



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)

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

Ph. No. (033) 2324-2324 Email Id: ceonkda@gmail.com

Memo No. 5586/ NKDA/Admn-172/2011

Date:01/11/2014

Request for Proposal (R.F.P) No 06/ NKDA/ADMN-2014-15

New Town Kolkata Development Authority invites proposals from resourceful, reliable, bona-fide and experienced company/organization/firms for consultancy services for “Preparation of Detailed Project Report (DPR) for Smart City Development Plan (SCDP) for New Town Kolkata”

Sl. No	Name of the work	Estimated Amount (Rs.)	Bid Security Money (Rs.)	Period of Completion
1.	Preparation of Detailed Project Report (DPR) for Smart City Development Plan for New Town Kolkata as per Smart City Reference Framework by MOUD, Govt of India.	To be quoted by the bidders	1,00,000.00	12 (Twelve) Weeks

- 1) Intending bidder may download the RFP documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. All the bidders will have to submit Bid security money, which may be remitted by separate Demand Draft / Banker's Cheque to be issued from any scheduled bank in favour of the “New Town Kolkata Development Authority” payable at Kolkata and also to be documented through e-filing. 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 RFP No) to the Office of New Town Kolkata Development Authority at 03,MAR New Town, Kolkata-700156 with his acceptance letter of the LOI (Letter of Intent).
- 2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>.
- 3) RFP documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per terms and condition of this RFP.
- 4) Technical Bid will contain 70 marks. Financial bid of only the bidders securing 30 qualifying marks in technical evaluation, shall be opened for financial evaluation. Financial Bid containing 30 marks. Highest score to the least cost bidder and proportionately lower score for higher cost bidders will be awarded. Final marks will be calculated based on total of Technical and Financial scores.
- 5) **Eligibility criteria for participation in the RFP.**
Reputed Company/Organization/Register firms having experience for at least 02(two) numbers similar nature of work and should have / be:
 - i) Registered and working in concerned field for at least 5 years.

- ii) Expertise in preparation of minimum 03(three) City Development plan under JNNURM programme for State and National level and same should be accepted by the Govt of India.
- iii) Global experience for ICT based project report for National and International level.
- iv) Minimum average Turnover for last 3 years is Rs 2 Crores.
- v) Registration Certificate/ Certificate of Incorporation, Trade Licence, Pan Card, Service Tax Registration, Acknowledgement Receipt for Income Tax Return for the latest Assessment year,
- 6) Document to be submitted online as non-statutory document
- a) Registration Certificate / Certificate of Incorporation.
- b) Trade License.
- c) Pan Card.
- d) Service Tax Registration.
- e) Acknowledgement Receipt for Income Tax Return for the latest Assessment year,
- f) Audited Accounts for last 3 financial years.
- g) The company shall furnish copies of the Article of Association and Memorandum of Association as non-statutory documents.
- h) Required information as per formats in Annexure as given in the General document with copies of LOIs /work order and completion certificates in support of the eligibility claims and explanatory note (summary) towards specific nature of work. All submissions shall be online only.
- 7) Joint Ventures/MOU will not be allowed.
- 8) The offer shall remain valid for 180 days from the date of opening of the tender.

9) **Payment will be made as per following schedule.**

SL No	Payment Milestone	Payment Amount
01.	Submission of Draft Smart City Development Plan	30%
02.	Acceptance of Draft Smart City Development Plan	30%
03.	On Acceptance of Smart City Development plan by Ministry of Urban Development Department, Govt. of India or 3 months from the date of acceptance by NKDA whichever is earlier.	40%

No interim payment will be made at any circumstances.

- 10) No claim for interest or compensation will be entertained in respect to any money 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 bidder.
- 11) Cost escalation, Secured advance etc. are not allowed.
- 12) **Security Deposit:**

The initial Bid security Rs 1,00,000/- will be converted as Security Deposit for successful bidder. No interest will be paid on the money retained for Security Deposit. The Security Deposit will be refunded after getting approval from MOUD or 6 months from the date of acceptance of SCDP by NKDA whichever is earlier.

13) **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of R.F.P. & other Documents (online) (Publishing Date)	01/11/2014 at 06:55 PM
2	Documents download start date (Online)	01/11/2014 at 06:55 PM
3	Documents download end date (Online)	17/11/2014 at 01:00 PM
4.	Date of Pre-Bid meeting	10/11/2014 at 03:00 PM
5.	Bid submission start date (Online)	01/11/2014 at 06:55 PM
6.	Bid submission closing date (Online)	17/11/2014 at 01:00 PM
7.	Bid opening date for Technical Proposals (Online)	17/11/2014 at 03:00 PM
8.	Last Date of uploading list for Technically Qualified Bidder(online)	Will be intimated in due course
9.	Date for opening of Financial Proposal (Online).	Will be intimated in due course

- 14) The bidder is bound by the terms & conditions of RFP document, Instruction to Bidders, Schedule of works etc, which forms a part and parcel of this contract.
- 15) Income Tax & other Taxes/Charges will be deducted as per prevailing Govt. orders issued from time to time and would be applicable on the date of making payment of the bills.
- 16) 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 bidder at any stage.
- 17) Prospective applicants are advised to note carefully the eligibility criteria before bidder the bids.
- 18) **Conditional / Incomplete bid will not be accepted under any circumstances.**
- 19) **The intending bidder are required to quote the rate online.**
- 20) Before issuance of LOI, the Authority will verify the credential and other documents of the lowest bidder in original, if found necessary. After verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favor of the said bidder under any circumstances and his/their offer will be treated as cancelled.
- 21) If any discrepancy arises between two similar clauses on different notification, the clause superseding others will be solely as per the discretion of the Authority.
- 22) The successful bidder whose bid is accepted shall make formal agreement along with bid documents in triplicate, within 7 (seven) days from the date of issue of LOI by Chief Executive Officer, New Town Kolkata Development Authority. If the successful bidder fails to perform the formalities within the specified period the Tender is liable to be cancelled and the Bid Security will be forfeited.
- 23) **No. price preference and other concession will be allowed as per order no 8648 – F(T) dated 12.10.2012.**
- 24) Successful Bidder will have to give a work programme preferably in the form of a bar-chart and to approve it by the NKDA before commencement of work and if progress of work abruptly differs from the given work program, the undersigned may terminate the work order at any point of time.
- 25) Authority 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 RFP. Rates should be quoted accordingly.

- 26) The address as furnished by the bidder 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.
- 27) Any Corrigendum, notification in connection to this RFP will be published in the official website of New Town Kolkata Development Authority (www.nkdamar.org) as well as <https://wbtenders.gov.in> . The applicants are requested to please follow the websites for such notifications, corrigendum etc.
- 28) Newtown Kolkata Development Authority reserves the right to cancel the RFP at any point of time without assigning any reason.
- 29) For any information connect
System Manager
New Town Kolkata Development Authority
03, Major Arterial Road
Kolkata – 700156, West Bengal
Tel No. – 033-23242148 (Ext: 216)
Mob No +919932863520
Fax No.- 033-23242147
e-mail: sm@nkda.in

**Chief Executive Officer
New Town Kolkata Development Authority**

Memo No. 5586/ NKDA/Admn-172/2011

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Copy forwarded for information to:-

1. The Chief Engineer, New Town Kolkata Development Authority.
2. The Finance Office, New Town Kolkata Development Authority.
3. The Administrative Officer, New Town Kolkata Development Authority.
4. P.A to the Chairman, New Town Kolkata Development Authority.
5. Office Notice Board.
6. Official Website of New Town Kolkata Development Authority (www.nkdamar.org)

**Chief Executive Officer
New Town Kolkata Development Authority**