



# West Bengal Housing Infrastructure Development Corporation Limited

(A Govt. of West Bengal Undertaking)

HIDCO BHABAN, Premises No. - 35-1111, Biswa Bangla Sarani,  
3<sup>rd</sup> Rotary, New Town, Kolkata-700156.

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## e-Notice Inviting Tender

Memo. No. 537/GM(E)-I/NIQ-21/2023-24/50

Dated: 24.08.2023

Asst. Engineer, Office of the General Manager (Engg)-I, WB HIDCO, invites e-Tender vide No. GM(E)-I/NIQ-21/23-24(3rdCall) for the work detailed in the table below. (Submission of Bid through online)

List of Schemes:

Sl. No.	Name of the work	Earnest Money (Rs.)	Price of Technical & Financial Bid documents and other annexures (Rs.)	Period of Completion	Eligibility of Contractor
(Col.1)	(Col.2)	(Col.3)	(Col.4)	(Col.5)	(Col.7)
1.	Consultancy Service for Preparation of Detailed Project Report (DPR) for the Construction of a Steel Truss (Bow String) Intermediate Lane Single Span Bridge (35 to 40 meters Span) over Bagjola Canal in Action Area IIIB, New Town, Kolkata.	Rs. 8,000.00 (Rupees Eight thousand) only.	3(Three) Sets @ Rs. 750/- (Seven hundred fifty) only for each set.	2(Two) months from the date of commencement of the work.	1) Bonafied resourceful Contractors having experience in similar nature of work with valid completion of 30% of the estimated amount put to tender of a single work during last 5 (Five) years. 2) Intending contractors / tenderers must be financially sound with supporting documents. 3) Valid completion certificate to be obtained from the competent authority not below the rank of Exe. Engr. / G.M. of any Govt. Sector. 4) Mandatory Document : AFFIDAVIT - "Y" (SECTION B) after issue of NleT Notice. 5) Proof of deposit / screenshot of E.M.D. mentioning UTR Number to be uploaded positively. 6) Specific Eligibility Criteria & Scope of Work – Annexure – 'X'. 7) Additional Clauses for Scope of Work / Terms of Reference – Annexure – 'Y'.

**N.B. (i) Intending Tenderer will not have to pay the cost of tender document for the purpose of participating in e-tendering but the successful L<sub>1</sub> (Lowest) Bidder will have to pay the cost of tender documents of 04 (Four) sets @ price mentioned in the list (Cl. 5) of scheme of e-NIT during purchase of tender documents for execution of agreement as per notification no. 199-CRC/2M-10/2012 dated 21/12/2012.**

**Necessary Earnest Money @ 2% (Two Percent) of the Estimated Amount put to tender 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 m**

**ay transfer the EMD from their respective Bank as per the Beneficiary Name & Account No. Amount, Beneficiary Bank Name (ICICI Bank Limited) & IFSC Code and e-Proc Ref. No.**

**Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.**

**Bidders are also advised to submit EMD of their bid at least 03(three) working days before the bid submission closing date as it requires time for processing of payment of EMD.**

**Bidders are not eligible for execution of EMD.**

**(ii) A Bank Guarantee @ 10% of the tendered amount will be submitted by the successful bidder if the quoted rate of the work is 20% (Twenty Point zero zero Percent) and more, less than the estimated amount put to tender.**

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- 1) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website [wbtenders.gov.in/nicgep/app](http://wbtenders.gov.in/nicgep/app).
- 2) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 6
- 3) The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the authority of WB HIDCO Ltd. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.  
**Rate should be quoted inclusive of all applicable taxes and G.S.T.**
- 4) **Eligibility criteria for participation in the tender.**
- 5) As per NIT detail table (Sl. No.7) above.
- 6) Additional Terms of reference (TOR)

#### **ANNEXURE – 'X'**

##### **A) Project Objective:**

The West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), (A Govt. of West Bengal Undertaking Company), has decided to construct a Single Span Intermediate Lane Bow String or any other type of good-looking Steel Truss bridge with footpath over Bagjola Canal in Action Area-IIIB, New Town, Kolkata for movement of pedestrians as well different categories of vehicles.

The work will include collection of Field Data, Field Survey, detail design of Foundation, Sub-Structure, Superstructure and other related ancillary item of works, preparation and submission of good for construction drawings", periodical supervision during execution of work by the executing agency.

##### **B) Eligibility Criteria of the Design Consultant:**

- a) The prospective bidders must be a Company, Partnership Firm or Sole Proprietorship Firm.
- b) Consortium shall not be allowed.
- c) The bidder must have adequate experiences of carrying out similar type of Consultancy Services that is conducting survey, detail design of Steel Truss bridges over canal / river, preparation of working (Good for Construction) drawings, proof checking of design and drawing from reputed Institution, making periodical interaction with the employer and periodical supervision at construction site for important activities only, no regular supervision is required.
- d) Checking and approval of Shop drawings of the executing agency.
- e) General Eligibility: Compliance of different provision as mentioned in the Notice Inviting e-Tender.
- f) **Technical Eligibility:**

The bidder shall have to submit the detailed resume with sufficient working experience for the key experts as mentioned below:

Position held	Desirable Qualification	Required working Experience
Structural Designer (Bridge Design)	Master Degree in Civil Engineering with Specialization in Structural Engineering/ Transportation Engineering/ Highway Engineering.	A minimum 10 (Ten) years working experience in the field of bridge design/ Steel Bridge Design.
Quantity Surveyor	Diploma/ Degree in Civil Engineering	i) 12 years' experience for Diploma Engineer ii) 7 years' experience for Degree Engineer
Auto Cad Draftsman	Diploma in Civil Engineering	Adequate experience in preparation of drawings of bridge/ steel bridge.

**C) Bid Evaluation Mechanism/ Selection of Successful Bidder:**

The prospective bidders shall have to be patriated in two bid process of e-tender (<https://wbtenders.gov.in>) through DSC as per the terms & conditions, guidelines mentioned in different clauses of this e-tender. Rate to be quoted by the intending bidders in the BOQ of this Notice Inviting e-tender. The technical bid shall be opened first. The technically qualified bidders name shall be notified in the website of this tender Id after scrutiny of technical documents submitted by the intending bidders. Subsequently, the financial bid of the technically qualified bidders shall be opened and the bidder who quoted lowest amount may be selected as successful bidder.

**D) Schedule completion time of Design Consultancy Service:**

1. Collection of field data, field survey, detail design, preparation of working drawing, vetting of the design and drawing from a reputed Institution	2 (Two) Months.
2. Periodical Supervision / association during execution of the Bridge and making interaction with the employer.	Till completion of the project.

**E) Scope of work of the Design Consultant:**

The selected Desing Consultant shall have to carry out the flowing Consultancy Services till the completion of the project:

1. Architectural and Structural Desing of the bridge proper (Foundation, Sub-Structure, Super Structure and other ancillary item of works.
2. Vetting of General Arrangement Drawing (GAD) and getting clearance from the Irrigation & Waterways Department, Govt. of West Bengal, Jalasampad Bhavan, Salt Lake City, Kolkata-700091.
3. Structural Desing and detail Drawings to be vetted from an eminent bridge design expert of Jadavpur University (Main Campus at Jadavpur), IEST Shibpur, IIT-Kharagpur or similar Institute as agreed upon by WBHIDCO. The Fees for vetting of design and drawing shall be borne by WBHIDCO.
4. Any changes in design and working drawings as may be required as per site condition during execution of works to be done by the selected Design Consultant without any extra claim. Nothing extra shall be paid over and above the contract amount. Any other unavoidable changes are also to be addressed by the selected Design Consultant without any extra claim over and above the contract amount.
5. Preparation of detail estimate, bill of quantity (BOQ) for the bridge proper and other related ancillary item of works such as approach road, Canal bank protection works, shifting of utility services, etc. for invitation of tender and selection of executing agency by the WBHIDCO.
6. Preparation and submission of Technical Specifications of different items, analysis of market rates for BOQ items which are not available in PWD Schedule of Rates.
7. Periodical supervision of Constructional works at site, attending meeting with the officials of WBHIDCO as and when required. No regular supervision at site is required.
8. Release or issue of "Good for Construction" Drawings duly signed with stamp of the Structural Engineer/ Design Consultant, checking and approval of "SHOP DRAWINGS" as would be submitted by the executing agency.

**F) Payment Schedule:**

The prospective bidders will have to quote a Lump Sum consolidated amount excluding GST in relevant section of e-tendering portal for their entire activities of this work. Fees will be paid in phases as a percentage of the total quoted amount in BOQ.

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The payment of GST will be made to the Consultant if is applicable for such Consultancy Service in addition to their quoted amount. Payment will be released in the following phases on percentage of total quoted amount:

Sl. No.	Description of Items	Payment Schedule
1.	On submission of Survey data, submission and approval of Inception Report, General Arrangement Drawing (GAD), Vetting of GAD from the Irrigation & Waterways Department, Govt. of West Bengal, Jalasampad Bhavan, Salt Lake City and obtaining clearance from I & W Dept.	20%
2.	Design of Bridge proper (Foundation, Sub-Structure, Super Structure, Ancillary Work, Vetting/ Proof Checking of Design & Drawings from a reputed Instruction. Submission of vetted / proof checked Detail Design and Working "Good for Construction) Drawings. Fees of Vetting/ proof checking shall be paid separately from WBHIDCO.	40%
3.	Submission of Bill of Quantity (BOQ) including analysis of market rate for those items which are not available in PWD Schedule of Rates. Preparation and submission Technical Specifications of different items for tendering process, design and drawings of all ancillary works within the scope of work	20%
4.	On submission of balance drawings, documents, etc. as per requirement at site till completion of construction of the bridge including periodical supervision of works.	20%
5.	Total =	100%

G) Enquiry and clarification required, if any:

A prospective bidder requiring any clarification about the site condition, tender document, tender procedure, scope of work may contract the Tender Inviting Authority through e-mail or over phone (E-mail Id: and office phone number is available in the NleT).

H) Site inspection :

The prospective bidders may visit the site before submission of their Bid at his own cost and arrangement. However, working site may be shown to the prospective bidder by the representative of the Tender Inviting Authority if communicated.

**ANNEXURE-"Y"**

Additional Clauses, Terms of reference (TOR)

1. The Consultants shall collect information on high flood level (HFL), low water levels (LWL), high tide level (HTL), low tide level (LTL) where applicable, discharge, velocity etc. from available past records, local inquiries and visible signs, if any, on the structural components and embankments. Local inquiries shall also be made with regard to the road sections getting overtopped during heavy rains.
2. Geo-technical Investigations and Sub-Soil Exploration:
  - a) Geo-technical Investigation will not be required by Design Consultant.
  - b) Sub-Soil Investigation Report will be provided by the Engineer-in-Charge.
3. Detailed Design of Approach Road Pavements and Bridges Structures:
  - a) The Consultant is to carryout detailed designs and prepare working drawings for the following
    - i) Design of Bridges Structure (Single Span). Innovative type of structures with minimum joints, aesthetically pleasing and appropriate to the topography of the region shall be designed wherever feasible.
    - ii) At-grade intersections with Canal Bank Service Roads.
    - iii) Prepare alignment plans, longitudinal sections and cross-sections.
    - iv) Design of canal bank protection/training works. Innovative type of structures with minimum joints, aesthetically, pleasing and appropriate to the topography of the region shall be designed wherever feasible.
4. Design Standards:
  - i) The Consultants shall evolve Design Standards and material specifications for the Study based on IRC publications, MoRT&H Specifications/ latest Circulars.

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- ii) The Design Standards evolved for the project shall cover all aspects of detailed design including the design of geometric elements, pavement design, bridges and structures, traffic safety and materials.
- 5. Geometric Design: The detailed design for geometric elements shall cover, but not be limited to the following major aspects
  - i) horizontal alignment;
  - ii) longitudinal profile;
  - iii) junctions, intersections;
- 6. Design of Canal Bank/ Embankment Protection Work around the Abutments :
  - i) The Consultant shall design necessary canal bank protection works around the Abutments and the affected length of existing canal bank during construction as well as after construction works and necessary drawings shall be issued for execution.
- 7. Design of Bridges Structure: The data collected and investigation results shall be analyzed to determine the following:
  - i) HFL
  - ii) LWL
  - iii) LBL
  - iv) Erodibility of bed/scour level
  - v) Design discharge
  - vi) Linear waterway and effective linear waterway
  - vii) Likely foundation depth
  - viii) Safe bearing capacity
  - ix) Engineering properties of sub soil
  - x) Artesian conditions
  - xi) Settlement characteristics
  - xii) Vertical clearance
  - xiii) Horizontal clearance
  - xiv) Free board for approach road
  - xv) Severity of environment with reference to corrosion
  - xvi) Data pertaining to seismic and wind load

- 8. The Consultant shall prepare **General Arrangement Drawing (GAD) and Alignment Plan** showing the salient features of the bridge and structures proposed to be constructed along the road sections covered under the Study. These salient features such as alignment, overall length, span arrangement, cross section, deck level, founding level, type of bridge components (superstructure, substructure, foundations, bearings, expansion joint, return walls etc.) shall be finalized based upon hydraulic and geo-technical studies, cost effectiveness and ease of construction. The GAD shall be supplemented by Preliminary designs. In respect of span arrangement and type of bridge a few alternatives with cost-benefit implications should be submitted to enable the General Manager (Engg.)-I to approve the best alternative. After approval of alignment and GAD, the Consultant shall prepare detailed design as per IRC codes /guidelines and working drawings for all components of bridge and structures.
- 9. GAD for bridges, as to be constructed across irrigation canal /water way channels, shall be got approved from the concerned Irrigation & Waterways Department, Govt. of West Bengal. Subsequent to approval of GAD and alignment plan by WBHIDCO, the Consultant shall prepare detailed design as per IRC codes/guidelines for all components of the bridge and structural elements.
- 10. Subsequent to the approval of the GAD and Alignment Plan by, the Consultant shall prepare detailed design as per IRC guidelines and working drawings for all components of the bridges and structures. The Consultant shall furnish the design and working drawings for suitable protection works and/or river training works wherever required.
- 11. The Consultants shall also carry out the design and make suitable recommendations for protection works for bridges and existing canal bank likely to be affected during construction of this bridge.
- 12. Reports to be submitted by the Consultant:
  - i) Project preparation activities will be split into following stages:

Sl. No.	Stage	Key Activities	Report to be submitted
1.	Feasibility	Alignment finalization, preliminary surveys.	Alignment Options Report and Feasibility Report.
2.	DPR	Detailed design of Bridge and detailed project report with drawings.	Draft DPR Report, Final DPR Report, documents and drawings.
3.	Technical Schedules	Preparation of Detail Estimate, BOQ, Rate Analysis for Non-Schedule Items (PWD SOR) and Technical Specifications.	Detail Estimate, BOQ, Rate Analysis for Non-Schedule Items (PWD SOR) and Technical Specifications.

- ii) Technical Specifications: The WB PWD's Technical Specifications for Road and Bridge works shall be followed for this study. However, Technical Specifications shall contain the special technical specifications which are not covered by PWD Specifications / MORT&H Specifications for Roads and Bridges (latest edition / revision) and also specific quality control norms for the construction of works.
- iii) Rate Analysis: This volume will present the analysis of rates for all **Non—Schedule items** of works. The details of unit rate of materials at source, carriage charges, any other applicable charges, labour rates, and machine charges as considered in arriving at unit rates will be included in this volume.
- iv) Cost Estimates: This volume will present each item of work as well as a summary of total cost.
- v) Bill of Quantities: This volume shall contain the detailed Bill of Quantities for all items of works.

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- vi) The Final Feasibility Study Report incorporating comments, revisions and modifications suggested by this office [General Manager (Engg.)-I] shall be submitted within 7 days of receipt of comments on draft feasibility study report.
  - v) Drawing Volume: All drawings forming part of this volume shall be 'good for construction' drawings. All plan, section, elevation and other detailing, etc. to be drawn in suitable scale.
  - vi) The co-ordinates of all points should be referenced to a common datum.
  - vii) The consultant shall also provide digital versions of all drawings stated in para above.
13. Final Detailed Project Report, Documents and Drawings (6 Sets):
- i) The Final DPR consisting of Main Report, Design Report, Materials Report and Drawings (Good for Construction), incorporating all revisions after receipt of the comments from WB HIDCO on the draft DPR shall be submitted by the Consultant.
14. Clearances report: Clearances from West Bengal Irrigation & Waterways Department needs to be obtained and GAD to be vetted from that office.
15. Utility shifting proposal and estimates :
- i) The Consultant shall identify the type and location of all existing utilities within the proposed ROW/ Bridge construction zone/ working zone need to be shifted.
  - ii) The Consultant shall prepare s Strip Plan showing the type, size and current location of all the utilities identified and relative offset from the centerline if needed at all as per site condition.
16. Estimation of Quantities and Project Costs :
- i) The Consultants shall prepare detailed estimates for quantities and project cost for the entire project based on current Schedule of Rates of P W (Roads), Vol-III (Road and Bridge Works), Govt. of West Bengal and market rate for the inputs. The estimation of quantities shall be based on detailed design of various components of the project.
  - ii) The Consultants shall make detailed analysis for computing the unit rates for the different items of works. The unit rate analysis shall duly consider the various inputs and their basic rates, suggested location of plants and respective lead distances for mechanized construction. The unit rate for each item of works shall be worked out in terms of manpower, machinery and materials.
  - iii) The Consultant should work out the quantity of Steel, RCC and other major items likely to be used in the project and indicate in the summary sheet.
17. Preparation of documents:
- i) The consultant shall prepare all required bid documents and technical schedules required for the bidding of the project.
18. Support during the bidding process:
- i) The consultant shall ensure participation of senior team members of the consultant during all interaction with potential bidders including pre-bid conference, meetings, site visits etc., if required.
  - ii) During the bid process, the consultant shall support the authority
    - (a) Responding to all pre-bid technical queries and
    - (b) Preparation of detailed responses to the written queries raised by the bidders.
  - i) in:
19. Time period for the service: The final reports, design and drawings and documentation shall be completed within Two-month time.

**Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the current year, Pan Card, valid GST Registration Certificate are to be accompanied with the Technical Bid Documents.**

*[Non-statutory documents]*

The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (*five*) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)

In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account, and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name alongwith applicant's name in such enclosure will be entertained.

*[Non-statutory documents]*

The prospective bidders should own the required plant and machineries. Conclusive proof of ownership in favour of owner's of plant and machineries in working condition shall have to be submitted. (Ref. Section – B, Form – III).

*[Non-statutory documents]*

Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.

*[Non-statutory documents]*

**Joint Ventures will not be allowed.**

A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found

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to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 50 (*fifty*) lakh or 30% of the tendered amount whichever is less. Provisions in Clause(s) 7, 8 & 9 contained in W.B. Form No.2911(ii) so far as they relate to quantum and frequency of payment are to be treated as superseded.

Adjustment of price vide notification no. 23-CRC/2M-61/2008 dated: 13/03/2009 and no. 38-CRC/2M-61/2008 dated: 20/04/2009 in respect of construction materials shall not be applicable. The bidders shall quote their rate accordingly.

**No mobilisation advance and secured advance will be allowed.**

**Security Deposit:**

Retention money towards performance Security amounting to 10% (*ten percent*) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.

Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

All materials required for the proposed work shall be of specified grade conformity with relevant code of practice (latest revision) accordingly and shall be procured and supplied by the agency at their own cost including all taxes. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.

Constructional Labour Welfare CESS @ 1% (*one percent*) of cost of construction will be deducted from every Bill of the selected agency.

There shall be no provision of Arbitration.

Bid shall remain valid for a period not less than 120 (*one hundred twenty*) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

**In case of inadvertent typographical mistake found in the specified schedule of rates / BOQ, the same will be treated to be so corrected as to conform with the relevant schedule of rates prevailing at the time of floating of tender and / or technically sanctioned estimate. No claim whatsoever for such inadvertent typographical mistake will be entertained.**

7) Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	24.08.2023
2	Documents download/sell start date (Online)	24.08.2023 at 18.00 PM
3	Documents download/sell end date (Online)	01.09.2023 at 13.00 PM
4	Pre-bid meeting to be held at Conference Room(3 <sup>rd</sup> Floor), HIDCO BHABAN	-----
5	Bid submission start date (On line)	26.08.2023 at 18.00 PM
6	Bid Submission closing (On line)	01.09.2023 at 13.00 PM
7	Bid opening date for Technical Proposals (Online)	04.09.2023 at 12.00 PM
8	Date of uploading list for Technically Qualified Bidder(online)	WILL BE NOTIFIED LATER
9	Date for opening of Financial Proposal (Online)	WILL BE NOTIFIED LATER

8)The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 1 (*one*) year from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Department as deem fit. The contractor may quote his rate considering the above aspect.

Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned above for 1 (*one*) year from the date of completion of the work. Provision in Clause No. 17 of Form No. 2911(ii) shall be treated as superseded.

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- 9) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
- 10) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all **informations** that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
- 11) The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The tender accepting authority of WBHIDCO Ltd. reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 12) Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of WBHIDCO Ltd. will be refunded by the said General Manager on receipt of application from tenderers .
- 13) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in '**Instructions to Bidders**' stated in Section – 'A' before tendering the bids.
- 14) Conditional / Incomplete tender will not be accepted under any circumstances.
- 15) The intending tenderers are required to quote the rate *online*.
- 16) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.
- 17) Guiding Schedule of Rates: Rates have been taken from P.W.D. (W.B.) Schedule of Rates for "Road & Bridge Works" effective from 14<sup>th</sup> November, 2008, and also for "Building Works" and "Sanitary & Plumbing Works" effective from 1<sup>st</sup> August 2010 along with upto date corrigenda & addenda and approved rates of the Superintending Engineer, Project Construction Circle, Public Works (C.B.) Directorate, Government of West Bengal.
- 18) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 19) The General Manager-I, WBHIDCO reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- 20) If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.
- 21) 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 favour of the said Tenderer under any circumstances.
- 22) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:
- 1) Form No. 2911(ii)
  - 2) N.I.T.
  - 3) Special Terms & Conditions
  - 4) Technical Bid
  - 5) Financial Bid

23) Qualification criteria:

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity
- 2) Technical Capability comprising of personnel & equipment capability
- 3) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in

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(a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice

24. Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.
25. No. price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.

**Memo. No. 537/GM(E)-I/NIQ-21/2023-24/50**

**Dated: 24.08.2023**

Copy forwarded for information to:-

- 1) **The Chief Engineer, WBHIDCO**  
HIDCO BHABAN

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Seal and Signature of the Tenderer.

\_\_\_\_\_  
General Manager (Engg)-I  
WB HIDCO

## SECTION - A

## INSTRUCTION TO BIDDERS

**General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

- a. Registration of Contractor:
 

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://etender.wb.nic.in> (the web portal of WBHIDCO the contractor is to click on the link for e-Tendering site as given on the web portal.
- b. Digital Signature certificate (DSC):
 

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.
- c. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- d. Participation in more than one work:
 

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.
- e. Submission of Tenders:
 

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

**Technical Proposal:**

The Technical proposal should contain scanned copies of the following in two covers (folders).

**(a). Statutory Cover Containing the following documents:****1> PREQUALIFICATION DOCUMENTS:**

- **Prequalification Application (Sec-B, Form – I)**
- Demand Draft towards cost of tender documents as prescribed in the N.I.T. against each of the serial of work in favour of the WBHIDCO LTD.
- Demand Draft towards Earnest Money (EMD) as prescribed in the N.I.T. against each of the serial of work in favour of the WBHIDCO LTD.

**23) HIDCO 2911****24) N.I.T.**

(NIT, Tender Document and 2911 downloaded properly and upload the same Digitally Signed). **The rate will be quoted in the B.O.Q.** Quoted rate will be encrypted in the B.O.Q. under Financial Bid. **In case quoting any rate in HIDCO 2911, the tender is liable to be summarily rejected.)**

**25) TECHNICAL DOCUMENTS**

- Affidavit [Ref. Format]
- Experience profile [Form No-IV] Section B.
- Contractor's Equipment [Form No-III] Section B.

**(b). Non-statutory Cover Containing the following documents:**

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General Manager (Engg)-I  
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- i. Professional Tax (PT) deposit receipt challan for the financial year 2018-19, Pan Card, IT, Saral for the Assessment year 2017-18, VAT Registration Certificate.
- ii. Registered Deed of partnership Firm / Article of Association & Memorandum.
- iii. Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- iv. Tax Audited Report in 3 CD form along with Balance Sheet & Profit & Loss A/c. for the last 3 (three) years (year just preceding the current Financial Year will be considered as year – I)
- v. List of machineries possessed by own / arranged through lease hold agreement along with authenticated copy of invoice, challan & waybill
- vi. **List of Technical staffs along with structure & organization (Section – B, Form – III).**

- i. N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. A.5.(b). will render the tenderer liable to be rejected for both statutory & non statutory cover.

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS  
SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

Click the check boxes beside the necessary documents in the My Document list and then click the tab “ Submit Non Statutory Documents’ to send the selected documents to Non-Statutory folder.

Next Click the tab “ Click to Encrypt and upload” and then **click** the “Technical” Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	GST Registration Certificate & Acknowledgement. PAN. P Tax (Challan) (Current). Latest IT Receipt. IT-Saral for Assessment Preceeding year.
B.	Company Detail(s)	Company Detail	Proprietorship Firm ( <i>Trade License</i> ) -Structure & Org.] Partnership Firm ( <i>Partnership Deed, Trade License</i> ) Ltd. Company ( <i>Incorporation Certificate, Trade License</i> ) Society ( <i>Society Registration Copy, Trade License</i> ) Power of Attorney, Memorandum of Association and Articles of Association of the Company.
C.	Credential	Credential -1 Credential -2	Similar nature of work done & completion certificate which is applicable for eligibility in this tender as per Form –IV Section –B.
D	Financial Info		Tax Audited Report in 3 CD form along with Balance Sheet & Profit & Loss A/c. for the last 3 (three) years (year just preceding the current Financial Year will be considered as year – I)
E.	Man Power	Technical Personnel	List of Technical Staffs with Qualifications & Experience.

Tender Evaluation Committee (TEC)

Evaluation Committee constituted by the Competent Authority of WBHIDCO LTD will function as Evaluation Committee for selection of technically qualified contractors.

Opening & evaluation of tender:

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

Opening of Technical Proposal:

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Intending tenderers may remain present if they so desire.

Cover (folder) for Statutory Documents (Ref. Sl. No. A.5.(a).) will be opened first and if found in order, cover (folder) for Non-Statutory Documents (Ref. Sl. No. A.5.(b).) will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be

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rejected.

Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

Summary list of technically qualified tenderers will be uploaded online.

Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

i. **Financial Proposal**

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (Presenting Above / Below / At per) 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.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

**Rejection of Bid:**

Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

**Award of Contract**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.

The notification of award will constitute the formation of the Contract.

The Agreement in Form No. 2911(ii) will incorporate all agreements between the Tender Accepting Authority and the successful bidder. 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 downloading from the website stated in Sl. No. 1 of N.I.T. along with requisite cost through Demand Draft / Pay Order issued from any nationalised bank in favour of the WB HIDCO LTD within time limit to be set in the letter of acceptance.

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Seal and Signature of the Tenderer.

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General Manager (Engg)-I  
WB HIDCO

## SECTION – B

## FORM – I

## PRE-QUALIFICATION APPLICATION

To  
 General Manager (Engg)-I, WB HIDCO  
 HIDCO BHABAN,  
 2<sup>ND</sup> FLOOR, NEW TOWN,  
 KOLKATA.

Ref : Tender for .....  
 (Name of work) .....

**e-N.I.T. No.: GM(E)-I/NIQ-21/23-24(3<sup>rd</sup>Call) of the General Manager (Engg.) – I, WBHIDCO Ltd.**

Dear Sir,

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of ..... in the capacity .....  
 ..... duly authorized to submit the  
 order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclosure(s): e-Filling:-**

- 1) Statutory Documents.
- 2) Non Statutory Documents.

Date: .....

Seal and Signature of the Tenderer.

General Manager (Engg)-I  
 WB HIDCO

## SECTION – B

## 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 statements made in the attached 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 N.I.T.
- 3) 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.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) 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 officer of the firm.

-----  
Title of the officer

-----  
Name of the Firm with Seal

Date: \_\_\_\_\_

\_\_\_\_\_  
Seal and Signature of the Tenderer.

\_\_\_\_\_  
General Manager (Engg)-I  
WB HIDCO

## SECTION – B

## FORM – II

## STRUCTURE AND ORGANISATION

1) Name of Applicant :

-----

2) Office Address :

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Mobile No. :

-----

eMail Id. :

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3) Name and Address of Bankers :

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4) Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. :

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Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

-----  
Signature of applicant including title  
and capacity in which application is made.

\_\_\_\_\_  
Seal and Signature of the Tenderer.

\_\_\_\_\_  
General Manager (Engg)-I  
WB HIDCO





## SECTION – B

## FORM – IV

## Experience Profile

Name of the Firm: .....

List of projects completed that are similar in nature to the works having more than 40% (*forty percent*) of the project cost executed during the last 5 (*five*) years.

Name of Employer	Name, Location & nature of work	Name of Consulting Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of Participation of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reasons for delay in completion (if any)

## Note:

- 1) Certificate from the Employers to be attached
- 2) Non-disclosure of any information in the Schedule will result in disqualification of the firm

.....  
Signature of applicant including title  
and capacity in which application is made.

\_\_\_\_\_  
Seal and Signature of the Tenderer.

\_\_\_\_\_  
General Manager (Engg)-I  
WB HIDCO