

# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)

3, Major Arterial Road • New Town • Kolkata – 700156

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Memo no. 6546/EE-II/NKDA/2017-18

Date: 15.11.2017

## NOTICE INVITING e- Quotation

Notice Inviting e-quotation No. WBNKDA/04/EE–II/NKDA/2017-18

Item Rate e-Quotations are hereby invited by Executive Engineer-II, New Town Kolkata Development Authority (NKDA) from resourceful, reliable, bona-fide and experienced working contractors of KMDA, WBHIDCO, PWD, PHED and other semi Govt. organization having experience in similar nature of work are requested to submit their offer for the work detailed below.

(Submission of Bid through **online**)

S I · N o	Name of the work	Estimated Amount (Rs.)	Token Earnest Money (Rs.)	Price of Tender documents (Rs.)	Period of Completion
1	Supply & Installation of Pandel, Cubical, furniture, flower, back drop etc. in connection with New Town Mela on & from 23.12.2017 to 31.12.2017 at Mela Ground in AA-1B, New Town, Kolkata.	Amount to be quoted by the bidders	Rs 25,000.00 (Rupees twenty thousand) only	As per rule only at the time of quotation agreement.	7(Seven) 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. Necessary Earnest Money may be remitted through demand Draft / Banker's Cheque issued from any Nationalized Bank in favour of the "New Town Kolkata Development Authority" payable at Kolkata and also to be documented through e-filling, if required. The Lowest bidder shall submit the hard copy of the Demand Draft / Banker's Cheque under sealed cover ( super scribing the name of work with NIEQ No) to the Office of New Town Kolkata Development Authority at 01,MAR New Town, Kolkata-700156 with his acceptance letter of the LOI (Letter of Intent). 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 quotationing process and dealt with accordingly legally including blacklisting of the bidder.

2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://Wbtender.gov.in>
3. Quotation 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 NIEQ.
4. The **FINANCIAL OFFER** of the prospective qualified quotationer(s) will be considered only if the **TECHNICAL BID** of the quotationer(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. **Eligibility criteria for participation in the tender.**
  - 1.1. The Bidder in the same name and style must be a well established Contractor in similar value of works. The bidder should possess and be able to deploy all the manpower/machinery/equipment necessary for the timely completion of his scope of works and shall arrangement the same if felt necessary by the Engineer to achieve the targeted progress of the works at no additional cost to the employer.

#### **Financial Eligibility Criteria**

- i. Working Contractors of KMDA, WBHIDCO, PWD, PHED and other Govt. and Semi Govt. Organisations having satisfactorily completed work of similar nature (as prime contractor) during the last 3 years with magnitude of at least **15.00 lakh** for a single job. Authentic documents in original, from the Engineer-in-charge of the work will have to be submitted in support of the above credential if necessary.
  - ii. Copy of Pan Card, Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2017-18, ESI Registration Certificate, P. F. Registration Certificate, GST Registration Certificates and Adhar Card are to be submitted, as non statutory documents.
  - 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 non-statutory documents.
  - iv. **Joint Ventures/MOU will not be allowed.**
  - v. The bidders shall submit details of financial data giving annual turnover including profit and loss statements, balance sheets, auditor's reports for the past 3 financial years ending on 31-03-2017 and evidence of access to lines of credit
  - vi. List of equipment /plant and machineries proposed for carrying out the contract;
  - vii. Even though the bidders meet the above qualifying criteria, they are liable to be disqualified if they have;
    - a) Made misleading or false representations in the forms, statements and attachments submitted by them which comes to the knowledge of Employer; and/or;
    - b) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, financial failures etc.
6. All materials are to be procured and supplied at site of work by the 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.

7. Mobilization advance, time / cost overrun and consequent cost escalation for any material, labour, etc. will not be allowed.
8. The offer shall remain valid for 180 days from the date of opening of the Quotation.
9. 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 construed to mean that the respective items / components have finally been approved and accepted by NKDA and the contractor shall not be absolved 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.
10. 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 the contractor will be based on recorded and accepted measurement 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 representative 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.
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.Q. & other Documents (online) (Publishing Date)	15.11.2017 at 6.00 P.M.
2	Documents download start date (Online)	15.11.2017 from 6.00 P.M.
3	Documents download end date (Online)	29.11.2017 up to 3:00 P.M.
4.	Bid submission start date (Online)	21.11.2017 from 12.00 P.M..
5.	Bid submission closing date (Online)	30.11.2017 up to 3:00 P.M.
6.	Bid opening date for Technical Proposals (Online)	04. 12.2017 at 12.00 P.M.
7.	Last Date of uploading list for Technically Qualified Bidder(online)	05.12.2017 at 2.00 P.M.
8.	Date for opening of Financial Proposal (Online).	07.12.2017 at 12.00 P.M.

14. (a) Earnest Money: The balance amount of Earnest Money if any, @ 2% (two percent) of the quoted amount for the entire work less the Token Security money is to be paid in the shape of Demand Draft / Banker's Cheque of any Scheduled bank is to be drawn in favour of the "**New Town Kolkata Development Authority**" payable at Kolkata and to be submitted at the time of agreement by the successful bidder.

- (b) Token Security Money for the unsuccessful quotationers will be released only after the issuance of work order to the successful quotationers subject to submission of hard copies of the Demand Draft / Banker's Cheque of the same.
- (c) Earnest Money for the successful quotationers 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.
15. The quotationers 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, G.S.T as admissible 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. The rate quoted would remain same throughout the period of contract and should be inclusive of **all taxes** which are and will also be applicable during the entire tenure of the contract.
  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 Quotation, 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 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 quotationers at any stage of Bidding.
  19. Prospective applicants are advised to note carefully the eligibility criteria before tendering the bids.
  20. **Conditional / Incomplete quottion will not be accepted under any circumstances.**
  21. **The intending quotationers 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 thereto and the rules made and order issued there under from time to time.
  23. During scrutiny, if it comes to the notice of the quotation inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the quotation 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 online to Chief Engineer, 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 Acceptance, the Quotation Inviting Authority may verify the credential and other documents of the lowest quotationer in original, if found necessary. 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 quotationer 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 Quotation Inviting Authority.
27. The successful quotationers whose quotation 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 letter of Acceptance 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 quotation is liable to be cancelled and the Earnest Money will be forfeited as per relevant clauses under memorandum of WBF 2911(ii).
28. **Qualification criteria:**

The quotation 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 NIEQ.

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 / quotationer 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.
29. **No. price preference and other concession will be allowed as per order no 8648 – F(T) dated 12.10.2012.**
30. 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 program, the undersigned may will take appropriate action against at any point of time as per Rule.
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 quotationer 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 NIEQ. 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, notwithstanding whatever has the object of deletion of Clause-25 from the Contract Form of WBF-2911(ii), the parties entering into the agreement pertaining to this NIEQ, if so desire, may go for money suit for any dispute in his / there opinion arising out of this contract and he/ they may file such suit in any court of law situated in Kolkata proper in the district of West Bengal.
36. Any Corrigendum, notification in connection to this NIEQ will be published in the official website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org)) as well as <https://wbtenders.gov.in> . The applicants are requested to please follow the websites for such notifications, corrigendum etc.
37. The lowest bidder in grand total will be entertained.
38. The accepting authority reserve the right to any or all the bids without assigning any reasons and will not be bound to accept either the lowest bid or any of the bids.
39. Conditional quotation will not be entertained and will be rejected.
40. A pre-bid meeting will be held on 20.11.2017 at 3.30 P.M. in the Office Chamber of the undersigned. Those who are willing to participate the bidding procedure , they must attend the meeting without which his bid will not valid.

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

**Memo. No.            /7/EE-II/NKDA/2017-18            Dated: 15.11.2017**

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. The Finance Office, New Town Kolkata Development Authority.
4. The Estimator/ Sr. Accountant / Cashier, New Town Kolkata Development Authority.
5. P.A to the Chairman, New Town Kolkata Development Authority.
6. Office Notice Board.
7. Official Website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org))

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

## **Special Terms & Conditions**

1. The Mela Ground will be handed over to the agency 7(seven) days before starting of Mela i.e. on 15.12.2017.
2. The agency must hand over the Mela Ground after built up pandel, cubical and all other works on or before 22.12.2017. After completion of all works except day to day maintenance which will continue up to 01.01.2018. Agency has to report to the in-charge of Mela ground or his representatives within the stipulated time period.
3. Any deviation or delay in handing over the completed Mela Ground will be treated as serious breach of contract and a penalty will be levied as per rules per day upon agency as fine for breach of contract agreement.
4. The entire mela must be under rigorous supervision(22.12.2017 to 01.01.2018) by the agency about day to day sweeping, cleaning, internal security guarding( day & night) of stalls, fire safety, water supply, drainage, sewage etc. in all respect as per direction & satisfaction of EIC.
5. The agency should have to maintain liaison with electrical agencies engaged for this Mela during execution & maintenance work during the period on & from the date of commencement to date of completion and up to hand over of the ground to NKDA.
6. The entire ground should be cleaned/swiped, with mending good damages( if any) and taken back to original position before handing over to NKDA after completion of Mela.
7. The nails etc. should be picked up from the ground by applying magnets.
8. The bamboo holes are to be properly filled up by earth and rammed.
9. All the toilets should be properly cleaned before handing over to NKDA Authority after completion of Mela.
10. Any damage due to natural calamity or due to any hazard, will be the sole responsibility of the agency in this regard.
11. To obtain N.O.C. from W.B. Fire & Emergency Services, GOWB for this Mela, necessary fees shall have to be paid by the agency which will be reimbursed by NKDA as per submission of original receipts of W.B. Fire & Emergency Services, Govt of West Bengal.

**Executive Engineer-II, NKDA.**