/we hereby would like to state that I/we will fully accept all your conditions and offer to execute the works as per EOI no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 202_____

Full name of Bidder / Contractor : _____

Signature : _____

In the capacity of : _____
Duly authorized to sign bids
for & on behalf of (Name of Firm) : _____

Office address with seal if any : _____

Telephone no(s) (office): _____

Mobile No : _____

Fax No: _____

E mail ID: _____

ANNEXURE- II

SAMPLE FORMAT FOR AFFIDAVIT

(Affidavit should be executed on a Non Judicial stamp paper of Rs 10/- or such equivalent document duly attested by Notary Public)

1) I , _____ the undersigned, do hereby certify that all the statements made in the Tender/EOI document are true and correct.

2) The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.

3) The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary as requested by DSDA to verify this statement or regarding my (our) competence and general reputation.

4) The undersigned understands and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the DSDA Signed by an authorized officer of the firm Designation of officer with seal.

Date :