



Office of the Sub-Collector, Athgarh

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Expression of Interest (EOI)

No. 785 Dated. 28.01.2026

Expression of Interest (EOI) are invited from Nationalized/ Scheduled/ Commercial/Private Banks for installation, operation and maintenance of Automated Teller Machine (ATM) in the premises of the Atal Bus Stand at Athgarh, Dist-Cuttack-754029 on monthly rental basis.

Interested banks are requested to submit their expression of interest as per the terms & conditions. The expression of interest along with the terms and conditions duly signed by the interested banks may be sent in sealed envelope addressed to **Office of the Sub-Collector, Athgarh, At/PO/PS-Athgarh, Dist-Cuttack, PIN-754029 by Speed post or directly (By Hand) on or before 16.02.2026 by 3.00 PM.** The sealed envelope shall bear “**EOI for installation, operation and maintenance of automated teller machine (ATM) in the Atala Bus Stand at Athgarh**”.

The quotations/tenders will opened on the same day of receipt of tender i.e. **on 16.02.2026 at 4.30 PM** by the Tender Committee (Sub-Divisional Atal Bus Stand Committee) in the Office Chamber of undersigned in the presence of tenderers or his duly authorized representative, if they wishes to remain present at the time of opening of tender. The representative must have their identity card and authority letter from the concerned bank.

All bidders shall submit an offer with the required area in the square feet as per the needs under Maximum Size of the premises **7 X 5 Sq. Ft** including frontage area to be submitted by Bank. “H1” will decide on the highest rate offer per square feet space for installation of ATM Space. The contract shall be awarded to the banks offering the highest calculated rent per square feet per month.

The authority may at any time terminate the contract by giving one month written notice to the bank, without compensation to the bank. Successful bank shall undertake to sign the contract agreement within 15 (fifteen) days from the issue of the letter of acceptance /order, failing which EMD/Security deposit may be forfeited.

Terms and Conditions :

1. Separate electrical connection for ATM shall be taken by the bank on their own cost and the bank has to pay the monthly electricity bill to the DISCOM directly.
2. Security arrangement of the ATM will be the responsibility of concerned bank.
3. The Landlord/ Lessee shall not be responsible for any loss of cash, any loss of installation, equipment etc.

4. All services for connectivity of ATM viz., lease lines/ broad band/ internet/ telephone lines, Air Conditioner to be procured / installed by the concerned bank.
5. The premises shall be used for the purpose of installation, operation and maintenance of ATM only.
6. All electrical consumables like bulbs, tubes, etc are to be replaced by the Bank, in case they are damaged.
7. There shall be no structural damage to the premises.
8. The Landlord/ Lessee cannot ensure 24 (hrs) x 7 (days) electricity power supply. Party may install their own UPS, if required, to run their equipments and machines.
9. The licensee shall obtain all the required permissions/license from concerned authorities for running the ATM 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.
10. 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 Counter immediately at their own cost.
11. 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.
12. 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.
13. Successful bidder has to deposit 3 (three) months license fee as security deposit within 15 days of Letter of award, failing which the offer will be withdrawn.
14. Maintenance and regular functioning of the ATMs for all the 24 hours should be ensured by the Bank and the landlord / lessee will not undertake any responsibility in this account.
15. The charges fixed will be valid for 2 years and may be extended for further two years on the discretion of the competent authority.


Sub-Collector-cum-Chairman
Sub-Divisional Atal Bus Stand Committee,
Athagarh

Memo No 786 Date: 28.01.2026

Copy to Notice Board of all concerned / District Manager, OSRTC, Cuttack for information and necessary action.


Sub-Collector-cum-Chairman
Sub-Divisional Atal Bus Stand Committee,
Athagarh

Memo No 787 Date 28.01.2026

Copy submitted to the Collector & D.M.-cum-Chairman, District Level ABS Committee, Cuttack / Additional Secretary, C&T(T)-cum General Manager (Estate), OSRTC, Bhubaneswar for favour of kind information and necessary action.


Sub-Collector-cum-Chairman
Sub-Divisional Atal Bus Stand Committee,
Athagarh