



**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  
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Memo No: 1039/HIDCO/A.G.M./FILE No.11

Dated: 08/01/2021

**[NOTICE INVITING E. O. I NO-02 OF 2020-2021 OF AGM (E) - III, WB HIDCO LTD.]**

Additional General Manager (Engg)-III, on behalf of WB HIDCO invites E.O.I. No.-02 for the work detailed below.  
(Submission of Bid through online)

**NOTICE INVITING EXPRESSIONS OF INTEREST FOR CONSULTANCY WORK FOR DESIGN AND DRAWING OF VELODROME IN AA – IIE IN NEW TOWN, KOLKATA**

WBHIDCO hereby invites expression of interest from reputed and experienced Consultants for concept planning, designing, specification and supporting documents, assistance of bid preparation etc. for this project.

**Earnest Money** : Rs. 10,000.00 (Rupees Ten Thousand) only in favour of WB HIDCO Ltd. And Balance amount covering 2% of the quoted amount to be submitted at the time of making agreement by the successful bidder. Scan copy to be uploaded in e-tender portal in pdf format.

**Completion Period** : Till completion of the project.

**(A) Introduction of New Town, Kolkata:**

New Town, Kolkata is one of India's latest and fastest-growing planned new cities. The Township is strategically situated in the North Eastern Fringes of Kolkata, the capital of West Bengal. On one side, it is adjacent to Salt Lake City, another planned city close to the capital city of Kolkata and on the other, it is in close proximity to the Netaji Subhash Chandra Bose International Airport in Greater Kolkata.

New Town, Kolkata is one of the fastest-growing smart city in West Bengal. WB HIDCO authority has taken up the work of various type of the construction work under the smart city mission project. Velodrome is one of the smart features of the smart city. This velodrome will be constructed in AA-IIE. The velodrome will be an arena of cycle racing.

**(B) Project Objective :**

During covid pandemic period WB HIDCO along with NKDA and smart city has taken a initiative to promote cycling in New Town. In this context Hidco has decided to construct one outdoor cycle velodrome in AA-IIE at New Town, Kolkata.

The aim of the project is to create a facility for the cyclist of New Town and adjacent area to participate in cycling event in global standard velodrome facility.

The velodrome will be an arena of cycle racing. This type of facility is not available anywhere in West Bengal. The length of velodrome will be 250m approx. with on facility of skating in the central open area at Gr. Floor level.

**C) Scope of Work:**

*Concept, planning for construction of velodrome in AA-IIE, New Town, Kolkata including complete layout & planning for amenities associates and required for the Project approx. length 250M.*

- (a) Master Plan of the velodrome.
- (b) Grading & drainage plan for velodrome.
- (c) Cost Estimation of velodrome.
- (d) Structural drawing preparation, submission and vetting from Jadavpur University/IIT or equivalent any Govt. Institution.
- (e) Preparation of Tender documents.
- (f) Construction specifications & supporting documentation for velodrome.
- (g) Assistance in Bid preparation review of tender bids & selection of contractor (if required)
- (h) Project management consultancy for velodrome including 3<sup>rd</sup> party inspection.
- (i) Periodical inspection by the Architect during execution for assistance of construction of velodrome.
- (j) Phase wise development and planning suggestion thereof.
- (k) Releasing of G.F.C. drawing
- (l) Preparation of all services drawings.
- (m) Preparation of all HVAC, Electrical and ELV drawing and submission etc. as required.

**A) Eligibility Criteria :**

Consultants having the following experience and key experts on their payroll/hiring, may submit their Technical & Financial Bids for this project.

1) General Eligibility Criteria

SI.NO	ELIGIBILITY CRITERIA	DOCUMENT PROOF
1	<ul style="list-style-type: none"> <li>• The bidder may be a Company, Partnership Firm or Sole Proprietorship Firm.</li> <li>• The bidder shall be a <b>single entity</b></li> <li>• The bidder shall be solvent at the date of bidding</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of Certificate of Incorporation / Registration under Companies Act 1956/2013</li> <li>• Documentary proof for business operation in India</li> </ul>
2	The <b>bidder must be registered in India with an experience of working in India for at least 5 consecutive years</b>	<ul style="list-style-type: none"> <li>• Work Order and Job Completion certificate issued by the client</li> </ul>
3	The bidder must have an experience of carrying out similar type of Consultancy Work <b>with a Project Cost of at least INR 3.5 Cr in India during the last 5 financial years of its business.</b>	Work Completion Certificate + Work Order issued by the client and self-declaration with project details may please be submitted.
4	The Bidder should not have in the past 5 years, preceding the due date of this proposal, been (i) expelled from any project or contract by any government or government instrumentality (ii) barred by any government or government instrumentality in India	A self-declaration by the Lead member may be submitted in this regard in a Non-Judicial Stamp Paper.
5	Other legal documents <ul style="list-style-type: none"> <li>• Trade License</li> <li>• GST Certificate</li> <li>• Income Tax Return ( Latest 3 years)</li> <li>• Copy of PAN</li> <li>• Articles of Association/ Company</li> <li>• Registration (depending on</li> </ul>	Copy of the valid documents

	company type) • Professional Tax Clearance Certificate	
6	The bidder shall submit a Power of Attorney of Authorization for signing the bid in Rs.10.00 Non Judicial Stamp Paper.	Scanned copy of Power of Attorney needs to be submitted

2) Key Experts

Position	Qualifications	Required Experience
Infrastructure Planner / Engineer	Professionally qualified with master's degree in Planning / Engineering	A minimum of ten (10) years of experience in designing
Structural Engineer	Professionally qualified Engineer (at least BE in Civil Engineering )	A minimum of five (5) years of experience in designing
Electrical Engineer	Professionally qualified Engineer (at least BE in Electrical Engineering)	A minimum of five (5) years of experience in designing
Mechanical Engineer	Professionally qualified Engineer (at least BE in Electrical Engineering)	A minimum of five (5) years of experience in designing
Civil Engineer	Professionally qualified Engineer (at least BE in Civil Engineering)	A minimum of five (5) years of experience in underground water-supply lines, drainage & sewerage

**Note:**

- **No Consortium is allowed to participate in this Expression of Interest**
- **No Sub contracting will be allowed**
- **In absence of any of the above, the bid will be treated as non-responsive and hence shall be rejected.**

**B) Bid Evaluation Mechanism :**

- 1) The Bids shall be evaluated through 'Combined Quality and Cost Based Selection (CQCBS) process and ranked accordingly by a Committee constituted by WBHIDCO. Both the Technical and Financial Bids shall be marked separately;
- 2) The Technical Bids shall be evaluated based on the following scores:
  - a) General Company Experience in preparation/construction of velodrome of similar type of Work (20 Marks): Out of the 20 marks, 10 marks are allotted for one Project Work and 20 marks for more than one Project Work
  - b) CVs of Key Experts (10 marks);
  - c) Presentation on Methodology, Work Plan and experience profile (40 Marks);
- 3) Based on their ranking in technical score, the Bidders scoring at least 35 marks out 70 marks will be declared eligible for financial bid evaluation;
- 4) The Financial Bids of only Technically Qualified Bidders will be opened for further consideration. The Bidder (L1) who has quoted the lowest price will be given a score of 100. The other Bidders (N, N1, N2, N3 etc.) will be allotted scores based on the score of L1 as per the formula :“L1/N x 100”. The total score of an eligible Bidder shall be calculated by combining its Technical Score and Financial Score.
- 5) Based on the total scores of all Qualified Bidders, ranks will be given to them. The First

Ranked Bidder will be awarded the Consultancy Work.

- 6) The Bidders will have to arrange for Laptops, Computers etc. for their presentation. WBHIDCO will arrange for only venue of the presentation.
- 7) WBHIDCO reserves the right to accept/ reject, at its sole discretion, any or all evaluated Technical/ Financial Proposals of the Bidders and cancel this Bidding process without assigning any reason whatsoever.

**C) Terms & Conditions :**

- 1) The Bidders must have GST Registration Certificates and IT & PAN valid at least up to the date of submitting their bids. Applications for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
- 2) Before submitting any bid / offer, the intending participants 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.
- 3) The selected bidder will have to enter into an agreement with WBHIDCO within 07(seven) days from the date of their Letter of Acceptance (LOA), failing which the award will stand cancelled.
- 4) Any bid /offer containing overwriting is liable to be rejected. All corrections are to be attested under the dated signature of the bidder without which the bid/offer may be informal.
- 5) No conditional bid/offer shall be accepted.
- 6) A prospective Bidder requiring any clarification about the EOI document and scope of work may contact the undersigned through e-mail/ letter before the Pre-Bid Meeting as mentioned below. Their such queries will be discussed in the Pre-Bid Meeting only. No queries from the Bidders will be entertained after the Pre-Bid Meeting. After opening of EOI responses, if the tender committee feels, they may ask for supporting documents in respect of the claim of the bidder and the bidder will have to submit supporting documents as well as written clarifications as required by the committee within three days.
- 7) 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

**D) Bidding Process :**

- 1) The Bids will be opened in two stages. Firstly, the Technical Bids will be opened and evaluated. Based on criteria set out, few of the bidders will be shortlisted in the stage-1 bid. In the second stage, only the shortlisted bidders' Financial Bids will be opened.
- 2) The bid documents containing the Company Profile and Work Experience of the bidder will have to be uploaded on the e-portal of NICin .rar file.

- 3) The material for Technical Presentation will have to be submitted both in hard copy and soft copy. The hard copy should be submitted to the undersigned in one sealed cover marked with **"Technical Bid for the Consultancy Work for designing & drawing of velodrome in AA-IIIE in New Town, Kolkata** and duly addressed to the undersigned. The address and contact numbers of the bidder should also be mentioned on the said sealed cover. The soft copy should be uploaded on the e-portal of NICin .rar file.
- 4) The Financial Bid will have to be uploaded on the e-portal of NICin .rar file.
- 5) 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.
- 6) 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.
- 7) Security Deposit: Retention money towards Security deposit 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.
- 8) GST as applicable. There shall be no provision of Arbitration.

**E) Schedule of Dates :**

Sl. No.	Particulars	Date & Time
1	Date of uploading of E.O.I. & other Documents (online)	08.01.2021
2	Documents download/sell start date (Online)	08.01.2021 from 6:55 P.M
3	Pre-Bid meeting	15.01.2021 at 12.00 noon in Conference Hall, 3 <sup>rd</sup> floor, Hidco Bhaban
4	Bid submission start date	19.01.2021 to 29.01.2021
5	Documents download/sell end date (Online)	29.01.2021 up to 02:00 P.M
6	Bid Submission closing (On line)	29.01.2021 up to 02:00 P.M
7	Bid opening date for Technical Proposals (Online)	01.02.2021 at 3.00 P.M.
8	Date of presentation of the technical proposal before the ex-part committee.	03.02.2021 at 12:00 noon, Conference Hall, 3 <sup>rd</sup> floor, Hidco Bhaban
9	List of qualified bidder with marks after evaluation of technical bids	05.02.2021 at 3 P.M.
10	Date for opening of Financial Proposal (Online)	08.02.2021 at 12.00 noon.
11	Final Selection	08.02.2021 at 2 P.M.

**Addl. General Manager (Engg.) - III,  
WBHIDCO**

Memo. No 1039/HIDCO/A.G.M./FILE No.11

Dated: 08.01.2021

Copy forwarded for information to:-

- 1) Engineer-in-Chief, WB HIDCO
- 2) Joint Managing Director, WB HIDCO.
- 3) Chief Finance Officer, WB HIDCO.
- 4) Addl. Chief Engineer, WBHIDCO

**Addl. General Manager (Engg.) - III,  
WBHIDCO**

Annexures

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

(To be submitted in the letterhead of the bidder and uploaded on the e-portal of NICin .rar file)

(Date)

To,

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**Ref:** <Expression of Interest Notice No. & date (to be quoted)>

**Sub: Submission of an EoI for “Consultancy Work for designing & drawing of velodrome in AA-IIE in New Town, Kolkata”**

Dear Sir/Madam,

We, the undersigned, have examined the EoI document and submit herewith our EoI in response to your EoI no. \_\_\_\_\_ dated \_\_\_\_\_ for “**Consultancy Work for designing & drawing of velodrome in AA-IIE in New Town, Kolkata**”, 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 EoI you receive

Yours sincerely,

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date:

- b. **Annexure II: Details of the Responding Bidder**(To be submitted in the letterhead of the bidder and uploaded on the e-portal of NICin .rar file)

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	

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date:

- c. **Annexure III: Declaration for not being blacklisted**(To be submitted in the letterhead of the bidder and uploaded on the e-portal of NICin .rar file)

Self-declaration for not being blacklisted by any Government Entity

(Date)

To,

**Sub: Submission of an EoI for the Consultancy Work for designing & drawing of velodrome in AA-IIE in New Town, Kolkata.**

**Ref: EoI Notice No. <to be quoted> dated <to be quoted>**

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,

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date:



- d. **Annexure IV: Details of Projects undertaken**(To be submitted on the letterhead of the bidder and uploaded on the e-portal of NICin .rar file)

<b>Assignment Name:</b>		
<b>Location in India :</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>		

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date:

- e. **Annexure V: Financial Capability**(To be submitted in the letterhead of the bidder and uploaded on the e-portal of NIC in .rar file)

**FINANCIAL CAPABILITY**

**FINANCIAL INFORMATION**

Sl. No.	Name of the Bidder	Turnover (Rs/Lakh)		
		2017-18	2018-19	2019-20
1				

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date:

f. **Annexure VI : Bio-data of Key Experts** (To be submitted in the letterhead of the bidder and uploaded on the e-portal of NIC in .rar file)

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 :

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date

- g. **Annexure VII : Quotation of lump sum fee including GST for the Consultancy Work for designing & drawing of velodrome in AA-IIE in New Town, Kolkata in response to EoI Notice No. <to be quoted> dated <to be quoted>** (To be submitted in the letterhead of the bidder and uploaded on the e-portal of NIC in .rar file)

Rs. (in words) only

Digital Signature of the Authorized Signatory of the bidder

Name:

Designation:

Date: