

Office of the Superintending Engineer  
South Circle, S & SWM, WS Sector, KMDA  
G-Block, Gr. Floor, Unnayan Bhavan, Salt Lake  
Kolkata-700091

**Notice Inviting e-tender No: 10 /SE(S)/ S AND SWM /WS/KMDA of 2017-18 Dated:23.11.2017**

**Tender ID: 2017\_KMDA\_139353\_1**

**No.64 /KMDA/S&SWM/WS/SE(S)/W-143**

**Dated: 24.11.2017**

- 1. Invitation:- Superintending Engineer, South Circle, S & SWM,W&S Sector, KMDA** invites online tender for works in two part system (Part-I technical bid and Part –II Financial bid) tender from reliable, resourceful, bonafide and experienced Firms/Individual contractors/Joint Ventures/ Consortium having experience, credential and financial capacity for execution of similar nature of Works in Government / Govt. Undertaking / Autonomous Bodies / Statutory Bodies and Local Bodies having executed work value not less than 50% of the estimated amount in a single contract during last 5 (five) years from the date of issue of this NIT are eligible to apply for the work as stated below:

**Table-1**

Sl No	Name of work	Estimated Amount (Rs)	EMD (Rs)	Time of completion
1.	Preparation of Master Plan for comprehensive drainage scheme under Raiganj Municipality.	To be quoted by the bidder in INR	10,000.00	3 MONTHS

2. Intending bidder may download the tender documents from <https://wb.tenders.gov.in> directly with the help of Digital Signature Certificate. As per order of KMDA earnest Money will be deposited by the bidder electronically: online through his net banking enabled bank account, maintained at any bank or offline through any bank by generating NEFT/RTGS Challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD (Earnest Money Deposit) from their respective bank as per the Beneficiary Name and Account No., Amount, Beneficiary Bank Name (ICICI ) and IFSC Code and also e-procurement Ref. No.

Last date & time for online submission of the tender is **22.12.2017 up to 12:30 hours**

Further details may be had from the detailed NIT at the office of the undersigned or from the KMDA web site: [www.kmdaonline.org](http://www.kmdaonline.org)

3. The original documents of EMD (Earnest Money Deposit) should be furnished before the Tender Inviting Authority, when asked to do so during evaluation of tenders and the L1 bidder shall submit the hard copy of the original EMD and also have to furnish all relevant documents in original to the Tender Inviting Authority before issuance of LOI.

4. Submission of Tender:- a) Pre –qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wb.tenders.gov.in> as per time schedule stated herein under. Time will be recorded as per service clock. b) The financial Bid of the prospective tenderers will be opened only if the tenderers qualifies in the Technical Bid .The decision of the Tender Inviting Authority will be final and binding to all challenge against such decision will not be entertained.

**5. Time Schedule and Important information for Downloading, Uploading and Opening of Tender Documents:-**

no	Item	Details
5.1	Name of the Work	: Mentioned at Table No-1, column-2(SI 1 to 4)
5.2	Name & Address of the tender Inviting Authority	: Superintending Engineer, South Circle, S&SWM, W&S Sector, KMDA
5.3	Name & Address of the tender Accepting authority	: Same as above
5.4	Firm (s) / Contractor(s) eligible to submit tender	: Shall satisfy the stipulations stated in this NIT and also in clause -2 of this NIT
5.5	Earnest Money Deposit	: Mentioned at Table No-1, column-4
5.6	Time of Completion	: Mentioned at Table No-1, column-5
5.7	Submission of hard copy Bid Documents	: The original bid documents including KMDA Form No: 1 shall be submitted duly signed and sealed on all pages after selection of the contractor before issuance of LOI
5.8	Price per copy of the complete set of tender documents for formal agreement (including printed tender form) to be submitted by the vendor awarded the work.	Rs. 600/- for each set.
5.9	Date of uploading(Publishing) of N.I.T Documents(Online)	24.11.2017 after 17:30 hours
5.10	Documents download start date(Online)	24.11.2017 after 17:45 hours

5.11	Documents download end date(Online)	22.12.2017 up to 12:30 hours
5.12	Start date & time for submission of tender through on line	24.11.2017 after 17:45 hours
5.13	Last date & time limit for submission of tender through on line	22.12.2017 up to 12:30 hours
5.14	Scheduled date & time for opening the Part-I tender document	25.12.2017 after 12:30 hours
5.15	Scheduled date & time for opening Part-II tender document	To be intimated later on
5.16	Name & Address of the office of Executive Engineer	Executive Engineer, South Division, S & SWM , W&S Sector, KMDA

Tenders will be opened by Superintending Engineer, South Circle, S & SWM, W&S Sector, KMDA or his authorized representative in presence of Tenderers or the authorized representatives who may like to be present.

6. Eligible criteria for the bidders: a) i) The applicant consulting agency /consortium of consulting agencies should have at least 3 years' experience in the field of town planning & similar of work.

ii) The applicant consulting agency/consortium of consulting agencies should have completed at least one assignment of similar nature under JNNURM with the consultancy fees not less than 2 Lakh in a single contract during the last 5 years.

iii) The applicant consulting agency/consortium of consulting agencies should possess in house planning outfit with competent personnel in relative fields with supporting infrastructure etc of its own.

b) Scanned copy of PAN card, Latest/Current P. Tax, Valid Income Tax(For last 3 years), Last 3 years balance sheet, Vat clearance certificate, credential, Work order, Payment Certificate, Bank Solvency Certificate and other supporting documents, Registration Certificate and/or trade license of the company must be submitted duly digitally signed at desired location in the website <https://wb.tenders.gov.in>

c) 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 online at desired location.

d) Partnership Firm/Consortium should submit necessary deed at desired location online.

e) Particulars regarding Joint Ventures/Consortium

i) One of the partners of any Joint Ventures / Consortium has to be designated as Lead Partner and the same will be mentioned in MoA/MoU.

ii) Bid from Joint Ventures / Consortium shall be accompanied by a copy of MoA/MoU on a stamp paper of Rs.100.00 outlining the joint interest to work on the project and specifying the other terms of agreement.

iii) The lead partner must hold 51% equity capital of the company to be formed between them during the tenure of contract implementation.

iv) The successful Joint ventures/ Consortium will have to form a special purpose vehicle (S.P.V) and register the same under the Indian Company's act.

v) The lead partner must have credential and satisfactory completion of same nature of works of completion cost not less than 50%value of qualifying amount i.e. 50% of the value of work under present tender in a single contract under any Govt./Semi-Govt. organisation/Autonomous body as principal employer within last 5(five) Years.

vi) Each of the other partners shall meet individually not less than 25% of the qualifying criteria mentioned above under any Govt./semi-Govt. organisation /Autonomous body as principal employer within last 5 (FIVE) years. However the lead partner along with other partner/partners should jointly meet at least 100% of the qualifying criteria.

vii) The lead partner shall have to apply for tender on behalf of Joint Ventures /consortium along with MoA/ MoU.

viii) In case of any litigation or in the event of any default arises during the execution /contract period of the Agreement, the lead partner will remain fully responsible.

ix) The successful Joint Ventures / consortium will have to submit Pan card, Trade License immediately after issuance of LOI.

f) **Earnest Money:** The tenderer shall have to upload scanned copy of requisite earnest money along with the tender documents in prescribed manner failing which the tender shall be rejected. The balance earnest money if any 2 (two) percent of the tender value is to be deposited at the time of execution of formal agreement.

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

- i) Income Tax return (For last 3 years.
- ii) Last 3 years audited balance sheet
- iii) Pan Card
- iv) Latest/Current Professional Tax clearance certificate.
- v) Trade License
- vi) Vat clearance certificate
- vii) Technical Credential
- viii) Work order for the work in technical credential
- ix) Payment Certificate of the said work
- x) Bank Solvency Certificate in current Financial Year
- xi) List of Technical personnel

b) **List of documents shall have to upload by the Partnership Firm in addition to Sl No. 7a)**

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

8. **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.

9. **Others:-**The Tender Notice along with other documents like Tender Form-1, Terms and condition ,BOQ and corrigendum etc. whatever documents uploaded by the Department concern shall be part and parcel of the Tender.

The Tender Inviting Authority reserves to right to accept or reject any or all the tenders without assigning any reason what so ever.

## 11. INSTRUCTION TO THE BIDDERS.

- i) General guidance for e tendering.  
Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-tendering.
- ii) Registration of Contractors.  
Any contractor willing to take part in the process of e-tendering will have to be enrolled and registered with the Govt. e-Procurement system, through login onto <https://wbtenders.gov.in> the Contractor is to click on the link(Online Bidder Enrollment) for e-tendering site.
- iii) Digital Signature Certificate (DSC)  
Each contractor is required to obtain Digital Signature Certificate (DSC) for submission of tenders , from the approved service provider of the Controller of Certifying Authority, Govt. of India.( <http://cca.gov.in>) on payment of requisite amount. The Contractor can search the tender and download NIT and other tender documents electronically from computer once he/she logs onto the website <https://wbtenders.gov.in> This is the only mode of collection of the tender documents. A prospective Bidder shall be allowed to participate in the job either in the capacity of the individual or as a partner of a firm. If found to have applied several in single job all his applications will be rejected for that job.  
The Contractor can search & download Nit & Tender documents electronically from computer once he/she logs to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of the Tender Documents.
- iv) Submission of Tenders:

### a)General Process submission

Tenders are to be submitted through online to the website stated in Cl 1 two folder at a time for each work, one is technical Bid and another financial bid before the prescribed date and time using the Digital Signature Certificate.

Technical Bid: Technical bid contain scanned copies of the following further in two folder.

#### a.1) Statutory cover containing:

- i)NIT with all addendum & corrigendum (download & upload the same digitally signed.)
- ii)Demand Draft/Pay order towards EMD as prescribed in NIT

#### a.2) Non- Statutory cover containing:

- i) Income Tax return (For last 3 years)
- ii) Last 3 years balance sheet
- iii)Pan Card
- iv) Latest/Current Professional Tax clearance certificate.
- v) Vat clearance certificate
- vi) Trade License
- vii) Technical Credential
- viii) Work order for the work in technical credential
- ix) Payment Certificate of the said work
- x) Bank Solvency Certificate in current Financial Year
- xi) List of Technical Personnel

NOTE : Failure of submission of any of the above mentioned documents( as stated a.1 &a.2)will render the tender liable to summarily rejected for both statutory and non- statutory cover.

THE ABOVE STATED NON\_STATUTORY / TECHNICAL DOCUMENTS SHOULD ARRANGED IN THE FOLLOWING MANNER.

Click the check boxes beside the necessary documents in the My Documents list and then click the tab :submit non statutory documents" is send the sealed documents to non statutory folder. Next click the tab" click to Encrypt and upload" and then "Technical" folder to upload the technical documents.

	Category Name	Sub Category Description	Details
A	Certificate	Certificate	i) Income Tax return (For last 3 years) ii) Last 3 years balance sheet iii)Pan Card iv)P. Tax v)Vat clearance certificate
B	Company details	Company details-1	i)Trade License ii)Partnership Deed iii)Power of Attorney, iv)MoA/MoU etc. as applicable
C	Credentials	Credentials-1	credential, work order, Payment Certificate, Bank Solvency, Technical personnel etc.

v) Financial Bid

a) The financial Bid should contain the following documents in one folder i.e. Bill of Quantities (BOQ). The Contractor has to quote rate through online in space marked for quoting rate in the BOQ. including all tax with GST.

b) Only Downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

vi) Opening & Evaluation of Tender

a) Technical Bid will be opened by the Superintending Engineer, South Circle, S & SWM, WS SECTOR, KMDA. Intending tenderer may remain present if they so desire. Statutory Cover would be opened first & if found in order and correct, Non Statutory Cover will be opened. If there is any deficiency in the Statutory & Non Statutory documents, the tender will be summarily rejected.

b) Decrypted (transformed into a readable format) documents of the non statutory folder will be downloaded & handed over to the evaluation committee.

c) List of technically qualified tenderers would be uploaded.

NB: While evaluation, the Committee may summon the tenders & seek clarification/information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will be liable for rejection.

vii) Opening and evaluation of Financial bid:

Financial bid of Tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal on the prescribed date and time.

11. Penalty for suppression/distortion of facts:

Submission of false document by tenderer is strictly prohibited.


  
Superintending Engineer,  
South Circle, S&SWM, W&S Sector, KMDA

No. 64/1(23)/KMDA/S&SWM, W&S/SE(S)/W- 143

Dated: 24.11.2017

Copy forwarded for information & necessary action to:

- 1) The CEO, KMDA
- 2) The DOF, KMDA
- 3) The Director General (WS Sector) KMDA
- 4) The Joint Secretary, UD & MA Deptt, Govt. of W.B.
- 5) The Chairman, Raiganj Municipality
- 6-11) The Chief Engineer, S&SWM, W&S/WS/Housing/E&AM/P&M/E&M sector, KMDA.
- 12) The Deputy Secretary, Public Relation Cell, KMDA along with 4(four) copies of this NIT for Publication in three leading News Papers and for display this NIT in KMDA Web Site.
- 13-14) The Suptd. Engr., North/Planning Circle, S&SWM, W&S Sector, KMDA.
- 15-20) The Executive Engineer, EE(SC)/Central/South/EB/WB/Horah Divn., S&SWM, W&S Sector, KMDA.
- 21) The ADFA, S & SWM, W&S Sector, KMDA
- 22) The Estimator, South Circle, S&SWM, W&S Sector, KMDA.
- 23) The Notice Board, South Circle, S&SWM, W&S Sector, KMDA.

  
Superintending Engineer,  
South Circle, S&SWM, W&S Sector, KMDA