

Office of the Superintending Engineer  
Electrical Circle-I, E&M Sector, KMDA  
'D' Block, 2<sup>nd</sup> Floor, Unnayan Bhavan  
Salt Lake City, Kolkata- 700 091

**Abridged Tender Notice**

**Abridged e-Tender Notice No:**

**KMDA/EandM/SE/EC-I/NIT-34/16-17 dated 15.03.2017**

Superintending Engineer, Electrical Circle-I, for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites online tender from from eligible prequalified tenderer as stated in detailed notice for the below mentioned work and will be received by him up to the date and time specified here in after

Sl. No.	Description of work	Estimated Amount (R)	Earnest Money Deposit (R)	Time of completion:
1.	Supply of personnel for electrical maintenance & lift operation at Unnayan Bhavan, Salt Lake for a period of one calendar year.	18,02,400.00	36,048.00	12 months.

- An online request for participating in the tender is **from 16.03.2017, 10.00 hours to 24.03.2017 17.00 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) /[www.wbtenders.gov.in](http://www.wbtenders.gov.in)

Superintending Engineer  
Electrical Circle-I,  
E&M Sector, KMDA

Copy forwarded to:

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2. The Superintending Engineer, EC- II, E&M Sector, KMDA
3. The Superintending Engineer, MC-II, E&M Sector, KMDA
4. The Deputy Director (PR), KMDA - With the request to publish the tender notice to the four (two of which must be in English) leading dailies of national importance and in KMDA & GOWB web-site. The Copy of the approval of the Scheme is enclosed along with copy of AA&FS.
- 5-12. The Executive Engineer, ED-I/II/III/IV/V/VI/VII/VIII, E&M Sector, KMDA
13. The A.C.F.A., E&M Sector, KMDA.
14. Notice Board.

  
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**Detailed Notice Inviting e-tender**

**Notice No: KMDA/EandM/SE/EC-I/NIT-34/16-17 dated 15.03.2017**

Superintending Engineer, Electrical Circle-I, for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites online tender from from eligible prequalified tenderer as stated in detailed notice for the below mentioned work and will be received by him up to the date and time specified here in after

<u>Sl no.</u>	<u>Items for consideration</u>	<u>Information</u>
1.1	<b>Name of Works</b>	: Supply of personnel for electrical maintenance & lift operation at Unnayan Bhavan, Salt Lake for a period of one calendar year.
1.2	<b>Name &amp; Address of the tender Inviting authority</b>	: Superintending Engineer, Electrical Circle-I, E&M Sector, KMDA, Unnayan Bhavan, 'D' Block, 2 <sup>nd</sup> floor, Salt Lake City, Kolkata-91.
1.3	<b>Name &amp; Address of the Executing Cell</b>	: Executive Engineer, Electrical Division-II, E&M, KMDA, D- Bl., 2 <sup>nd</sup> Fl Unnayan Bhavan, Salt Lake, Kolkata- 700091.
1.4	<b>Firm (s) / Contractor(s) eligible to submit tender</b>	: Any agency willing to take part in the e-tendering process <b>will have to be enrolled</b> and registered with the Govt. e- procurement system, through logging on to <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a> and to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the NIC.
1.5	<b>Estimated Value of work</b>	: Rs. 18,02,400.00
1.6	<b>Earnest Money Deposit</b>	: Rs. 36,048.00
1.7	<b>Time of Completion</b>	: 12 months from the date of firm order.
1.8	<b>Collection of tender documents</b>	The agency can search and download NIT and tender documents electronically from computer once he logs on to website using the DSC. This is the only mode of collection of tender documents.



- 1.9 **Submission of Tenders** : Tenders are to be submitted online through website in two folders at a time for each work one is technical Proposal and the other is Financial Proposal, before the prescribed date and time. Using the digital signature certificate (DSC), the documents are to be uploaded, virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats)
- 1.10 **Date & time limit for request of tender (online)** : From 16.03.2017, 10.00 hours to 24.03.2017 17.00 hours
- 1.11 **Date & time limit for submission of tender (online)** : From 16.03.2017, 10.00 hours to 24.03.2017 17.00 hours
- 1.12 **Date & time for opening of Technical Bid (online)** : 27.03.2017 at 11.30 hours
- 1.13 **Financial Bid Opening Date & time (online)** : To be notified latter.
- 1.14 **Submission of Hard copy of EMD** : After issuance of LOI to the L1/ successful bidder.

## 2.0. Submission of Tenders :

2.1 Tenders are to be submitted online through website in two folders at a time for each work one is technical Proposal and the other is Financial Proposal, before the prescribed date and time. Using the digital signature certificate (DSC), the documents are to be uploaded, virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

### 2.2 Technical Proposal (PART-I)

The Technical should contain scanned copies and / or declarations in the following standardized format in further to covers (Folders).

- a) **Technical files (Statutory covers)**
  - i. NIT & Addendum / Corrigendum if any.
  - ii. Tender Form No. 1.
  - iii. Earnest Money Deposit: Scanned copy of original demand Draft/ Pay order / BC.
  - iv. Scanned copy of Power of attorney by the competent Authority if the power is delegated for signing the Bid to persons other than the applicant must be uploaded.
- b) **My Documents (Non- statutory cover) containing:**
  - (a) The firm shall have valid trade license.
  - (b) The intending tenderer shall have valid up to date clearance certificates of professional tax. If up to date PTCC is not obtained then receipted copy of tax deposit Challan from the date of PTCC last issued / obtained to the current year shall have to be produced

- (c) The firm shall have valid sales tax clearance certificate / VAT Registration Number.
- (d) The firm shall have valid PAN issued by GOI
- (e) The intending bidder shall have Valid Electrical Contractor's License. The personnel to be provided by agency shall possess requisite valid supervisory certificate (SCC Part no-1,2,4,7A,7B, 11) incl. appointment letter of the supervisor which the EIC may ask for verification at any time during the period of contract.
- (f) The firm shall have valid GPF, ESI & Service Tax Registration Certificate.
- (g) Completion certificate on letterhead- Within last five years, at least one similar natured contractual job of value **not less than 50%** of the value put to tender in one single contract for obtaining minimum qualifying criterion under any Govt./Govt. undertaking /Autonomous Body/Institution/ organization of repute.
- h) A self-declaration stating that the documents submitted / furnished by him are true and genuine to the best of his knowledge and belief. In case any fraudulent activities are observed and or detected, he shall be solely responsible for such activities .He shall also declare that whether his firm has been debarred in recent past from any sort of tendering in any department or punished in any form.

### 2.3 Financial Proposal-(PART-II)

The financial proposal should contain the following documents in two cover (Folder) i.e.

1. Bill of quantities (BOQ) the contractor is to offer the rate (Percentage above/ below) online through computer in the space marked for quoting rate in the BOQ. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

### 4.0 Earnest Money Deposit:

Complete set of tender documents as mentioned here in before, the tenderer shall have to furnish scanned copy of earnest money (at the rate of two percent of the value of estimated amount for the work) as mentioned here before in Sl. No. 1.6.

The earnest money against respective tender/ offer in the shape of Bank Draft / Pay order of a scheduled Bank, in Kolkata in favour of "**E&M sector, KMDA**".

Original hard copy of E.M.D. to be submitted to the undersigned office after issuance of LOI to the L1 bidder or the successful Bidder.

### 5.0. Security Deposit :

The successful tenderer shall have to provide for as security for the work an amount in terms of clause no. 1 of the printed tender form.

An amount at the rate of 10% of the work /supply will be recovered from the progressive running bills. This is inclusive of the initial security deposit already deposited with the



Department at the rate of two percentile (2%). That means eight percent (8%) is deductible from billed amount and 2 % already with the department as initial EMD shall together form 10% security deposit.

In case the total amount of the retainable security deposit is more than Rs 2.00 lakh, then the contractor, at his own choice/ option, may apply to the department for allowing him to keep the amount of deductible security deposit exceeding Rs2.00 lakh in the form of Bank Guarantee from a scheduled Bank in Kolkata valid for the entire guarantee period in the prescribed format of the department.

Failure on the part of the contractor (successful bidder) in depositing the additional amount of initial security where so required in terms of above shall constitute a breach of the obligations and shall render the offer / contract liable for termination with forfeiture of initial security deposit that may be lying with KMDA as in clause 1.8 above without any reference to the bidder.

## **6.0 Statutory Deduction of taxes / duties / Cess etc. :**

Income Tax will be deducted from the contractor's bill at the rate in accordance with the orders/ circulars of the Union Government of India in force during the contractual period.

If the Union Government of India declares any variation of the tax structure during the pendency of the contract, it shall be to the contractor's account. However, TDS will be issued to the contractor for this account.

Sales Tax (presently 2% of the gross billed value for registered dealer and 5% of the gross bill value for unregistered dealer) will be deducted from the contractor's bill at the rate in accordance with the orders/ circulars of the Government of West Bengal in force during the contractual period.

If any variation in the tax structure declared by the Government of West Bengal during the pendency of the contract shall be to the contractor's account. Here also, TDS certificate will be issued to the contractor.

Cess for welfare of the construction workers' (presently 1% of the gross billed value) will be deducted from the contractor's bill at the rate in accordance with the orders/ circulars of the Government of West Bengal in force during the contractual period. No TDS will be issued in this case.

## **7.0 Opening and evaluation of tender:**

### **7.1 Opening of Technical Proposal:**

a) Technical proposals will be opened by the Superintending Engineer, E.C. – I, E&M Sector, KMDA and / or his authorized representative electronically from the web site using their digital signature certificate.

b) Intending tenderers may remain present if they so desire.

c) cover for statutory documents should be opened first if found in order cover for non-Statutory documents will be opened. If there is any deficiency in the statutory documents, the tender will summarily rejected.

d) Decrypted documents of the non-statutory documents will be downloaded and handed over to the tender accepting authority.

7.2 Pursuant to scrutiny and decision to the technical accepting authority, the summary list of eligible tenderers will be uploaded in the web portals.

7.3 Opening and evaluation of financial proposal:

Financial proposal of tenderers declared technically eligible by the tender accepting authority will be opened electronically from the web Portal on prescribed date and time by the S.E./ E.C.- I, E&M, KMDA.

After evaluation of financial proposal, the authority may upload the final summary result.

7.4 **The Tender Accepting Authority may ask any of the tenders to submit analysis to justify the rate quoted by that tenderer.**

8.0 **Conditional and incomplete Tender:**

Conditional and incomplete tenders are liable to summary rejection.

9.0 **Withdrawal of tender:**

A tender once submitted shall not be withdrawn within a period of 120 days from the last day of the opening of the tender.

If a tenderer withdraws his tender within this period without any valid reason, he may be disqualified from submitting any tender in KMDA for a minimum period of one year.

10.0 **Validity of the offer/ tender:**

The validity of the tender shall be 120 days from the date of the opening of the offer.

11.0 **Rates inclusive of all charges:**

As stated elsewhere the rate quoted by the tenderer shall be inclusive of all elements of taxes and duties, demands.

The tenderer shall include income taxes, sales taxes, cess etc. as applicable, octroi if any, toll, ferry charges, local charges, royalties, service taxes, turn over taxes and all other charges as applicable.

All other charges like insurance charges, freight, Government Inspector's fee for obtaining statutory clearance etc. as would be required for completion of the work shall also be considered in the rates quoted. No claim whatsoever on this account will be entertained.

12.0 **Payment of wages and other regulatory benefits:**

The wages and other regulatory benefits / viz. ESI, EPF & Bonus, as per the prevailing rules, regulations, acts etc of the state and union Govt. shall be provided to all the personnel deployed by the contractor from time to time for undertaking the work. In no case, the department shall not be held responsible for any eventualities in this regard.

13.0 **Acceptance of Tender**

I. Lowest valid rate should normally be accepted. However, the Tender accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, without assigning any reasons thereof.



II. During the entire process of the tender, if it is found that any penal measures imposed by any Govt/ Semi-Govt/ Autonomous body against any intending tenderer, the Authority reserves the right to reject any bid offered by the said tenderer.

III. Submission false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for persecution as per relevant I.T. Act. With forfeiture of earnest Money forthwith.

#### 14.0 Disclaimer :

All expense for preparing and submission of the tender bid shall be to the bidder's account and shall no way be refunded/ compensated in any form.

KMDA reserve the right to reject or accept or split any or all tenders / bids without assigning any reasons what so ever.

KMDA reserves the right to terminate the tender without assigning any reason what so ever in nature at any point of time during pendency of the contract by serving upon seven days written notice to the contractor even after award of the contract and execution of field work without entertaining any claim for loss of profit or compensation of any kind and of any nature whatsoever.

  
**Superintending Engineer  
Electrical Circle-I  
E&M Sector, KMDA**

No: 188 / 14/ SE/ EC-I / E&M / KMDA /T-1

Dated: 15.03 2017.

#### Copy forwarded to:

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