



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE SUPERINTENDING ENGINEER  
NORTH CIRCLE, Housing Directorate  
M-6, Building, Hill Cart Road,  
Pradhan Nagar, Siliguri - 734003  
Dial: 0353-2510550 e-Mail: senorth.ntc@gmail.com

**Memo No. 1014/T-2**

**Date: 19.12.2018**

**e-NOTICE INVITING QUOTATION No. 06 OF 2018-2019 of  
THE SUPERINTENDING ENGINEER, NORTH CIRCLE, HOUSING Directorate  
TENDER REFERENCE NO. WBHOUSING\_SE\_NORTH\_e-NIQ-06**

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

Name of work	Estimated Amount put to Quotation (in Rs.)	Earnest Money (in Rs.)	Time of Completion	Name of Concern Division / Sub-Division	Eligibility of Bidder
Providing Attendant, Plumber and Security Guard for different R.H.E.s', Departmental Rest Shed and Office Buildings under Siliguri Division, Housing Dte., in the District of Darjeeling, Kalimpong, Jalpaiguri, Coochbehar and Alipurduar for the year 2019-20.	To be quoted by the bidders in the format (attached) in figure and in words.	Total amount of earnest money will be 2 % of the quoted amount by the bidder. However the bidder will have to deposit an initial amount of Rs.2,00,000.00 (Rupees two lakh) only through Net Banking / RTGS / NEFT towards the earnest money during the submission of bid online. The Balance earnest money (So as to cover 2 % of the total quoted bid amount) will have to be deposited in the shape of Demand Draft/Pay Order/Bankers Cheque from any Nationalized bank in favor of Executive Engineer, Siliguri Division, Housing Dte., Payable at Siliguri.	12 (Twelve) Months	Siliguri Division (Housing Dte.)	NIQ Clause No. 05

- In the event of e-filling, intending bidder may download the quotation documents from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & necessary Earnest Money will be deposited by the bidder electronically through his Net Banking enabled bank account, maintained at any nationalized bank by generating RTGS / NEFT challan from the e-tendering portal in favour of **Executive Engineer, Siliguri Division, Housing Directorate**, payable at **Siliguri** and also documented through e-filling

On-line receipt and refund of EMD of e-Tender through State Govt. e-Tender Portal.

As per G.O. No. 1592-F(Y) dated 20.03.2014 of the Finance Department of Govt. of West Bengal, in case of e-Tendering, EMD/Bid security will have to be submitted as soft copy (scanned copies of the originals) along with the tender for instruments and in case of deposit of money it should compulsorily be deposited on - line by the bidders. The L1 bidder will submit the hard copy of the documents to the tender inviting authority with his acceptance letter of the LOI within specified time as mentioned in the letter of acceptance. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.

On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

The EMD of the bidders disqualified at the technical evaluation will be refunded through an automated process to the respective bidder's bank accounts from which they made the payment transaction.

2. Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non- Statutory) and financial folder concurrently duly digitally signed in the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in)
3. The Technical document and Financial Bid submitted online on **11.01.2019 after 6:05 p.m.**
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL Document** of the quotationer found qualified by the Superintending Engineer, North Circle, Housing Directorate. The decision of the Superintending Engineer, North Circle, Housing Directorate will be final and absolute in this respect. The both list of Qualified Bidders will be displayed in the website and also in the Notice Board of the office of Superintending Engineer North Circle, on the scheduled date and time.

5. **Eligibility criteria for participation in the tender.**

- i. Out Side Bonafied Contractors having resourceful financially sound and having experience in similar nature work of State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute.

*The prospective Quotationers shall have from the Ex-Servicemen Association approved Organisation for Guarding and Sweeping arrangement.*

**N.B.:- Completion Certificate issued by the Executive Engineer or Equivalent or competent authority will be treated as valid credential. Completion certificate should contain a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order (e) actual month and year of completion. And detail communication address along with contact number & Email address of the Client. Work order and Payment Certificate will not be treated as credential.**

- ii. Net worth of bidder's for the last year, calculated on the basis of Capital, profit and free reserve available to the firm should be positive.
- iii. The working capital shall not be less than 50% (fifty percent) of the quoted amount out of which minimum 10% (ten percent) shall be of applicant's own resource.

All categories of prospective Quotationers shall have to submit valid PSA License, Trade Licence, Professional Tax Clearance Certificate along with up to date Chalan, Company Registration Certificate, Registered Partnership Deed, Power of Attorney, Pan card issued by Income Tax Department, Copy of latest I.T. Return (Last three Years), Audit Report (Last three years), GST Registration certificate, which should be valid up to the date of opening of tender, Ex-Serviceman Identity Card, ESI Registration Certificate, EPF Registration Certificate and Gratuity Registration Certificate and Shops & Establishment Certificate which must be done at least one year prior to the date of publication of this N.I.Q along with up-to date challan and credentials document (along with postal address, present phone number, Fax no. and email ID of authority concerned who has issued such credentials) should be documented through e-filing [Non-statutory Documents]. Rate should be quoted as per latest Wages Structure Circular Govt. of West Bengal.

**iv. No exemption of EMD is allowed for any Company / Firm / Society.**

- v. No fresh Joint Venture specially constituted exclusively for this work against the NIQ under reference will be allowed. Joint Venture Company having previous experience and credentials full filling NIQ requirement can participate.
- vi. Prevailing safety norms have to be followed.
- vii. The evaluation committee will have sole discretion to decide eligibility of the bidder on the basis of e-filing documents and reserves the right to refuse any explanation to bidders found ineligible after scrutiny. In case of any need of verifying the documents (uploaded soft copies) the hard copies should be produced instantly as and when demanded within 24 hrs. in working days.

6. No mobilization /secured advance will be allowed.

7. The prospective bidders should own or arrange through lease hold register agreement the required machineries. Conclusive proof of ownership in favour of owner or leaser of machineries in working condition shall have to be submitted along with the application.  
Conclusive proof of machinery in working condition i.e. Calibration Certificate not before 01.04.2017 must be submitted.
8. Issuance of Work Order as well as Payment will be depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment. Intending tenderers may consider this criteria while submission of Tender and Quoting their rates.
9. Recovery of 1% cess on construction cost in accordance with the buildings and other construction worker's (Regulation of Employment & conditions of service) Act. 1996 will be implemented in this Tender.
11. In connection with the work, Arbitration will not be allowed. The Clause No. Of WBF No. 25 of 2911(i)/2911(ii) is to be considered as deleted vide Gazette Notification No. 558/SPW dated 13<sup>th</sup> December, 2011 of the Secretary, P. W. Department.
12. Bids shall remain valid for a period not less than 180 (One hundred eighty) days after the dead line date for Financial Bid submission. Bid valid for a shorter period shall be rejected by the Bid Evaluation Committee as non-responsive. If the bidder withdraws the bid during the validity period of bid the earnest money as deposited will be forfeited forth with or without assigning any reason thereof.

**13. Important information: Date & Time schedule**

Sl. No.	Particulars	Date & Time
1	Date of Publishing of N.I.Q. Documents online.	19.12.2018 at 6.00 pm
2	Documents download start date (Online)	19.12.2018 after 6.05 pm
3	Documents download end date (Online)	11.01.2019 up to 6.00 pm
4	Bid submission start date (Online)	19.12.2018 after 6.05 pm
5	Bid Submission closing (Online)	11.01.2019 up to 6.00 pm
6	Bid opening date for Technical Proposals (Online)	14.01.2019 after 11.00 am
7	Date & Time for opening of Financial Proposal (Online)	To be notified later on
8	Also if necessary for further negotiation through offline for final rate	To be notified later on

**14. LOCATION OF CRITICAL EVENT**

**Bid Opening►**

Office of THE SUPERINTENDING ENGINEER  
NORTH CIRCLE, Housing Directorate  
M-6 Building, Hill Cart Road,  
Pradhan Nagar, Siliguri-734003

The Undersigned/ Competent Authority reserves all the rights for cancelation of any application or applications without assigning any reason after scrutiny of the applications.

15. The Agency will be liable to maintain the work at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.




16. All Bidders are requested to present in the Office of The Superintending Engineer, North circle, during opening the financial bid. The Superintending Engineer, North circle may call **Open Bid / Seal Bid** after opening of the said bid to obtain the suitable rate further, if it is required and felt needed by the competent authority. No objections in this respect will be entertained raised by any Bidder.
17. The Bidder, at his own responsibility, risk and cost must visit the site of works before submitting offer with full satisfaction. No condition or claims at a later date will be entertained in regards to any issues of difficulties.
18. Conditional / Incomplete quotation will not be accepted.
19. The intending Quotationers are required to quote the rate on line.
20. *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 (d) The West Bengal Building & other Construction Works Act and other laws relating EPF, ESI & Misc. Fund Act if applicable or any other laws relating thereto and the rules made and order issued there under from time to time.*
21. Any objection regarding shortlisted agency (qualified / disqualified both) should be brought to the notice inviting authority i.e. The Superintending Engineer, North Circle immediately (within 48 hrs. even online object is valid) from the date of publication of list of qualified / disqualified agencies and beyond that time schedule no objection will be entertained by the Superintending Engineer, North Circle.
22. After opening of the Financial Bid of the qualified bidders during financial evaluation by the e-Quotation inviting authority will verify the credential and other documents of the lowest bidder in original or other bidders if required which should be produced on notifying demand immediately within 24 hrs. of working days. 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 tenderer under any circumstances. Till then the tender remain alive until further notice declaring the tender cancelled.
23. 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) Form No. 2911(ii) & NIQ
  - ii) Technical Bid.
  - iii) Financial Bid
24. The prospective quotationers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility. An undertaking regarding above to be submitted.
25. **Qualification criteria.**

The inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum regarding.

  - a) Financial Capacity as per rule.
  - 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 and submitted Bid in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by 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.

  
**Superintending Engineer,**  
**North Circle, Government of West Bengal**

Copy in duplicate forwarded to the Deputy Director of Information & Cultural affairs Department, Govt. of West Bengal with a request for circulation.

**Superintending Engineer,  
North Circle, Govt. of West Bengal**

Copy forwarded for favour of kind information to:-

- 1) The Chief Engineer, Housing Directorate, Kolkata.
- 2) The Joint Secretary, Housing Department for display on the Website of Housing Department.
- 3) The Superintending Engineer, South Circle / West Circle, Housing Directorate.
- 4) The Executive Engineer, Malda / Siliguri Division, Housing Directorate.
- 5) The Assistant Engineer, Malda / Raiganj / Siliguri / Jalpaiguri/ Coochbehar Sub-Division.
- 6) The Superintending Engineer, (P.W.D.), Northern Social Sector, Siliguri / The Superintending Engineer, P.W. (Roads), Highway Circle No. IV, Saktigarh, Siliguri./Malda with request for wide circulation through his Notice Board.
- 7) The Executive Engineer, P.W.D. / PW (Roads) / North Bengal Construction division,/P.W (CB)/NH Darjeeling/ Siliguri / Jalpaiguri / Raiganj, Uttar Dinajpur /Balurghat, Dakshin Dinajpur/ Malda / Malbazar/ Cooch Behar / Alipurduar with request for wide circulation through his Notice Board.
- 8) The Assistant Engineer PWD, / PW (Roads)/PW (CB) /NH, Siliguri/ Darjeeling/Malda / Raiganj, Uttar Dinajpur/ Balurghat Dakshin Dinajpur/ Coochbehar/ Alipurduar/ Jalpaiguri/ Malbazar/ Siliguri Construction Sub- Divn.with request for wide Circulation through his Notice Board.
- 9) The District Magistrate Darjeeling / Kalimpong / Dakshin Dinajpur/ Uttar Dinajpur/ Jalpaiguri/ Coochbehar / Alipurduar/ Malda with request for wide circulation through his Notice Board.
- 10) The Sub-Divisional Officer, Siliguri
- 11) The District Information& Cultural Officer, Siliguri, Darjeeling / Kalimpong/ Balurghat, Dakshin Dinajpur/ Raiganj, Uttar Dinajpur/ Jalpaiguri/ Coochbehar / Alipurduar / Malda with request for wide circulation through his Notice Board.
- 12) The Sub-Divisional Information & Cultural Officer, Siliguri.
- 13) The Divisional Accountant / Cashier, Housing Construction Division No. VIII, Siliguri.
- 14) Estimating Branch of this office.
- 15) The Notice Board of this Division.

**Superintending Engineer,  
North Circle, Govt. of West Bengal**