

**Memo no: 200/EE-II/NKDA/2018-19**

**Dated:10.01.2019**

## **NOTICE INVITING e-TENDER**

**Notice Inviting e-Tender No. WBNKDA/24/EE-II/2018-19**

Executive Engineer II, New Town Kolkata Development Authority invites tender from resourceful, reliable, bona-fide and experienced working contractors of KMDA, WBHIDCO, PWD, PHED and other Govts, semi Govt. organization. Departments having experience in similar nature of work by deploying Healthy manpower are requested to submit their offer for the work detailed below.

(Submission of Bid through **online**)

**List of Schemes :-**

Sl. No.	Name of work	Estimated amount	Earnest Money	Price of Tender documents	Period of completion
		(Rs.)	(Rs.)	(Rs.)	
2.	Survey to carryout fire inspection, auditing and reporting etc in different premises within New Town Area, for a period of one year.	<b>1005050.00</b>	<b>20,101.00</b>	<b>1005.00</b> (Each set to be paid only by the successful bidder during the execution of formal agreement)	365 Days

1. In the event of e-filling, intending bidder may 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 28<sup>th</sup> july 2016 (Annexure –A)
  - i) Net Banking (any of the banks listed in the ICICI bank payment getaway)in case of payment through ICICI payment gateway.
  - ii) **RTGS/NEFT** through Bank account in any bank. The EMD shall be deposited in favor of “**New Town Kolkata Development Authority**” payable at Kolkata.
- 2) Both Technical bid and Financial bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>. The acceptance of lowest bid is not obligatory.
- 3) Tender 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. 13 of this NIeT.
- 4) The **FINANCIAL OFFER** of the prospective qualified tenderer(s) will be considered only if the **TECHNICAL BID** of the tenderer(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.

- 5) In term of Finance Deperment,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 (GSTN) under GST Act,2017,along with his bid. The bidder should note that bid submitted without GST IN will be summarily rejected.
- 6) In term of finance dept.Govt.of West Bengal G.O. no-4608-F (Y) dated 18<sup>th</sup> 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.

**7) Eligibility criteria for participation in the tender.**

- i) Working Contractors of KMDA, WBHIDCO, PWD, PHED and other Govt. & Semi Govt. organization Departments having satisfactorily completed (as prime contractor).
- ii) Pan Card, Income Tax Acknowledgement Receipt for the latest Assessment year, P.T.Deposit Challan for the year 2018-2019, GST Registration Certificate, Trade License on fire audit report  
Working Contractors of KMDA, WBHIDCO, PWD, PHED and other Govt. and Semi Govt.
- a) Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimate amount put to tender during 5(five) years prior to the date of issue of the tender notice..

Or

- b) Intending tenderer may also produce credential of 02 (two) similar nature of completed work, each of minimum value of 30% of the estimated amount put to tender during 05(five) years prior to the date of issue of the tender notice.

Or

- c) 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.

- iii) The offer shall remain valid for 180 days from the date of opening of the tender.

- 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 on-statutory documents.
- iv) The audit will be carried out by qualified auditors not less than a Bachelor's degree in Electrical Engineering and Certification of Fire safety. The copy of the qualification certificates will be enclosed with copy of each audit report.
- v) **Joint Ventures/MOU will not be allowed.**

- 8) 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 constructed to mean that the respective items / components have finally been approved and accepted by NKDA and

the contractor shall not be absolve 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.

- 9) 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 by the contractor will be based on recorded and accepted measurement at various stages of work. Acceptance of measurements 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 representatives 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.

**10) No advance and secured advance will be allowed.**

**11) 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.

**12) 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.

**13) Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.e.T. & other Documents (online) (Publishing Date)	10.01.2019
2	Documents download start date (Online)	10.01.2019 from 6.00 PM
3	Documents download end date (Online)	25.01.2019 up 6.00 PM
4	Bid submission start date (On line)	10.01.2019 up 6.55 PM
5	Bid Submission closing (On line)	25.01.2019 up 6.55 PM
6.	Bid opening date for Technical Proposals (Online)	28.01.2019 at 11.00 AM
7.	Last date of uploading list for Technically qualified Bidder(online)	Will be notified later on.
8.	Date of opening of Financial Proposal(online)	Will be notified later on.
9.	Last date of intimation to the successful bidder	Will be notified later on.

- 14) (a) The security deposit of the successful tenderer will be refunded after defect liability period as stipulated in relevant clause of the agreement to be made in WBF 2911(ii).

- 15) The tenderers 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.

- 16) Income Tax & GST 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.
- 17) 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 expenses.
- 18) The intending Bidders shall clearly understand that whatever may be the out come 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 Tenderer at any stage of Bidding.
- 19) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in ‘**Instructions to Bidders**’ stated in Section – ‘A’ before tendering the bids.
- 20) **Conditional / Incomplete tender will not be accepted under any circumstances.**
- 21) **The intending tenderers are required to quote the rate *online*.**
- 22) 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 there to and the rules made and order issued there under from time to time.
- 23) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 24) If there be any objection regarding prequalification of any Agency the same should be lodged on line to Executive Engineer II, New Town Kolkata Development Authority within 2 (*two*) days from the date of publication of list of qualified agencies and beyond the said time schedule no objection will be entertained.
- 25) Before issuance of WORK ORDER, the Tender Inviting Authority may verify the credential and other documents of the lowest tenderer if found 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 and his/their offer will be treated as cancelled.
- 26) If any discrepancy arises between two similar clauses on different notification, the clause superseding others will be solely as per the discretion of the Tender inviting authority
- 27) The successful Tenderer whose tender is accepted shall make formal agreement in WBF 2911 (ii) along with bid documents in triplicate, within
- 28) 7 (seven) days from the date of issue of work order 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 Tender is liable to be cancelled and the Earnest Money will be forfeited as per relevant clauses under memorandum of WBF 2911(ii).

**29) Qualification criteria:**

The tender 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 NIT.

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 / tenderer 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.

**30) No. price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.**

**31)** 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.

**32)** Intending tenderer 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.

**33)** 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 NIT. Rates should be quoted accordingly.

**34)** 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.

**35)** Arbitration clause of WBF 2911(ii) stands deleted.

**36)** New Town Kolkata Development Authority reserves the right to increase or decrease the quantum of work as stipulated in the schedule of work for which no change of rate will be allowed.

**37)** The Agency/firm must have two nos Ex-Army Supervisor on his own for supervision of this work.

**38)** Participation in this tender deems that the applicant is fully agreeable to abide all terms and conditions as stated in this Notice Inviting e tender as well as WBF 2911(ii).

## **General Terms and Condition**

### **A. SCOPE OF WORK FOR FIRE AND SAFETY AUDIT**

The auditing agency will carry out thorough safety audit of all the used clothing and plastic units situated inside the zone as per the 31 elements of IS 14489 "A code of Practice for Safety Audit", Fire prevention and control system, ventilation system, emergency preparedness, evacuation system and safety management. The fire and safety audit agency will mainly focus upon the following points:-

- (a) Physical inspection of plants accompanied by the plant personnel.
- (b) Discuss the fire safety norms and its hazards with the company officials.
- (c) Audit will be as per NBC (National Building code).
- (d) West Bengal Fire Prevention and life safety measure Act XVIII of 1950 will be followed.
- (e) NFPA guidelines will be followed.
- (f) IS 14489- A guide for occupational safety and health audit will be followed.
- (g) The Factory Act and State Factory Rules with other applicable OHS regulations will be followed.
- (h) The Fire and safety audit report along with recommendations.
- (i) After audit, Briefing/presentation to be made to Officers of New Town Kolkata Development Authority. After this presentation based on input of NKDA Officers. Report will be finalized within 2 weeks.

### **B. OBJECTIVES OF FIRE & SAFETY AUDIT**

The main objectives for conduct of fire and safety audit are as under:—

- (a) Identification of significant hazards.
- (b) Evaluate the existing safety measures
- (c) Determine the additional control measures.
- (d) Examine the availability of suitable emergency plan detailing responsibility and action of key personnel.
- (e) Evaluate the general awareness of plant/security personnel on matters relating to fire safety and rescue operations.
- (f) Evaluate the training and instructions on fire and safety imparted to the employees.
- (g) Testing of all fire & safety equipment and systems.

### **C. Fire safety**

- i. Check safety systems are installed as per policy and are functional.
- ii. Check fire extinguisher are refilled before expiry.
- iii. Check emergency evacuation procedure documents available.
- iv. Check emergency Nos list put on board.
- v. Check availability of fire hazards in office. Safe storage in stores of stationary and hazards is done in the stores.
- vi. Check if the emergency evacuation route is clear of obstruction.
- vii. Check emergency evacuation training and evacuation carried out twice in a year by the branch/office authority.

### **D. The study should also comprise of suggesting measure for efficient energy conservation and exploring intensive routes for utilization of lower energy by;**

- i. Optimal utilization of the various facilities for savings in energy
- ii. Extension of the life of Electrical assets by giving thrust to predictive maintenance techniques and averting probable breakdowns.
- iii. System & Human Safety
- iv. Capacity Utilization
- v. Interchange ability, expandability & scope for retrofits and improvement modifications.
- vi. Maintenance Practices for equipment/system & records.
- vii. Intending agencies are requested to read carefully before filling the particulars in the proforma.
- viii. Information/ details furnished by selected party, if found to be false at any time in future or any information affecting selection is willingly / unwillingly withheld, if come to the notice of the NKDA at any point of time, the party's selected can be cancelled immediately.
- ix. Where copies are required to be furnished, these should be self certified and stamp copies.
- x. Application form is not transferable.
- xi. No participation as a consortium is permitted.

**PROFORMA FOR BID FOR UNDERTAKING FIRE AUDIT IN THE UNITS SET UP IN NEW TOWN KOLKATA DEVELOPMENT**

<b><u>1</u></b>	Name of the Agency	
<b><u>2</u></b>	Address	
<b><u>3</u></b>	Name of the contact person	
<b><u>4</u></b>	Contact Nos.	
<b><u>5</u></b>	E-mail ID	
<b><u>6</u></b>	Registered with ( Please attach a copy of certificate)	
<b><u>7</u></b>	Permanent Account No (Please attach a copy of PAN certificate)	

**Executive Engineer II  
New Town Kolkata Development Authority**

Memo.no. 200 /(1-8)/EE-II/NKDA/18-19 Dated:10.01.2019

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, 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](http://www.nkdamar.org))

**Executive Engineer II  
New Town Kolkata Development Authority**

