



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स) कल्याणी
All India Institute of Medical Sciences (AIIMS) Kalyani
(स्वास्थ्य एवं पररवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सार्वधर्कनकाय) (A
Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI) राष्ट्र
ीय राजमार्ग - 34, बसन्तपुर, सार्गूना, कल्याणी, र्िला - नर्िया, पर्िम बंर्ाल - 741245
NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245

Ref. no: 368/FINACC/BANK/1/2025-ACC & FIN/ET-12

Date: 10.09.2025

Notice of EOI

Application Inviting EXPRESSION OF INTEREST Setting Up of ATM-cum-E-lobby

1. INTRODUCTION: -

AIIMS Kalyani invites Expression of Interest (EOI) from Nationalized/ Scheduled/Commercial/ Private Banks (except SBI since SBI ATM already existing) for Setting Up of Automated Teller Machine (ATM)-cum-E-lobby to be operational at 18.58 sq.mt (200 sq.ft) closed/open space within the premises (identified by AIIMS Kalyani) of the Institute at AIIMS Kalyani, NH-34 Connector, Basantapur, Saguna, Kalyani, Dist.-Nadia, West Bengal-741245 on monthly licence fee basis.

Interested banks are requested to submit their expression of interest as per the terms & conditions, which can be downloaded from the website <https://aiimskalyani.edu.in>. The expression of interest along with the terms and conditions duly signed by the interested banks in sealed envelope, addressed to Executive Director, AIIMS, Kalyani may be sent by registered speed post before 03/10/2025 time: 17.00 hrs at Administration Building, AIIMS Kalyani.

Application in respect of EOI shall be addressed to **Executive Director, AIIMS Kalyani, NH-34 Connector, Basantapur, Saguna, Kalyani, Dist.-Nadia, West Bengal-741245**. The sealed envelope shall bear “EOI for Automated Teller Machine (ATM)-cum-E-lobby facility” at AIIMS Kalyani.

**Chairperson / Co-Chairperson
Procurement Cell
AIIMS KALYANI**

2. Schedule Date & Time:

Issue/Published Date	:	10.09.2025
Start date and time of submission of Financial/Price Bid	:	11.09.2025
Date & time for Pre-bid	:	20.09.2025 at 11:00 a.m.
Last date & Time of Submission of Financial/Price Bid	:	03/10/2025 (17:00 hrs.)
Financial/Price Bid open	:	04/10/2025 (11 :30 hrs.)

3. ELIGIBILITY CRITERIA: -

- i. Any Scheduled Commercial Banks except SBI (both Nationalized/Private) having banking licence from Reserve Bank of India.
- ii. The parties fulfilling the criteria as per Notice Inviting Expression of Interest (EOI) are eligible to participate in the facility.
- iii. An amount of Rs.27000/- will be paid as Earnest Money in the form of account payee Demand Draft in favour of Executive Director, AIIMS KALYANI (payable at Kalyani More Branch, ICICI Bank, Haringhata Municipality, Nadia) from any commercial bank.
- iv. Bank should have at least three years' experience in the operation of ATM.
- v. Bank must have at least 1 (one) running ATM's operation in & around Kalyani.
- vi. Bank should submit documentary proof in support of their experience/credentials.
- vii. Electricity and water charges will be borne by Bank as per prescribed rate to be decided by Engineering Division, AIIMS Kalyani.
- viii. Monthly licence fee with applicable GST will be remitted to Institute's Internal Resource Account within 7 days of the following month.
- ix. Licence fee must be quoted over & above of Rs.940/- per sq.meter per month in compliance of OM No. 18015/1/2017-Pol.III Dated: 10.07.2023 of Directorate of Estate, Ministry of Housing and Urban Affairs, Government of India.
- x. Licence fee never be less than any amount mentioned in O.M of Ministry of Housing and Urban Affairs issued in this regard time to time during the tenure of contract period.

4. Terms & Conditions: -

- Initial period of contract shall be 5 years extendable for a further 3 years subject to satisfactory performance.

- The contract shall be awarded to the banks offering the highest calculated licence fee per sq. meter per month commensuration with O.M. No.18015/1/2017-Pol.III dated:10.07.2023 issued by DoE, MoHUA, GOI or subsequent order /amendment whichever is higher.

- AIIMS Kalyani may at any time terminate the contract by giving one month written notice to the bank, without compensation to the bank, if the bank becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the Institute.

That the licensee shall deposit an amount equal to 3% of 62 months' gross licence fee as performance guarantee in the form of account payee demand draft in favour of Executive Director, AIIMS Kalyani (ICICI Bank Kalyani More Branch, Haringhata Municipality).

- Bank shall submit their past experience certificate, Memorandum and Article of Association, Partnership and Incorporation Deed (in case of partnership) or any other documents regarding the existence of the bank.
- In the event of the date being declared as a closed holiday for purchaser's office, the date for opening of bids online will be the following working day at the appointed times.
- AIIMS Kalyani reserves the right to accept or reject any or all EOI, at any time prior to award of licence for Setting Up of ATM-cum- E-lobby without assigning any reason whatsoever.
- The tendered rates and the validity of bids shall be for a minimum period of 75 days from the date of floating tender.
- Successful bank shall undertake to sign the contract agreement within 15 (fifteen) days from the issue of the letter of acceptance/order, failing which Earnest Money Deposit/Security Deposit will be forfeited.
- The firm/Bank has to submit a signed declaration that there is no vigilance/CBI case pending against them.
- Any and all disputes arising out of or in connection with this Contract or any breach hereof which shall not be settled amicably by the parties shall be settled by Arbitration in accordance with the Arbitration and Conciliation Act, 1996 as amended up to date. The Arbitration proceedings shall be in English and shall be held at Kalyani.
- The courts of Kalyani alone shall have jurisdiction for enforcement and binding of this contract.
- Bank who is ready to construct necessary facility of its own in open/closed space provided by AIIMS Kalyani may respond/submit EOI. Cost of construction shall not

be part of bidding/evaluation process. The financial evaluation will be based on as per 3(ix) of eligibility criteria.

Other terms and conditions in addition to the rules and regulations applicable as per Government of India.

1. AIIMS, Kalyani may waive any minor infirmity or non- conformity or irregularity which does not constitute a deviation, provided such waiver does not prejudice or affect the relative ranking of EOI.
2. AIIMS, Kalyani shall consider award of licence for installation of ATM(s)-cum-E-lobby only to those whose offers have been found commercially acceptable and evaluated as most suitable by the Institute.
3. Separate electrical connection for ATM-cum-E-lobby shall be taken by the bank on their own and the bank has to pay the electricity bill to the Institute as applicable.
4. Security arrangement of the ATM-cum-E-lobby will be the responsibility of concerned bank. AIIMS, Kalyani shall not be held responsible for any loss of cash, any loss of installation, equipment etc.,
5. All services for connectivity of ATM-cum-E-lobby viz., lease lines/ broad band/ internet/ telephone lines/ Air Conditioner to be procured /installed by the concerned bank(s).
6. The designated space provided in premises shall be used for the purpose of Setting Up of ATM-cum-E-lobby only.
7. Successful party will have to pay the monthly electricity & water charges as per bills raised by the Engineering section of AIIMS Kalyani.
8. All electrical consumables like bulbs, tubes, etc are to be replaced by the party, in case they are damaged.
9. Successful bank shall not be permitted to draw any electrical connections /extension, etc without obtaining approval from the institute's Estate division/Engineering Section of AIIMS Kalyani.
10. The licensee shall not cause any damages.
11. Institute cannot ensure 24 (hrs) x 7 (days) electricity power supply. Licencee may install their own UPS, if required, to run their storage facilities with due intimation to the Institute.
12. The licensee shall pay all the Central, State and local levies including GST being imposed or assessed by the competent authority or levied in future from time to time.

13. The licensee shall obtain all the required permissions/license from concerned authorities for running the ATM-cum-E-lobby at their own level and shall obey all the rules/regulations applicable from time to time in this regard and take all the security precautions to safeguard the equipment's installed/provided at the premises.
14. The licensee shall be called upon for repair the premises in case it is found that the premises requires repair. It shall be the responsibility of the bank to renovate/construct the space for ATM-cum-E-lobby Counter immediately at their own cost.
15. The licensee shall submit a copy of verified antecedents of their employees /staff deployed on the allotted site from the police authorities /Superintendent of Police within one month from the date of actual possession.
16. No obnoxious trade shall be carried on in the premises. No other illegal activity shall be allowed to be carried by licensee and in case of such eventuality, all the responsibility or legal obligation fall upon the licensee.
17. AIIMS, Kalyani reserves the right to accept or reject any application/offer. Authority for acceptance or otherwise of the application/quotation will rest with the AIIMS, Kalyani which does not bind itself to accept any application/quotation and not to assign any reason for rejecting the same.
18. Successful bidder has to deposit an amount equal to 3% of 62 months's total licence fee as performance guarantee within 15 days of Letter of award, failing which the offer be withdrawn, at the option of the Institute.
19. The Bank submitting the tender will be required to quote in the tender form the amount of licence fee with applicable GST payable (monthly) for ATM-cum-E-lobby installation, which they will be required to pay to AIIMS, Kalyani. The highest bidder will be awarded to install and operate their Bank ATM-cum-E-lobby at the said premises. The Bank will also be required to pay electricity & water charges due on commercial rates (according to the meter count installed separately) from time to time besides licence fee charges quoted by Bank. Electrical charges along with applicable taxes, if applicable should be paid by the bank.
20. Maintenance and regular functioning of the ATM-cum-E-lobby for all the 24 hours should be ensured by the Bank and AIIMS, Kalyani will not undertake any responsibility in this account.
21. The contract will be valid for 5 years and may be extended for 3 years on the discretion of the competent authority.
22. Interested bank may visit the site for inspection before participating in the tender if wish to.

23. An agreement will be executed between AIIMS Kalyani and the party awarded the contract at the earliest.

24. *Upon expiry or termination of this agreement, the licensee shall forthwith hand over the peaceful and vacant possession of the said premises to the licensor. Failing which the licensor shall be entitled to claim as damages at the rate of Rs.100/- per sq. feet per day till such possession is not handed over to the licensor.*

25. **Arbitration:** If any difference arises concerning this agreement, its interpretation on payment to the made there-under, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, either of the parties may make a request to the other party for submission of the dispute for decision by an Arbitral Tribunal containing Sole Arbitrator to be appointed by the Secretary, Department of Legal Affairs. Such requests shall be accompanied with a panel of names of three persons to act as the sole arbitrator. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The provision of Arbitration and Conciliation Act, 1990 and the rule framed there under and in force shall be applicable to such proceedings.

26. **Insolvency etc.:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Kalyani shall have the power to terminate the contract without any prior notice.

27. **Right of acceptance:** The AIIMS, Kalyani reserves the right to accept the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The AIIMS Kalyani reserve the right to reject any or all tenders /quotations or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.

Application for Financial Quotation

**18.58 Sq.mt (200 sq. ft.) Open/Closed Space within the premises of AIIMS Kalyani for
Setting Up of ATM-cum-E-Lobby**

To

The Executive Director,

NH-34 Connector, Basantapur, Saguna, Kalyani

AIIMS, Kalyani-741245

Sub: Regarding Quotation for Allotment of 18.58 sq.mt (200 sq. ft) Open/Closed Space within premises of AIIMS Kalyani for Setting Up of ATM-cum-E-lobby

Respected Sir,

With reference to your notification no.....on the above subject; I hereby quote the rate for 18.58 sq.mt (200 sq.ft) Open/Closed Space for installation of ATM-cum-E-lobby within the premises of AIIMS, Kalyani:

1. Name of Bank:
2. Amount per sq.mt per month for ATM-cum-E-lobby (in words & figures):
3. Details of tender fee paid:

I hereby declare that I am the authorized person to quote the rate for the allotment of 18.58 sq.mt (200 sq. ft) space and have gone through the terms and conditions of licensing of space for installation of ATM-cum-E-lobby within the premises of AIIMS Kalyani issued vide notification no.....cited above and are acceptable to the bank. In case of allotment of space, the bank is ready to take possession of space within 15 days of allotment and the license fee plus GST applicable on license fee will be applicable on the date of handing over of the open space.

Note: The Price bid should submit in sealed envelope and drop to tender box administrative building, Ground floor AIIMS KALAYANI. (Should written the tender name & details on sealed envelope)

Yours Faithfully

Place:

Date:

Signature

Seal of the Bank:

Name in block letters:

Designation: