

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

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

Memo No. 2279 /NKDA/Engg-36/2010(II)

Date :- 24. 07 . 2012

Notice Inviting Quotation

N.I.Q. No. 03/EE-I/NKDA of 2012-13

Sealed Quotations are invited by Executive Engineer-I, New Town Kolkata Development Authority (N.K.D.A), from bona-fide & experienced Consultancy firms for the work of “**Architectural, Structural, Electro-Mechanical and Services design, preparation and submission of detailed working drawings (Architectural, Structural, Services and Electro-Mechanical works) and B.O.Q in connection with the work construction of Executive Club within Swimming Pool Campus in AE Block, New Town, Kolkata.**” as per schematic and site plan attached and to be prepared considering the earmarked space and finalized after discussion.

Eligibility of Participation:

- (a) Reputed Consultancy firms having duly qualified, experienced and reputed Architect ,Civil Engineer, Electrical Engineer and having sound knowledge of structural designing and detailing of such buildings as stated, using updated software for Computer aided Design based on current IS specifications. The consulting agency should be capable of preparation of B.O.Q. both for Civil, Electromechanical and Services works etc. all complete.
- (b) The following papers are to be submitted with the application:
- I. Copy of Registration certificate of the firm,
 - II. Power of Attorney of Signatory of Tender / Quotation, as applicable,
 - III. Copy of valid P.T. / Vat / S.T. /I.T clearance certificate / PAN as applicable (originals to be produced for verification at the time of application)
 - IV. Copies of certificate of completion of similar nature of jobs completed during last five years and orders in hand during current year.

The applicants considered eligible for participation after scrutiny of credentials satisfying the eligibility criteria stated above, shall only be permitted to purchase Quotation papers from the office of the Executive Engineer- I , New Town Kolkata Development Authority, on payment of Rs. 250/- (Two Hundred and Fifty Only) Per set .

- V. 2% of the total amount of quoted price of the total job is to be submitted as earnest money in the form of bank-draft or pay order of any nationalized bank drawn in favour of NKDA, payable at Kolkata during execution of formal agreement. Further 8% will be deducted from all bills as security deposit.

- VI. The security deposit will be refunded along with earnest money after 6 (Six) Months of satisfactory completion of the job.
- VII. Work order will be issued to the firm / Quotationer whose offer is considered acceptable by the competent authority of NKDA.
- VIII. The firm / Quotationer will have to perform agreement with NKDA by purchasing another 3 sets agreement papers @ Rs.255/- per set within 7 (seven) days from the date of issuance of work order, failing which the work Order is likely to be cancelled including forfeiture of Earnest Money deposited.

Formal work order will be issued after the formal agreement is executed mentioning the time of completion for the work and date of commencement of the work therein.

General terms and conditions :

1. The undersigned reserves the right to refuse permission to issue quotation papers without assigning any reason what so ever and no challenge against such refusal will be entertained. The contractor will also not be entitled for any compensation for rejection of the application.
2. No application will be entertained if sent by Post/Courier.
3. Quotation should be submitted in sealed cover and superscribed with the Name of the Work quoted for, with N.I.Q No.
4. The rate quoted is valid for acceptance upto 6(six) months from the date of opening of the Quotation. The rates quoted should be considered as inclusive of sales tax and other taxes and all other charges. No claim for any extra charge what so ever will be entertained.
5. The quotationer should sign all corrections in the quotation with the date. The Quotationer must sign each page of the quotation paper, notice, relevant drawings, schedules etc. with seal which forms part and parcel of the quotation document. The intending quotationer is required to sign in English or Bengali or Hindi. Signature of quotationer in all locations must be identical but the rates shall be quoted in English only.
6. Earnest Money will not be accepted by cheque / cash or in any form other than mentioned above.
7. Quotationer who will sign on the Quotation on behalf of a company or firm must produce the registered documents in respect of their competency to do so, failing which the Quotation will not be considered.
8. The Quotationers are bound by the terms and conditions of W.B.F No. 2912 along with the specification, notice for calling Quotations, Special Terms & Conditions, if any, and schedule of works etc. which forms part and parcel of the contract deeds. Conditional quotation will not be entertained and shall be deemed as 'informal'.
9. The Quotation form issued from the Office of the undersigned, must be returned with all enclosures to this office on the date of receipt of Quotation. If any Quotationer does not return the Quotation paper and not state satisfactory reason of non submission of the Quotation paper within 2 (two) days, the undersigned reserves the right to disqualify the contractor to participate in any Quotation up to a period as may be decided by the undersigned.
10. Quotation Documents are not transferable.
11. The Quotation will be opened in presence of Quotationers or their authorized representatives who may be present at the time of opening if they so desire. The Quotationers or their authorized representatives may be permitted to put their signature on the Quotation Register or on the opening sheet of the quotation. If

considered necessary, instant bid may be conducted immediately after opening of quotations in order to lower the rates obtained.

12. The acceptance of the Quotation will rest with the accepting authority who does not bind himself to accept the lowest or any Quotation and reserves the right to reject any or all the Quotations received or to split up the work in different sub-groups without assigning any reason thereof.
13. Income Tax and VAT 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 and others construction workers' cess @ 1.0% will be deducted from the progressive bill(s) in pursuance with G.O No. 599A/4M-28/06 dated 27/09/2006.
14. In case of sudden closure of office due to reasons beyond the control of the undersigned, the last date and time as indicated will automatically be deferred to the next working day without further notice.
15. If any quotationer withdraws his offer before acceptance or refuse to work within a reasonable time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for submitting quotation to this authority for a period as may be decided by the undersigned.
16. In case of any inadvertent typographical mistake in the document, the same will be treated to be so corrected as to confirm with the prevailing relevant schedule of rates and/or technically sanctioned estimate.
17. Letter or other instrument submitted separately in modification of the sealed quotation will not be entertained.
18. The provision of the Power of Attorney, if any, must be subject to the approval of the department . Otherwise the department shall not be bound to take cognizance of such Power of Attorney.
19. 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 NIQ.
20. Progress of work shall be proportionate to completion time as mentioned in the quotation document.
21. Arbitration clause of **WBF No. 2912** stands deleted.

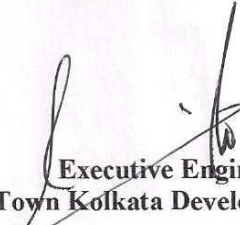
Special terms and conditions :

- 1) All the drawings etc. shall have to be submitted in both hard (5 copies) and soft copy.
- 2) Copy of all structural design analysis should also be submitted in hard (relevant portion) & soft form.
- 3) The entire detailed BOQ will be submitted with supporting sketch drawing along with details of quantities as per current PWD schedule of Rates (Bldg , San/Pl, Roads) .
- 4) Rate to be quoted against each item of works provided in the detailed scope of work as per enclosed work schedule.
- 5) The detailed drawing means (i.e. for architectural, structural, electrical, services etc.) all drawings required for execution of works in all respect.
- 6) During the stages of construction, the consultant or his representative should be present if there are any disputes regarding detailed drawing or in case Engineers of the NKDA feels that there is any inadequacy in detailing or in the case of practical difficulties arising as per drawing submitted by the consultant or their

presence is deemed necessary, solely for supervision, by the NKDA authorities. The cost of the same should be included in the offered rate of consultant. No extra payment will be made in this regard. NKDA however will also provide their supervising staff for supervision of the work.

- 7) NKDA reserves the right to increase or decrease the quantum of work as stipulated in scope of work and also to change the scope of work for which no change of rate will be allowed.
- 8) The quotationers are required to visit the sites and satisfy themselves about local conditions and also other matters that may be required in connection to the work. Such matters should be duly taken care of in the work.
- 9) The Consultant Firm entrusted to complete the work will have to get all structural designs & drawings vetted from any reputed institute like Jadavpur University, BESU etc.

1) Last date of receiving application papers	:	01-08-2012	upto 3:00 p.m.
2) Last date of issue of Quotation papers	:	03-08-2012	upto 4:00 p.m.
3) Date of submission of Quotation papers	:	07-08-2012	upto 2:00 p.m.
4) Date of opening of Quotation papers	:	07-08-2012	at 2:30 p.m.

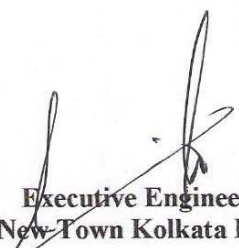

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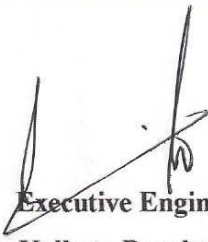
Copy for information and necessary action, with request for arranging wide circulation of this Notice to:

1. The Chief Executive Officer, New Town Kolkata Development Authority.
2. The Chief Engineer, New Town Kolkata Development Authority
3. The Finance Officer, New Town Kolkata Development Authority.
4. The Assistant Engineer-I, New Town Kolkata Development Authority.
5. The Estimator/Accountant I and II / Cashier, New Town Kolkata Development Authority.
6. Office Notice Board.
7. Official Website (www.nkdamar.org)


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Work Schedule for consultancy service for the work of “Architectural, Structural, Electro-Mechanical and Services design, preparation and submission of detailed working drawings (Architectural, Structural, Services and Electro-Mechanical works) and B.O.Q in connection with the work construction of Executive Club within Swimming Pool Campus in AE Block, New Town, Kolkata.”

Sl no	Submission Time	Description of Works	Amount (Rs)
1	0-7 Days (From the date of commencement)	Preparation & submission of concept plan(As per the requirement of Building Rule-2009 of N.K.D.A) for proposed market on the earmarked space shown in the annexed site plan in consultation with the E.I.C for approval. The concept plan should show all components required for the building.	
2	0-21 Days (From the date of commencement)	Conducting soil test and submission of soil test report and preparation & submission of Architectural working drawings on the basis of approved plan with elevation, sectional elevation etc. complete as per direction of E.I.C.	
3	0-40 Days (From the date of commencement)	Preparation & submission of detailed structural design and working drawings based on the Architectural approved plan. In designing the foundation and all other components of the building , as per approved Architectural drawing , updated software for Computer Aided Design, current IS specification should strictly be adhered to.	
4	0-40 Days (From the date of commencement)	Preparation and submission of relevant working drawings and designs for Services and Electromechanical works.	
5	0-50 Days (From the date of commencement)	Preparation and submission of detailed bill of quantities for a) Civil b) Electro-Mechanical and c) Services works etc.	
6	Till Completion of the Project	Preparation and submission of the “as built drawings” after completion of the project with provision to incorporate, future services as may be required at any time , even if the full payment is made for the said item till the project is complete in all respect.	


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