

# **REQUEST FOR PROPOSAL**

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

**Jabalpur Smart City Limited**

Invited by  
Jabalpur Smart City Limited  
Jabalpur Smart City Office  
Manas Bhawan Wright Town  
Jabalpur

Email- [info@jctsl.org](mailto:info@jctsl.org)  
[ictpmu@jscljabalpur.org](mailto:ictpmu@jscljabalpur.org)

## 1. Short Term Tender Notice

1.1 Sealed tenders are invited by Jabalpur Smart City Limited (JSCL) from the original manufacturers of bicycle or JV formed by them with experienced operator for installation of 12 cycle docking station as a pilot project Katanga Tiraha to Gwarighat 6 KM in the city of Jabalpur. 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 Website Jabalpur Smart City Limited (JSCL) website (<https://www.jscljabalpur.org>). and [www.mpeproc.gov.in](http://www.mpeproc.gov.in) purchase tender documents paying fee Rs.10,000/- Ten Thousands online only and Rs. 100000 Rs, one lakh ( Earnest Money Deposit) online.

Sr. No.	Event Description	Date
1	Pre Bid Meeting Date	12/04/2018 3:00 PM
2	Last date purchase of tender (online)	19/04/2018
3	Last date submission of tender (online)	23/04/2018
4	Last date Submission of tender Hard Copy Technical Bid only	26/04/2018
5	Technical Bid opening Date	25/04/2018
6	Financial Bid opening Date	27/04/2018

Cost of EMD,PBG and Document Cost:-

1	Document Cost	Rs. 10000/-
2	Earnest Money Deposit (online only)	Rs. 100000/-
3	Performance Bank Guarantee(PBG)	5% of agreement value

### 1.2 Format and Signing of Proposal

The Bidder would provide all the information as per this RFP document. JSCL 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
  - Earnest Money Deposit Receipt
- b) Envelope 2 Submission

- Technical Bid as per bid format given in RFP
- Financial Bid documents as per Financial offer form given in RFP submitted online only

1.3 The Bidder shall submit hard copy of tender “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 Jabalpur” and submit to the following address:

1.4 A bidder should be submit Performance Bank Guarantee of Rs **5% of agreement value** in terms of Bank guarantee or FDR for Two Years.

Executive Director,

Jabalpur Smart City Limited (JSCL)

Office of Jabalpur Smart City Limited  
Manas Bhawan Wright Town Jabalpur  
Pin- 482001

## **2. Brief Scope of Work**

2.1. Jabalpur Smart City Limited (JSCL) 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, JSCL 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 Jabalpur about PBS a pilot project is being launched and this tender is being invited for the implementation of pilot scheme.

2.2. 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 9:00 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 Two Years. For the pilot project, JSCL/JCTSL shall provide an space in Katanga Tiraha to Gwarighat NMT track 6 KM to accommodate automated bicycle stand with a capacity to park Around 8 to 10 cycles in each Dock. Depending on the popularity and preference of cycles by the commuters the DOCK and cycles may gradually increase. Similarly, depending on bidder’s performance and success of the scheme, JSCL may extend the facility to more number of Docking points 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 choose to have their cooler 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 with GPS to track the usage of the bicycle, & locking system.
- 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 Dock, park at designated Dock or parking lot Assigned by JSCL/Jabalpur City Transport Services Limited JCTSL 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 (Docking point)
    - 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 JSCL within 30 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.
- 2.8. 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 Jabalpur as on the date of the issue of this tender or shall establish an office and service centre within 30 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 Two Years. The bidder will cover expense towards operation and maintenance of the scheme by collecting revenue mention Appendix (C) through user charges and other possible means. However, service provider will take prior approval of any such charges from JSCL 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 automated locking system through Mobile application .open and lock both.
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	<i>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.</i>
Reflectors	<i>Reflectors shall be there in the front, back and side</i>

#### 4. Docking Station

JSCL will Provide space to the selected bidder with tentative locations, sizes, and the necessary street space for station installation. The bidder will be responsible for surveying the site; developing detailed installation drawings. Stations developed are to be fitted with bike parking and locking facility for 8 to 10 cycles.

#### 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 where necessary requirements of any 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. Payments system should be integrate with J-card existing prepaid card in Jabalpur. Bidders are advised to provide appropriate solution for the city of Jabalpur. 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 JSCL as below –

S. No.	Item	Elapsed time
1	Item no 1 to 4 as mentioned in financial offer	Within 30 days of successful completion

## Appendix A

### Covering Letter

(On the Letterhead of the Bidder)

Date:

To:

Executive Director,

Jabalpur Smart City Limited (JSCL)

Office of Jabalpur Smart City Limited  
Manas Bhawan Wright Town Jabalpur  
Pin- 482001

Email:

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

Dear Sir:

Being duly authorized 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 JSCL 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 <sup>o</sup> 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 <sup>o</sup> 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 12 dock stations and 60 cycle as a pilot project in the city of Jabalpur.

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 GST.

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.

Sl. No	Items	Nos. of Unit	Rate Per Unit (Rs.)	GST	Total Rate (In Rs.)
1	Cycle	60			
2	Dock including Base plate installation	12			
3	Kiosk	2			
4	Complete ICT Solution	Lump-sum			

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Signature (in the capacity of)

Duly authorized to sign Bid for and on behalf

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 Two Years.

## Appendix -C

### Membership fees:-

Security deposit in INR	Processing Fees in INR	User Fees in INR	Total in INR
250	50	200 (valid for 1 month)	500
250	50	500 (valid for 3 month)	800
250	50	1000(valid for 6month)	1300
250	50	2000 (valid for 1 Year)	2300

### Bicycle usage fees in details:-

Time span	Usage Fees
0-30 Minutes	0
30-60 Minutes	5
1 Hour-2 Hour	15
2 Hour-3 Hour	30
3 Hour-4 Hour	45
4 Hour-6 Hour	60
6 Hour-8 Hour	80
8 Hour-12 Hour	100
Greater than 12 hour	150