

Memo No: 1308/NKDA/Admn-672/2017(Part)

Date: 15/03/2018

## NOTICE INVITING e-TENDER

### Notice Inviting e-Tender No.: 10/ADMN/NKDA of 2018

Administrative Officer-I, New Town Kolkata Development Authority (NKDA) invites tenders from resourceful, reliable, bona-fide and experienced firms / companies / agencies / institutions having experience in similar nature of work for **“conducting a comparative study of the proposed Property Taxes for New Town Kolkata with respect to different cities in India”**

1. In the event of e-filling, intending bidder should download the tender documents from the web site <http://wbtenders.gov.in>. Directly with the help of Digital Signature Certificate. All the bidder shall have to submit Earnest Money for **Rs.25,000/- (Rupees Twenty Five Thousand only)**, & necessary Earnest Money will be deposited by the bidder through the following payment mode as per Finance Department Order No.3975-F(Y) dated 28th July, 2016 (Annexure – A):
  - (i) **Net banking** (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.
  - (ii) **RTGS/NEFT** in case of offline payment through bank account in any bank. The EMD shall be deposited in favour 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 <http://wbtenders.gov.in>.
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. 10 of this Nlet.
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.
5. **ELIGIBILITY :-**
  - 5.1. The bidder shall have an experience of **at least 3 years or more** for similar type of study cum analysis under JNNURM or any other study related to Property Tax in any ULBs.
  - 5.2. Bidder should have minimum annual turnover of **Rs.30 Crore in last 03 years**.
6. **SCOPE OF WORK:**

The New Town Kolkata Development Authority (NKDA) has been constituted under The New Town Kolkata Development Authority Act, 2007 for rendering various civic services and amenities within New Town, Kolkata and it has come into effect since November, 2008.

NKDA seeks to conduct a comparative study cum analysis regarding the estimated annual valuation of property and Property Tax of different categories/type etc. of properties (Residential / Non- Residential) located within New Town Kolkata with respect to similar cities in India.



**The scope of work as follows:**

1. NKDA will provide a list of identified categories/types etc. of buildings in New Town Kolkata:
  - a. Residential (RR/ EWS/LIG/ MIG/ HIG).
  - b. Special Project (Where different special amenities/ facilities are available to promote mass housing).
  - c. Non- Residential (IT/ ITES/ Mercantile / Mall/ Multiplex / Retail/ Institutions etc.)
  - d. The built-up area statement of different identified buildings of New Town Kolkata from BPS/ OC section (Sanctioned).
2. **Functions of Consultant :**
  - a. Comparative study of the estimated Property Tax of identified categories/types etc. of properties of New Town Kolkata with respect to different leading fifteen (15) cities of India (Delhi, Chandigarh, Mumbai, Navi Mumbai, Kolkata [KMC area], Bengaluru, Hyderabad, Chennai, Ahmadabad, Pune, Surat, Bhubaneswar etc.) for similar types of properties. In addition to the detailed analysis report, a synoptic report depicting property tax per sq. ft. per annum in different cities and Towns of India visa-vis New Town, Kolkata to be submitted and graphical representation of the same.
  - b. All required data from different urban local bodies needs to be collected by the Consultant.
  - c. Comparative Study report, a synoptic report and graphical representation of the same to be submitted (in 3 sets hardcopies and 3 sets DVD) along with all documentary evidence as annexure to be submitted.
7. **Opening of Tender:** Tender shall be opened as per date and time schedule. In case Tender opening date is declared HOLIDAY, Tender shall be received and opened on next working day at the same time specified in the NlET.
8. The offer shall remain valid for 90 days from the date of opening the tender.
9. **Security Deposit:** The Earnest Money will be converted as Security Deposit for successful bidder. The Security Deposit will be refunded after successful completion of entire work.
10. **Date and Time schedule:**

Sl. No.	Particulars	Date & Time
01.	Date of uploading of NlET (online) (Publishing Date)	15/03/2018 at 03:00 P.M.
02.	Documents download start date (online)	15/03/2018 at 03:00 P.M.
03.	Documents download end date (online)	06/04/2018 at 03:00 P.M.
04.	Date of Pre-Bid meeting	26/03/2018 at 11:00 A.M.
05.	Bid submission start date (online)	27/03/2018 at 03:00 P.M.
06.	Bid submission closing date (online)	06/04/2018 at 03:00 P.M.
07.	Bid opening date for Technical Proposal (online)	09/04/2018 at 03:00 P.M.
08.	Last date for uploading list for Technically Qualified Bidder (online)	Will be notified separately
09.	Date of opening of Financial Proposal (online)	Will be notified separately



## 11. Document to be uploaded:

- Name, address & Phone No. of the Owner of the firm
- TAN/PAN Card.
- GST Registration Certificate
- Audited financial statement / audited annual report of the last three financial years.
- Valid Trade Licence.
- Experience of at least 3(three) years or more in this field. Work Order/Performance Certificate from any 2(two) Govt. Departments/ PSUs/any other reputed organizations(with supporting documents)

## 12. MODE OF SELECTION

The evaluation of the Technical bids will be carried out in the following manner:-

- (i) Technical evaluation will be made based on the eligibility criteria and mandatory document list.
- (ii) Financial bids will be opened for those who will be qualified in the Technical evaluation.

## 13. GENERAL CONDITIONS:-

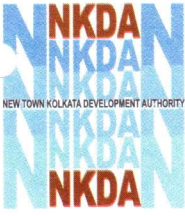
- 13.1 The bids received without prescribed performance certificate shall be rejected. Time for work: **One month from the date of issue of work order.**
- 13.2 **Validity of the contract: 45 (Forty five) days from the date of issue of the Work Order.**
- 13.3 ***Conditional tender will not be entertained and shall be deemed as 'informal'.***
- 13.4 The quoted rates should include the cost of manpower, printing and any such other charges related to the study. No other charges except the quoted rate will be paid.
- 13.5 The quoted rate is inclusive of G.S.T.(if applicable)
- 13.6 The rates should be mentioned in figures as well as in words.
- 13.7 The Inviting Authority reserves the right to deny or accept or reject any or all the bids and even to cancel the tendering process at any point of time without prejudice to further action and without assigning reason thereof.
- 13.8 In case of any breach of terms & conditions of this tender , the Authority reserves the right to terminate the Contract at any point of time giving upon 10 (ten) days prior notice in writing without compensating the bidder

## 14. MODE OF PAYMENT

Payment (after statutory deductions) will be released on successful completion of work with requisite deliverables signed by authorized officials after acceptance (by NKDA) of the comparative study report submitted by the Consultant / Agency etc.

15 The bidders are bound by the terms & conditions of tender document.

16 Prospective bidders are advised to note carefully the eligibility criteria before bidding.



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

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

- 17 Conditional / Incomplete bid will not be accepted under any circumstances.
- 18 Any Corrigendum, notification in connection with this NleT will be published in the official website of New Town Kolkata Development Authority ([www.nkdamar.org](http://www.nkdamar.org)) as well as official site of WB Tender ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)) and will be integral part of this tender. The applicants are requested to follow the websites for such notifications, corrigendum etc.
- 19 The accepting authority reserves the right to reject 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.

  
**Administrative Officer – I**  
**New Town Kolkata Development Authority**

15/03

**Memo No:1308/1(6)/NKDA/Admn-672/2017(Part)**

**Date: 15/03/2018**

Copy forwarded for information to:

1. The Finance Officer, New Town Kolkata Development Authority.
2. P.A. to the Hon'ble Chairman, New Town Kolkata Development Authority.
3. P.A. to CEO, New Town Kolkata Development Authority
4. Office Notice Board.
5. Official website of WB Tender ([www.wbtenders.gov.in](http://www.wbtenders.gov.in))
6. Official website of NKDA ([www.nkdamar.org](http://www.nkdamar.org))

  
**Administrative Officer – I**  
**New Town Kolkata Development Authority**

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