

**OFFICE OF THE SUPERINTENDING ENGINEER
CRS CIRCLE, E&AM SECTOR, KMDA
UNNAYAN BHAVAN 8TH FLOOR, BLOCK-A
KOLKATA-700 091**

e -QUOTATION NOTICE (Abridge)

Notice Inviting e-Quotation No: 07/KMDA/CIVIL/SE(CRS)/E&AM OF 2017-18

Dated: 09.01.2018

e- Quotation Reference No. - 07/KMDA/CIVIL/ E&AM /SE (CRS) of 2017-18.

SUPERINTENDING ENGINEER, CRS CIRCLE, E&AM SECTOR, KMDA for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites ON LINE e-QUOTATION in KMDA Form No. 1 from bonafide, reliable and resourceful agency having experience of similar nature of work and successfully & satisfactorily completed the same within last 5(five) years from the date of publication of this NIQ in any Government/Semi Government /Undertaking/ Autonomous bodies/Local bodies.

| Sl. no (1) | Description of work (2) | Unit (3) | Rate to be quoted(3) | Earnest Money Deposit (EMD) (4) | Duration Of Time |
|---------------|---|---------------------------|-------------------------|--|---------------------|
| 1 | Providing security personnel (6nos. supervisor & 58 nos. security guard per day) for the period of 6 months for eight hours duty per head per shift round the clock for safe guarding of entire Rabindra Sarabor premises against theft, pollution, nuisance, unauthorized activities etc. as per direction of E.I.C. | | | Rs.1,00,000.00/- (One lakh) amount to be paid Online (Net Banking /NEFT/RTGS) | 06 (Six)Mont |
| | A) Security Supervisor. | Per head per day (8 Hrs.) | | | |
| | B) Security Guard. | Per head per day (8 Hrs.) | | | |

NB: Bidders should quote the rate including all Govt. statutory Taxes excluding GST and LabourCesse. GST, LabourCess may be charged separately with the bill as applicable & admissible as per rules. The Tax invoice(s) need to be issued by the agency/supplier for raising claim under the

contract showing separately, the tax charged in accordance with the provisions of GST Act, 2017

Last Date & Time for online request for participating in the tender is **Date: 05.02.2018, Time: 15.00 hrs.** Further details may be had from the detailed NIT at the office of the undersigned or from the KMDA website: www.kmdaonline.org.

However, the detail tendering can be had from <https://wbtenders.gov.in>.


**Superintending Engineer,
CRS Circle, E&AM Sector, KMDA**

No.79/I(20)/SE(CRS)/E&AM/KMDA/T-1/89

Dated: 09.01.2018

Copy forwarded for information & necessary action to:

1. The Secretary, KMDA.
2. The D.G E&AM, KMDA.
- 3-8 The Chief Engineer, E&AM, R&B, W&S, Housing, Electrical, PM&C Sector, KMDA.
9. The Director of Finance, KMDA.
10. The Dy. Director, P.R.O, KMDA- publication as per KMDA rule and for display this NIQ in KMDA & Govt. of West Bengal Web site.
11. The Superintending Engineer, Construction Circle, E&AM Sector, KMDA
- 12-18. The Executive Engineer-BPPD-I,II/CRS/ECPD.-I,II / CD-II/NSD, E&AM Sector, KMDA.
19. The A.C.F.A, E&AM Sector, KMDA.
20. The Head Estimator, CRS Circle, E&AM Sector, KMDA
21. NOTICE BOARD.


**Superintending Engineer,
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| | A) Security Supervisor. | Per head per day (8 Hrs.) | | | |
| | B) Security Guard. | Per head per day (8 Hrs.) | | | |

NB: The rate will be quoted excluding GST. GST will be paid separately if applicable and admissible.

- Intending bidder may download the tender documents from the website <https://wbenders.gov.in> directly with the help of Digital Signature Certificate.
- Earnest Money deposit (EMD)** is to be remitted by the Tenderer through e-filing as mentioned in the column 4 above through Net- Banking/ RTGS/NEFT in respect of the Tender ID in favour of KMDA.

3. Submission of Tender:- a) Technical Bid and Financial Bid both will have to be submitted online and duly digitally signed in the website <https://wbtenders.gov.in> as per time schedule stated herein under. Time to be reckoned as per Server Clock. b) The Financial Bid of the Participant tenderers will be opened only if the tenderer qualifies in the Technical Bid evaluation.

| 4. Time Schedule for Downloading, Uploading and Opening of Tender Documents:- | | |
|---|--|------------------------------------|
| a) | Date of uploading of e-N.I.Q. & other Documents (online) (Publishing Date) | Date: 09.01.2018, Time: 17.00hrs. |
| b) | Documents download start date (Online) | Date: 09.01.2018, Time: 17.30 hrs. |
| c) | Documents download end date (Online) | Date: 05.02.2018, Time: 15.00 hrs. |
| d) | Online Bid Submission Start Date & Time | Date: 09.01.2018, Time: 17.30 hrs. |
| e) | Online Bid Submission Last Date & Time | Date: 05.02.2018, Time: 15.00hrs. |
| f) | Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officers) | Date: 07.02.2018, Time: 15:00hrs. |
| g) | Date for opening of Financial Proposal (Online) | To be notified later on |

Tenders will be opened by the Superintending Engineer, CRS Circle, **E&AM** SECTOR, KMDA and authorized personnel in presence of tenderer or their authorized representatives who may like to be present.

5. Eligibility criteria for the bidders:-

- The bidders should have the credentials of similar nature of work i.e. having experience of deployment of security guards minimum **24(Twenty four)** persons per day in a single contract during the last five years from the date of publication of this NIQ in any Government/Semi-Govt./Undertaking/Autonomous bodies/Local bodies etc.
- Scanned copy of valid up to date Professional Tax ,GST as per latest Govt. order and PAN card issued by Income Tax Department, Valid Income tax (For last 3yrs), Last 3yrs. audited balance sheet, PF, ESI, Credentials, and other supporting documents, Registration Certificate and/or trade license of the company must be submitted dulydigitally signed at desired location in the website <https://wbtenders.gov.in>.

5.1 Declaration on Notary

- Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through on line at desired location.

5.2 Partnership Firm should submit necessary deed at desired location through on line.

a) **Earnest Money**:-The tenderers shall have to mention the reference detail in support of remitted RTGS/NEFT of requisite EMD against the tender in prescribed location failing which the tender shall be rejected.

7 **Rate should be quoted considering minimum wages, EPF, ESI, Bonus etc. as per minimum wages act.**

8 The tenderer should not be defaulter of EPF and ESI for the last 3(Three) years.If found Blacklisting/Penal action will be taken against him as per decision of competent authority in KMDA.

9 a) **List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online:-**

- i. Private Security Agencies Regulation Act(PSARA), Govt. of W.B
- ii. Income Tax e-Return (For last 3yrs)
- iii. Last 3yrs. audited balance sheet.
- iv. Pan Card.
- v. Professional Tax Enrolment certificate.
- vi. Valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act. 2017.
- vii. Trade License.
- viii. Labour License.
- ix. G.S.T Registration
- x. Credential certificate of the work.
- viii) Affidavit
- ix)E. P.F. and ESI registration

b)**List of documents shall have to upload by a Partnership Firm in addition to Sl. No. 9.a)**

- i) The power of Attorney for the firm for signing the tender by a partner.
- ii) Partnership Deed.

10) **Language of Tender**:- The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

11) **Others**:- The Tender Notice along with other documents like Tender Form No. -1 KMDA, Technical Specification, Special Terms and Conditions , BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.

12) **Influence**: Any attempt to exercise undue influence in the matter of acceptance of quotation is strictly prohibited and any quotationer who resorts to this will render his quotation liable to rejection. There shall be no provision of arbitration.

13) **Declaration**:- Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

14) The Quotationer own responsibility to obtain all information that may be necessary for quoting the amount.

15) Before issuance of the work order, the quotation inviting authority may verify the credential & other documents with the original of the lowest quotationer,if necessary. After verification, if it is found that

such documents submitted by the lowest quotationer is either manufacture or false, in that case, L.O.A. / work order will not be issued and Black listing/ penal action will be taken against him as decided by KMDA.

- 16) If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one.
- 17) Quotationer should comply with minimum wages as enforced time to time during tenure of contract by the Labour Department Govt. of WB.
- 18) Deduction of Tax shall be made as per provision of latest Govt. order with up to date amendments.
- 19) Release of Security Money: Security money shall be released after successful completion of the contract
- 20) That the guard will have to be in proper uniform with shoes and no extra payment will be made on this account.
- 21) Rate should be inclusive of PF, ESI, Bonus etc.(Except GST)
- 22) That the security personnel will be in proper prescribed uniform and no extra charges / payment will be made in this account.
- 23) The security guards will have to abide by the discipline, rules and regulations as laid by KMDA.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

For detail information please visits <https://wbtenders.gov.in> & www.kmdaonline.org.

NB:- Amount payable as per actual man-days per month. Deduction of an amount upto 25% of the bill value will be made from the bill as penal measure if the work site is not satisfactorily in the opinion of E.I.C.


Superintending Engineer,

Const. Circle, E&AM.Sector, KMDA.

No.79/1(20)/ SE (CRS)/E&AM/KMDA/T-1/89

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Const.CRSE&AM Sector, KMDA.