

REQUEST FOR PROPOSAL

**For Design, Procurement, Installation, Commissioning,
Operation and Maintenance of Public Bicycle Sharing
Scheme in Raipur**



RFP Number: 205/Smart City/2017

Date: 06/05/2017

Last Date of Submission: 16/05/2017

Invited by
Raipur Smart City Limited (RSCL)
Head Office Building, Municipal Corporation,
Near Mahila Police Station, Gandhi Chowk,
Kalibadi, Raipur-492001, Chhattisgarh.

1. Short Term Tender Notice

1.1 Sealed tenders are invited by Raipur Smart City Limited (RSCL) from the original manufacturers of bicycle or JV formed by them with experienced operator for installation of two cycle docking station as a pilot project in the city of Raipur. The aim is to promote cycling as the sustainable alternative transportation systems, which will help reduce gas emissions and protect the health and quality of life of citizens. The prescribed tender document with terms and conditions may be downloaded from the Raipur Municipal Corporation website (<http://www.smartcityraipur.org>). Filled in tender documents accompanied with Demand Draft of Rs.1,000/- (as tender fee) and Rs. 20,000 (as Earnest Money Deposit), in favour of Managing Director, Raipur Smart City Limited (RSCL) payable at Raipur must reach Raipur Smart City Limited (RSCL), Raipur (C.G.) Nagar Nigam Head Office, Near Mahila Police Thana, Gandhi Udyan, Raipur (C.G.) latest by 4:00 pm on 16th May 2017. Tender will be opened at 5:00 pm on the same day.

Sr. No.	Event Description	Date
1	Issue of RFP document	06/05/2017
2	Bid due date	16/05/2017 latest by 4:00 PM
3	Date of bid opening	16/05/2017 latest by 5:00 PM

Cost of EMD:-

1	Earnest Money Deposit	Rs. 20000/-
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1.2 Format and Signing of Proposal

The Bidder would provide all the information as per this RFP document. RSCL would evaluate only those Proposals that are received in the required format and are complete in all respects. Each Proposal shall comprise the following:

- a) Envelope 1 Submission
 - Covering letter in the format set out in Appendix A
 - Details of the Bidder in the format set out in Appendix B
 - Technical Bid as per bid format given in RFP.
 - Earnest Money Deposit
- b) Envelope 2 Submission

- Financial Bid documents as per Financial offer form given in RFP

1.3 The Bidder shall seal the envelope 1 and the envelope 2 separately duly marking the envelopes as “Envelope 1 SUBMISSION” and “Envelope 2 SUBMISSION” as per Annexure A and B. These envelopes shall then be sealed in a single outer envelope super scribing “Proposal for Design, Procurement, Installation, Commissioning, Operation and Maintenance of Public Bicycle Sharing Scheme in Raipur” and submit to the following address:

Managing Director,

Raipur Smart City Limited (RSCL)

Nagar Nigam Head Office, Near Mahila Police Thana, Gandhi Udyan

Raipur 492001

2. Brief Scope of Work

2.1. Raipur Smart City Limited (RSCL) apart from being committed to provide a good quality public transport system is also committed to facilitate bicycling as a viable transportation choice and thus encourage the use of bicycle by the commuters for short distance trips from selected locations. The aim is to promote one of the sustainable alternative transportation systems, Non motorized transport which will help reduce gas emissions and protect the health and quality of life of citizens. Towards this objective, RSCL is planning to launch a large scale Public bike Sharing scheme for entire city. Before that to generate to generate interest and awareness among the citizens of Raipur about PBS a pilot project is being launched and this tender is being invited for the implementation of pilot scheme.

2.2. RSCL will allot designated level paved spaces available within city limits. The Bidder shall set up the automated bicycle stand and all other sub-systems required for the operation of the automated Bicycle hiring services from 6:00 AM to 10:00 P.M all 7 days. However the timing may be extended in future as per the demand. Initially the tender is being invited for operation of the scheme for a period of 12 months. For the pilot project, RSCL shall provide a minimum space to accommodate automated bicycle stand with a capacity to park 15 (fifteen) cycles at each selected spot. Depending on the popularity and preference of cycles by the commuters the space for cycle stand may gradually increase subject to availability of space at the respective stations. Similarly, depending on bidder’s performance and success of the scheme, RSCL may extend the facility to more number of stations at the same terms and conditions offered by the bidder in this tender.

- 2.3. The cycles offered for the hiring shall be of a good brand and the bidder can chose to have their colour scheme, logo and brand the service offered. All cycle kept for hire must be unisex and provided with good quality tyres and braking system. The cycles must have prominent good quality reflector or reflector paint at the front, rear and sides. Since the bicycle system envisaged is automated and that the attendant may not be available round the clock, the bicycle must be fitted either with GPS or RFID to track the usage of the bicycle.
- 2.4. To make the Bicycle hiring service easy, popular and successful it is essential that the bidders should so arrange the service that the commuter who wants to hire the bicycle can pick up the cycle at the station, park at designated parking lot assigned by RSCL/Traffic Police or any other authorized private location and drop the same at the station where it was hired or dropped at any other station.
- 2.5. The Bidder can popularize the automated Bicycle hiring service by making the access of the service easy by simple process of registration or membership card or simply by paying by the hours of using the bicycle. The access must as far as possible to follow these steps:
- Take a bicycle from any bicycle station
 - Return it to any bicycle station
 - Billing information
- 2.6. To enable easy access, it is essential that the bidder should develop the automated cycle sharing system using appropriate technology to keep track of the cycles that are hired by the user. The bidder should also setup a dedicated centralized assistance number to provide immediate assistance to the users and also for the enquiry. The helpline number shall be set up and demonstrated to RSCL within 45 days after the issue of Notice to Proceed or before the commercial operation, whichever is early. The helpline number shall be available in operation for the period as specified for the operation of bike sharing. The successful bidder will also publish the helpline number displayed on at each of the docking stations as well as on the bikes.
- 2.7. Participation in the tender is through a competitive Bid process and the Bid Document can be purchased from the Office of the RSCL by payment of Rs 1000/- (Rupees One Thousand only) by Demand Draft, in favour of Raipur Smart City limited, payable at Raipur. In case the tender document has been downloaded from

the website, the bidder should attach a Demand Draft with the technical bid. Without Demand Draft, bid will be considered as incomplete and would be rejected.

- 2.8. In order to ensure participation of reputed firms, an applicant shall be either an individual or a private limited company or a public listed company or a partnership firm engaged in the manufacture and operation of Automated Bicycle hiring system at least for last three years.
- 2.9. Bidder should preferably have an office and a service centre in Raipur as on the date of the issue of this tender or shall establish an office and service centre within 45 days from the date of signing of the license Agreement.
- 2.10. The successful bidder would operate and maintain the bike sharing scheme for a period of 12 months. The bidder will cover expense towards operation and maintenance of the scheme by collecting revenue through user charges and other possible means. However, service provider will take prior approval of any such charges from RSCL before implementing the same.
- 2.11. In order to ensure participation only by reputed bicycle manufacturing brands the criteria set out in the tender document the applicant should meet the following key criteria:
- a. The applicant should be a manufacturer/operator of automated Bicycle/ hiring systems.
 - b. He should be actively involved in manufacturing/ operation of automated Bicycle hiring systems at least for last three (3) year. The relevant experience should be supported with certificates issued by any competent authority.
 - c. The applicant should be presently operating an automated Bicycle hiring system with at-least 5 automated stands with a net capacity of at least 500 bicycles, at any location.
 - d. The applicant must have executed at least 3 PBS contract incorporating automated bicycle hiring anywhere, relevant documents/acknowledgements supporting the claim must be submitted along with the tender bid.

3. System Specification

The following technical specifications provided are the minimum technical specifications that are required to be met. Bidders are encouraged to provide better specifications.

Bike Specifications:

Bicycle Part	Comments
Dereuiler	Used for changing gears. Preventing exposure to dust and rains.
Chain Cover /Pedals and Stand	Centre stand provides stability and also the pedals very stable. This is critical component that determines the speed cycle and the ease with which we can cycle.
Frame of the Cycle	Unisex frame that suits everyone.
Seat	Adjustable seat
Handle	The cycle should be designed with a porous front basket for carrying personal items. Front baskets are ideal for carrying purses and valuables, which would be subject to theft if carried in a rear rack. The design should prevent the use of the basket for carrying a second passenger.
RIM	Aerodynamic rims are better than flat rims.
Loud bell	Loud bell should be installed in all the bicycles. The most common bells are actuated by a thumb-operated lever that is geared to rapidly rotate two loosely-slung metal discs inside the bell housing.
Wheels	The typical 26" rim has a diameter of 22.0" (559 mm) and an outside tire diameter of about 26.2" (665 mm).
Brakes	Rim brakes, brakes and brake shows get worn out easily, Rim brakes require regular maintenance. Disc brakes also need maintenance but less frequently than rim brakes. ones for public bike sharing drum breakers are ideal
Back Lights	Integrated into the mudguard, hence maintenance free.
Mudguards	Mudguards and chain guards are an important component of cycle sharing.
Lock	Bicycle lock should be inbuilt to avoid confusion. Each bicycle lock should have four keys – one for the user, one for the company, two keys as duplicate. Each lock and the key should have the frame number printed on the lock and the key so as to easily distinguish and detect the same.
Rim Tape	The rim tape is also important. The rim tape protects the tube from Mechanical damage from spoke ends, metal burrs and holes in the rim. An appropriate rim tape must completely and securely cover all spoke holes.

Tubeless Tyres	The Smart Guard layer made from a flexible, special rubber offers particular resistance to shards of glass and flints. Even a thumbtack cannot penetrate this protective layer. The Smart Guard belt does not increase rolling resistance.
Reflectors	Reflectors shall be there in the front, back and side

4. Docking Station

RSCL will supply the selected provider with tentative locations, sizes, and the necessary street space for station installation. The Supplier will be responsible for surveying the site; developing detailed installation drawings. Stations developed are to be fitted with bike parking and locking facility for 10 cycles. 50 % excess capacity for parking should be provided in the station.

5. Kiosk

Kiosk should consist of proper seating facility for the attendant, ventilation facility, suitable storage cabinet, one computer with necessary peripherals, Electronic display, provisions for electricity and backup battery. The kiosk may be located along with one of the docking stations.

6. Smart Public Bicycle Sharing System

A complete ICT solution (tracking of cycles, cashless payment, locking of cycles, mobile application, website etc.) inclusive of all related hardware and software components is to be developed as part of this tender. Bidders are advised to provide appropriate solution for the city of Raipur. Complete ICT solution shall have the provision to integrate with the Integrated Command and Control Centre in future.

7. Payment Schedule

The payment against capital cost as per the approved amount shall be made by RSCL as below –

S. No.	Item	Elapsed time
1	Item no 1 to 5 as mentioned in financial offer	Within 30 days of successful completion

Appendix A

Covering Letter

(On the Letterhead of the Bidder)

Date:

To:

Managing Director,

Raipur Smart City Limited (RSCL)

Nagar Nigam Head Office, Near Mahila Police Thana, Gandhi Udyan

Raipur 492001

Email:

Sub: Selection of a Service Provider for Design, Procurement, Installation, Commissioning, Operation and Maintenance of Public Bicycle Sharing Scheme in Raipur

Dear Sir:

Being duly authorised to represent and act on behalf of (hereinafter referred to as "the Bidder"), and having reviewed and fully understood all of the Proposal requirements and information provided and collected, the undersigned hereby submits the Proposal on behalf of _____ (Name of Bidder) for the captioned Project in **one (1) original** and **one (1) duplicate**, with the details as per the requirements of the RFP, for your evaluation. We confirm that our Proposal is valid for a period of 120 days from _____ (insert Proposal Due Date).

We also hereby agree and undertake as under:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Proposal we hereby represent and confirm that our Proposal is unqualified and unconditional in all respects.

We hereby certify and confirm that in the preparation and submission of our Proposal, we have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing which is or could be regarded as anti-competitive.

Yours faithfully,

For and on behalf of (Name of Bidder)

Duly signed by the Authorised Signatory of the Bidder

(Name, Title and Address of the Authorised Signatory)

Appendix B

Details of Bidder (On the Letter Head of the Bidder)

1.
 - (a) Name of Bidder
 - (b) Address of the office(s)
 - (c) Date of incorporation and/or commencement of business

2. Details of individual(s) who will serve as the lead member/point of contact / communication for RSCL with the Bidder:
 - (a) Name :
 - (b) Designation :
 - (c) Company/Firm :
 - (d) Address :
 - (e) Telephone number :
 - (f) E-mail address :
 - (g) Fax number :
 - (h) Mobile number :

Bid Format

Company Profile

Provide here a brief description of the background and organization of your company.

Relevant Project Experience

List only those assignments for which the Consultant was legally contracted by the Client as a company.

Assignment name:	Number of cycles and cycles stations
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total N ^o -of staff-months of the assignment:
Address:	Approx. Value of the services provided by your firm under the contract (in current Rupees):
Start date (month/year): Completion date (month/year):	N ^o of professional staff-months provided by associated firm:
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Approach and Methodology

Please explain your understanding of the objectives of the project as outlined in the section above, the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output.

Financial Offer

To

<Addressee and Address>

Sir

Sub: Response to the tender for Installation of two cycle stations as a pilot project in the city of Raipur.

Ref: Tender No. _____ dated _____

We, the undersigned Bidders, having read and examined in detail the tender documents in respect of the captioned subject do hereby propose for our selection as specified in the document.

We confirm that the TOTAL BID PRICE is Indian Rupees ----- (in words) inclusive of Taxes.

We understand that our bid is binding on us DURING THE VALIDITY PERIOD OR THE EXTENSIONS THEREOF and that you are not bound to accept our Bid.

We confirm that no Technical deviations are attached here with this financial offer.

SI. No	Items	Nos. of Unit	Rate Per Unit (Rs.)	Tax (Indicate the Type of Tax and the Amount)	Total Rate (In Rs.)
1	Cycle	20			
2	Docking Port	15 per docking station			
3	Base Plate Installation	15 per docking station			
4	Kiosk	(1 per station)			
5	Complete ICT Solution	Lump-sum			

Dated this _____ day of _____

Signature (in the capacity of)

Duly authorized to sign Bid for and on behalf of

Seal of the Company

****Important Notes to Bidders:**

1. Rates to be quoted inclusive of all taxes.
2. The rates shall be inclusive of all expenses.
3. Rate should be included of operation and maintenance of the installed Public bicycle sharing scheme for 12 months.