



PARADIP PORT AUTHORITY
ADMINISTRATIVE DEPARTMENT
(ESTATE-WING)

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No.AD/EST/ACCTS/SA-07/03(Pt.)/2547

Dt.14.08.2026

SHORT TENDER-CUM-OPEN AUCTION CALL NOTICE

Sealed tenders in the prescribed pro-forma are invited on behalf of Board of Paradip Port Authority from the interested parties for the purpose for “**Temporary allotment of open spaces for Parking of Cycles & 2/4 Wheelers**” during celebrations of **Lord Biswakarma Puja Festival, 2026 for a period of 7 (Seven) days i.e. from 17.09.2026 to 23.09.2026** as detailed below. The party has to quote his/ their premium amount over and above the Fixed Offset Price. The eligible bidders have to participate in the open auction which will be conducted by the Tender Opening Committee on the same day of the opening of the tender, to select the H-1 offerers through Open Auction for allotment of open spaces for the above purpose.

SL. NO.	LOCATION OF THE PREMISES	FIXED PREMIUM (In Rs.)	COST OF T.P. (N.R.) (In Rs.)	PERIOD OF ALLOTMENT	E.M.D. / S.D. TO BE DEPOSITED (In Rs.)	CLEANING CHARGES (IN Rs.)	DATE OF SALE OF T.P.	DATE & TIME OF RECEIPT OF T.P.	DATE & TIME OF OPENING OF TENDER PAPER
1	Open space available inside Biju Convention Hall premises (Total area = 20,000 Sft.)	14,000/-	350/-	7 days i.e. from 17.09.2026 to 23.09.2026	2,800/-	2,000/-	14.08.2026 To 25.08.2026 up to 01.00 PM	25.08.2026 up to 01.30 PM	25.08.2026 at 03.30 PM
2	Open space available in the Employees Recreation Center premises (Total area = 63,600 Sft.)	44,520/-	350/-		8,905/-	2,000/-			

The intending tenderer(s) can collect the tender paper(s) from office of the undersigned on payment of tender paper cost through DD drawn from any Nationalized Bank in favour of ‘PARADIP PORT AUTHORITY’ payable at Paradip or through the POS Machine of Estate Wing, PPA. Application for issue of tender paper shall be received by the undersigned between **10.30 AM to 01.00 PM** during the office hours **from 14.08.2026 to 25.08.2026**.

Tenderer(s) should submit their offer in two envelopes clearly super-scribing the name of the work and the **1st envelop** should contain the **EMD/SD and Tender Paper Cost along-with copy of Voter ID Card or Aadhar Card in-case of individual**. The bidders have to submit the cost of EMD/SD in shape of DD drawn from any Nationalized Bank in favour of **PARADIP PORT AUTHORITY** payable at Paradip. The **2nd envelop** should contain the Tender Paper issued with **Price Bid** and DDs towards **quoted premium** along with **CGST @9% & SGST @9%** of the quoted premium and **cleaning charges of Rs.2,000/- for each open space**. Tender not accompanied by required 1st cover shall liable for rejection. The cost of tender document and EMD/SD amount in form of DDs **must be drawn on or after the date of issue of the Tender Call Notice**.

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The successful bidder will participate in the open auction conducted by the members of the Tender Committee on the day of opening of the tender. The H-1 price obtained through tender will kept as base price for open auction. The interested successful bidders will participate in the open auction and offered their rates over and above the base price of open auction i.e. H-1 price obtained through tender. The time for open auction will be conducted in the same day at the time of opening of the price bid. The successful H-1 bidder selected through open auction will be allotted the open space for the purpose for which he/they have quoted the rates. The H-1 party selected through open auction have to deposit the enhanced/ differential amount comes through open auction within a period of 1 (one) day, failing which the entire amount towards quoted premium and EMD/SD will be forfeited. The tenderers have to submit their tender papers for each open space as specified in the above table separately.

Tender document is also available at the Port website by logging on www.paradiport.gov.in and the tender portal <https://paradiport.gov.in/Tender.aspx> till **25.08.2026 upto 01.30 PM**. Interested parties may download the tender document from the website and submit their offer. The interested parties while submitting the tender after download from the website shall have to furnish the proof of cost of the tender documents i.e. DD in original in **1st envelop**, failing which his/their bid will not be opened and will be returned un-opened.

The tenders will be received **upto 01.30 PM** on the date of submission of tender i.e. **on 25.08.2026** in the box placed in the chamber of the Sr. Asst. Estate Manager, Paradip Port Authority. The tenderer is responsible for timely submission of tender Price Bid. Delay in Post Office/Courier Service will not be accepted. Telegraphic tenders will not be accepted.

Tender will be opened by Standing Tender Committee members or their authorized representatives in the chamber of Sr. Asst. Estate Manager, PPA **as per the schedule date & time**. However, during the period of opening, the tenderer(s) or their authorized representatives may remain present to witness the same. If, the date of receipt of tender may happens to be holiday due to N.I. Act or any reason, the Tender documents shall be submitted on the next working day which will be opened on the same day as per the scheduled time. The allottee will abide by the following terms & conditions.

TERMS & CONDITIONS

1. The allottee is solely responsible for smooth operation of parking place in the allotted location without any untoward incidents and Paradip Port Authority will not take any responsibility on this account.

2. The allottee should ensure effective implementation of all safety measures to avoid any untoward incidents during the allotment period.
3. Necessary statutory clearances as required in this regard to the safety aspects, clearance from the local police and local Administration etc. should be obtained by the party for operation of the parking place smoothly at their own risk and responsibility.
4. **The operator will not charge more than Rs.5/- per Cycle and Rs.10/- per Two Wheelers & Rs.20/- per Four Wheelers for each parking.**
5. **The allottee must display the sign boards of the above Parking Fees at the entry and exit points of parking area. If, any deviation will be noticed regarding fees collection beyond the above fixed parking fees, then action will be initiated against the Parking Operator towards penalties, cancellation of the contract, or legal prosecution along with forfeiture of EMD/SD amount so deposited by the bidder.**
6. In case the bidder wants to withdraw his bid suo-moto from the Tender after submission but before finalization of Tender, the EMD/SD submitted by the bidder will be forfeited. In case after finalization of tender, if the successful bidder wants to cancel/ withdrawn from the temporary allotment, the entire bid amount as well as the EMD/SD submitted by the bidder will be forfeited.
7. After completion of the allotment period, the allotted site shall be returned back to PPA in its original condition with due cleaning. Damages and uncleanness, if any, found on account of erection and operation or mis-use of site, the EMD/SD amount so deposited will be forfeited and appropriate penalty will be charged on the party.
8. This allotment will be made as per the provisions contained in the Paradip Port Authority Immovable Properties (Lands and Houses) Leasing and Licensing Regulations, 1975 and Policy Guidelines for Land Management.
9. The DD's towards Quoted price along with GST and EMD/SD of unsuccessful bidder will be returned back immediately after finalization of the H-1 bidder through Tender-cum-Open Auction process. The DD towards EMD/SD will be returned back to the successful bidder after successfully completion of the allotment period.
10. The authority reserves the right to reject any or all the tenders without assigning any reasons thereof and shall also not be bound to accept the lowest tender.

Sd/- 14.08.2026
Sr. Asst. Estate Manager
Paradip Port Authority

Copy to:-

1. All HoDs, PPA for kind information.
2. Sri S. Dash, AEE(C), PPA and the Accounts Officer, F&A Deptt., PPA for information. It is requested to attend the Tender Committee meeting for opening of tender as per the scheduled date and time as mentioned in the Tender Call Notice.
3. The Dy. Director, EDP Cell, PPA with a request to display this tender in the Port website www.paradipport.gov.in and the tender portal <https://paradipport.gov.in/Tender.aspx> till **25.08.2026 upto 01.30 PM.**

PRICE BID

TEMPORARY ALLOTMENT OF OPEN SPACE FOR PARKING OF CYCLES AND 2/4 WHEELERS DURING CELEBRATIONS OF LORD BISWAKARMA PUJA FESTIVAL, 2026 i.e. FROM 17.09.2026 TO 23.09.2026

01. Correction 02. Overwriting..... 03. Inclusion..... 04. Addition.....

01.	Name of the Party	::	
02.	Address for communication with Mobile No.	::	
03.	Period of allotment	::	7 (Seven) days from 17.09.2026 to 23.09.2026
04.	(1) Open space available inside Biju Convention Hall premises (Total area = 20,000 Sft.)	::	Fixed offset price of Rs.14,000/- Premium offered of Rs._____/-
	(2) Open space available in the Employees Recreation Center premises (Total area = 63,600 Sft.)	::	Fixed offset price of Rs.44,520/- Premium offered of Rs._____/-
05.	GST @18% i.e.		
	(i) CGST @9%	::	Rs._____
	(ii) SGST @9%	::	Rs._____
	Cleaning Charges for each Open Space	::	Rs.2,000/-
	Total:-	::	Rs._____ (Rupees _____) _____) only.
06.	(i) Particular of DD No. & Date towards Premium offered & GST	::	No._____ Date_____
	(ii) Particular of DD No. & Date towards cost of EMD/SD	::	No._____ Date_____
	(iii) Particulars of DD/ Transaction No. & Date towards cost of tender document	::	No._____ Date_____

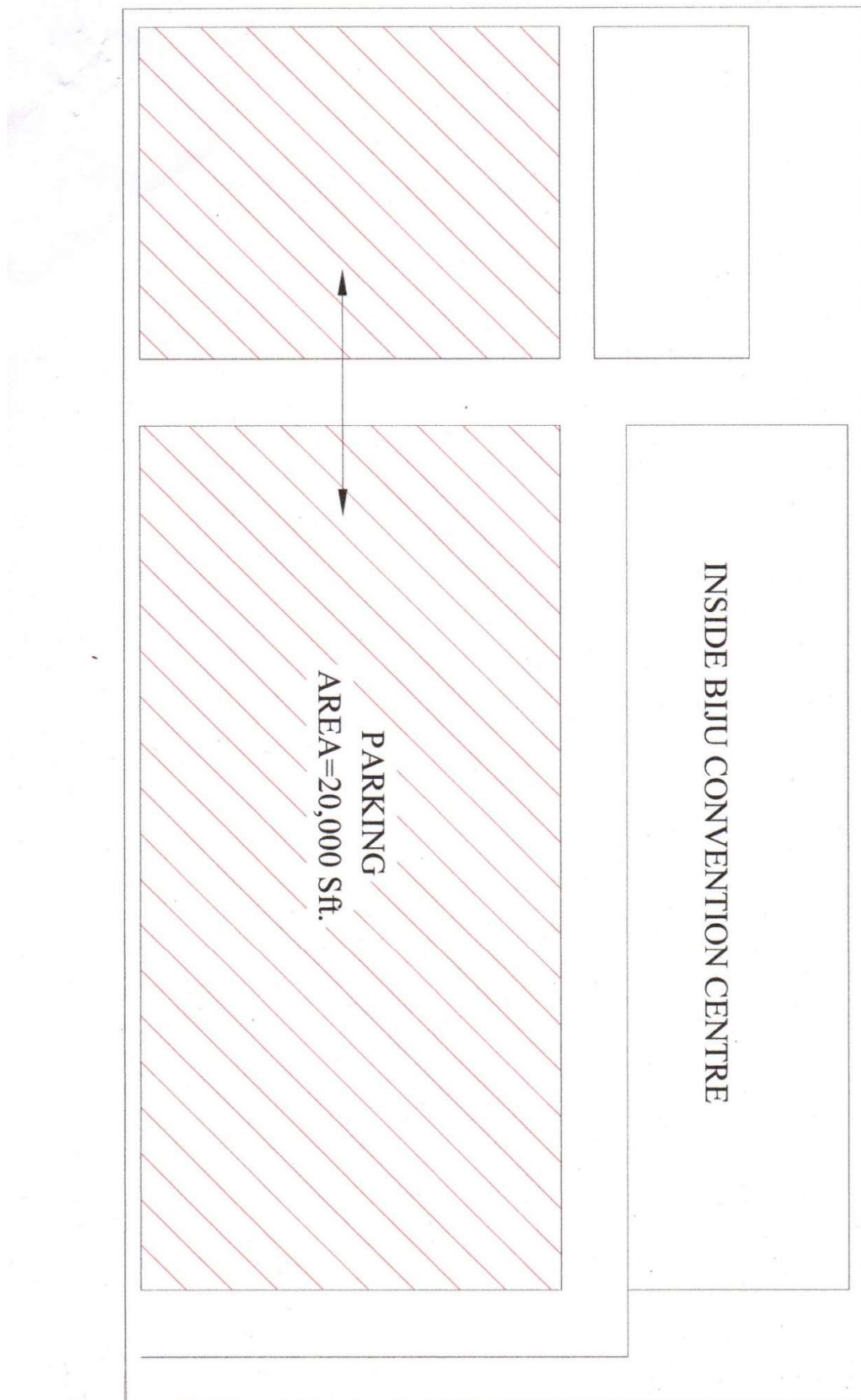
N.B.:- The Bidders should have enclosed 4 nos. of DDs (i) towards premium offered and GST of the above quoted amount, (ii) Amount of EMD/SD, (iii) cleaning charges and (iv) cost of tender document in separate DDs, if downloaded the tender document from the PPA website, without which the offer will summarily be rejected.

Signature of Bidder
with full Address

To
M/s./Sri/Smt. _____

Sr. Asst. Estate Manager
Paradip Port Authority

Sketch Map inside Biju Convention Hall Premises



Sketch Map inside Employees Recreation Center premises

