

OFFICE OF THE DY INSPECTOR GENERAL BORDER SECURITY FORCE SHQ BSF
JALPAIGURI, RANINAGAR (W/B)

/// NOTICE ///

The SHQ BSF Jalpaiguri invites all good competent businessman & reputed civil shop keeper (Indian) to open following category shops inside the Residential complex of BSF Campus Raninagar, having about 600 different Govt. quarters with an approx population of 2500-3000.

1. Mutton / Chicken / Fish & Eggs Shop
2. General Store Shop.
3. Grocery Shop.
4. Stationery & Gift Items Shop.
5. Fast food cum sweet Shop
6. Vegetable shop
7. Mobile repairing & recharge shop
8. Motor cycle & bicycle repairing shop

2. Terms and condition be strictly observed by the firm whose tender will be approved by the competent authority of SHQ BSF Jalpaiguri. Terms & Condition given at Appx - 'A'.

3. All interested parties/ reputed civil shopkeepers are requested to submit their tender mentioning the name of shop and must quote the rate of profit-share per month to be deposited with BSF in the quotation. Such quotations should reach SHQ BSF Jalpaiguri by dak (in sealed cover) or be dropped in tender Box installed at Adm block of SHQ BSF Jalpaiguri before 13/06/2022 at 1700 Hrs. The tender will be opened on 14/06/2022 at 1000 hrs.

4. Permission for opening above shops will be given to the highest bidder of monthly profit share which will be deposited to BSF alongwith past performance, reputation etc.

5. The permission will be considered for the period of one year in accordance with the terms and other conditions or agreement to be made between selected approved firms (shop owner) and SHQ BSF Jalpaiguri. The contract can be extended by the DIG SHQ BSF Jalpaiguri on the existing terms & conditions.

6. The DIG BSF Jalpaiguri reserve the right to accept or reject the permission for opening above shops in respect of any or all parties without assigning any reasons.

No.SHQ-JPG/Adm/Civil-shop/2022/ 10162-79
Dated, the 06 May'2022


For DIG BSF Jalpaiguri

Distributions:-

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| 1. FTR HQ BSF NB (IT Cell) | : For publishing in BSF/Govt website. |
| 2. SHQ BSF SLG/All BNs under SHQ SLG | : For wide publicity please. |
| 3. 6/40/148/169/180 Bn BSF (Through IPP) | : -do- |
| 4. DM Office, Jalpaiguri. | : -do- |
| 5. Shopping complex, BSF Residential Campus Raninagar. | |
| 6. ATM Gate, BSF Campus Raninagar. | |
| 7. Notice Board, SHQ BSF JPG. | |
| 8. IT/Computer Cell, SHQ BSF JPG | : For publishing in BSF/Govt website. |
| 9. FGT/FVT, SHQ JPG | : For info pse |

1. TERMS AND CONDITIONS:-

- a) The agreement is for a period up to 30/06/2023 and can be extended subject to satisfactory performance of shop owner. The extension would be at the discretion of the lessor. It can however be terminated after a notice of 15 days upon the contract at any time.
- b) The decision of lessor would be binding on all matters and cannot be challenged in any court of Law. No shop owner is permitted to form union/associations in the BSF Campus.

2. SECURITY DEPOSIT & LICENSE FEE:-

- a) Amount to be fixed by this office, will be deposited with SHQ BSF Jalpaiguri , Raninagar as Security deposit.
- b) Security money is to be deposited in form of FDR/BD/Cash in favour of DIG BSF Jalpaiguri. No interest is payable to the shop owner on this amount. The security deposit is liable to be reviewed, if needed.
- c) License fee of Rs. 300/- (Rupees three hundred) only will be deposited by each successful bidder with the Adm branch on the 1st day of every month.

3. GENERAL:-

- a) The shop owner will restrict his business within the para-meters of shops as defined above and no one is allowed to deal in stores other than those for which he was permitted. He is not permitted to visit family lines nor stay in Govt houses within the Campus.
- b) No subletting / transfer of shop is permitted.
- c) The amount of contract (Profit share & License fee) will be deposited in Adm Branch of SHQ BSF JPG on the 5th day of every month at the rate to be fixed by this office. Shop owner should deposit monthly share profit, license fee etc within the stipulated date and failing which 10% fine will be levied. Contract stands terminated as default for 2 consecutive months automatically.
- d) Audio appliances are not allowed.
- e) The rates will be displayed prominently on a board of proper size where list and rates of all items will be displayed and it would be accessible to all. All the items being sold in the shops should be listed on the board indicating the price. No items will be displayed /sold without price tag/label affixed to the item.
- f) The shop owner will make payment of electricity charges of the shop to BSF authorities at prevailing rate from time to time in addition to the license fee and profit share. An electric meter will be installed and cost of the electric meter will be borne by the shop owner.
- g) The shop owner will keep themselves clear from IT/ST liabilities.
- h) Rates / price of the items so sold should be comparative, lesser than the local market and of best quality.
- i) No unauthorized items will be permitted to be sold in the shop.
- j) Polythene bags will not be permitted for carrying of items in BSF Campus.
- k) Shop keeper will keep printed bill book/cash memo by name of shop and should be issued to the customer with proper signature of shop owner/person authorized by him.
- l) Sale of Liquor, Bidi, Cigarette, Khaini and Gutkha strictly prohibited in the shop. License will be cancelled if these items are found in the shop.
- m) Police verification certificate of all workers/staff will be got done by the local police station in this regards and same will be handed over to this HQrs.

- n) No favour of any kind in any form to any body will be rendered by shop owner to customer /any BSF authorities / persons. License will be terminated if shop owner or any of his staff is found involved in such activities.
- o) No undesirable activities of shop owners or his staff is acceptable. On finding, shop owner or any of his staff involved in any undesirable activities, the license will be cancelled immediately.

4. HYGIENE AND SANITATION:-

The shop owner will be responsible to maintain the standard of hygienic conditions in and around its shop. Any deviation would attract cancellation of license. The medical Officer SHQ Hospital, Raninagar, along with OIC (Adm) SHQ BSF JPG and duty officers of the local Units will carry out Inspection of all shops from time to time and in case the hygiene and sanitation is found sub standard more than thrice, the security deposit will be forfeited and license will be cancelled. Shop owner will be responsible for general cleaning of shop area. No Govt. Sweeper will be provided for this purpose.

5. GENERAL BEHAVIOR

The shop owner will ensure that courteous behavior is extended to all the customers and due respect is shown to ladies, children and old persons coming to the shops. Any dispute arising out of professional/personal feuds pertaining to shop will be referred to lessor. His decision will be binding and can not be challenged in any court of Law.

6. MAINTENANCE OF ACCOUNTS:-

Proper account will be maintained and it will be the responsibility of shop owner to provide cash memo to the customers and depositing of sales tax and income tax if any to concerned department in time.

7. TIMING

The opening /closing time of the shop will be as under:-

Opening Time	- 0800 Hrs.
Closing Time	- 2030 Hrs.

(The above timing are subject to change for which authority lies with lessor. The shop owner may have a lunch break from 1300 to 1500 hrs)

8. SUGGESTION/ COMPLAINT BOOK:-

- i) The shop owner will maintain a suggestion/ complaint register/book, which will be made available to all customers/ BSF board of officers/ duty officer/duty SO on demand. These register will be checked by the representative of lessor from time to time.
- ii) Both the parties bind themselves to the above terms and condition and in case of any default by shop owners or any other dispute which have not been covered in the agreement/contract, DIG BSF Jalpaiguri, Raninagar (W/B) is at liberty to exercise his discretion to solve/mitigate the problem. The decision of the DIG BSF JPG, Raninagar will be binding and can't be challenged in any Court of Law.


For DIG BSF Jalpaiguri