



**West Bengal Housing Infrastructure Development Corporation Limited**

(A Govt. of West Bengal Undertaking)

HIDCO BHABAN, 35-1111, Biswa Bangla Sarani, 3rd Rotary, New Town, Kolkata – 700156

Telephone No. (033) 2324-6037/38, Fax: (033) 2324-4833/3016/6009

e-mail: [wbhidcoltd@gmail.com](mailto:wbidcoltd@gmail.com) / [info@wbhidco.in](mailto:info@wbhidco.in) website: [www.wbidcoltd.com](http://www.wbidcoltd.com)

No. 609 /HIDCO/Plng/152(AA)/2022

Date – 29.08.2022

Ref. No. WBHIDCO/Plng/EOI-BM/2022-23

**Notice inviting Expressions of Interest for selection of a Survey Consultant for preparation of an integrated Base Map of New Town and its adjoining areas falling within the New Town Planning Area of WBHIDCO**

Expressions of Interest (EoI) are hereby invited from reputed & experienced Firms / Companies / Organizations for conducting a detailed land survey covering an area of 20,000 Acres (approximately) in the following Mouzas for preparation of a Base Map for integration of the said area with the existing NKDA area. The areas to be surveyed are outside the New Town Project Area, but within the New Town Planning Area of WBHIDCO.

**LIST OF NEW TOWN PROJECT AREA ABUTTING MOUZA AND GRAM PANCHAYET**

SL. NO.	ACTION AREA	ABUTTING MOUZA	J.L. NO.	GRAM PANCHAYET
1	I	CHANDIBERIA	15	ERSTWHILE RAJARHAT GOPALPUR MUNICIPALITY
2		TARULIA	21	MAHISHBATHAN - II
3		MAHISHBATHAN	18	MAHISHBATHAN - II
4		MAHISHGOT	20	MAHISHBATHAN - II
5		THAKDARI	19	MAHISHBATHAN - II
6		KOCHPUKUR	2	BAMANGHATA
7		JOTBHIM	3	BAMANGHATA
8		BALIGARI	34	PATHARGHATA
9		CHAKPACHURIA	33	PATHARGHATA
10	II	SULANGGARI	22	JYANGRA HATIARA - II
11		GHUNI	23	JYANGRA HATIARA - II
12		JAATRAGACHHI	24	JYANGRA HATIARA - II
13		NOAPARA	11	ERSTWHILE RAJARHAT GOPALPUR MUNICIPALITY

SL. NO.	ACTION AREA	ABUTTING MOUZA	J.L. NO.	GRAM PANCHAYET	
14		HATIARA	14	ERSTWHILE RAJARHAT GOPALPUR MUNICIPALITY	
15		GOPALPUR	2	ERSTWHILE RAJARHAT GOPALPUR MUNICIPALITY	
16		RAIGACHHI	12	RAJARHAT BISHNUPUR -1	
17		RECJUANI	13	RAJARHAT BISHNUPUR -1	
18		JAGADISHPUR	27	RAJARHAT BISHNUPUR -1	
19		DHARSHAMOKTARPUR	26	RAJARHAT BISHNUPUR -II	
20		KADAMPUKUR	25	PATHARGHATA	
21		MAHAMMADPUR	32	RAJARHAT BISHNUPUR -II	
22		KALIKAPUR	40	PATHARGHATA	
23		GANRAGARI	37	PATHARGHATA	
24		III	PATHARGHATA	36	PATHARGHATA
25			CHAPNA	35	PATHARGHATA
26			HUDARAIT	54	CHANDPUR
27	BHAGABANPUR		10	BHAGABANPUR	
28	AKANDAKESHARI		55	PATHARGHATA	
29	CHANDAKANTHALBERIA		8	BEONTA-II	
30	HATISALA		9	BEONTA-II	

1. **Scope of Work** : -

A) Physical Survey :

a) Conducting a detailed land survey with Total Station of 50 M grid – This should indicate the exiting features covering the following points : -

- i) Disposition (size, pucca / kancha / no. of floors) of the buildings / structures / house-holds, roads, open spaces, water bodies etc. indicating the corresponding R S Dag Nos., Mouza name and J L No.
- ii) Indication of predominant use of the buildings / structures / house-holds with Plot Nos. / Premises Nos., Plot Areas and building areas
- iii) Present solid waste dumping areas
- iv) Indicating existing amenities and facilities like water supply, drainage, electrical lines etc. on corresponding Dag Nos. with Mouza name and J L No.

- v) Indicating the existing Major and minor roads on corresponding Dag Nos. with Mouza name and J L No.
  - vi) Public spaces (parking areas, toilets, playgrounds)
  - b) Imposition of survey maps and digitized Mouza maps on the latest satellite image with high resolution not less than 0.6 meters.
  - c) Preparation of a Base Map of the areas surveyed and integration of the said map with the existing Base Map of New Town Project Area
- B) Population Survey :
- a) Collection of population data
  - b) Co-relation of population data with respect to voters' list

**2. Eligibility Criteria : -**

The interested Firms / Companies / Organizations should have prior experience of successfully completing at least two (2) projects of conducting survey work using Total Station for preparation of Base Map for an area of not less than 4 Sq. KM in the last five (5) years. The experience of working in New Town and its adjoining areas in this regard will be considered as an added advantage. Necessary documents such as Work Order, Completion Certificate etc. in support of work experiences will have to be submitted. In addition, the following documents will also have to be submitted : -

- a) Introduction of the Firm / Company / Organization
- b) Financial capability of the Firm / Company / Organization for the last 3 years
- c) Total Work experience
- d) Curriculum Vitae and Profile of Team Leader and other Team Members

The interested bidders who satisfy the above eligibility criteria may submit their bids online on the NIC e-portal (<https://wbtenders.gov.in/nicgep/app>) with all the necessary documents as instructed in the this EoI Notice.

**3) Bid Evaluation Mechanism : -**

The bids of the eligible bidders will be evaluated through 'Combined Quality and Cost Based Selection(CQCBS) process and ranked accordingly by a Committee constituted by WBHIDCO. The Technical and Financial Evaluation will be made on a total score of 100, out of which 70 marks are allotted for Technical Evaluation and 30 marks for Financial Evaluation. Both the Technical and Financial Bids will be marked separately. The Technical Proposals will be evaluated in the following way : -

Sl. No.	Criteria	Scoring	Maximum Score
1	General Work experience	a) For a minimum of 2 Projects of land survey with Total Station covering an area of not less than 4 Sq. KM in the	25

<b>Sl. No.</b>	<b>Criteria</b>	<b>Scoring</b>	<b>Maximum Score</b>
		last 5 years – 15 Marks b) For more than 2 such Projects till date – 25 Marks	
2	Special Work Experience	a) For at least 2 Projects of land survey with Total Station covering an area of not less than 4 Sq. KM in New Town and its adjoining areas in the last 5 years – 15 Marks b) For more than 2 such Projects till date – 25 Marks	25
3	Experience in the preparation of Base Map with Mouza Boundaries	a) For at least 2 such Projects in the last 5 years – 10 Marks b) For more than 2 such Projects till date – 20 Marks	20
<b>Total Score</b>			70

Based on the above marks, each applicant would be assigned a technical score out of 70 marks. On opening the Financial Proposals, the Bidder (L1) who will quote the lowest price will be given a score of 30. The other Bidders (N, N1, N2, N3 etc.) will be allotted scores based on the score of L1 as per the formula: " $L1/N \times 100$ ".

The bidder obtaining the highest marks on combining Technical and Financial scores will be awarded the Consultancy Work.

4) **Terms & Conditions : -**

- a) The Bidders must have GST Registration Certificate and IT & PAN valid at least up to the date of submitting their bids. Application for such Certificate addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
- b) An all-inclusive lump sum fee excluding GST will have to be quoted by the bidders at the appropriate section of the e-tender portal. Disclosure or indication of quotation at any other section will lead to disqualification of the bidder. The payment of GST by the Consultant will be reimbursed if it is supported with valid documents.
- c) Before submitting any bid, the intending Bidders should make themselves thoroughly acquainted with the local conditions prevailing by actual inspection of the site, and take into consideration all aspects including actual size and availability of land, communication facilities, climatic conditions, availability of local labourers and market rates prevailing in the locality etc. As no claim whatsoever will be entertained on these counts afterwards.

- d) The work will have to be completed within six months from the date of issuance of Work Order as per the Delivery Schedule mentioned below.
- e) The selected bidder will have to enter into an agreement with WBHIDCO within 07 (seven) days from the date of issuing Work Order.
- f) Any bid document containing overwriting is liable to be rejected. All corrections are to be attested under the dated signature of the bidder without which the bid may be considered informal.
- g) No conditional bid shall be accepted.
- h) A prospective bidder requiring any clarification about the EOI document and the scope of work may contact the undersigned through e-mail/ letter before the Pre-Bid Meeting. After the Pre-Bid Meeting, no request for any clarification in this regard will be entertained.
- i) On opening of bids, if required, the Bid Evaluation Committee may ask for supporting documents in respect of any claim of the bidder, and the bidder will have to submit the said documents as well as written clarifications as required by the committee within three days.
- j) The EOI response submitted by the bidder should be in English language only. All the documents relating to the EOI (including brochures) supplied by the bidder should also be in English, and the correspondence between the bidder & WB HIDCO will be in English language only.
- k) WBHIDCO reserves the right to accept / reject, at its sole discretion, any or all evaluated technical / financial bids of the bidders and cancel this bidding process without assigning any reason whatsoever.
- l) No sub-contracting will be allowed.
- m) No consortium is allowed to participate.

**5) Delivery Schedule :**

The work will have to be completed within six months as per the Delivery Schedule mentioned below : -

<b>Item name</b>	<b>Deliverables</b>	<b>Duration</b>
Survey work using Total Station	Survey Report containing a brief write-up & drawings ( A soft copy and three hard copies)	3 months
Preparation of Base Map of the areas surveyed and integration of the said map with the existing Base Map of New Town Project Area	Integrated Base Map of the areas surveyed and New Town Project Area ( A soft copy and three hard copies)	3 months

6) **Payment Schedule :**

1) On submission of a Survey Report containing a brief write-up & drawings	35% of the Total Fee
2) On submission of Draft Integrated Base Map of the areas surveyed and New Town Project Area	40% of the Total Fee
3) On submission of Final Integrated Base Map of the areas surveyed and New Town Project Area	25% of the Total Fee

7) **Bidding Process :**

- a) The bid documents containing the company profile and work experience of the bidder will have to be uploaded on the e-portal of NIC in (.rar) file.
- b) The financial bid will have to be uploaded on the e-portal of NIC in (.rar) file.
- c) WBHIDCO Ltd. authority reserves the right to cancel the E.O.I. due to unavoidable circumstances and no claim in this respect will be entertained.
- d) A Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Financial Bid / Sealed Bid.
- e) There shall be no provision of Arbitration

8) **Schedule of Dates :**

Sl. No.	Schedule	Date & Time
1.	Online Publication of e-tender	29.08.2022 at 6 PM
2.	Online downloading of bid documents	30.08.2022 at 11 AM
3.	Pre-bid meeting (to be held in the 3 <sup>rd</sup> floor Conference Room of 'HIDCO BHABAN' in New Town, Kolkata)	05.09.2022 at 3 PM
4.	Start date of Bid Submission through on-line mode.	09.09.2022 from 11 AM
5.	Last Date of Submission of Bids through on-line mode.	20.09.2022 up to 6 PM
6.	Opening of Technical Bids	23.09.2022 at 12 noon
7.	Online publication of the result of Technical Evaluation	28.09.2022
8.	Opening of Financial Bids	To be notified later
9.	Online publication of the final selection	To be notified later

**Chief Planner  
WBHIDCO**

a. **Annexure I: Covering Letter for submission of EOI**

(To be submitted on the letterhead of the bidder)

(Date)

To,

-----  
-----  
-----  
-----

**Ref:**

**Sub: Submission of an EoI for selection of a Survey Consultant for preparation of an integrated Base Map of New Town and its adjoining areas falling within the New Town Planning Area of WBHIDCO**

Dear Sir/Madam,

On examining the EOI document, we, the undersigned, herewith submit our bid in response to your EOI no. \_\_\_\_\_ dated \_\_\_\_\_ for **selection of a Survey Consultant for preparation of an integrated Base Map of New Town and its adjoining areas falling within the New Town Planning Area of WBHIDCO**, in full conformity with the said EOI document.

- i. We have read the provisions of the EOI document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our EOI shall not be given effect to.
- ii. We agree to abide by this EOI, consisting of this letter, the detailed response to the EOI and all attachments, for a period of 180 days from the date of submission of the bid.
- iii. We would like to declare that we are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices

- iv. We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this EOI.
- v. We hereby declare that all the information and statements made in this EOI are true and accept that any misrepresentation contained in it may lead to our disqualification.
- vi. We understand you are not bound to shortlist / accept any bid you receive.

Yours sincerely,

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:



b. **Annexure II: Details of the Responding Bidder**(To be submitted on the letterhead of the bidder)

1.	Name of the company	
2.	Official address	
3.	Phone No. And Fax No.	
4.	Corporate Headquarters Address	
5.	Phone No. And Fax No.	
6.	Web Site Address	
7.	Details of Company's Registration (Please enclose copy of the company registration document)	
8.	Name of Registration Authority	
9.	Registration Number and Year of Registration	

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:

c. **Annexure III: Declaration for not being blacklisted**(To be submitted on the letterhead of the bidder)

Self-declaration for not being blacklisted by any Government Entity

(Date)

To,

**Sub: Submission of an EoI for selection of a Survey Consultant for preparation of an integrated Base Map of New Town and its adjoining areas falling within the New Town Planning Area of WBHIDCO**

**Ref: EoI Notice No.**

Dear Sir/Madam,

In response to the above mentioned EOI I/We, \_\_\_\_\_, as \_\_\_\_\_  
<Designation> of M/s \_\_\_\_\_, hereby declare that we are having unblemished past record and are not declared blacklisted or ineligible to participate for bidding by any State/Central Government, Semi-Government or PSU.

Sincerely,

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:

- d. **Annexure IV: Details of Projects undertaken** (To be submitted on the letterhead of the bidder)

<b>Assignment Name:</b>		
<b>Location in India / abroad:</b>	<b>Duration of Assignment:</b>	
<b>Name of Client:</b>	<b>Total Project Value:</b>	
<b>Address of the Client:</b>	<b>Value of the services provided by the bidder:</b>	
<b>Start date:</b>	<b>Completion date:</b>	<b>No. of person-months of the assignment:</b>
<b>Narrative description of Project:</b>		
<b>Description of actual services provided:</b>		

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date:

**e. Annexure V: Bio-data of Experts**

1. Expert Category:
  
2. Name of the person:
  
3. Qualifications:
  
4. Year of working experience in the related field:
  
5. Year of working experience in this Company:

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date

- f. **Annexure VI: Quotation of lump sum fee excluding GST for selection of a Survey Consultant for preparation of an integrated Base Map of New Town and its adjoining areas falling within the New Town Planning Area of WBHIDCO in reference to EoI Notice No.** (To be submitted on the letterhead of the bidder)

Rs.

(in words) only

Signature of the Authorized Signatory and Seal of the bidder

Name:

Designation:

Date: