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Govt. of West Bengal Department of U D & M A
Office of the Executive Engineer
Bidhannagar Municipal Services Division
Nirman Bhavan (First Floor)
Salt Lake City, Kolkata- 700091
Phone: +91 33 2337 1404

NOTICE INVITING e-QUOTATION NO. 09(e) OF 2021-2022 OF EXECUTIVE ENGINEER, BIDHANNAGAR MUNICIPAL SERVICES DIVISION,

1.0 Sealed e-Quotations are hereby invited for the following works for acceptance of the Special Engineer, Salt Lake Reclamation & Development Circle under Department of U D & M A for and on behalf of the Governor of West Bengal, for the work stated below from eligible bonafide, reliable and resourceful Quotationers having sufficient experience in execution of similar type of works. **Intending quotationers who desires to participate in the quotation are requested to log on to the departmental website www.wburbnservices.gov.in & Govt. Tender website <https://wbtenders.gov.in> for information about the tender.**

NAME OF WORK:- 1) Annual comprehensive upkeeping works viz. sweeping & cleaning of open space, office toilets, drains, staircase, rooftop, road and others, gardening & plantation of all garden enclosures including cleaning and disinfection of overhead tanks and underground reservoirs at **B.S.T Plant** premises under Salt Lake Roads Sub-Division of BMS Division, Salt Lake, Kolkata- 700091
EARNEST MONEY DEPOSIT:- 19,500.00
TIME OF COMPLITION:- 365 Days

Scope of Work

B.S.T. Plat

- i) Sweeping and cleaning of entire pathways, all roofs and staircases inside B.S.T Plant premises shall be maintained everyday throughout the year.
- ii) Cutting and removing grasses, jungles, creepers, weeds etc. inside B.S.T Plant premises are to be maintained throughout the year.
- iii) Watering, trimming and manicuring of existing trees and plants to give a good appearance and look inside B.S.T Plant premises on regular basis as directed, necessary new seasonal flowers and plants/hedges are to be planted and maintained through the entire contractual period.
- iv) All the plants to be kept alive with necessary nourishment during the entire contractual period.
- v) Uprooted trees, broken branches of trees of any kind due to natural calamities has to be removed from the B.S.T Plant premises and has to be stacked at location as directed by the EIC.
- vi) Other instructions as would be issued by the EIC for upkeeping and beautification of B.S.T Plant premises to be compelled.
- vii) Uprooted grass, plants, weeds, shrubs, bushes, creepers etc are to be disposed from the B.S.T Plant premises.
- viii) All catch pits, toilet, surface drain along with pipelines are to be cleared on regular basis.
- ix) Bleaching powder to be spread within the premises of B.S.T Plant at an interval of every 10 days and cost of bleaching powder will be borne by the concerned agency.
- x) Underground reservoirs and overhead tanks are to be cleaned and washed at an interval of every three months and test report of water should be obtained from the competent authority, as per direction of EIC.
- xi) All garden enclosures including boulevard are to be maintained proper throughout the contractual period.

2.0 General Terms & Conditions :-

1. The intending bidders will have to submit self-attested photo copy the following documents without which participation in the bid will be informal.
 - (a) Permanent Account Number (PAN) of Income Tax Department.
 - (b) GST Registration certificate.
 - (c) Professional Tax registration certificate.
 - (d) Trade license.
 - (e) **Work order with schedule and Completion certificate will be treated as credential.**
 - (f) Income Tax return for last three years.
 - (g) **Certificate of E.S.I & E.P.F.**
2. The bidder will not be entitled, if found not eligible in the technical bid, to participate in the financial bid.

3. Participation in this bid deems that the applicant is fully agreeable to abide by all terms and conditions as stated in this notice inviting e-Quotation.
4. The undersigned reserves the right to annul the whole process of e-Quotation without assigning any reason whatsoever.
5. The bidders are bound by the terms and condition of W.B.F No. 2911 along with the specification, notice of e-Quotation along with all enclosures, Special terms & condition, if any and schedule of works etc. Which forms part and parcel of the contract.
6. **The contract may be terminated at any point of time in the event of mal-performance of the agency.**
7. **BIDS/OFFERS SUBMITTED BY POST OR BY HAND SHALL NOT BE ACCEPTED.**
8. No conditional bid/offer/proposal shall be accepted and shall be deemed as 'informal'.
9. **The accepting authority reserves the right to reject any or all the bids/offers/proposals received without assigning any reason whatsoever to the intending participants including lowest bid/offer/proposal received.**
10. **Earnest money :**

The Earnest money submitted by the lowest bidder/Quotationer, whose bid/quotation is accepted, shall be converted into Security deposit and shall be refunded/returned at the end of contractual period after successful execution of work in the field
- 10.1 **The State Government procurement portal has already been integrated with the Payment Gateway of ICICI Bank for deposit of EMD and other fees by the bidders participating in e procurement.**
- 10.2 **Mode of Payment :**

EMD of the bidders for quotation of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443-00 -103-001-07" through GRIPS along with the bank particulars of the bidders.
Payment in any other form, e.g. NSC, KVP, DD, BC, DD, etc. will not be accepted.
11. Willing bidder will have to quote their rates both in words and figure in the prescribed BOQ online.
12. **Login by bidder:**
 - a) A bidder desirous of taking part in a quotation invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRLs, etc shall login to the e-Procurement portal of the Government of West Bengal [https:// wbtenders.gov.in](https://wbtenders.gov.in) using his login ID and password.
 - b) He will select the quotation to bid and initiate payment of pre-defined EMD / Quotation Fees for that quotation by selecting from either of the following payments modes:
 - i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment
Gate way;
 - ii) RTGS/NEFT in case of offline payment through bank account in any Bank.
- 12.1 **Return of Earnest Money of the unsuccessful Quotations(s):-**

Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- 12.2. Willing bidder will have to quote their rates both in words and figure in the prescribed BOQ online
Validity of Bid is
120(One Two Zero) days.
- 3.0 **Eligibility to participate :-**
Registered bonafide, reliable and resourceful agencies/firms

- (i) i) Intending tenderer should produce credentials of similar nature of work of the minimum value of 40% the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,
- (ii) Intending tenderer should produce credentials of 2(two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,
- (iii) Intending tenderer should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above ; [This is as per Memo No. 03-A/PW/O/10C-02/14 , Dated: 12.03.2015 of Government of West Bengal, Public Works Department, Accounts Branch, Nabanna, Howrah, for amended Rule under Rule 226 (1) of PWD Code Volume-I.]
- (iv) Any agency having record with non satisfactory progress of work under this Salt Lake Reclamation and Development Circle may or may not be considered for work during Technical Evaluation.

Special Terms and Conditions :-

- Any corrigendum regarding this NIQ will be uploaded in the website of Urban Development Department i.e. www.wburbandev.gov.in along with publication through office notice board. The intending participants are requested to visit the website for any updates etc. in this regard.
- Payment shall be made on availability of fund.
- The intending bidders are to quote their offer taking all the above points into consideration and no extra claim whatsoever shall be admissible afterwards. **Rate should be inclusive of GST, Cess, IT etc complete. No extra claim whatsoever shall be admissible afterwards.**
- All participants are requested to visit the site and satisfy themselves about local conditions and also other matters that may be required in connection to the work. Such matter should be duly taken care of during the work.**
- For any other information the applicants are requested to visit the office of the undersigned on any working day from 1.00 p.m. to 3.00 p.m. **on prior appointment.**
- In case of any complain of negligence against the agency related to execution of work, found valid after verification, an amount @ [(Total contractual amount per year / 365 days) x 1.5 times] per day will be deducted from the bill of the agency as penalty for such negligence and further the Department may terminate the contractual agreement for such poor performance of the agency.
- For PWD schedule items, quoted rate should be at par or less than PWD rate mentioned in the BOQ.**
- During execution if it is seen that any item is inevitable and not in the BOQ, the item to be executed with prior intimation and rate accepted by accepting authority. Analysis of rate to be submitted by the agency engaged for the work. If the item is under PWD SOR, then analysed rate should be at par or less than PWD SOR.**

SCHEDULE OF Dates for e-Quotation :

Sl. No.	Activity.	Date & Time.
1.	Publishing Date.	25/03/2022 at 17.30 hrs.
2.	Document Download Start date.	01/04/2022 at 12.30 hrs.
3.	Bid Submission start date.	01/04/2022 at 12.30 hrs.
4.	Document Download end date.	15/04/2022 at 12.30 hrs.
5.	Bid Submission end date.	15/04/2022 at 12.30 hrs..
6.	Technical Bid opening date	18/04/2022 at 12.30 hrs.
7.	Financial Bid opening date.	To be notified later.

Additional Terms & Conditions Including Modifications of Clause No. 17 and Clause No. 25 of West Bengal Form No.

2911/2911(i)/2911(ii)

(This bears concurrence of Group – T of Finance (Audit) Department vide their U.O. No. 614; Dated 06.07.2012)

This is in connection with NIT NO.WBUDD/SE/SLRD/NIT-02(e) of 2015-16 of Executive Engineer,

BIDNANNAGAR MUNICIPAL SERVICES DIVISION, circulated vide memo no.8-390/15/2052(21),dated 11/12/2015

1) **Clause - 17 of Contract of the Printed Tender From shall be substituted by the following:**

Clause 17. - If the contractor or his workmen or servants or authorized representatives shall break, deface, injure or destroy any part of the building in which they may be working or any building, road, road curbs, fence, enclosure, water pipes, cables, drains, electric or telephone posts or wires, trees, grass or grassland or cultivated ground contiguous to the premises on which the work or any part of it is being executed, or if any damaged shall happen to the work from any cause whatsoever or any imperfections become apparent in it any time whether during its execution or within a period of three years after issuance of a certificate of its completion issued by the Engineer -In-Charge shall mend good the same at his own expense, or in default, the Engineer-In- Charge may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Engineer-In- Charge shall be final from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter became due to contractor by the Government or from his security deposit, or the proceeds of sale thereof or of a sufficient portion thereof and if the cost, in the opinion of the Engineer - In- Charge (Which opinion shall be final and conclusive against the contractor), or of making such damage or imperfections good shall exceed the amount of such security deposit and /or such sums, it shall be lawful for the Government to recover the excess cost from the contractor in accordance with the procedure prescribed by any law for the time being in force.

The security deposit of the contractor shall not be refunded before the expiry of three years after the issuance of the certificate, final or otherwise of completion of the work by the Engineer-In- Charge.

Provided that the work shall not be deemed to have been completed unless the "Final Bill" in respect thereof shall have been passed and certified for payment by the Engineer-In-Charge.

Provided further that the Engineer-In- Charge shall pass the "Final Bill" and certify thereon, within a period of forty five days with effect from the date of submission thereof by the contractor under this contract and shall also issue a separate certificate of completion of work to the contractor with the said period of **forty five days**. The certificate of Engineer-In- Charge whether in respect of the amount payable to the contractor against the "Final Bill" or in respect of completion of work shall be final and conclusive against the contractor. However, the security deposit of the contractor held with the Government under the provision of **Clause-1** hereof shall be refundable to the contractor in the manner provided here under.

- (i) **30%** of the security deposit shall be refunded to the contractor on expiry of **one year** after the issuance certificate of completion of work.
- (ii) Further **30%** of the security deposit shall be refunded to the contractor on expiry of **two years**.
- (iii) The balance **40%** of the security deposit shall be refunded to the contractor on expiry of **three years**.

N.B- Provided that in respect of the work of repair or maintenance in nature or a combination thereof, the words "**Three years**" wherever appearing in this clause shall be deemed to be **one year** and in which case the security deposit of the contractor held with the Government under the provision of clause-1 hereof shall be refundable to the contractor on expiry of **one year** after the issuance of certificate of completion of work by the Engineer-IN-Charge.

2) **"Modification of Clause Relating to Settlement of Disputes under Condition of Contracts":**

Clause 25 for work value more than 100 Lacks of W.B.F. No. 2911/2911(i)/2911(ii) will be read as "Clause 25 - Except where otherwise provided in the Contract all question and disputes relating to the meaning of specifications, design, drawings and instructions therein before mentioned and as to quality of workmanship or materials used on the work or these conditions or otherwise concerning to the work, or after the completion or abandonment thereof shall be dealt with as mentioned hereinafter :

If the Contractor considers any work demanded of him to be outside the requirement of the contract, or disputes in any drawings, record or decision given in writing by the Engineer- in- Charge or any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly requested within 15 (fifteen) days to the Chairman of the "Dispute Redressal Committee" shall give its written instruction or decision. Thereupon, the "Dispute Redressal Committee" shall give it written instruction or decision within a period of Three (03) months from the date of receipt of the Contractor's letter.

" Dispute Redressal Committee in each of the works' Department should be having the following officials as members :

1.	Additional Chief Secretary / Principal Secretary / Secretary of the Concerned	Chairman
2.	Engineer - in - Charge / Chief Engineer or any officer equivalent rank in the	Member
3.	One Designated Chief Engineer / Engineer of the Department to be nominate by the Department concerned	Member Secretary and
4.	One Representative of the Finance Department of the Government not below the Rank of Joint Secretary or Finance Advisor in case of the Works' Department where FA System has been introduced	Member

The Provision will be applicable irrespective of the value of the works to which the dispute may relate.

- 3) **After Clause 24'** In present printed **W.B. Form No. 2911, 2911(i), 2911(ii)** of this office/ Division, in **page no. 9, Clause-25** as mentioned here will be included and from **Clause-25 to Clause-29 of page 09 and 10** of this Form will have to read as **Clause - 26 to Clause- 30**, as per following table. As per Above, **Clause-17** to be read as in modified form, and applicable for the work.

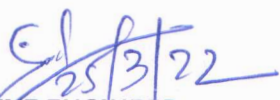
Sl No.	As mentioned in Presently supplied W.B. Form No. 2911, 2911(i),	Actually to be read as
1	From Clause 1 to 24	Clause 17 only modified.
2	Within Clause 24 and Clause 25 of Existing / Supplied Form	Clause 25 will be Inserted/
3	Clause-25	Clause- 26
4	Clause-26	Clause- 27
5	Clause-27	Clause- 28
6	Clause-28	Clause- 29
7	Clause-29	Clause- 30

Memo No: 494

Dated: 25/03/2022

Copy forwarded for information & necessary action to:

- 1) The Joint Secretary, Department of U D & M A, Govt. of West Bengal, Nagarayan, Salt Lake, Kolkata.
- 2) The Administrator, Bidhannagar. Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 3) **Joint Secretary IT/eGovcell, Nagarayan, Urban Development Department, DF-8, Sector - I of Salt Lake City with request to upload the Notice in the Departmental Website www.wburbnservices.gov.in**
- 4) The Special Engineer, Salt Lake Reclamation & Development Circle, Nirman Bhavan, Salt Lake, Kolkata-091.
- 5) The Executive Engineer, Salt Lake Construction Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 6) The Executive Engineer, Salt Lake Reclamation Division, Nirman Bhavan, Salt Lake, Kolkata- 91.
- 7) The Executive Engineer, Central Mechanical Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091..
- 8-9) The SDO/ Salt Lake Roads Sub-Division/Salt Lake Drainage Sub-Division.
- 10-11) Accounts branch / Office Notice Board.


 EXECUTIVE ENGINEER
 BIDNANNAGAR MUNICIPAL SERVICES DIVISION
