



Expression of Interest

For

**Supply, Installation and Commissioning of Passenger Lift
at BeDA Administrative Building including AMC for a period
of 03 (Three) Years**

EOI No: 1563 / BeDA, Brahmapur Dt. 19-09-2026

Last Date & Time of submission of EOI: Dt. 08.10.2026 up to 1.00 PM

BRAHMAPUR DEVELOPMENT AUTHORITY

Court Road, Brahmapur, Ganjam (Odisha), Pin-760004

Email ID: bda.brahmapur311@gmail.com

Website: bdabrahmapur.in

DISCLAIMER

The information contained in this Request for Proposal (EOI), whether provided in writing, verbally or otherwise by the Brahmapur Development Authority (BeDA), its employees or advisers, is provided solely for the purpose of enabling bidders to prepare and submit their Proposals.

This EOI is not an agreement or an offer, and does not constitute any commitment by BeDA to appoint or select any bidder. The information, assumptions, assessments and statements contained herein are indicative and may not be complete, accurate or exhaustive. Bidders shall undertake their own investigations, due diligence and analysis and obtain independent professional advice, as considered necessary.

The information relating to laws, rules, regulations and statutory requirements is provided for general guidance only and shall not be construed as a complete or authoritative statement of law. BeDA shall not be responsible for any interpretation or reliance placed by a bidder on such information.

BeDA, its employees and advisers shall not be liable for any loss, damage, cost or expense arising out of or in connection with the use of, or reliance upon, the information contained in this EOI. BeDA reserves the right, at its sole discretion, to amend, update or supplement the EOI and to reject any or all Proposals without assigning any reason.

All costs and expenses incurred by bidders in preparing, submitting or presenting their Proposals, including any demonstrations or presentations, shall be borne solely by the bidders. BeDA shall have no liability for such costs, irrespective of the outcome of the Selection Process.

SECTION I: Expression of Interest

Name of Work: Expression of Interest (EOI) for Design, Supply, Installation, Testing and Commissioning of One (01) No. Fully Automatic Gearless Passenger Elevator having a Capacity of 06 Passengers in BeDA Administrative Building (Stilt + 4 Floors) at Court Road, Brahmapur-760004, Odisha, utilizing the existing lift shaft and associated infrastructure, including all allied electrical, mechanical and civil modification works required for successful installation, testing, commissioning, and handing over of the lift in complete working condition including 03 year AMC.

Background:

The Brahmapur Development Authority (BeDA) is the planning and development authority functioning under the Housing & Urban Development Department, Government of Odisha. BeDA is responsible for the planned development of the notified development area and the creation of quality urban infrastructure for public use.

The BeDA Administrative Building at Court Road, Brahmapur was constructed approximately ten years ago and is equipped with passenger lifts for the convenience of the employees, visitors and other stakeholders. Due to prolonged use and aging of the installed equipment, the existing lift on the right side has been experiencing frequent operational issues and is no longer functioning satisfactorily. The continued maintenance of the existing lift has become increasingly difficult, affecting the smooth operation of the office.

To ensure safe, reliable and efficient vertical transportation within the building, BeDA, Brahmapur proposes to install a new passenger lift by utilizing the existing lift shaft and available civil infrastructure with necessary modifications, if required.

Accordingly, BeDA invites Expression of Interest (EOI) from reputed and experienced agencies for the **Design, Supply, Installation, Testing and Commissioning of one (01) Passenger Lift of 6-Passenger capacity** at the BeDA Administrative Building, Brahmapur, including all allied works necessary for its successful commissioning and operation.

Bid Information Sheet

Name of the Work & Scope	Design, Supply, Installation, Testing and Commissioning of One (01) No. Fully Automatic Gearless Passenger Elevator having a Capacity of 06 Passengers in the Existing BeDA Administrative Building (Stilt + 4 Floors) at Court Road, Brahmapur-760004, Odisha, utilizing the existing lift shaft and associated infrastructure, including all allied electrical, mechanical, and civil modification works including 03 Year AMC
EOI Document No.	
Availability of EOI documents in BeDA Website (www.bdabrahmapur.in)	From Dt. <u>21.09.2026</u> at 10:00 AM
Last date & time for receipt clarification of queries through E-mail only (bda.brahmapur311@gmail.com)	Dt. <u>28.09.2026</u> up to 5.30 PM
Issue of clarification for pre-bid queries through BeDA Website (www.bdabrahmapur.in)	Dt. <u>30.09.2026</u> by 5.30 PM
Last date & time for receipt of Sealed EOI with technical and Financial bid	Dt. <u>08.10.2026</u> up to 1.00 PM
Date & time for Opening of Bid	Dt. <u>08.10.2026</u> at 4.00 PM
Currency	Indian National Rupees only (INR)
EOI Validity Period	90 days from the date of opening of financial bid.
Period of Contract	03 months from the date of signing of Agreement.
EOI inviting authority and to be addressed to	The Secretary Brahmapur Development Authority (BeDA) Court Road, Brahmapur Ganjam, Odisha PIN-760004 E-Mail ID: bda.brahmapur311@gmail.com

For further details, please visit www.bdabrahmapur.in. Any clarification, corrigendum, or addendum will be uploaded only on the above-mentioned website.

Secretary
BeDA, Brahmapur

BeDA have right to reject the bidding process at any stage or right to cancel the EOI (fully / partly) without mentioning any reason. BeDA also have right to cancel the EOI during bid validity period without mentioning any reason.

1. Scope of Work

Design, Supply, Installation, Testing and Commissioning of One (01) No. Fully Automatic Gearless Passenger Elevator having a Capacity of 06 Passengers in the BeDA Administrative Building (Stilt + 4 Floors) at Court Road, Brahmapur-760004, Odisha, utilizing the existing lift shaft and associated infrastructure, including all allied electrical, mechanical and civil modification works required for successful installation, testing, commissioning and handing over of the lift in complete working condition. The scope shall also include **Comprehensive Annual Maintenance Contract (AMC) for a period of Three (03) Years from the date of successful commissioning and handing over of the elevator**, covering routine preventive maintenance, breakdown maintenance, replacement of defective parts (excluding damages due to vandalism, fire, flood or other force majeure events), testing, inspection and ensuring uninterrupted safe operation of the elevator during the AMC period.

2. Eligibility Criteria

2.1 Technical Criteria

- a. The bidder shall have a valid GST Registration and a valid PAN.
- b. The bidder shall possess a valid ISO certification.
- c. The bidder shall have successfully executed at least 05 (five) passenger lift projects in multistoried buildings of up to 04 (four) floors during the last 03 (three) financial years. The bidder shall submit Project Completion Certificates and Performance Certificates issued by the respective Developer/Project Owner, confirming satisfactory performance of the completed works.
- d. The bidder shall submit a self-declaration confirming its commitment to provide Operation & Maintenance (O&M) services, including the provision of required spares, for a minimum period of 05 (five) years from the date of completion and commissioning of the lift.
- e. The bidder shall have a functional local office at Brahmapur, Odisha, for providing sales, service and maintenance support, thereby ensuring effective coordination and timely response to maintenance requirements. Documentary proof of the local office shall be submitted along with the bid.

*In respect of the above eligibility criteria, the bidders are required to furnish the requisite information along with the supporting documents as part of the Technical Bid, in the format prescribed in **Annexure-A**.*

2.2 Financial Criteria

The bidder should have an annual turnover of **Rs.3.00 Crore (Rupees Three Crore)** only in any one years of the last 3 financial years. IT Return copies and the turnover certificate from CA along with UDIN in the support of the above to be submitted.

3. Instructions to Bidders for submission of bids

The interested Agencies/Contractors may submit their hard copies of the Technical Bid and Financial Bid in separate sealed envelopes, and both sealed envelopes shall be placed in a third sealed envelope, addressed to:

**The Secretary,
Brahmapur Development Authority
Court Road,
Brahmapur-760004 (Odisha)**

The outer envelope shall clearly mention the EOI No., Date and Name of the EOI and shall be submitted as per the schedule at the address mentioned above.

BeDA shall not be responsible for any delay in submission or receipt of the proposal beyond the stipulated date and time.

4. Site visit

The Agency/Contractor is advised to visit and inspect the site prior to submission of the EOI, if desired, to acquaint itself with the site conditions and other relevant aspects of the work.

5. Technical Evaluation

BeDA will carry out a detailed evaluation of the proposals determined to be substantially responsive to ascertain whether the technical aspects are in accordance with the requirements set forth in the EOI.

6. Technical Specifications

The Bidder shall carefully study all the specifications and details provided in the BoQ enclosed with the EOI as an Annexure. Any civil or

additional works required for the proper installation and erection of the lift shall be carried out by the Agency/Contractor.

7. Commencement of Work

The work shall be completed within 03 (three) months from the date of issue of the Work Order. BeDA may extend the completion period, if justified by reasons beyond the Contractor's control, based on a written request.

For delay attributable to the Contractor, BeDA reserves the right to levy LD at 0.5% of the contract value per week, subject to a maximum of 5%. The decision of BeDA in this regard shall be final.

The Contractor shall submit a fortnightly progress report to the Asst. Engineer of BeDA, including details of materials, manpower and progress achieved. If the progress is not in accordance with the approved programme, the Contractor shall submit a revised programme and take necessary measures, at its own cost, to ensure timely completion.

8. Price Basis

The prices quoted shall be based on the BOQ and shall be quoted in Indian Rupees (INR) only, inclusive of GST and all other applicable taxes, duties, levies, cess and charges. The prices quoted in the Financial Bid shall be firm and fixed and shall not be subject to any escalation or variation for any reason whatsoever until completion of the entire work.

BeDA reserves the right to negotiate the quoted rates, wherever considered necessary, in accordance with the applicable rules and procedures.

9. Award criteria

BeDA will award the contract to the successful Agency/Contractor whose bid is determined to be substantially responsive and has the lowest evaluated financial bid (L1), as per the provisions of the EOI.

10. Letter of Acceptance (LOA) / Work Order / Agreement

Prior to the expiry of the bid validity period, BeDA shall notify the successful Agency/Contractor in writing through a Letter of Acceptance (LOA)/Work Order, either by email or through registered/speed post/courier, informing that its bid has been accepted.

The successful Agency/Contractor shall return a duly signed and accepted copy of the LOA within 07 (seven) days from the date of issue, failing which the LOA may be treated as cancelled and the EMD may be forfeited.

The successful Agency/Contractor shall execute the Agreement with BeDA within 15 (fifteen) days from the date of issue of the LOA, on the prescribed non-judicial stamp paper as applicable in the State of Odisha.

The Agreement shall constitute the formal contract between BeDA and the Agency/Contractor and shall become effective upon its execution by both parties.

11. Performance Security

- 11.1 The successful Agency/Contractor shall furnish Performance Security equivalent to 10% of the Contract Value within 15 (fifteen) days from the date of issue of the LOA and before signing of the Agreement.

The Performance Security may be furnished in any of the following forms:

- Bank Guarantee issued by any Scheduled Bank, in the prescribed format given in the EOI; or
- Demand Draft drawn in favour of The Secretary, Brahmapur Development Authority and payable at Brahmapur.

The Bank Guarantee shall be irrevocable and unconditional and shall remain valid for 36 months beyond the contract period or the extended contract period, as applicable.

- 11.2 At the option of the Agency/Contractor, the Performance Security may also be recovered from the running bills at the rate of 10% of each running bill, until the required amount of Performance Security is fully recovered. The amount so recovered shall be released after successful completion of the performance guarantee/defect liability period, as applicable.

Failure of the successful Agency/Contractor to furnish the required Performance Security within the stipulated period shall constitute sufficient grounds for cancellation of the award of work and forfeiture of the EMD/Bid Security.

12. Taxes and Duties

Except as otherwise specifically provided in the Contract, the Agency/Contractor shall bear and pay all taxes, duties, levies, cess and other charges imposed by the Statutory Authority from time to time in connection with the execution and performance of the Contract and the Facilities at the Site.

13. Defect Liability Period

- 13.1 The Successful Agency/Contractor shall warrant that the Facilities, or any part thereof, shall be free from defects in design, engineering, materials

and workmanship in respect of the Equipment supplied, services rendered and works executed, wherever applicable.

13.2 The Defect Liability Period shall be Thirty-six (36) months from the date of completion and commissioning of the works.

13.3 BeDA shall notify the Successful Agency/Contractor of any defect observed during the Defect Liability Period, stating the nature of such defect and providing all available evidence thereof. BeDA shall afford the Agency/Contractor reasonable opportunity to inspect and assess such defect.

14. Terms of Payment

The successful bidder shall raise the tax invoice only after completion of the Installation, Commissioning and Inspection of the works by the authorized officials of BeDA.

95% of the contract value shall be paid within thirty (30) days of submission of the tax invoice along with all requisite documents and certification of satisfactory completion, subject to deduction of Income Tax/TDS, GST TDS, and any other statutory deductions as applicable.

The balance 5% of the contract value shall be withheld as Security Deposit and shall be released after the successful completion of the Defect Liability Period plus thirty (30) days, or upon rectification of all defects, if any, arising during the Defect Liability Period, whichever is later, subject to satisfactory performance and fulfillment of all contractual obligations by the successful bidder.

15. Settlement of Disputes

It shall be incumbent upon the Contractor to make all reasonable efforts to avoid disputes and litigation during the course of execution of the work. However, in the event of any dispute or claim arising between the Contractor and the Brahmapur Development Authority (BeDA), efforts shall first be made to resolve the same amicably at the Authority level.

The Contractor shall submit a written representation to the Secretary, BeDA, detailing the dispute or claim within thirty (30) days from the date of arising of the cause of such dispute or claim, failing which such dispute or claim shall not be entertained by BeDA.

The dispute shall be resolved in the following two stages:

- i. First Stage: The dispute shall be examined and considered by the Engineer Member/competent authority of BeDA.
- ii. Second Stage: If the dispute remains unresolved, the matter shall be referred to the Secretary, BeDA, for consideration and appropriate decision. If required, the Secretary, BeDA may place the matter

before the competent Authority/Committee constituted by BeDA for a final decision, as per the applicable rules and procedures.

The Contractor shall continue to perform its contractual obligations during the pendency of any dispute or claim, unless otherwise directed by BeDA in writing.

16. Legal Jurisdiction

All matters relating to any dispute or difference arising out of or in connection with this EoI and the subsequent contract awarded pursuant to this EoI shall be subject to the exclusive jurisdiction of the competent courts at Brahmapur (Odisha).

17. Force Majeure

The Contractor shall not be considered in default for any delay in execution or delivery of the work caused by circumstances beyond its reasonable control, such as acts of God, natural calamities, civil disturbance, strikes, fire, floods, riots, epidemics/pandemics, or other similar events.

The Contractor shall promptly notify BeDA in writing, along with supporting documents/certification from the competent authority, wherever applicable. In such cases, the time for completion may be extended by a period corresponding to the actual delay caused by the Force Majeure event, as approved by BeDA.

BeDA shall have the right to take an appropriate decision regarding continuation or termination of the contract in accordance with the applicable terms and conditions.

COVERING LETTER
(To be submitted on the Letterhead of the Bidder)

To

The Secretary
Brahmapur Development Authority (BeDA)
Court Road, Brahmapur – 760004
Odisha

Sub: Submission of EoI for Design, Fabrication, Supply, Installation and Commissioning of Electric Traction Type Fully Automatic Gearless Passenger Elevator for the Office Building of Brahmapur Development Authority including 03 Years of AMC– Reg.

Ref: EoI No. _____ dated _____

Sir/Madam,

I/We, _____, hereby submit our Expression of Interest (EoI) in response to the EoI document issued by the Brahmapur Development Authority (BeDA) for **Design, Fabrication, Supply, Installation and Commissioning of Electric Traction Type Fully Automatic Gearless Passenger Elevator** for the Office Building of BeDA including 03 Years of AMC, as per the scope and requirements specified in the EoI document.

I/We hereby confirm and declare as follows:

1. I/We, the undersigned, have read and examined the EoI document in detail and hereby express our interest in undertaking the work as specified in the EoI document.
2. I/We have carefully read and understood all the provisions, terms and conditions of the EoI document and confirm our acceptance of the same.
3. I/We declare that we have not engaged in or resorted to any corrupt, fraudulent, collusive or coercive practices in the preparation and submission of this EoI.
4. I/We undertake to bear all costs and expenses incurred in connection with the preparation and submission of this EoI, irrespective of the outcome of the EoI process.
5. I/We have enclosed all relevant documents, certificates and information required as per the EoI document in support of our eligibility and technical qualifications.

6. I/We hereby declare that all information, statements and documents submitted along with this EoI are true, complete and correct to the best of our knowledge and belief. I/We understand that any misrepresentation, concealment or submission of false information may result in disqualification from the EoI process and/or such other action as may be applicable under the terms and conditions of the EoI document.

Thanking you,

Yours faithfully,

Signature:

Name of Authorized Signatory:

Designation:

Name of the Company/Firm:

Address:

Mobile No.:

Email:

ANNEXURE A
Basic information on technical criteria

Sl. No	Name and location of the project	Address of the client with, contact name	Type of building	Completed at least 05 projects passenger lifts up to 6 capacities at high raised buildings (up to 04 floors) during last 03 (three) financial years	Work Order value in INR. Along with copy of work order	Duration of the project with Date of commencement and completion	completion certificate for the project from the Client
1							
2							
3							
4							
5							
6							

**Note: The bidder shall attach relevant supporting documents in support of the information furnished above.*

Date:

Authorized Signature

Palce:

Full Name:

ANNEXURE-B
Price/Financial Bid format
(Below format shall be filled, duly signed & stamped on company letter head and to be submitted separate sealed cover)

Name of Work: Expression of Interest (EOI) for Design, Supply, Installation, Testing and Commissioning of One (01) No. Fully Automatic Gearless Passenger Elevator having a Capacity of 06 Passengers in BeDA Administrative Building (Stilt + 4 Floors) at Court Road, Brahmapur, utilizing the existing lift shaft and associated infrastructure, including all allied electrical, mechanical and civil modification works required for successful installation, testing, commissioning, and handing over of the lift in complete working condition including 03 year AMC.

Sl. No	Description	Amount in Rs.
1	Design, Fabrication, Supply, Installation, Testing and Commissioning of 01 (One) No. fully automatic, gearless, electric traction-type passenger elevator of 06 (Six) passenger capacity, including all associated equipment and accessories.	
2	GST in Percentage..... (%)	
3	Total Amount including GST	
(Amount in Words.....)		

I/We Sri / Smt. / M/s. do hereby express my / our willingness to execute the aforesaid work as per the conditions, standards, specifications, rules, regulations, etc., stipulated in the EoI documents.

Date:

Authorized Signature

Place:

Full Name:

Check List

Sl. No	Particulars	Enclosed	Page No
1	Covering letter format on company letter head mentioning the submission of Bid	Yes/No	
2	GST Registration Certificate	Yes/No	
3	Copy of PAN Card	Yes/No	
4	ISO Certificate	Yes/No	
5	Proof of work completion certificate 2.1.c	Yes/No	
6	Proof of Documentary evidence as per 2.1.d	Yes/No	
7	Proof of Documentary evidence as per 2.1.e	Yes/No	
8	Self-declaration for commitment to provide Operation & Maintenance (O&M) services, including the provision of required spares, for a minimum period of 05 (five) years	Yes/No	
9	IT Return Copies and Annual turnover certificate for last 03 Financial Year as per 2.2	Yes/No	
10	Annexure A (Basic information on technical criteria)	Yes/No	
11	One complete set of EOI document and subsequent amendments (if any), duly signed and stamped on each page	Yes/No	
12	If any documents in support to the bid which are not mentioned in checklist	Yes/No	

Date:

Authorized Signature

Place:

Full Name: