



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo no.6247 /EE-V/NKDA/2023-24

Date: 31.05.2023

NOTICE INVITING e- Quotation

Notice Inviting e-Quotation No:- 03/7/WBNKDA/ EE-V of 2023-24

Notice inviting e-Quotations are hereby invited by Executive Engineer-V, New Town Kolkata Development Authority (NKDA) from resourceful, reliable, bona-fide and experienced working contractors of KMDA, WBHIDCO, PWD, PHED and other semi Govt. organization having experience in similar nature of work are requested to submit their offer for the work detailed below.

(Submission of Bid through **online**)

S l . N o	Name of the work	Estimated Amount (Rs.)	Bid Security Money (Rs.)	Price of Tender documents (Rs.)	Period of Completion
1	Maintenance of IC Community Market and Community Hall CB Block located within Action Area-IC New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)
2	Maintenance of IB (BD-92) Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)
3	Maintenance of CG Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)

4	Maintenance of ID (DF) Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)
5	Maintenance of IB Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)
6	Maintenance of IA Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)
7	Maintenance of DB Community Market located within Action Area-I, New Town for a period of one year under NKDA.	Amount to be quoted by the bidders for offer Rate only including all taxes and charges.	15000.00	As will be specified by the authority for each set, to be paid only by the successful bidder during the time of agreement	01 (one) year. (365 Days)

1. In the event of e-filling, intending bidder should download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. All the bidder shall have to submit earnest money & necessary earnest money will be deposited by the bidder through the following payment mode as finance dept. order no-3975-F (Y) dated 28th July 2016 (Annexure –A)

ii) Net Banking (any of the banks listed in the ICICI bank payment gateway) in case of payment through ICICI payment gateway.

iii) RTGS/NEFT through Bank account in any bank. The EMD shall be deposited in favor of “New Town Kolkata Development Authority” payable at Kolkata.

- Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://Wbtender.gov.in>
- Quotation documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 15 of this NIEQ.
- The **FINANCIAL OFFER** of the prospective qualified quotationer(s) will be

considered only if the **TECHNICAL BID** of the quotationer(s) is found qualified by competent authority of New Town Kolkata Development Authority. The decision of the competent authority of New Town Kolkata Development Authority will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website

4. In term of Finance Department, Audit Branch, Govt. of West Bengal's Notification no.4374-F(Y) dated 13 th July,2017,the bidder has to uploaded valid 15-digit Goods and service Taxpayer Identification Number (GSTIN) under GST Act,2017,along with his bid.The bidder should note that bid submitted without GSTIN will be summarily rejected
5. In term of finance dept.Govt.of West Bengal G.O. no-4608-F (Y) dated 18th july 2018 when bid rate is 80% or less of Estimated Amount put to tender,the Bidder shall submit Additional Performance Security @ 10 % of the Tendered Amount from any Schedule Bank, before issuance of work order.

6. Eligibility criteria for participation in the tender.

i) Working Contractors of KMDA, WBHIDCO, PWD, PHED and other Govt. & semi Govt. organization having satisfactorily completed (as prime contractor)

a) Intending tenderers should produce credentials of a similar nature of completed at least one work of the minimum value of Rs.3 Lakh during 5(five) years prior to the date of issue of the tender notice.

or

a) Intending tenderer may also produce credential of 02 (two) similar nature of completed work, each of minimum value of Rs.2 Lakh during 05(five) years prior to the date of issue of the tender notice.

or

b) Intending tenderer may also produce credential of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value . In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e, the tenderer.

7. Financial Eligibility Criteria

- i. Working Contractors of KMDA, WBHIDCO, PWD, PHED and other Govt. and Semi Govt. Organizations having satisfactorily completed work of similar nature (as prime contractor) during the last 5 years . Authentic documents in original, from the Engineer-in-charge of the work will have to be submitted in support of the above credential if necessary.
- ii. Copy of Pan Card, Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2023-24, ESI Registration Certificate, P. F. Registration Certificate, GST Registration Certificates and Adhar Card are to be submitted.
- iii. Registered Partnership Deed for Partnership Firms only along with Power of Attorney since executed under any Judicial Magistrate/First Class Magistrate is to be submitted. The company shall furnish the Article of Association and Memorandum as non-statutory documents.
- iv. Joint Ventures/MOU will not be allowed.
- v. The bidders shall submit details of financial data giving annual turnover including profit and loss statements, balance sheets, auditor's reports for the past 3 financial years ending on 31.03.2022 and evidence of access to lines of

credit

- vi. Even though the bidders meet the above qualifying criteria, they are liable to be disqualified if they have;
 - a) Made misleading or false representations in the forms, statements and attachments submitted by them which comes to the knowledge of Employer; and/or;
 - b) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, financial failures etc.

8. All materials are to be procured and supplied at site of work by the firm at his / their own cost from approved reputed dealer / manufacturer. Departmental materials will not be issued under any circumstances unless any such provision is made and accepted latter by both the parties. Department unless otherwise stated means New Town Kolkata Development Authority.

9. Mobilization advance, time / cost overrun and consequent cost escalation for any material, labour, etc. will not be allowed.

10. The offer shall remain valid for 180 days from the date of opening of the Quotation.

11. On-going payments for work may be allowed to the executing agency as per existing rules and availability of fund. Subject to deduction of security deposit, progressive payment may be made against the completed or partly completed item of works. Such interim payments, shall be made as running account bill (s), however, shall not construed to mean that the respective items / components have finally been approved and accepted by NKDA and the contractor shall not be absolved of his responsibility to set right any deficiency of such paid items / components at his/ their own cost, for rectifying all defects which are subsequently being noted or found.

12. No claim for interest or compensation will be entertained in respect to any money or balance of payment which may be due or alleged to be due to the contractor owing to any dispute between the contractor and NKDA or in respect to any delay in making payment of progressive or final bill of the work, to the contractor.

Payment for the works done the contractor will be based on recorded and accepted measurement put for payment to be invariably made by putting signature (with seal) of the contractor (or his/ their authorized representative). The contractor or his/ their authorized representative are advised to take measurements jointly with the officials of NKDA. In case of failure of his/their part either to take measurement jointly and /or acceptance of the recorded measurement, within a reasonable time, measurement taken by the department shall be considered as final for making payment. Similar acceptance is also essential for level records and survey data, field books etc.

- 13. Idle labour, idle rent and hire charges etc.:**

No claim of any category and type, on this ground shall be entertained. The contractor and NKDA shall make every effort that such situation does not arise.

- 14. Security Deposit:**

Retention money towards performance Security amounting to 8% (*eight percent*) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on the money retained for Security Deposit.

- 15. Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.e.Q. & other Documents(online) (Publishing Date)	01.06.2023
2	Documents download start date (Online)	01.06.2023 from 6.55 P.M.
3	Documents download end date (Online)	09.06.2023 up to 6.55 P.M.
4	Bid submission start date (On line)	01.06.2023 from 6.55 P.M.
5	Bid Submission closing (On line)	09.06.2023 up to 6.55 P.M.
6.	Bid opening date for Technical Proposals (Online)	1 2 . 0 6 . 2 0 2 3 at 11.00 A.M.
7.	Last date of uploading list for Technically qualifiedBidder(online)	Will be notified later on.
8.	Date of opening of Financial Proposal(online)	Will bae notified later on.
9.	Last date of intimation to the successful bidder	Will be notified later on.

16. (a) Earnest Money: The balance amount of Earnest Money if any, @ 2% (two percent) of the quoted amount for the entire work less the Token Security money is to be paid in the shape of Demand Draft / Banker's Cheque of any Scheduled bank is to be drawn in favour of the "**New Town Kolkata Development Authority**" payable at Kolkata and to be submitted at the time of agreement by the successful bidder.
- (b) Token Security Money for the unsuccessful quotationers will be released only after the issuance of work order to the successful quotationers subject to submission of hard copies of the Demand Draft / Banker's Cheque of the same.
- (c) Earnest Money for the successful quotationers will be retained and converted as Initial Security deposit. The Balance security deposit @ 8% will be deducted from on-going bills to cover 10% of the total value of work done.
17. The quotationers are bound by the terms & conditions of WBF 2911(ii) along with specification, notice for calling Tenders, Special terms & condition, Information to Bidders, Schedule of works etc, which forms a part and parcel of this contract.
18. Income Tax, GST as admissible will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payment of the bills. Building & other construction workers cess @ 1.0% will be deducted from progressive bills in pursuance with G.O. no. 599A/ 4M – 28 / 06 dated 27/09/2006. The rate quoted would remain same throughout the period of contract and should be inclusive of **all taxes** which are and will also be applicable during the entire tenure of the contract.
19. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Quotation, before submitting offer with full satisfaction. The cost of visiting the site, shall be at his own expenses.
20. The intending Bidders shall clearly understand that whatever may be the outcome

of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. New Town Kolkata Development Authority reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any reimbursement of any cost that might have been incurred by any quotationers at any stage of Bidding.

21. Prospective applicants are advised to note carefully the eligibility criteria before tendering the bids.
22. **Conditional / Incomplete quotation will not be accepted under any circumstances.**
23. **The intending quotationers are required to quote the rate *online*.**
24. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
25. During scrutiny, if it comes to the notice of the quotation inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the quotation and that application will be rejected without any prejudice.
26. If there be any objection regarding prequalification of any Agency the same should be lodged online to Chief Engineer, New Town Kolkata Development Authority within *two* days from the date of publication of list of qualified agencies and beyond the said time schedule no objection will be entertained.
27. Before issuance of Acceptance, the Quotation Inviting Authority may verify the credential and other documents of the lowest quotationer in original, if found necessary. After verification if it is found that the documents submitted by the lowest quotationer is either manufactured or false in that case work order will not be issued in favour of the said quotationer under any circumstances and his/their offer will be treated as cancelled.
28. If any discrepancy arises between two similar clauses on different notification, the clause superseding others will be solely as per the discretion of the Quotation Inviting Authority.
29. The successful quotationers whose quotation is accepted shall make formal agreement in WBF 2911 (ii) along with bid documents in triplicate, within 7 (seven) days from the date of issue of letter of Acceptance by Executive Engineer – II, New Town Kolkata Development Authority on payment of usual charges which is non-refundable under any circumstances and submit the same duly signed by him/them to this office. If the contractor fails to perform the formalities within the specified period the quotation is liable to be cancelled and the Earnest Money will be forfeited as per relevant clauses under memorandum of WBF 2911(ii).
30. **Qualification criteria:**

The quotation inviting and Accepting Authority will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria as stipulated in relevant clauses of this NIEQ.

The eligibility of a bidder will be ascertained on the basis of the document(s) submitted in support of the minimum criteria. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / quotationer will be rejected at any stage without any prejudice to take any penal action against him/them as may be deemed fit by the Tender Accepting Authority.

31. **No. price preference and other concession will be allowed as per order no 8648 –F(T) dated 12.10.2012.**
32. Agencies are required to give a work programme preferably in the form of a bar-chart and to approve it by the EIC (Engineer-in-Charge) before commencement of work and if progress of work abruptly differs from the given work program, the undersigned may will take appropriate action against at any point of time as per Rule.
33. In case of any inadvertent typographical mistake in the specific price schedule of rates, the same will be treated to be so corrected as to confirm with the prevailing relevant schedule of rates and/or technically sanctioned estimate.
34. Intending quotationer should note that he will have to work simultaneously with other contractors already entrusted with other work or with contractors to be entrusted with other work in future in the same site. The contractor will have to work in close co- operation and harmony with all the contractors engaged in the project. Any claim for idle labour, for any reason whatsoever, will not be entertained under any circumstances.
35. NKDA will not be held responsible for making payment against any anticipated profit and/or compensation for any losses or price escalation whatsoever for the works as stated in the annexure of this NIEQ. Rates should be quoted accordingly.
36. The address as furnished by the contractor shall be deemed as the postal address of this office. Any notice or instruction to be given to the contractor under the terms of contract shall be deemed to have been served if it has been delivered to his authorized agent (on the strength of authorization) or representative or sent by registered letter to his official address as furnished.
37. Arbitration clause of WBF 2911(ii) stands deleted, notwithstanding whatever has the object of deletion of Clause-25 from the Contract Form of WBF-2911(ii), the parties entering into the agreement pertaining to this NIEQ, if so desire, may go for money suit for any dispute in his / there opinion arising out of this contract and he/ they may file such suit in any court of law situated in Kolkata proper in the district of West Bengal.
38. Any Corrigendum, notification in connection to this NIEQ will be published in the official website of New Town Kolkata Development Authority (www.nkdamar.org) as well as <https://wbtenders.gov.in> . The applicants are requested to please follow the websites for such notifications, corrigendum etc.

SPECIAL TERMS & CONDITION

Scope of work for Community Market , Community Hall the successful bidder will have to undertake the following works under the programmed of comprehensive Up-keepment.

- (a) Sweeping and cleaning common space , stair case, Toilet , Floors of all storeys including cleaning and dusting of glasses at windows, doors, & partitions cleaning and sweeping of lifts, roof of Community Market .
- (b) Stair case are to be cleaned by sweeping including cleaning of handrails regularly and washing by the water by twice in a week.
- (c) Each and every toilet blocks and single toilets from ground floor to 1st floor are to be cleaned and sanitized on regular basis.
- (d) Each and every Toilet Blocks and single toilet are to be sanitized by using sufficient quality acids, phenols , naphthalene balls, bleaching powder, bad odor absorber etc.as required and always to be kept in usable condition.

- (e) Inside of lifts two entrances are to be cleaned regularly.
- (f) Sufficient nos dust bins as per requirement along with garbage disposal bags to be provided at each floor. Garbage from the dustbin to be cleaned regularly.
- (g) All garbage to be disposed from campus as per existing inside the premises.
- (h) Sweeping & cleaning of entire existing underground drainage as well as sewerage network including all catch pits, gully pit, inspection pit and master trap , manholes are to be undertaken once in every two months or when necessary clogs and congestion in those lines if happen in between also to be removed immediately.
- (i) Sweeping & cleaning of community Market & Community Hall and its surroundings and toilet within community market are to be sanitized by using sufficient quality acids, phenols , naphthalene balls, bleaching powder etc. as required with all accessories equipment's should be cleaned properly on regular basis & always to be kept in usable conditions.
- (j) The rate to be quoted by the bidder including all materials and equipment's in connection with the cleaning and sweeping of Community Market & Community Hall .

ADDITIONAL TERMS AND CONDITIONS

- (a) In case of any loss or damage to the installed fittings /accessories (Civil), all responsibility will have to be borne by the agency and the agency will have to repair /replace the same at his own cost for smooth services through out the entire contractual period.

**Executive Engineer–V
New Town Kolkata Development Authority**

Memo No:6247/EE-V/NKDA/2023-24

Date: 31.05.2023

Copy forwarded for information to:-

1. The Chief Executive Officer, New Town Kolkata Development Authority.
2. The Chief Engineer, New Town Kolkata Development Authority
3. Administrative Officer I & II New Town Kolkata Development Authority
4. The Finance Officer, New Town Kolkata Development Authority
5. Executive Engineer-I,III,IV & ME New Town Kolkata Development Authority
6. The Estimator/ Sr. Accountant / Cashier, New Town Kolkata Development Authority.
7. Office Notice Board.
8. Official Website of New Town Kolkata Development Authority (www.nkdamar.org)

**Executive Engineer–V
New Town Kolkata Development Authority**