



GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUPERINTENDING ENGINEER
SOUTH CIRCLE, HOUSING DIRECTORATE
P -7 & 8, C.I.T. Road (1st floor), KOLKATA-700014

Memo No.: 1095/N-3 (P-II)

Dated: 10/07/2018

Ref: WBHOUSING/SE/South Circle/e_NIT-16 of 2018-19

**NOTICE INVITING e-TENDER No. 16 of 2018-19 OF THE
SUPERINTENDING ENGINEER, SOUTH CIRCLE, H.Dte.**

Tender I.D.2018_HSD_180785_1

The Superintending Engineer, South Circle, Housing Directorate, invites e-tender for the work detailed in the table below. (Submission of Bid through **online**)

Sl. No.	Name of work	Estimated amount	Earnest Money	Cost of Document	Period of completion	Name of concerned Division	Eligibility of the Bidder
		(In Rs.)	(In Rs.)	(In Rs.)			
1.	Renovation work of Standard Category buildings within AKANKSHA Scheme at Action area-ID, Block-DB, New Town Kolkata	Rs.1,35,39,401.00	NIT clause No.-7 2,70,788.00 The Labour Co-Operative Societies are exempted from depositing Earnest money/Security deposit for participating in Govt. Tenders vide order no.-6204-F(Y) Dt. 17/08/2015 of Joint Secretary Govt. of West Bengal	Rs. 5005.00 per Set	180 days	Executive Engineer, New Town Construction Division-II	NIT Clause No.4

*The cost of tender documents for the purpose of participating in e-tendering is not required as per relevant G.O of Finance Department, Govt. of West Bengal.

*E-Tender documents should be made available only to the State Govt. E-Tender Portal, namely, <https://wbetenders.gov.in> free of cost.

- 1. On-line receipt and refund of EMD of E-Tender through State Govt. E-Tender Portal referred NIT clause No. 7.**
- Both **Technical document and Financial Bid** are to be submitted concurrently (in Statutory cover & Non statutory cover) duly digitally signed in the website <http://wbetenders.gov.in> The Technical document and Financial Bid should be submitted online on **07.08.2018 on and before 3.30 P.M**
- The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL Document** of the tenderer found qualified by the Superintending Engineer South Circle, Housing Directorate. The decision of the Superintending Engineer, South Circle, Housing Directorate, will be final and absolute in this respect. Both the list of Qualified Bidders will be displayed in the website and also in the Notice Board of the office of the Superintending Engineer, South Circle, Housing Directorate, on the scheduled date and time.
- 4. Eligibility criteria for participation in the tender.**
 - i) The prospective bidders shall have satisfactorily completed as a prime agency during the last 5 (five) years prior to the date of issue of this Notice at least one/two/running work of similar nature under the authority of State/Central Gov., State/Central Gov. Undertaking, Statutory Bodies constituted under the statute of the Central/State Government.
(N.B.: Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government, state / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed / running work will be taken as credential).

- a) Intending tenderers should produce credentials of the similar nature of completed work of the minimum value of 40% of the Estimated amount put to tender during 5(Five) years prior to the date of issue of the tender notice **or**
- b) Intending tenderers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of 30% of the Estimated amount put to tender during 5(Five) years prior to the date of issue of the tender notice **or**
- c) Intending tenderers should produce credentials of one single running work of the similar nature which has been completed to the extent of 80% or more & value of which is not less than the desire value at (i) above, In case of running work 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 & also that no penal action has been initiated against the executed agency i.e. the tenderer.

[Non-Statutory Documents.]

N.B. 1. Similar nature of works means repair and renovation of building work/original building works under the authority of State/Central Govt., State /Central Govt. under taking / Statutory body constituted under the Statute of the Central/State Govt. as prime Contractor. Value of work and period of Completion as mentioned in above Sl. No. 4 (i) (a) (b) & (c).

2. Executed amount, Date of completion of project and detail communicational address of Client must be indicated in the Credential Certificate.

- ii) The prospective bidder should have in their full time engagement experience technical personnel, the minimum being one Degree holder Civil & electrical Engineer /one Diploma Holder Civil and electrical personnel (Authenticated documents in respect of qualification and engagement shall have to be documented through e-filing)
- iii) PAN Card, Professional Tax receipts Challan for the year 2018-2019, GST registration Certificate to be accompanied with the Technical Bid document. Income Tax Acknowledgement for current accounting year to be submitted. [Non Statutory Documents]
- iv) Neither prospective tenderers nor any of constituent partner had been debarred to participate in tender by the Public Works Department during the last 5 (five) years prior to the date of this NIT. Such debarment will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective tenderers as per prescribed format without which the Technical Bid shall be treated non-responsive).
- v) The **Working Capital** shall not be less than **15 (Fifteen) percent** of the amount put to tender out of which minimum 10% shall be of applicant's own resource.
- vi) The available **Bid Capacity** (to be calculated on the basis of prescribed format) of the prospective applicant shall not be less than the Estimated amount put to tender.
- vii) In case of Proprietorship and Partnership Firms and Company the Tax Audited Report in 3CD Form to be furnished along with balance sheet and profit and loss account and all schedules forming the part of Balance Sheet and Profit & Loss Account consecutive 5 (five) years starting from current financial year in descending manner should be in favour of applicant. No other name along with applicant name, in such enclose will be entertained. [Non Statutory Documents]
- viii) The prospective tenderers should own or arrange through lease deed the required plant and machineries of prescribed specifications as shown in format. Conclusive proof of ownership (Tax Invoice, Way Bill, Delivery Challan, incorporation in the Balance Sheet as fixed asset) for each plant and machineries in working condition shall have to be submitted. Present location of installation of main Plant and Machineries as mentioned in specified format has also to be disclosed. Present status / location of all the Plant and Machineries are needed to be provided. If the same is already engaged in the other works, then name of client long with his contact number should be furnished in the declaration by the intended tenderer countersigned by the client with tentative date of release of such Plant and Machineries where the same are presently engaged. If necessary, authority/ screening committee may inspect Plant and Machineries physically or call for the original documents as proof of Ownership in favour of owner of the same. Plant and Machineries should be owned by the Applicant. [Non Statutory Documents]
- ix) Joint Ventures will not be allowed.
- x) A prospective tenderer shall be allowed to participate in the particular Work either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single work, all his applications will be rejected for that work, without assigning any reason thereof.
- xi) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents]
- xii) The prospective bidder must have electrical Supervisors' Certificate of Competency in parts 1,2,3,4,5,6 (a), (b), 7 (a), (b), 10,11 & 12 or Equivalent National Supervisors' Certificate of Competency and valid Electrical Contractor license or should have MOU with the

- persons/Firm who posses requisite Competency Certificate.
5. The successful tenderer shall establish field testing laboratory equipped with requisite instruments in conformity with relevant code of practice and technical staff according to the requirements of works to be executed.
 6. The executing agency (successful tenderer) may not get a running payment unless the gross amount of running bill will be 10 (Ten) lakh or 30% of the tendered amount whichever is greater. Provisions in Clause(s) 7, 8, and 9 contained in Printed Tender Form so far as they relate to quantum and frequencies of payment are to be treated as superseded.
 7. **Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency, GST, Royalty and all other Statutory levy/ Cess will have to be borne by the contractor and the rate in the schedule of rates inclusive of all the taxes and cess stated above.**
 8. **Adjustment of Price (increase or decrease) Vide Notification No.23-CRC/2M-61/2008, Dated: 13.03.2009 and Notification No.38-CRC/2M-61/2008 Dated 20.04.2009 shall not be applicable. Since B.O.Q. for the works under this N.I.T. is based upon the schedule of rates of Public Works Department for Building , S&P and Electrical works with upto date Addenda and Corrigendum, the tenderers shall quote their rate (percentage above / below / at par) accordingly considering that no escalation and / or price adjustment will be allowed by the department thereto under any circumstances.**
 9. Agencies shall have to arrange required land for installation of Plant and Machineries (specified for each awarded work), storing of materials, labour shed, laboratory etc. at their own cost and responsibility nearest to the work site.
 10. **Bids shall remain valid** for a period not less than 120 (One Hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid. If the tenderer withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
 11. All materials required for the proposed scheme as mentioned in Sl. 1 including cement and steel, shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufacture accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. In the event of further testing opted by the Engineer-in-Charge, then such testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.
 12. **BOQ shall be uploaded in support of credential furnished by the participant.**
 13. The bidders are requested to quote their rate considering that GST will be recovered from the bill as per norms.
 14. The executing agency (successful tenderer) will take measurement of the executed work preferably jointly with the Sub-Assistant Engineer in charge of the work and make entry into Measurement Book to be issued by the Engineer-in-Charge and on the basis of that measurements, he will prepare and submit Bill to the Assistant Engineer, in charge of the work. The Assistant Engineer will get the Bill verified by the Sub-Assistant Engineer concerned and forward the Bill to the Executive Engineer after due checking from his part for making payment. This process may take 15 (Fifteen) days of time.

CONDITIONS FOR USING PORTLAND POZZOLONA CEMENT (PPC)

- 1.0 **General:**
- 1.1 IS:456-2000 Code of Practice for Plain and Reinforced Concrete (as amended up to date) shall be followed in regard to Concrete Mix Proportion and its production as under:
 - 1.1.1 The concrete mix design shall be done as "Design Mix Concrete" as prescribed in clause-9 of IS: 456 mentioned above.
 - 1.1.2 Concrete shall be manufactured in accordance with clause 10 of above mentioned IS:456 covering quality assurance measures both technical and organizational, which shall also necessarily require a qualified Concrete Technologist to be available during manufacture of concrete for certification of quality of concrete.
- 1.2 Minimum M25 grade of concrete shall be used in all structural elements made with RCC both in load bearing and framed structure.
- 1.3 The mechanical properties such as modulus of elasticity, tensile strength, creep and shrinkage of flyash mixed concrete or concrete using flyash blended cements (PPCs) are not likely to be significantly different and their values are to be taken same as those used for concrete made with OPC.
- 1.4 To control higher rate of carbonation in early ages of concrete both in flyash admixed as well as PPC based concrete, water/ binder ratio shall be kept as low as possible, which shall be closely monitored during concrete manufacture.
If necessitated due to low water/ binder ratio, required workability shall be achieved by use of chloride free chemical admixtures conforming to IS:9103. The compatibility of chemical admixtures and super plasticizers with each set OPC, fly ash and/ or PPC received from different sources shall be ensured by trials.

- 1.5 In environment subjected to aggressive chloride or sulphate attack in particular, use of flyash admixed or PPC based concrete is recommended. In cases, where structural concrete is exposed to excessive magnesium sulphate, flyash substitution content shall be limited to 18% by weight. Special type of cement with low C3A content may also be alternatively used. Durability criteria like minimum binder content and maximum water/binder ratio also need to be given due consideration in such environment.
- 1.6 Wet curing period shall be a minimum of 10 days.

CONDITIONS FOR STEEL

- i) The contractor shall procure TMT bars of Fe 500D grade from primary producers such as SAIL , Tata Steel Ltd, RINL , Jindal Steel & Power Ltd. and JSW Steel Ltd or any other producer as approved by CPWD who are using iron ore as the basic raw material/input and having crude steel capacity of 2.0 Million tonnes per annum and above. In case of non-availability of steel from primary producers the Chief Engineer, Housing Directorate may permit use of TMT reinforcement bars procured from steel producers having Integrated Steel Plants(ISPs) using iron ore as the basic raw material for production of crude steel which is further rolled into finished shapes in-house having crude steel capacity of 0.5 Million tonnes per annum and more. A separate list of producers for this category shall be approved by the South Circle, H.D. In case of non-availability of steel from Primary producers as well as ISPs then the NIT approving authority may also permit use of TMT reinforcement bars procured from secondary producers. In such cases following conditions should be followed:
- a) The grade of the steel Fe500 to be procured shall be specified as per BIS 1786-2008.
 - b) The secondary producers must have valid BIS licence to produce HSD bars conforming to IS 1786 : 2008. In addition to BIS license, the secondary producer must have valid license from either of the firms Tempcore, Thermex, Evcon, Turbo & Turbo Quench to produce TMT Bars.
 - c) The TMT bars procured from primary producers and ISPs shall conform to manufacture's specifications.
 - d) The TMT bars procured from secondary producers shall conform to the specifications as laid by Tempcore, Thermex, Evcon, Turbo& Turbo Quench as the case may be.
 - e) TMT bars procured either from primary producers or secondary producers, the specifications shall meet the provisions of IS 1786; 2008 pertaining to Fe 500D grade of steel as specified in the tender.
- ii) The contractor shall have obtained and furnish test certificate to the Engineer-in-Charge in respect of all supplies of steel brought by him to the site of work.
- iii) Samples shall also be taken and got tested by the Engineer-in-Charge as per the provisions in this regard in relevant BIS codes. In case the test results indicate that the steel arranged by the contractor does not conform to the specifications as defined under para (1) (d) & (1)(e) above, the same shall stand rejected, and it shall be removed from the site of work by the contractor at his cost within a week time or written orders from the Engineer-in-Charge to do so.
- iv) The steel reinforcement shall be brought to the site in bulk supply of 10 tonnes or more as decided by Engineer-in-Charge.
- v) Steel reinforcement (TMT bars) shall be stored by the contractor at site of work in such a way as to prevent distortion and corrosion and nothing extra shall be paid on this account. Bar of different sizes and length shall be store separately to facilitate easy counting and checking.
- vi) For checking nominal mass, tensile strength, bend test, re-bend test etc. specimen of sufficient length shall be cut from each size of the bar at random at frequency not less than that specified hereafter:

Size of bar	For consignment below 100 tonnes	For consignment over 100 tonnes
Under 10 mm dia bars	One sample for each 25 Tonnes or part thereof	One sample for each 40 Tonnes or part thereof
10 mm to 16 mm dia bars	One sample for each 35 Tonnes or part thereof	One sample for each 45 Tonnes or part thereof
Over 16 mm dia bars	One sample for each 45 Tonnes or part thereof	One sample for each 50 Tonnes or part thereof

- vii). The contractor shall supply free of charge the steel required for testing including its transporting cost to testing laboratories. The cost of tests shall be borne by the contractor.
- viii). The actual issue and consumption of steel on work shall be regulated and proper accounts maintained as provided in clause 10 of the contract. The theoretical consumption of steel shall be worked out as per relevant schedule of rates of PWD of the contract and shall be governed by condition laid therein.
- ix). Steel brought to site and steel remaining unused shall not be removed from site without the written permission of the Engineer-in-Charge.

2. Important information

Date & Time schedule

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT Documents (online) (Publishing Date)	10/07/2018 at 6.30 pm
2	Document Download/ sell start date (online)	11/07/2018 from 10.30 am.
3	Document Download/sell end date (online)	07/08/2018 upto 3.30 pm.
4	Date & place of Pre-Bid meeting with intending tenderers.	16/07/2018 at 1.30 pm at office of the Superintending Engineer, South Circle, H.Dte., P-7 & 8 C.I.T. Road (1 st floor) Kolkata-700 014
5	Bid submission start date (online)	16/07/2018 after 4.00 pm
6	Bid submission closing date (online)	07/08/2018 at 3.30 pm
7	Bid opening date for Technical Proposal (online)	09/08/2018 at 3.30 pm Office of the Superintending Engineer, South Circle, P-7 & 8, C.I.T. Road, (1 st Floor) Kolkata - 700014
8	Date of uploading list of Technically Qualified Bidders (online)	To be notified accordingly
9	Date & place for opening financial proposal (online)	To be notified during uploading of technical evaluation & list of bidders (Online).

- 3. There shall be no provision of Arbitration. Hence Cl. 25 of 2911 (ii) is omitted vide notification no. 558/SPW dt. 13.12.11 of Secretary, to the Govt. of West Bengal
- 4. Prospective bidders shall have to execute the work in such a manner so that appropriate service level of the building under improvement is to be maintained during progress of work and a period of **1 (One) year** from the date of successful completion of the work to the entire satisfaction of Engineer-in-Charge. If any defect/ damage is found during the period as mentioned above the contractor shall make the same good at his own expense to the specification at par with instant project work, or in default, the Engineer-in-charge may cause the same to be made good by other agency and deduct the expense (of which the certificate the Engineer-in-charge shall be final) from any sums that may be then, or at any time thereafter become due to contract or from his security deposit, or the proceeds of the sale thereof, or of sufficient portion thereof. Refund of Security Deposit will only be made on the pro-rata basis i.e. (i) **Full** security deposit shall be refunded to the contractor for on expiry of **one year** from the actual date of completion of work as per No. 5784-PW/L & A/2M-175/2017 dt. 12/09/2017 of Principal Secretary, PWD. Hence Cl No. 17 of 2911(ii) is here by superseded.

No interest would be paid on the Performance Security Deposit.

- 5. All Bidders are requested to present in this office during opening of financial bid. The Superintending Engineer, South Circle. H.Dte. may call **Open Bid/Seal Bid** after opening of the said bid to obtain the suitable rate further, if it is required. No objections in this respect will be entertained as may be raised by any Bidder who will not present during opening of bid, or from any Bidder who will remain absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.
- 6 Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

7 **On-line receipt and refund of EMD of E-Tender through State Govt. E-Tender Portal**

Necessary earnest money will be deposited by the bidder electronically online through his net banking enabled bank account maintained in any bank or generating NEFT/RTGS challan from the e-tendering portal. Intending bidders will get the beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective bank as per beneficiary name and account no., amount, Beneficiary Bank Name[ICICI Bank] & IFSC Code and e-proc Ref. no. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instructions of the challan generated from e-procurement site (i.e., Unique Transaction Receipt) and must be uploaded in EMD folder of Statutory Bid Documents. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing as it requires time for processing of payment of EMD. Bidders eligible for exemption of EMD as per Govt. rules may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder for Statutory Bid Documents.

The EMD of the bidders disqualified at the technical evaluation will revert to the respective bidders accounts without any manual intervention following the same path in which the EMD was transferred from the bidder's bank account to the pooling account electronically, once the technical evaluation is electronically processed in the State Government e-tender portal of <https://wbtenders.gov.in>.

The EMD of the technically qualified bidders other than L1 bidders will revert to the respective bidders accounts without any manual intervention following the same path in which the EMD was transferred from the bidder's bank account to the pooling account electronically, once the financial bid evaluation is electronically processed in the State Government e-tender portal of <https://wbtenders.gov.in>, as per memorandum no. 148-W(C)/1M-23/15 dt. March 16, 2018 of Additional Chief Secretary, PWD.

The L1 bidder shall submit the hard copy of documents to the tender inviting authority with his acceptance letter of the LOI.

Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempted to disturb the tendering process and dealt with accordingly legally including black listing of the bidder.

Since the provision of the fixed security deposited has been deleted vide notification no. 24-A/2D-13/2010 dt. 31.01.2014 the EMD amounting to 2% the estimated amount put to tender shall have to be deposited by all tenderers.

At the time of uploading the Tender, the intending Tenderer should upload a scanned copy of such Unique Transaction Receipt (UTR) through NEFT/RTGS fund transfer for aforesaid amount as Earnest Money in favour of the concerned Executive Engineer, (prescribed in the front page of this e-NIT).

8. 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 Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
9. 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. The Superintending Engineer, South Circle, Housing Directorate, reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Tenderer at the stage of Bidding.
10. **Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.**
11. **Conditional/ Incomplete tender will not be accepted.**
12. The intending tenderers are required to quote the rate **on line**.
13. 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.
14. **Guiding schedule of rates** : For Building Works : Schedule of rates of P.W.D. with effect from 01.11.2017 for Building, Sanitary & Plumbing works, materials and labour and PW(R) Dte. Schedule of rates with effect from 01.11.2017 along with up-to-date corrigenda and addenda to be applicable on the date of issue of this notice.

15. During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The Superintending Engineer, South Circle, Housing Directorate reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
16. In case if there be any objection regarding prequalifying the Agency that should be lodged to the Superintending Engineer South Circle, Housing Directorate within 2 days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Superintending Engineer South Circle, Housing Directorate.
17. Any intending bidders who have failed to execute more than one works contract under any Directorate of this Deptt. and was terminated by any sub rule under clause 3 of Tender Form No. 2911 or terminated under any clause of Standard Bidding document by the Engineer-in-Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under by Directorate under this Department for another 2 (two) years from the date of imposition of last termination notice by the Engineer-in-Charge/Employer.
18. Before issuance of the **WORK ORDER**, the tender inviting authority may verify the credential and other documents of the lowest tenderer if necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
19. If any typographical mistake found in advertently in the BOQ in connection with the specification, rate and unit of a particular item, the same will be governed by the existing circle schedule of rates of P.W.D. with up-to-date corrigenda and addenda effected in this tender.
20. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.
 - i) Special terms & conditions.
 - ii) Form No. 2911(ii).
 - iii) NIT
21. **Qualification criteria.**
 The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum regarding.
 - a) **Financial Capacity.**
 - b) **Technical Capability comprising of personnel & equipment capability.**
 - c) **Experience/Credential**
 The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice.
22. **Technical proposal**
 The Technical proposal should contain scanned copies of the following further two covers (folders).
 - A-1. Statutory Cover Containing**
 - i. Prequalification Application (Sec-B, Form – I)
 - ii. Financial Statement should be signed by Chartered Accountant mentioning his registration no. (Section – B, Form – II).
 - iii. Affidavits (Ref:- format shown in “X” & format for general affidavit shown in “Y”).
 - v. Section-B, Form –III, IV & V..
 - vi. Tender form No. 2911(ii) & NIT with all agenda & corrigendum (**download & upload the same Digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) the tender liable to summarily rejected**).
 - vii. Special Terms, condition & specification of works.
 - viii. Certificate of revolving line of credit by the Bank (if required)
 - A-2. Non statutory Cover Containing**
 - i. Professional Tax(PT) deposit receipt challan for the financial year 2017-18, Pan Card, IT Return Certificate, Saral for the Current Accounting year, GST Registration Certificate.
 - ii. Registration Certificate under Company Act. (if any).
 - iii. Registered Deed of partnership Firm/ Article of Association & Memorandum
 - iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)
 - v. Tax Audited Report in 3 CD & 3 CB Form along with Balance Sheet & Profit & Loss A/c for the last five years(year just preceding the current Financial Year will be considered as year – I)
 - vi. Clearance Certificate for the Current Year issued by the Assistant Register of Co-Op(S) (ARCS) bye laws are to be submitted by the Registered labour Co-Op(S) Engineers’ Co.-Opt.(S)

- vii. List of machineries possessed by own/arranged through lease hold agreement along with authenticated copy of invoice, challan & waybill as stated.
- viii. List of laboratory Instrument along with authenticated Invoice & Challan as stated.
- ix. List of Technical staffs along with structure & organization (Section – B, Form – III).

- a) Intending tenderers should produce credentials of the similar nature of completed work of the minimum value of 40% of the Estimated amount put to tender during 5(Five) years prior to the date of issue of the tender notice **or**
- b) Intending tenderers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of 30% of the Estimated amount put to tender during 5(Five) years prior to the date of issue of the tender notice **or**
- c) Intending tenderers should produce credentials of one single running work of the similar nature which has been completed to the extent of 80% or more & value of which is not less than the desire value at (i) above, In case of running work 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 & also that no penal action has been initiated against the executed agency i.e. the tenderer. [Non-Statutory Documents.]

N.B. 1. Similar nature of works means repair and renovation of building work/original building works under the authority of State/Central Govt., State /Central Govt. under taking / Statutory body constituted under the Statute of the Central/State Govt. as prime Contractor. Value of work and period of Completion as mentioned in above Sl. No. 4 (i) (a) (b) & (c).

2. Executed amount, Date of completion of project and detail communicational address of Client must be indicated in the Credential Certificate.

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

- B.** Financial capacity of a bidder will be judged on the basis of working capital and available bid capacity as mentioned in the N.I.T. to be derived from the information furnished in **FORM-I & II** (Section-B) i.e., Application (for Pre-qualification) & Financial Statement. If an applicant feels that his/their Working Capital beyond own resource may be insufficient, he/they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. **This letter of guarantee should be addressed to the Tender Inviting/ Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit.** Such revolving line of credit should be maintained until the works are taken over by the Engineer-In-Charge/ Employer. **The audited Balance sheet for the last five years,** net worth bid capacity etc. are to be submitted which must demonstrate the soundness of Bidder's financial position, showing long term profitability including an estimated financial projection of the next two years.

C. Financial proposal

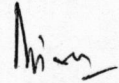
- i. The financial proposal should contain the following documents in one cover(folder) i.e. Bill of quantities(BOQ) the contractor is to quote the rate(percentage Above/ Below/ At par) online through computer in the space marked for quoting rate in the BOQ.
- ii Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor



Superintending Engineer
South Circle, Housing Directorate

Copy forwarded through e-mail to the Deputy Director of Information & Cultural affairs Department, Govt. of West Bengal with a request for circulation in three nos. widely circulated daily News Paper, in Bengali, English and Hindi and send the New Paper cutting alongwith the Bills in duplicate to this office within **7(seven)** days from the date of Publication. As per relevant G.O of Finance Department, publication of NIT in News paper in respect of Tender Notice shall be Published at least **21(Twenty one)** days before closing of Bid submission. Hence the NIT shall be published as early as possible from his end. Abstract of e_NIT to be published is enclosed.

Enclo.: Attached


Superintending Engineer
South Circle, Housing Directorate

Copy forwarded for favour of kind information to:-

- 1) The Chief Engineer, Housing Directorate (In duplicate).
- 2) The Joint Secretary, Housing Department for display on the Website of Housing Department.
- 3) The Superintending Engineer, West Circle/North Circle / Eastern Circle / Presidency Circle/Electrical.
- 4) The Executive Engineer, Kolkata South I Division/Medinipur Division Office/Kolkata South II Div./Kolkata North-I/Kolkata North-II Divn./Bankura Division Office/Malda Divn. Office/Siliguri Divn. Office/New Town Construction Division No.-II (Extra copy of NTCD-II, H.Dte.)/Nadia Division, H.Dte./T.A. to SE, South circle, H.Dte.
- 5) The concerned Assistant Engineer under Executive Engineer, NTCD-II, H.Dte.
- 6) Notice Board of this Office.
- 7) Estimating Branch of this office for information.


Superintending Engineer
South Circle, Housing Directorate

INSTRUCTION TO BIDDERS

SECTION – A

1. *General guidance for e-Tendering*

instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

1. Registration of Contractor

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in> (the web portal of public works department) the contractor is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC)

Each contractor having valid Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e- Token.

3. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. Participation in more than one work

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

A prospective bidder (including his participation in partnership) shall be allowed to participate in single road /building work as mentioned in the list of schemes.

5. Submission of Tenders.

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2, in statutory cover which consist of two folder at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

6. Where an individual person holds a digital certificate in his own name duly issued to him by the company or the firm of which he happens to be director or partner, such individual person, wither belonging to an appropriate cadre officer of the company or an authorized partner of a firm, having a registered power of attorney empowered by the Board or by the firm, shall invariably upload a copy of registered power of attorney showing clear authorization in his favour, to upload such tender/quotation. The Power of attorney shall have to be registered in accordance with the provisions of the **Registration Act, 1908.**"

A. Technical proposal

The Technical proposal in 1st folder should contain scanned copies of the following in three distinct covers (folders).

A-1. Technical proposal (In Statutory cover – Folder No – 1)

A1.1 1st cover consist of following documents. (Technical file)

Prequalification Application (Sec-B, Form – I).

Financial Statement should be signed by Chartered Accountant mentioning his registration no. (Section – B, Form – II).

List of technical staff (Sec-B, Form – III)

Deployment of Machineries (Sec-B, Form – IV)

Credential for completed work (Sec-B, Form – V)

Earnest Money[EMD] as prescribed in the NIT against each of the serial of work in favour of the Concerned Executive Engineer, of housing Directorate as per clause No-7.

BOQ shall be uploaded in support of credential furnished by the participant.

Special Terms, condition & specification of works.

Declaration by the tenderer

2nd cover consists of Notice Inviting Tender along with Addenda & Corrigenda if issued.

3rd cover consists of 2911(ii) [in case of quoting any rate in 2911(ii) the tender liable to summarily rejected.]

A.1.2 Financial proposal [in statutory cover folder no. 2]

The rate will be quoted in the B.O.Q. alongwith the name of the agency in a particular space