

Minutes of the meeting held at 12-15 PM on 31.08.2012 at New Town Kolkata Development Authority office premises at 03, MAR, New Town Kolkata, regarding the work of “Consultancy Services for Structural, Services, Electro-Mechanical (including HVAC and Fire protection system) design and preparation of all working drawings (Structural, Services , Electro-Mechanical, interior decoration, landscaping etc.), B.O.Q, Cost estimate, detailed technical specifications to be incorporated in the tender documents etc. in connection with the work of construction of Municipal Office Building in Action Area –ID, New Town”.

N.I.Q. No. 04 /EE - I/NKDA of 2012-13 dated 01.08.2012

The meeting was presided over by Shri P.K. Sengupta, Chief Engineer, NKDA. Name of the other persons present are as follows:

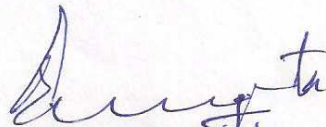
1. Shri Pranab Kumar Sengupta, Chief Engineer, NKDA
2. Shri Abin De, Executive Engineer – I, NKDA,
3. Shri Somesh Chandra Halder, Assistant Architect, NKDA,
4. Shri P.K. Sen, Asstt. Engineer (Elect.), NKDA,
5. Shri Pritam Thakur, System Analyst, NKDA,
6. Shri Mrinal Kanti Debnath, Estimator, NKDA,
7. Shri Debojyoti Biswas, M/s. Sunando Dasgupta & Asso.,
8. Sayan Modak, M/s. Sunando Dasgupta & Asso.,
9. Shri Soumajit Kar, Architect, M/s. MNC. One Design Sd.,
10. Shri S. K. Biswas, Manager, M/s. Creative Forum,
11. Shri Anirban Deb, Marketing Executive, M/s. Dynamic Projects, (9748191600)
12. Shri Sudipta Basu, E.E., BSNL,
13. Shri R.S. Chaudhuri, S.D.E., BSNL.
14. Shri Ranendra Sikdar, Assistant Engineer, NKDA.

The following issues were raised and discussed in the meeting:

- a) It was made clear in the beginning of the meeting that ‘Arbitration Clause’ is omitted in this contract. The contract shall be governed by and construed in accordance with the governing law of India and also the laws in force in the state of West Bengal and no suit or other proceedings relating to the contract shall be filed by the consultant in any Court of Law except in High Court of Kolkata which shall have exclusive jurisdiction to hear and determine all actions and proceedings in connection with any dispute arising and the consultant shall submit to the jurisdiction of the aforesaid Court of Law of the purpose of any such action and proceeding.

- b) It was decided that, 'Annexure-E' will be read as 'Annexure-F' in the Clause-13 of the Bid Document. It was cleared by the Authority, that stamp paper of Rs. 100/-(Rupees One hundred only) has to be used for Annexure-F and also for Contract Agreement.
- c) It was made clear by the Authority that, Performance Guaranty, tantamount to 'Special Security Deposit' will have to be submitted by the successful Bidder. The amount will be released after completion of Phase-I work i.e. Basement + G + IV of the building. Phase-II work will comprise of floors from V to VIII of the building.
- d) It was clarified by the Authority, that Form-2912 will have to be submitted at the time of making formal agreement.
- e) It was also clarified by the Authority that at the time of submission of BOQ, technical specifications will have to be provided by the selected agency/ selected bidder along with detailed specified items of work, which will have to be submitted phase wise (Phase – I & II).
- f) As per discussion it was decided that, periodic supervision will be done once every month in general. However, it was also clarified that more supervision may be needed as per requirement. Bidders are requested to consider the above factors while quoting rate.
- g) The successful bidder will propose terms of payment which will be finalized after negotiation with New Town Kolkata Development Authority.
- h) In case if any bidder is not able to submit bid then he has to intimate the authority the proper reasons of non-submission of bid documents otherwise the bidder may not be allowed to participate in any tender of NKDA for a certain period.
- i) Softcopy of Architectural drawing will be supplied to the successful bidder.
- j) State PWD schedule shall have to be followed during the work. If the successful bidder follows any other schedule the same shall have to be submitted as supporting document.
- k) All papers of the bid -documents shall have to be duly signed by the Bidders.

The meeting concluded with thanks.

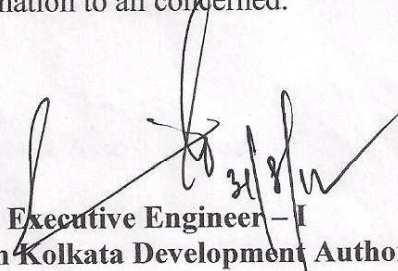


(P.K.Sengupta)
Chief Engineer

New Town Kolkata Development Authority

Copy forwarded for kind information and necessary action to :

1. Shri Pranab Kumar Sengupta, Chief Engineer, NKDA
2. Shri Abin De, Executive Engineer, NKDA,
3. Shri Somesh Chandra Halder, Assistant Architect, NKDA,
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14. Shri Ranendra Sikdar, Assistant Engineer, NKDA.
15. Official website www.nkdamar.org for information to all concerned.


Executive Engineer - I
New Town Kolkata Development Authority