NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
Plot No. DG/13, Premises No. 04-3333, Action Area-ID,
New Town, Kolkata - 700 156

Memo No : 7013**/NKDA/E-1539086/EE-E /Elect-08/2026-27** **Date: 03/11/2026**

NOTICE INVITING e-Tender No.: WBNKDA/35/EE-E/ 2026-27

SCHEDULE OF IMPORTANT DATES OF BIDS

Name of Work: Operation & Maintenance for air conditioner at CB Community Market, CE Community Centre and Health Centre, AC Community Centre, New Town under NKDA, Kolkata for Two years.
Estimated Amount: Rs. 5,55,413.00. **Time of Completion: 02(Two) years**
E.M.D: 2% of estimated amount put to tender

PARTICULAR			DATE & TIME
Date of Issue of NIT.		:	04/11/2026
Document download start date.		:	04/11/2026 from 6:00 P.M.
Document download end date & time.		:	13/11/2026 upto 11:00 A.M.
Pre-bid meeting in the Conference Room of the Chief Engineer, New Town Kolkata Development Authority (NKDA)		:	N /A
Bid submission start date.		:	04/11/2026 from 6:00 P.M.
Last date of Online submission of Technical Bid and Financial Bid.		:	13/11/2026 upto 11:00 A.M.
Opening of Technical Bid		:	17/11/2026 at 6:00 P.M.
Opening of Financial Bid		:	To be notified later on
Validity of bid.		:	180 days
Completion Period of the work		:	**02 (Two) years**
Defect Liability Period		:	**05 (five) year.**

Phone : 033-3505-0000 / 0001 / 0002 / 0004 and 18001037652
Website : www.nkdamar.org

NOTICE INVITING e-Tender No.: WBNKDA/35/EE-E/ 2026-27

The Executive Engineer-Electrical, New Town Kolkata Development Authority invites Online tenders on Percentage Rate basis in **TWO BID SYSTEM** from reliable, resourceful, bonafide and experienced agencies / companies / concerns working under KMDA, NKDA, WB HIDCO, KMDA, KMC, PHE and other Govt. Departments having experience in similar nature of works having requisite financial capability and sufficient technical credential on execution of similar nature of work. The details are given below:

1.	Estimated Cost of work put to Tender	:	**Rs. 5,55,413.00.**
2.	Completion Period	:	**02 (Two) years**
3.	Maintenance Period or the Defect Liability Period	:	**N/A**
4.	Scope of work	:	• Execution of work as per BOQ. • Repair and or replacement of the items including dismantling and refixing, whenever required during DLP, to be borne by the successful bidder in his own cost.
5.	Eligibility Criteria for "Pre-Qualification"	:	**1.** The Agency should have successfully completed similar nature of works having **single** work with completion value of at least **40%** of the amount put to tender during last 05 (five) year in a single contract **OR** **2.** The Agency should have successfully completed similar nature of works having **02 (Two)** works with completion value of at least **30%** of the amount put to tender during last 05 (five) year in a single contact. **OR** **3.** The Agency should produce credential of one single running work of similar nature of works which has been completed to the extent of **80% or more** and value of which is not less than the **40%** of **amount put to tender** (In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, 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 executing agency i.e. the tenderer), in the last Five Financial years from the date of issue of NIT in any Government/Semi Government /Undertakings/ Autonomous/ Statutory bodies/ Local Bodies. Credentials/completion certificate/ payment certificate of any sub-contract work shall not be accepted. N.B.: - Nature of work, Estimated amount, Date of Completion of project and detail communicational address of client must be indicated in the credential certificate.. Average Annual Turn Over from Contracting business for the

			past 3 (Three) Financial Years should be equal to or more than 50% of the estimated amount put to tender. Audited Balance Sheet (authenticated by a chartered accountant) shall have to be submitted in support of Annual Turnover.
6.	Initial Earnest Money Deposit **(In case of Item Rate Tender)**		**2% of the estimated amount put to tender for each.**
7.	Bid document	:	Bid Document is available in the NKDA's official website and www.wbtenders.gov.in. Bidders who have registered with **National Informatics Centre (NIC)** can participate in the tender. Interested bidders shall register with NIC in advance.
8.	Document download start date	:	03/11/2026 from 6:00 P.M.
9.	Document download end date & time	:	**13/11/2026 upto 11:00 A.M.**
10.	Date of Pre-Bid meeting	:	N/A
11.	Bid submission start date	:	**From 6:00 P.M. on 03/11/2026 through E-portal.** It may be reiterated that the bidders shall submit the technical and financial bid only through online by following online bid submission procedure.
12.	Last date of Online submission of Technical Bid and Financial Bid.	:	**On 13/11/2026 up to 11:00 A.M.**
13.	Opening of technical bid	:	**On 17/11/2026 at 6:00 P.M.**
14.	Technical Bid Evaluation	:	The technical bid will be evaluated by the competent authority of NKDA.
15.	Date and time of opening of Financial Bid of the technically qualified bidders	:	**To be intimated after evaluation of Technical Bid,**
16.	Financial Bid	:	Rate shall be quoted in percentage i.e. **above (+)** or **Less (-)** against the BOQ of the Financial Bid
17.	Validity of Bid	:	180 days from the date of declaration of L1
18.	E-Tender registration and bidding	:	**ONLINE BIDS:** The bidders interested to submit the bid Online shall get registered and get a digital signature. Online Tenders can be submitted by logging in www.wbtenders.gov.in The Bidders are required to submit the Technical and Financial Bid documents ONLINE i.e. uploading of the documents complete in all respect by following the Online Bid submission procedure.

19.	Important Instructions	:	• Names of the technically qualified bidders as per the bid criteria after verification & evaluation will be displayed in the e-portal. • The financial bid documents of the technically qualified bidders will only be opened. • List of Financial comparison chart of bidders will be published subsequently after opening the financial bid. Tender Inviting Authority reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reasons whatsoever. • All duties, taxes, royalties, cess, including 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause. • The intending bidders are requested to inspect the work site before quoting their rates.

INFORMATION TO THE BIDDERS (ITB)

1. Submission of Tender

The tender will be submitted in two bid system i.e. technical bid & Financial bid.

2. Online Bid submission procedure

i. *Registration of Contractor:* Agencies/Bidders who are interested in participating NKDA's e-tenders will have to be enrolled & registered with the Government e-Procurement system, through logging on to https://etender.wb.nic.in. They are requested to contact to the toll-free **Help-line No. 1800 3070 2232 of National Informatics Centre** for registration and other clarification on e-tendering.

ii. *Digital Signature certificate (DSC):* Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount.

iii. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website www.wbtenders.gov.in using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

iv. ***Submission of Tenders:*** General process of submission, Tenders are to be submitted through online to the stipulated website in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded duly Digitally Signed.

3. Documents to be submitted in Technical Bid.

Sl. No.	Category Name	Details

A.	Certificate(s)	GST Registration Certificate, PAN Card, P Tax, ESI Registration Certificate with Current Challan Trade License, IT-Return for latest 03 (three) Financial years (2025-26,2024-25, and 2023-24).
B.	Company Detail(s)	Proprietorship Firm (*Trade License*) Partnership Firm (*Partnership Deed, Trade License*) Ltd. Company (*Incorporation Certificate, Trade License*)
C.	Credential	**1.** The Agency should have successfully completed similar nature of works having **single** work with completion value of at least **40%** of the amount put to tender during last 05 (five) year in a single contract **OR** **2.** The Agency should have successfully completed similar nature of works having **02 (Two)** works with completion value of at least **30%** of the amount put to tender during last 05 (five) year in a single contact. **OR** **3.** The Agency should produce credential of one single running work of similar nature of works which has been completed to the extent of **80% or more** and value of which is not less than the **40%** of **amount put to tender** (In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, 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 executing agency i.e. the tenderer), in the last Five Financial years from the date of issue of NIT in any Government/Semi Government /Undertakings/ Autonomous/ Statutory bodies/ Local Bodies. Credentials/completion certificate/ payment certificate of any sub-contract work shall not be accepted. N.B.: - Nature of work, Estimated amount, Date of Completion of project and detail communicational address of client must be indicated in the credential certificate.. **4.** Average Annual Turn Over from Contracting business for the past 3 (Three) Financial Years should be 50% of the estimated amount put to tender. Audited Balance Sheet (authenticated by a chartered accountant) shall have to be submitted in support of Annual Turnover. **5. Joint Ventures/MOU will not be allowed as credential**
D	Financial Info	1. Balance Sheet for the last 03 financial years (2025-26, 2024-25, 2023-24) **2.** Average Annual Turn Over from Contracting business for the past 3 (Three) Financial Years should be 50% of the estimated amount put to tender. Audited Balance Sheet (authenticated by a chartered accountant) shall have to be submitted in support of Annual Turnover.

E	Other Documents	1. Affidavit-Y (as per format annexed with NIT) 2. Electrical Contractor's License. 3. Electrical Supervisors' Certificate of Competency in parts 1, 2,4 , 7A,,11 or Equivalent National Supervisors' Certificate of Competency/ Electrical Contractor's License.

i. If the applicant is an authorized signatory, he should submit document of authorization (Power of Attorney) in his favour along with the application. In case of Partnership firm, copies of the partnership deed are to be submitted along with the tender document.

ii. **Penalty for suppression / distortion of facts:**

If any tenderer fails to produce the hard copies of the documents (especially Completion Certificates, audited balance sheets or any document which is vital for his eligibility), or any other documents within the specified time frame stated above or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of fact during any time of the tendering process or even after the issuance of work order, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 2 (two) years. Additionally, the EMD submitted by the bidder shall be forfeited by the Tender Inviting Authority without assigning any reasons to the bidder.

b. FINANCIAL BID:

1. Item Rate shall be quoted in the financial bid of the tender.
2. The rate quoted by tenderer shall be inclusive of all elements of applicable taxes, octroi if any, toll, ferry charges, local charges, royalties and all other charges and duties, demands, etc.
3. All other charges like insurance charges, freight etc as would be required for completion of the work shall also be included in the rate quoted. No claim whatsoever in this account shall be entertained.
4. Tax Invoice(s) needs to be issued by the supplier for raising claim for the bill under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017.
5. Additional Performance Security in the form of Bank Guaranty @ 10% of the contract amount shall be obtained from the successful bidder if the accepted bill value is 80% or less of the estimate amount put to tender as per Govt. of West Bengal Finance Dept (Audit Branch) Memo No.- 4608-F(Y), dated 18-07-2018.
6. The Quoted price is firm, inclusive of all applicable taxes and no escalation will be admissible during the pendency of the contract in the event of any increase of prices of materials or as a result of Government Notification.

i) Taxes & duties to be borne by the Contractor:

It may again be reiterated that all the applicable Tax, Royalty, Construction Workers Welfare Cess and similar other statutory levy / cess etc. will have to be borne by the contractor while executing the work.

ii) Site inspection before submission of tender:

Before submitting the tender, the intending tenderer should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on this account afterwards.

iii) Conditional and incomplete tender:

Conditional and incomplete tenders shall be summarily rejected.

3. Acceptance of Tender:

Lowest valid rate may be accepted; however, the authority does not bind himself to do so and reserves the right to reject any or all the tenders, without assigning any reason.

a. Tender Accepting Authority: Executive Engineer

4. Payment

The payment will be made after successfully completion of work.

5. Security Deposit

a. The bidder shall be required to properly maintain the Item including all its components for a period of **05 <u>years</u>** from the date of completion supply as recorded in the MB. Failure to execute proper maintenance of the work will **lead to forfeiture of the security deposit. Security deposit will be released as: 1st 4 Years – nil, after completion of 4th year – 50% and rest amount will be released after completion of 5th year.**

b. An application along with a prescribed format of this office to be submitted for release of S.D. for which the contractor should apply to the authority after completion of work.

6. <u>Other Terms & Conditions:</u>

7.1 SPECIFICATION OF WORK: For each item of work specifications stipulated in PWD SOR/Manual should be followed strictly. Tests to be carried out as directed by the authority time to time.

7.2 Tenderers/Authorized Representatives are requested to be present in person during the opening of technical and financial bids.

7.3 The tender accepting authority may ask any tenderer to submit analysis to justify the rate quoted by the tenderer.

7.4 The intending Bidder are instructed to attend the pre bid meeting to discuss the matter relates to any dispute/proposal with proper documents whatsoever. No dispute/proposal or objection regarding technical specification would be entertained after the pre bid meeting.

7.5 The Agencies/contractor shall abide by all the labour welfare laws and their modifications from time to time, if any, within the contract period. Minimum labour wages and other applicable labour facilities, etc. should be provided as per latest Govt. order/Circulars. In no case, NKDA shall be held responsible for any eventualities in this regard including payment of wages to personnel deployed by the contractor.

7.6 Tenderer can approach only the Tender Inviting Authority, NKDA for any clarification with respect to the tender.

7.7 The decision of authority with respect to the tender is final and binding.

7.8 All corrections in the tender should be signed with date by the Tenderer. Each of the Tender document and drawings must be signed by the Tenderer.

7.9 Additional Performance Security Deposit:

As per order of Finance Department, Govt. of West Bengal vide meno no. 4608-F(Y) dated:18/07/2018, an additional Performance Security amounting to 10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% less of the estimate put to tender and to be submitted in the form of Bank Guarantee from nationalized / schedule Bank of India on its Kolkata Branch drawn in favour of **New Town Kolkata Development Authority. The** Bank Guarantee shall have to be valid upto end of the contract period and shall be renewed accordingly if required. The Additional Performance Security shall be forfeited at any time during the pendency of the contract period

7.10 The successful bidder whose tender is accepted shall within 07 (seven) days after acceptance has to execute formal agreement in WBF 2911 (ii) along with bid documents in quadruplicate. 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 on payment as per rule per copy of Contract document within the stipulated time limit. If the contractor fails to perform the formalities as mentioned within the specified period, acceptance of the tender will be liable to be cancelled and the earnest money will be forfeited.

7.11 Before issuance of the 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 favor of the said Tenderer and his EMD will be forfeited followed by black-listing of his firm

7.12 The authorized signatory who will sign on behalf of a company or Firm must submit the relevant documents in respect of their competency to do so, failing which their tender will be liable to be cancelled and the earnest money will be forfeited.

7.13 After receipt of the Work Order/ LOI, the successful Tenderer shall submit the work programme, Bar chart of execution of the work to Executive Engineer Electrical (Div) who is the Engineer-in-charge of the work, in accordance with the time allowed to him for completion of the work, The contractor will also establish site office and deploy Site Engineers/technical supervisors. He shall also maintain Work Order Copy, Drawings, schedule of work and tools & tackles at site to assists NKDA Engineers to carry out necessary checking and supervision of the work.

7.14 If substandard works during the execution of work is detected, then the authority shall have right to direct the agency to re-do the work once again as per the specifications specified in the contract without claiming any additional cost, etc.

7.15 The successful bidder shall have to start the work at site within 7 days after receipt of the work order, failing which work order may be cancelled with forfeiture of earnest money deposited with NKDA without assigning any reason.

7.16 Sub-letting of the job is not permissible. If the authority comes to know that the agency has sub-let the work, then action shall be taken to terminate the contract and the EMD and Security Deposit may be forfeited

7.17 All materials & workmanship shall be as per the approved quality and methodology.

7.18 If there will be any ambiguity against any item of work and rate mentioned in the BOQ, then the corresponding item and its rate given in the latest PWD schedule of rates shall be considered for execution and payment thereof.

7.19 This is to informed to all bidders that no short fall stage will be invited if sufficient numbers of qualified bid (i.e. 03 nos of bid) found after opening of the tender during Technical Evaluation due to exigency of the work

7.20 No mobilization advance will be paid to the contractor.

7.21 The successful bidder must use new wires & cables during the work.

7.22 Defect liability period starts from the date of completion of the work and release of Security Money (10% of the contract value) will be released as already specified.

7.23 **No escalation** of cost is permissible.

7.24 The agency must ensure safety and security of the working personnel engaged by them. No departmental Engineers/Officers to be held responsible in case of any untoward incidents. Agency must cover an insurance for the working personnel against any accident occurred during working period, at their own cost.

7.25 **Penalty for Delay:** The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date of issuance of Work Order. The work shall throughout the stipulated period of the contract be proceeded with all due diligence. If the contractor fails to commence and/or maintain required progress of work proportionate with the time lapsed or fails to complete the work on or before the end of contract period or extended date of completion, he/she shall pay as agreed compensation to the implementing Department.

7.26 **Compensation for delay of work: @ 2% (Two percent) of the tendered value of work arrived for each month of delay to be computed on per day basis subject to the ceiling limit of security deposit already withheld or due to be withheld during imposition of the said clause and minimum payable compensation equivalent to the Earnest Money deposited (EMD).**

7.27 The contractor shall submit photographs of the site before commencement of the work, at each of the various stages during the execution of the work and after completion of the work. All such photographs are to be submitted at the time of submission of the bill. No separate payment will be made to the contractor for such purpose.

7.28 The Agency shall comply with all the rules and regulations regarding safety, security and other statutory obligations of its workers and the Authority will in no way be responsible in any manner in case of any miss-happening with their workers at any place.

7.29 In case of any modification/addition/deletion of any item of the works as well as correction in drawings (if any) which has been pointed out during pre-bid meeting will be published by Tender Inviting Authority through publication of corrigendum in the web portal.

7.30 The scope of work may be modified as per the discretion of the Authority and the contractor has to accept that modification within the sanctioned amount of the work.

7.31 There shall be no provision of Arbitration.

7.32 **Road dust control and compliance of Construction & Demolition Waste Rules:**

i) Ensure transportation of construction materials with proper covering.

ii) During construction activity the agency should follow 'construction Waste Rules'.

iii) Take adequate measures for dust control during construction activities.

7.33 Provision of blacklisting of the agency in NKDA:

i) Submission of false/ misleading credential or documents during the tender process.
ii) Inability to maintain the specification as mentioned in the tender document.
iii) Poor performance in execution of the work.
iv) Misconduct or noncompliance of the instruction of the authority.
v) Negligence /failure to maintain the work within the stipulated time frame during the defect liability period.

7.34 Termination of Contract/ Work Order: The authority may terminate the contract/work order due to the following reasons.

i) Poor Progress of work.
ii) Poor Quality of work.
iii) Adoption of any unfair means during execution of work.
iv) Violation/Non-compliance of any instructions of the authority.
v) For termination of the contract/work, the authority will issue a 15 days' notice to the agency/contractor to make up the discrepancy/shortfall of the work as instructed by the authority, failing which the contract/work order will be terminated with forfeiture of E.M.D., S.D., Performance Security etc.

7.35 Discretion of the authority inviting tender: The tender inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever.

7.36 If there be any objection regarding prequalification of any Agency the same should be lodged online (e-mail) to Executive Engineer (Electrical), New Town Kolkata Development Authority within **48 (*forty eight*)** hours from the date & time of publication of list of qualified agencies and beyond the said time schedule no objection will be entertained

7.37 Arbitration clause of WBF 2911(ii) stands deleted, Settlement of disputes & arbitration shall be according to the **'Memorandum'** for the modifications of clause relating to settlement of disputes under conditions of contract vide no. 8182-F(Y) dated: Kolkata, the 26th September, 2012 of Secretary to the Govt. of West Bengal, Finance Department, Audit Branch.

7.38 Any Corrigendum, notification in connection to this NIeT 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

23/11/26

Executive Engineer
Electrical
New Town Kolkata Development Authority

Memo No : 7013 /1(8) / NKDA/E-1539086/EE-E /Elect-08/2026-27 **Date: 03/11/2026**

Copy forwarded for information to:

1. Chief Executive Officer, NKDA.
2. Chief Engineer, NKDA.
3. Administrative Office (EM), NKDA.
4. Finance Office, NKDA.
5. Assistant Engineer-E, NKDA.
6. P.A. to Hon'ble Chairman, NKDA.
7. Office Notice Board
8. Official website of NKDA.

03/11/26

Executive Engineer
Electrical
New Town Kolkata Development Authority

AFFIDAVIT – "Y"

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

1) I, the under-signed do certify that all the information furnished & statements made in the bid 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 e-N.I.T. No._____.

3) Any departure whatsoever in any form will be considered as breach of contract. In such situation the Department at his liberty may withhold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, authority's decision will be final and binding.

4) 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.

5) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.

6) 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 person of the firm.

.....

Name of the Firm with Seal

Date: .....

Digitally signed by SEKHAR DAS
Date: 2026.11.04 11:28:13 IST
Location: West Bengal-WB