



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

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

MEMO NO: 402/EE-II/NKDA/2018-19

DATE: 18.01.2019

## **NOTICE INVITING e-TENDER**

Notice Inviting e-Tender No: WBNKDA/ 25 /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 Govt. and semi Govt. organizations having experience in similar nature of work, and 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.)	
1.	Profile correction of Bituminous Road by laying Bituminous Macadam in stretches with SDBC works with Paver finisher at street no 64,45,70,77,302 and connected street with Alaka Abashan at AA-IA & ID under NKDA, NewTown, Kolkata .	5072545.00	101451.00	2505.00 (Each set to be paid only by the successful bidder during the execution of formal agreement)	45 days

- 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 28<sup>th</sup> july 2016 (Annexure –A)
  - Net Banking (any of the banks listed in the ICICI bank payment gateway)in case of payment through ICICI payment gateway.
  - 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 <https://wbtenders.gov.in>. The acceptance of lowest bid is not obligatory.
- 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 Department, Audit Branch, Govt. of West Bengal's Notification no.4374-F(Y) dated 13 th July, 2017, the bidder has to upload 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
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. For repair and maintenance nature of bituminous road work or combination thereof the defect liability period should be considered as one year.
8. **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 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.
  - d) Intending Tenderer must be financially sound and having a trade license, G.S.T Registration certificate and Profession Tax certificate.
  - e) Pan Card, Income Tax Return Acknowledgement Receipt for the last 03 (Three) Assessment years, P.T. Deposit Challan for the year 2018-2019.
  - ii) 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.
  - iii) Joint Ventures/MOU will not be allowed.
  - iv) Three consecutive years Audit report to be submitted along with Tender documents.  
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9. intending bidders have their own machineries conclusive proof of ownership of machineries and all machineries should be in working condition shall have to be submitted with this tender. Holding machineries will be as follows:
- i) HOT MIX PLANT (Location should be within 10 km radius of the Project area of New Town.)
  - ii) Paver finisher
  - iii) Static Roller
  - iv) Tipper
  - v) Tandem Roller
  - vi) Bitumen Sprayer
  - vii) Excavator
  - viii) Air Compressor
  - ix) Survey Machineries
  - x) Agency must have own running hot mix Plant of adequate capacity at a reasonable distance from the work site under cover of insulating tarpoline as a result minimum temperature of laying & rolling of ready mixed material will not to be decreased per annex „A“ of IRC:27, Table 28. Agency will provide the suitable facility to check the activities of Hot Mix Plant own or before execution. Considering the viability & feasibility of Hot Mix Plant, probable distance of Hot Mix Plant would be within 10 KM in HIDCO Area from Hot Mix plant to work sites.
  - xi) Intending contractors / tenderers must be financially sound with supporting documents.
10. 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.
11. 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.
- 12.No advance and secured advance will be allowed.**

**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. Testing and Testing Equipments:** Testing of materials, to be used in work and the quality of finished work on quality control aspect, is to be undertaken by the contractor at their own cost, with facilities provided at site (Filled/ Laboratory) and / or through approved (by NKDA) Test Houses / Laboratories. All materials and workmanship shall be in accordance with the specifications laid down in the contract and also as per P.W.D.( Buildings& Road Scheduled) and IS Codes . The Engineer-in-Charge reserves the right to test, examine and measure the material / workmanship direct at the place of manufacture, fabrication or at the site of works or any suitable place. The contractor shall provide such assistance, instrument machine, labour and materials as the Engineer-in-Charge may require for examining, measuring and testing the works and quality, weight or quantity of materials used and shall supply samples for testing as may be selected and required by the Engineer-in-Charge without any extra cost. Beside this, he/they will carry out tests from outside Laboratory as per instruction of Engineer-in-Charge. The cost of all such tests would be borne by the agency.

Should the Chief Engineer or his representative consider it necessary to satisfy himself/themselves as to quality of work, the contractor shall offer sample of work done as necessary, pull down reasonable part of the work required for inspection and testing. The contractor shall bear the cost of pulling down and shall make good the same at their own cost and to the full satisfaction of E-I-C without any claim for payment.

**15. 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.

**16. Date and Time Schedule:**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
1	Date of uploading of N.I.e.T. & other Documents (online) (Publishing Date)	<b>18.01.2019</b>
2	Documents download start date (Online)	<b>18.01.2019 from 6.00 PM</b>
3	Documents download end date (Online)	<b>01.02.2019 up 6.00 PM</b>
4	Bid submission start date (On line)	<b>18.01.2019 from 6.55 PM</b>
5	Bid Submission closing (On line)	<b>01.02.2019 up 6.55 Pm</b>
6.	Bid opening date for Technical Proposals (Online)	<b>04.02.2019 on 11.00 AM</b>
7.	Last date of uploading list for Technically qualified Bidder(online)	<b>Will be notified later on.</b>
8.	Date of opening of Financial Proposal(online)	<b>Will be notified later on.</b>

9.	Last date of intimation to the successful bidder	<b>Will be notified later on.</b>
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17. Earnest Money for the successful tenderer 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.
- 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).
18. 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.
19. Income Tax & G.S.T 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.
20. 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.
21. 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 Tenderer at any stage of Bidding.
22. 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.
- 23. Conditional / Incomplete tender will not be accepted under any circumstances.**
- 24. The intending tenderers are required to quote the rate *online*. The rate should be inclusive of all component and taxes.**
25. 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.
26. 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.
27. 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
28. 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.

29. 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
30. The successful Tendered whose tender 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 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).
31. **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.
32. 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.
33. **No. price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.**
34. 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 programmed, the undersigned may terminate the work order at any point of time and penal action as per Tender Terms and conditions will be imposed.
35. Unless otherwise stipulated, all the works are to be done as per general conditions and general specifications of the latest edition of 'PWD (W.B) schedule of Rates for Building, Roads, and Sanitary Plumbing' works for the working area.
36. 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.
37. 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.
38. 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.
39. 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.

40. Arbitration clause of WBF 2911(ii) stands deleted.
41. 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.
42. 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).
43. Mobilization advance, time / cost over run and consequent cost escalation for any material, labour, etc. will not be allowed.
44. All materials are to be procured and supplied at site of work by the tendered / 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.
45. The offer shall remain valid for 180 days from the date of opening of the

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

# SECTION – A

## INSTRUCTION TO BIDDERS

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### **General guidance for e-Tendering:**

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

i. 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 WBHIDCO the contractor is to click on the link for e-Tendering site as given on the web portal.

ii. Digital Signature certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

iii. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

iv. 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.

v. Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders 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).

### **Technical Proposal:**

The Technical proposal should contain scanned copies of the following in two covers (folders).

**(a). Statutory Cover Containing the following documents:**

**1) PREQUALIFICATION DOCUMENTS:**

- Prequalification Application (Sec-B, Form – I)**
- Demand Draft towards Earnest Money (EMD) as prescribed in the N.I.T. against each of the serial of work in favour of the WB NKDA.

**2) WB NKDA FORM**

**3) Tender Document**

**4) N.I.T.**

**(NIT, Tender Document and WB NKDA FORM downloaded properly and after doing needful upload the same Digitally Signed).The rate will be quoted in the**



earmarked space of B.O.Q only. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. Rate need not be quoted in WB NKDA Form of NKDA.

**5) Special terms & conditions and specification of works.**

a) **TECHNICAL DOCUMENTS**

- Affidavit [Ref. Format]
- Experience profile [Form No-IV] Section B.
- Contractor’s Equipment [Form No-III] Section B.

**b). Non-statutory Cover Containing the following documents:**

- i. Professional Tax (PT) deposit receipt challan for the preceding financial year, Pan Card, IT, Saral for the Assessment year (for the preceding financial 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 form along with Balance Sheet & Profit & Loss A/c. for the last 3 (three) years (year just preceding the current Financial Year will be considered as year –I) and necessary solvency certificate to be produce.
- vi. List of own machineries should be supported by invoice / delivery challan /Insurance / way bill [Ref.:- Sl. No. 5 (viii) of this N.I.T. an (Section –B, Form IV)]
- vii. List of Technical staffs along with structure & organization (Section – B, Form – II).
- viii. Registered unemployed Engineers Co-**operative** Societies / unemployed labour Co-opeative Societies are required to furnish valid bye law, current audit report, certificate of Registration and valid clearance certificate from in ARCS for the year 2016 – 2017, Professional Tax deposit challan for financial year 2016-2017, PAN card, G. S. T. Registration certificated with up to date return along with other relevant supporting papers.
- ix. Bidder should upload their documents from Original copy, uploading photo copy and illegible copies will not be accepted.

**N.B.:** Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. A.5.(b). will render the tenderer liable to be rejected for both statutory & non statutory cover.

Sl. No.	Category Name	Sub-Category	Description Detail(s)
<b>A.</b>	Certificate(s)	Certificate(s)	GST Registration Certificate & Acknowledgement.PAN. P Tax (Challan) (for the preceding financial year). Latest IT Receipt.IT-Saral for Assessment year (for the preceding financial year). B. Company
<b>B.</b>	Company Detail	Company Detail	Proprietorship Firm (Trade License) -Structure & Org.] Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation

			Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney, Memorandum of Association and Articles of Association of the Company.
<b>C.</b>	Credential	Credential -1 Credential -2	<p>Documents of Credentials as per Notification No. 04A/PW/O/10C-02/14 of Account Branch Dated :18th March 2015</p> <p>(i) Intending tenderers must have credential certificate for completed similar type of work [similar type of Bituminous road work] completed certificate of the minimum value of 40% of the estimated amount put to tender during 5 (Five) years prior to the date of issue of this tender notice ;or,</p> <p>(ii) Intending tenderers must have credential certificate for 2 (Two) nos. completed similar type of work on [similar type of Bituminous road work] completed certificate 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 this tender notice ;or</p> <p>(iii) Intending tenderers must have credential certificates for 1 (one) no. single running work similar type of work on [similar type of Bituminous road work] completed certificate of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desire value at (i) above;</p> <p>In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned competent authority will be eligible for the Tender. In the required certificate it will be clearly stated <b>Credential-1</b> <b>Credential-2</b> that the work is in progress satisfactorily and also that no penal action has been</p>

			initiated against the Executed agency, i.e. the tenderer.
<b>D.</b>	Financial Info		Tax Audited Report in 3 CD form along with Balance Sheet & Profit & Loss A/c. for the last 3 (three) years (year just preceding the current Financial Year will be considered as year – I)
<b>E.</b>	Equipment	Machineries	Authenticated copy as per Form – III, Section-B.
<b>F.</b>	Man Power	Technical Personnel	List of Technical Staffs with Qualifications & Experience.

### **Tender Evaluation Committee (TEC)**

Evaluation Committee constituted by the Competent Authority of NKDA, Kolkata will function as Evaluation Committee for selection of technically qualified contractors.

### **Opening & evaluation of tender:**

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

### **Opening of Technical Proposal:**

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC). Intending tenderers may remain present if they so desire. Cover (folder) for Statutory Documents (Ref. Sl. No. A.5.(a).) will be opened first and if found in order, cover (folder) for Non-Statutory Documents (Ref. Sl. No. A.5.(b).) will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee. Summary list of technically qualified tenderers will be uploaded online. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

### **Financial Proposal:**

Financial Proposal 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 online through computer in the space marked for quoting rate in the BOQ. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

### **Penalty for suppression / distortion of facts:**

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft

copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

### **Rejection of Bid:**

Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

### **Award of Contract**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance. The notification of award will constitute the formation of the Contract. The Agreement in WB HIDCO Form will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in Sl. No. 1 of N.I.e.T. along with requisite cost through Demand Draft / Pay Order issued from any nationalised bank in favour of the New Town Kolkata Development Authority within time limit to be set in the letter of acceptance. Rates requires to be quoted in unambiguous manner without any condition. Details items and quantity shown in the BOQ are probable items and approximate quantity. The price quoted by the contractor will be considered sacrosanct and final. Rate quoted on percentage basis above or less of the total amount of the price schedule of the tender.

SECTION – B  
**FORM – I**  
PRE-QUALIFICATION APPLICATION

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To

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

Ref : Tender for .....

(Name of work) .....  
.....  
.....

e-N.I.T. No.:

Dear Sir,

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of

..... in the capacity  
.....  
..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclosure(s): e-Filling:-**

1) Statutory Documents.

2) Non Statutory Documents.

Date:.....

Seal and Signature of the Tenderer.

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

## SECTION – B

### AFFIDAVIT – “Y”

(To be furnished in Non – Judicial Stamp paper  
of Rs.100.00 (One Hundred only) duly notarized)

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- 1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
- 2) The under-signed also hereby certifies that neither our firm M/S nor any of constituent partner had been debarred to participate in any tender by any Govt. Organization / Undertaking during the last 5 (five) years prior to the date of this N.I.e.T.
- 3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied severally for the same job.

.....  
Signed by an authorized officer of the firm.

.....  
Title of the officer

.....  
Name of the Firm with Seal

Date:

Seal and Signature of the Tenderer.

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

SECTION – B  
FORM – II  
FINANCIAL STATEMENT

B. 1. Name of Applicant :-

B. 2. Summary of Annual Turnover on the basis of the audited financial statement of the last three financial years. (Attach copies of the audited financial statement of the last three financial years)

	Year 2015-16 (Rs. In Lakh)	Year 2016-17 (Rs. In Lakh)	Year 2017-18 (Rs. In Lakh)
a) Annual Turnover			
b) Average Turnover			

Certified and Signed by the  
Chartered Accountant of the firm

Sign by :-

Membership No. :-

.....

Name of the Officer

.....

Name of the Firm with Seal

Seal and Signature of the Tenderer.

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

SECTION – B

FORM – III

STRUCTURE AND ORGANISATION

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1) Name of Applicant:- .....

2) Office Address ; .....

.....

.....

.....

.....

3) Telephone No : .....

4) Fax No. : .....

5) Name and Address of Bankers : .....

.....

.....

.....

6) Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Biodata.

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

.....

Signature of applicant including title and capacity in which application is made.

Seal and Signature of the Tenderer.

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



## SECTION – B

### FORM – IV

#### Contractor's Equipment

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Name of the Applicant: .....

Whereas it is entirely the responsibility of the Contractor to deploy sufficient plant and mechanical equipment to ensure compliance with his obligations under the Contract, the following list is an indicative list of the minimum essential basic holding of plant and mechanical equipment which the Contractor must own. The contractor must furnish the documents in support of ownership of machineries and plants and also machineries in working condition shall have to be submitted with this tender.

Sl. No.	TYPE OF EQUIPMENT	CAPACITY	SUPPORTING DOCUMENTS

Signature of applicant including title and capacity in which application is made.

Seal and Signature of the Tenderer.

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

## SECTION – B

### FORM – V

#### Experience Profile

Name of the Firm: .....

List of projects completed that are similar in nature to the works having more than 40% (*forty percent*) of the project cost OR as detailed in column – 7 of NIT, executed during the last 5 (*five*) years.

Name of Employer	Name, Location & nature of work	Name of Consulting Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of Participation of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reasons for delay in completion (if any)

Note:

- 5) Certificate from the Employers to be attached
- 6) Non-disclosure of any information in the Schedule will result in disqualification of the firm

.....  
Signature of applicant including title and capacity in which application is made.

Seal and Signature of the Tenderer.

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

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