



West Bengal Housing Infrastructure Development Corporation Limited

(A Govt. of West Bengal Undertaking)

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

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e-Notice Inviting Tender

Memo. No. 485/GM(E)-I/NIT-28/2023-24/50

Dated: 11.08.2023

The General Manager (Engg)-I, WB HIDCO LTD, invites e-Tender vide No. HIDCO/GM(E)-I/NIT-28/2023-24 for the work detailed in the table below. (Submission of Bid through **online**)

List of Schemes:

Sl. No	Name of the work	Estimated Amount (Rs.)	Earnest Money @ 2% of Estimated Amount (Rs.)	Price of Technical & Financial Bid documents, Printed Tender Form and other annexures (Rs.)	Period of Completion	Defect Liability Period	Name of the Concerned Officer	Eligibility of Contractor
(Col. 1)	(Col.2)	(Col.3)	(Col. 4)	(Col. 5)	(Col.6)	(Col.7)	(Col.8)	(Col.9)
	Construction of Vertical City (G + 28 Storied building) in Central Business District, Action Area-II of New Town, Kolkata, West Bengal.	Rs. 1,99,41,19,191.78 (Rupees One hundred Ninety NINE Crore Forty One Lakh Nineteen Thousand one Hundred ninety one and Paise Seventy eight) only	Earnest Money @ Rs. 50 (Fifty) Lakh to be deposited initially online through any net banking enable bank account or offline through any bank by generating NEFT / RTGS Challan from the E-Tendering portal during submission of tender. Balance of 2% EMD to be deposited before issue of Work Order.	Successful tenderer will have to pay the cost of tender documents for 4 (Four) sets @ Rs.15,000.00 (Rupees Fifteen Thousand) only each Set while making the tender agreement.	30 (Thirty) Months from the date of commencement of the work	1(One) Year	General Manager (Engg.)-I	Bonafied and resourceful agencies having proper experience & credential of similar nature of work (Ref. Clause No. 7 of this NIT)

N.B.

(i) In the event of e-filling, intending Bidder may download the tender documents from the website <http://wbtennders.gov.in> directly with the help of Digital Signature Certificate.

(i) **Intending Tenderer will have not to pay the cost of tender document for the purpose of participating in e-tendering but the successful L₁ (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.**

1. **EARNEST MONEY** : Total Earnest Money to be deposited @ 2% of the Estimated Amount Put to Tender. During submission of Tender Initial earnest money @ Rs. 50 (Fifty) Lakh to be deposited online through any net banking enabled bank account or offline through any bank by generating NEFT / RTGS Challan from the E-Tendering portal and the balance amount will have to be deposited after award of the contract i.e. issue of Letter of Intent (LOI) but before issue of Work Order in the form of Demand Draft from any Nationalised Bank in favour of WB HIDCO LTD payable at Kolkata or Bank Gaurantee from any Nationalised Bank. No interest is payable on Earnest Money Deposit (EMD).

Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the Initial Earnest Money from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank Name (ICICI Bank) & IFSC Code and e-Proc Ref. No.

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

Bidders are also advised to submit Initial Earnest Money of their Bid, at least 03 (three) working days before the Bid submission closing date, if payment is made offline through any bank by generating NEFT / RTGS as it requires time for processing of Payment of EMD.

2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website wbtenders.gov.in/nicgep/app.
3. 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. 18.
4. The documents to be submitted by the tenderers should be properly indexed, should be according to his/ their Firm's name and with seal.
5. 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.
6. **Rate to be quoted inclusive of all applicable taxes and G.S.T, Labour Welfare Cess.**
7. **Eligibility criteria for participation in the tender :**
 - i) The prospective tenderers shall have satisfactorily completed at least one work of similar nature under the authority of State/Central Gov., State / Central Govt. undertaking /Statutory Bodies constituted under the statute of the Central / State Government as a prime Contractor during the last 5 (five) years prior to the date of issue of this Notice and having completion value of work at least 40 (Forty) percent of the estimated amount put to tender.
[Non Statutory Documents].
 - ii) Similar nature of works means that the prospective tenderers shall have the credential of satisfactorily completed a High Rise Multistoried Residential / Commercial / Residential cum Commercial State of the Art Building not less than 10th storied or 33 meters high from the average ground level. The said completed building shall have RCC Pile Foundation, RCC framed Superstructure, State of the Art Building Structure, inclusive of different services like Fire Fighting System / Sanitary & Plumbing works/ / ELV/ HVAC / Sewerage & Drainage System with treatment Plant / internal pathway etc all complete.
 - iii) The prospective tenderers shall have a minimum average annual turnover of Rs. 80 Crore (Rupees Eighty Crore) only during last 5 (Five) years and a minimum net worth of at least Rs. 40.00 (Rupees Forty Crore) only during last 5 (Five) financial years ending March, 2022 certified by a registered Chartered Accountant.
[Non Statutory Documents].
[N.B. Executed Bill amount, Date of completion of project and detail communicational address of Client with phone/ mobile/ e-mail Id must be indicated in the Credential Certificate].
 - iv) Income Tax Acknowledgement Receipt for the Assessment year 2022-23 (FY: 2021-2022), P.Tax Deposit Challan for the current year, PAN, GST Registration Certificate are to be accompanied with the Technical Bid Documents.
[Non Statutory Documents]
 - v) The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract rescinded / debarred to participate in tender by the WBHIDCO LTD, New Town Kolkata Development Authority (NKDA), State/Central Govt., State/Central Govt. undertaking /Statutory Bodies constituted under the statute of the Central / State Government, during the last 5 (five) years prior to the date of this e-NIT. Such abandonment, debarment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format attached herewith without which the Technical Bid shall be treated non-responsive).
[Non Statutory Documents]
 - vi) In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form shall have to be furnished along with Balance Sheet and Profit and Loss Account, and all the documents alongwith schedules forming the part of Balance

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Sheet and Profit & Loss Account should be in favour of applicant. No other name along with applicant's name, in such enclosure will be entertained.

[Non Statutory Documents]

- vii) The prospective bidders should own or arrange through lease hold registered agreement the required plant and machineries of prescribed specifications as shown in format (Reference Section-B, Form-III). Conclusive proof of ownership (Tax Invoice, Way Bill, Delivery Challan, incorporation in the Balance Sheet as fixed asset) for each plant and machineries in working condition shall have to be submitted. Present location of installation of main Plant and Machineries as mentioned in specified format has also to be disclosed. If the same is already engaged in other works, the name of client along with his contact number should be furnished in the declaration by the intended tenderer countersigned by the client with tentative date of release of such Plant and Machineries where the same are presently engaged. If necessary, authority/ screening committee may inspect Plant and Machineries physically or call for the original documents as proof of Ownership in favour of owner / lessor of the same. Plant and Machineries should be owned or arranged through lease deed by the Applicant.

[Non Statutory Documents].

- viii) 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].

- ix) The Working Capital shall not be less than 15 (Fifteen) percent of the amount put to tender out of which minimum 10% shall be of applicant's own resource.

x) Joint Ventures will not be allowed.

- xi) A prospective bidder shall be allowed to participate a particular job i.e. a Single work in a NleT either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single work or more than a single work of that particular NleT, all his applications will be rejected for that work / that NleT without assigning any reason hereof.

- xii) **ELECTRICAL WORKS:** The contractor should have valid Electrical Contractor's license issued by the Licensing Board, Govt. of West Bengal / Director of Electricity of the concerned State Government.

- xiii) a) For Electrical items, the bidders must have valid Electrical Contractors' License with full time engagement of an Electrical Supervisor holding Supervisor Competency or equivalent 'National Supervisors' certificate of competency (scan copy of valid "Electrical Contractors License," "Supervisors' Certificate of Competency" and authentic Notarized documents regarding engagement of Electrical Supervisor as submitted to the licensing board, "Govt. of West Bengal" require in non-statutory documents).

- xiv) b) Electrical Working person should have workman permit.

- xv) The prospective Bidder must have an employee having Degree or Diploma in Electrical Engineering even he himself may be a Degree/Diploma holder in Electrical Engineering.

8. 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 account bill is 10 (Ten) Crore. Provisions in Clause(s) 7, 8 & 9 contained in Tender Form No.2911(ii) so far as they relate to quantum and frequency of payment are to be treated as superseded.

9. Adjustment of Price or Escalation of Price on any ground and consequent cost overrun shall not be permitted under any circumstances vide Notification No. 23-CRC/2M-61/2008 dated 13/03/2009 and No. 38-CRC/2M-61/2008 dated 20/04/2009. The bidders shall quote their rate accordingly.

10. **Mobilization Advance:** No mobilization Advance shall be allowed.

11. Security deposit:

Retention Money towards Performance Security (Security Deposit) amounting to 10% of the value of work done out of which 2% will be in the form of Earnest Money Deposit and rest 8% shall be deducted from the running account bills and final bill of the tenderer as per prevailing order/ norms of WBHIDCO LTD. No interest will be paid on Security Deposit. The amount of Security Deposite will be retained up to the end of Defect Liability Peirod (DLP) / Security Period. However, Security money may be released after completion of the work/ finalization of Final Bill against submission of Bank Guarantee for the same amount and getting confirmation from the issuing bank.

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12. The Agency shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility. However, WBHIDCO LTD may provide surplus land, if available, for labour hutment, batching plant, etc. on hire basis @ Rs. 1,00,000.00 (Rupees One Lakh) only per Acre per month if required by the Agency.
13. All materials required for the proposed work shall be of specified grade in 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 (Contractor) own cost.
14. Constructional Labour Welfare CESS as per provisions of "The Building and Other Construction Workers Welfare Cess Act, 1996 and Rules thereunder @ 1% (one percent) of cost of construction (Gross bill value) will be deducted from every Bill of the selected agency.
15. **Arbitration** : There shall be no provision for Arbitration Clause.
16. **Bid Validity Period**: The Bid shall remain valid for a period not less than 120 (One Hundred and 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.
17. **In case of any inadvertent typographical mistake found in the specified schedule of rates / BOQ/ Unit or elsewhere, the same will be treated to be so corrected as to conform with the relevant schedule of rates based on which the technically sanctioned estimate was prepared. No claim whatsoever for such inadvertent typographical mistake will be entertained.**
18. **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	11.08.2023
2	Documents download/sell start date (Online)	11.08.2023 at 18.00 PM
3	Documents download/sell end date (Online)	08.09.2023 at 14.00 PM
4	Pre-bid meeting to be held at Conference Room (3rd Floor), HIDCO BHABAN, Premises No. 35-1111, 3rd Rotary, New Town, Kolkata-700 156	25.08.2023 at 12.30 P.M.
5	Bid submission start date (On line)	01.09.2023 at 18.00 PM
6	Bid Submission closing (On line)	08.09.2023 at 14.00 PM
7	Bid opening date for Technical Proposals (Online)	11.09.2023 at 14.00 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

Note: 1. The intending bidders are requested to send their Pre-Bid queries to the Tender Inviting Authority (TIA) at least one day before the date of Pre-Bid meeting through e-mail to ajoy.sankar.kundu@wbhidco.in, Mobile No. 9830018036. The intending bidders are requested to attend the Pre-Bid meeting as per schedule mentioned above.

19. **Defect Liability Period (DLP) & Refund of Security Deposit**: 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 deemed 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. Provisions in Clause 17 contained in WBHIDCO Tender Form No. 2911 so far as they relate to DLP and refund of security deposit is to be treated as superseded.
20. The guarantee/ warranty certificate to be issued by the dealers/ manufactureres for different materials/ item of works/ fitting & fixtures to be transferred to the Engineer-In-Charge before release of Final Bill/ Security Deposite as the case may be.
21. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
22. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all

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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. The Tender Inviting Authority may depute his representative for identification of the work site if desired by the intending Bidders.

23. 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 WBHIDCO LTD. The tender accepting authority (TIA) 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.
24. Refund of EMD of unsuccessful bidders: The Initial Earnest Money of all the unsuccessful tenderers deposited online through e-procurement portal of Government of West Bengal Website <http://wbtenders.gov.in> with the tender will be refunded accordingly to the order of Finance Department of Government of West Bengal vide No. 3975-F(Y) of 28th July, 2016.
25. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in Section – 'A' before tendering the Bid.
26. Conditional / Incomplete tender will not be accepted under any circumstances.
27. The intending tenderers are required to quote the rate online.
28. The 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.
29. Guiding Schedule of Rates: Rates of Civil Works have been taken from P.W.D. (W.B.) Schedule of Rates Volume-I (Building Works effective from 01.11.2017); Volume -II (Sanitary & Plumbing Works effective from 01.11.2017), Volume-III (Road & Bridge Works effective from 30.08.2018) along with upto date corrigenda & addenda applicable for Kolkata, 24 Parganas (North & South) Areas and Delhi Schedule of Rates (CPWD) 2018 and Analysed Rates from market price also considered for a few item of works. Rates of Electrical Works and other works related to Electrical/ Electronic/ Fire Fighting/ HAVC/ ELV etc have been taken from P. W. D. Schedule of Rates for Electrical Works (Volume-I) effective from November, 2017, Delhi Schedule of Rates, 2018 and Market Rate Analysis for a few item of works.
30. 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.
31. The Tender Inviting Authority/ General Manager (Engg)-I, WBHIDCO LTD reserves the right to cancel the NleT due to unavoidable circumstances and no claim in this respect will be entertained.
32. If there be any objection regarding pre-qualifying the Agency that should be lodged on line to the Tender Inviting Authority (e-mail Id: ajoy.sankar.kundu@wbhidco.in) 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.
33. Before issuance of the WORK ORDER, the Tender Inviting Authority may verify the ORIGINAL COPY of 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 and EMD shall be forfeited to WB HIDCO.
34. 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) Tender Form No. 2911
 - 2) N.I.e.T.
 - 3) Special Terms & Conditions
 - 4) Technical Bid
 - 5) Financial Bid
35. Qualification criteria:

The Tender Inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The members of Bid Evaluation Committee comprised of the following officials:-

 - i) The General Manager (Engg.)-I, WBHIDCO.
 - ii) The Senior Accountant of the office of General Manager (Engg.)-I.
 - iii) The Assistant Engineer of the office of General Manager (Engg.)-I

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The Bid Evaluation Committee will do the technical and financial evaluation of the bidders for different type of works and make recommendation to the tender accepting authority. The bidders shall have to meet all the minimum criteria regarding:

- a) Financial Capacity.
- b) Technical Capability comprising of Technical personnel & equipment capability.
- c) 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 (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value (Rs. 100.00) duly notarized after the date of issue of this NleT. 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.

36. No Price preference and other concession will be allowed for the work under this NleT.

37. **Additional Performance Security** : As per W. B. Finance Department G.O. No. 4608-F(Y) dated 18/07/2018, an Additional Performance Security @10% of the tendered amount shall have to be deposited by the successful Bidder (L1 Bidder) if the accepted Bid value is 80% or less of the estimated amount put to tender.

The Additional Performance Security shall have to be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the successful Bidder fails to submit the Additional Performance Security within seven days from the issuance of Letter of Acceptance or as per time schedule mentioned in Letter of Acceptance, his Earnest Money may be forfeited to WBHIDCO and other necessary actions as per NleT like blacklisting of the Contractor, etc. may be taken. The Bank Guarantee shall have to be valid up to the end of the contract period and shall be renewed accordingly, if required.

The Bank Guarantee shall be returned immediately on successful completion of the Contract. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving notice to the Contractor.

Necessary provisions regarding deduction of security deposit from the progressive bills of the Contractor as per relevant clauses of the contract shall in no way be altered/ affected by provision of this Additional Performance Security.

38. **PLANT/ MACHINERY/ LABORATORY EQUIPMENT:**

a) Requirement of Prime Machineries which must be possessed by own/ arranged through lease hold agreements duly Notarised is given below. The Documentary evidence is to be submitted/ uploaded by the Bidder by submission of FORM-IV (Section-B). [Non Statutory Document] for all prime machineries as given hereunder in tabular form along with completely & properly filled up FORM- IV(Section-B).

Sl.No.	Name of prime Machineries	Minimum Nos of machineries required
1	Concrete B/Plant with automatic control and computerized having facilities of getting print out of batch report (Capacity minimum 60 m ³ /hour)	1
2	Concrete Pump of adequate capacity	2
3	Transit Mixer (6 Cum)	6
4	JCB/ Front End Loader/ Excavator	2
5	Water Pumpset (5-Hp)	2
6	Compressors (6- Hp)	1
7	Tower Crane of Adequate Capacity	2
8	Multi functional Hoist 50 m Boom	2
9	Hydra 30 MT	1
10	Diesel Generator Set 63 KVA	2
11	Auto Level	2

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12	Total Station	2
13	Bar bending machine	4
14	Bar shearing/ cutting machine	4
15	Tripper Truck	3
16	Welding Machine 3-Phase 440 Volt + Arc Welding Machine	4+1
17	Digital/ Electric operated Cube Testing Machine up to M40 grade of Concrete	1
18	Digital/ Electric operated Cube Testing Machine above M40 to M60 grade of Concrete	1
19	Well Equipped Laboratory for Building and Pavement Works	1

b) All machineries and equipments should be in running condition. All plants, machineries and equipments will be verified by the competent authority before execution of the work.

NOTE - Maximum age of concrete mixer with integral weigh batching plant upto 7 years, after getting fit certificate from the manufacturer and this certificate should be produced at the time of submission of bid. All other machineries and equipments should be in running condition. All plants, machineries and equipments will be verified by the competent authority before execution of the work.

Memo. No. 485(5)/GM(E)-I/NIT-28/2023-24/50

Dated: 11.08.2023

Copy forwarded for information to:-

- 1) The Engineer-in-Chief, WBHIDCO
- 2) The Chief Engineer, WBHIDCO
- 3) The Chief Finance Officer, WB HIDCO
- 4) The Sr. PS to MD, WB HIDCO
- 5) Notice Board, office of General Manager (Engg.)-I or WBHIDCO NOTICE BOARD

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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.

1. Registration of Tenderer/ 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).

2. 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.

3. 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.

4. 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.

5. 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:**PREQUALIFICATION DOCUMENTS:**

- i) **Prequalification Application (Sec-B, Form – I)**
- ii) **Financial Statement (Section -B, Form-II)**
- iii) **Affidavit –“Y” (Section -B)**
- iv) 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.
- v) 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.
- vi) Proof of deposit of EMD through RTGS / NEFT/ Internet banking or any other method also to be uploaded.

6. HIDCO Tender Form No. 2911**7. Tender Document****8. 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.)**

9. TECHNICAL DOCUMENTS

- Affidavit [Ref. Format]
- Experience profile [Form No-IV] Section B.

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- Contractor's Equipment [Form No-III] Section B.

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

- Professional Tax (PT) deposit receipt challan for the financial year 2023-24, PAN Card, IT, Saral for the Assessment year 2022-23, VAT Registration Certificate.
- Registration Certificate under Companies Act, (If any).
- Registered Deed of partnership Firm / Article of Association & Memorandum.
- Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- 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)
- List of machineries possessed by own / arranged through lease hold agreement along with authenticated copy of invoice, challan & way bill (Ref: Section – B, Form-III).
- List of Technical staffs along with structure & organization (Section – B, Form – II).

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.

Seal and Signature of the Tenderer.

General Manager (Engg)-I
WB HIDCO

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 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.

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.

Seal and Signature of the Tenderer.

General Manager (Engg)-I
WB HIDCO

SECTION – B

FORM – I

PROFORMA FOR PRE-QUALIFICATION APPLICATION (IN LETTER HEAD)

To
 General Manager (Engg)-I, WB HIDCO
 HIDCO BHABAN, Room No.213
 2ND FLOOR, NEW TOWN,
 KOLKATA.

Ref : Tender for

(Name of work)

e-N.I.T. No.: HIDCO/GM(E)-I/NIT-28 / 2023-24 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:

Signature of the Applicant
Including title and capacity
In which application is made
Mobile No.:
E-mial Id:

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]

(NleT No. HIDCO/GM(E)-I/NIT-28/2023-24 dated 11.08.2023 Of the General Manager
(Engg.)-I, WBHIDCO)

- 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

FINANCIAL STATEMENT

B.1. Name of the Applicant :

B.2. Summary of Annual Turnover on the basis of the audited financial statement of the last three financial years. (Attach copies of the audited financial statement of the last three financial years).

Particulars	FY: 2017-2018 (Rs. In Lakh)	FY: 2018-2019 (Rs. In Lakh)	FY: 2019-2020 (Rs. In Lakh)	FY: 2020-2021 (Rs. In Lakh)	FY: 2021-2022 (Rs. In Lakh)
a) Annual Turnover					
b) Average Turnover					

Certified and Signed by the :

Chartered Accountant of the firm :

Signed By :

Membership No. :

Name of the Officer :

Signed by the authorized person of the Firm:

Name of the Firm with Seal

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 :

Telephone No. and Mobile No. of Bidder :

E-mail Id: :

3) Name and Address of Bankers :

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

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

Seal and Signature of the Tenderer.

General Manager (Engg)-I
WB HIDCO

SECTION – B

FORM – III

Contractor's Equipment

Ref: NleT No. HIDCO/GM(E)-I/NIT-28/2023-24 dated 11/08/2023 of GM(Engg.)-I of WBHIDCO Ltd.

Name of the Applicant

Whereas it is entirely the responsibility of the Contractor to deploy sufficient plant and mechanical equipment to ensure compliance with his obligations under the Contract, the following list is an indicative list of the minimum essential basic holding of plant and mechanical equipment which the Contractor must own. **The contractor must furnish the documents in support of ownership.**

Sl. No.	Type of Equipment	Capacity	Supporting Documents

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

Ref: NIT No. HIDCO/GM(E)-I/NIT-28/2023-24 dated 11/08/2023 of GM(Engg.)-I of WBHIDCO Ltd.

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