

Government of West Bengal  
Department of Urban Development and Municipal Affairs  
Office of the Executive Engineer  
Salt Lake Construction Division  
Nirman Bhawan, Salt Lake, Kolkata: 700091

**Memo. No. 343**

**Date: 03.03.2023**

**Notice Inviting e-Tender No.: WBUD MAD/SLP/NIEQ-13/ 2022-23 of EE, SLC Division**

Encrypted electronic bids are hereby invited by the **Executive Engineer, Salt Lake Construction Division, Nirman Bhawan**, UD&MA Department on behalf of the Governor of the State of West Bengal through a single stage two part e-Procurement System; (Part I: Techno-commercial bid and Part II: Financial bid) for the 'LIST OF WORKS' given in the next page from eligible bonafide contractors/agencies/bidders having specified Pre- Qualification (eligibility) credential for execution of works of similar nature and desired financial capabilities. The technical bid in Part-I would require the bidder to qualify for the next phase of financial bid: Part-II, in which L1 bid price would determine the final selection and acceptance of a bidder for award of the Procurement of Goods & Works contract. The Rate/Amount submitted by the bidder will be considered for A.O.C. after being approved by the Special Engineer, Salt Lake Reclamation & Development Circle, UD&MA Department, Nirman Bhawan, Kolkata.

**Intending quotationers/bidders who desire to participate in the quotation are requested to log on to the website and download the e- Quotation documents from [www.wburbanservices.gov.in](http://www.wburbanservices.gov.in) & Govt. Tender website <https://wbtenders.gov.in> . This is the only mode for submission of a Quotation.**

**Name of Work with other relevant information:**

Sl. No	Name of Work	Earnest Money Deposit (Rs.)	Time allowed for completion
1	"Providing and installing Glass shading at top (roofing) and sides of pergola at the front of Subhanna at Plot no. DF-09, Sector-I, Salt Lake, Bidhannagar, Kolkata-700064"	60,000.00	60(Sixty) Days

**Last date & time of submission of bids online is 24/03/2023 at 11:00 hours.** Details of submission procedure are given below under "**General terms and conditions and information**" and all information posted on the website consisting of NIT and related documents, Form 2911(ii), BOQ, Corrigendum and addendum if any and Drawings shall form part of the tender document. As per Memorandum of Government of West Bengal, Finance Department, Audit Branch Vide No. 3975-F(Y), Dated-28/07/2016, Only, Online receipt and refund of EMD of e-procurement through State Government e- procurement portal will be considered. 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. It can be done through Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway; RTGS/NEFT in case of offline payment through bank account in any Bank.

**Scope of work: -**

Sl.	Specification of Item	Quantity	Unit	Rate (*) (inclusive of all taxes, cess etc.) Rs.	Amount Rs.
01	<p>Supplying, fitting and fixing including designing, assembling, erecting, hoisting and installation of bubble free float glass of approved make and brand conforming to IS: 2835-1987 with 12 mm thick cleared toughened glass panels conforming to IS: 2553-1992 (Part-II) with stainless steel spider fitting with point fixed glazing assembly using spider / architectural bolts drilled in the glass for assembly and to be designed to withstand design wind pressure in accordance with IS 875 – 3: 2015. The system consists of glass clamp mounting system with flat head bolts with bush of Dorma make or equivalent including providing and fabricating requisite additional supporting hot dip galvanized Stainless steel sub structure system of suitable Sections by welding to proper profile matching and in line with existing stainless-steel frame. The requisite fittings, nuts and bolts, washers etc. shall be series non-magnetic steel of 316 grade. Each spider / articulated bolt fittings shall be designed in such a way so as to safely carry glass load and transfer to the SS frame structure through bolts inclusive cost of all necessary fittings, other hardware, structural glazing tape, Glazing Silicon of approved make and brand for fixing of Glass on Sub-frame as required over existing structural steel frame work including cost of materials, labours, all incidental charges viz. necessary staging / scaffolding in order to provide stable working platform, hoisting, site clearance, removal of rubbish after completion etc. complete.</p> <p>Rate to be quoted – Per Sqm Quantity – 130.00 Sqm (approx.), to be finalized later as per detailed measurements after actual execution of the work</p>	130.00	Sqm		

(\* Rate quoted by the bidder should be inclusive of all taxes including GST, CESS, Mobilization of machineries, overhead charges, if any, contractors' profit and all other incidental charges. No additional payment of any variety will be considered except the rate submitted by the bidder.

**Important Instruction :****1. Site inspection prior to submission of tender**

Before submitting a e-tender, the intending contractor/bidder should make themselves acquainted thoroughly with the local conditions prevailing at site for implementation of the work by undertaking field inspections and taking into consideration all probable factors and difficulties to be involved during execution of the work as per specification in all respects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labourers and market rates prevailing in the locality etc. and no claim whatsoever will be entertained on those accounts afterwards. The contractor/bidder may also contact the office of the Executive Engineer, Salt Lake Construction Division in between 11.30 hours to 16.30 hours on any working day, prior to the date of last date for submission of bid in the e-tender.

**Important Information related to the above works: -**

- 1) A.O.C. / Work Order will be issued to the lowest bidder(L1) after approval / acceptance of rate by the competent authority as well as obtaining administrative approval and financial sanction (A.A.& F.S.) from the appropriate authority.
- 2) Payment will be made on availability of specific fund and in compliance with terms and conditions as laid down in the A.A.& F.S.
- 3) Drawing is to be prepared prior to execution of the work showing existing stainless-steel sub-frame and proposed additional members of suitable sections as specified in the item of work including Glass shading duly certified by a structural engineer / Civil Engineer.

## Eligibility for participation

Contractors, Enlisted or outside bonafide, Registered Engineers Co-operative Societies, Consortiums and Partnership Firms registered with the State Government and contractors of equivalent Grade / Class registered with Central Government / MES / Railways for execution of civil works are eligible to participate, depending on the criteria as detailed below. Joint venture firm are not eligible to participate.

A prospective bidder shall be allowed to participate in a single 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.

### 1. Pre Qualification (PQ) eligibility criteria

Prequalification (PQ) eligibility of a contractor/ bidder based on one single 100% completed works contract and financial capacity achieved within the zone of last five financial years will be determined as per Rules stated below:6 I (a). Firstly, the gross value of the work submitted as PQ Credential as per CC of similar in nature completed during the current financial year before date of publishing of e-NIQ or within the preceding five FY will be multiplied by the following factors to take care of the inflationary effects to arrive at the gross notional amount.

Year	Description	Multiplying factor to arrive at gross notional amount
Current	The financial year of floating of NIQ	1.00
1 <sup>st</sup>	1 year preceding the current financial year	1.08
2 <sup>nd</sup>	2 years preceding the current financial year	1.16
3 <sup>rd</sup>	3 years preceding the current financial year	1.26
4 <sup>th</sup>	4 years preceding the current financial year	1.36
5 <sup>th</sup>	5 years preceding the current financial year	1.47

**Note:** For cases where two contractors/bidders are participating in a e-Tender for a particular work are such that one happens to have worked as a sub-contractor of the other, and both the contractors/bidders PQ submit work credential of having completed the same job either wholly or partly, then in such case the PQ credential of the principal contractor will be considered while that of the sub-contractor will not be taken into consideration for determining the eligibility criteria of the contractor/bidder during technical evaluation of the tender. If the PQ Credentials submitted by hitherto contractors/bidders are for different works, then both the PQ Credentials will be considered for determining the eligibility criteria of the individual contractors/bidders.

### Credential

- (i) Intending tenderer should produce credentials of similar nature of work of the minimum value of 40% of 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 nonsatisfactory progress of work under this Salt Lake Reclamation and Development Circle may or may not be considered for work during Technical Evaluation.

### Verification before Submission of Tenders

The contractor should see the site of works and tender documents, drawings, etc. before submitting tender and satisfy himself / herself regarding the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site of work, availability of drinking water and other human requirements and security etc.

The contractor will not be entitled to any claim or extra rate on any of these accounts and no additional claim in this regard in any form will be entertained.

### Submission of Tenders

Tenders are to be submitted online through the website stated above and all the documents uploaded by the Tender Inviting Authority form an integral part of the contract Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC).

## Technical Proposal

The Technical Proposal should contain scanned copies and/or declarations in the following standardised formats in two covers (folders).

### Additional Clauses:

- ❖ 'Additional Performance Security when the bid rate is 80 % or Less' as per Finance Department Order No. 4608-F(Y), Dated-18.07.2018 should have to be strictly followed by the bidder if the offered rate is 80 % or Less. Otherwise, AOC will not be given.
- ❖ Modification of Clause No. 17 of WB 2911 as per Law and Arbitration Cell of Public Works Department, Govt. of West Bengal, Vide Memo No. 5784-PW/L&A/2M-175/2017, Dated: 12.09.2017 will be applicable for this Tender.
- ❖ Memorandum Vide No 4378-F(Y), Dated 13.07.2017 of Finance Department, Audit Branch, Government of West Bengal is applicable for this Tender.
- ❖ Revised Norms for acceptance of tenders with less than 3 qualified bids on 2<sup>nd</sup> or subsequent calls as per Memorandum Vide No 6989-F(Y), Dated 19.11.2018 of Finance Department, Audit Branch, Government of West Bengal is applicable for this Tender.
- ❖ Credential Policy Modification: Amendment in PWD Code Vide No. 03-A/PW/O/10C-02/14 Dated: 12.03.2015, of Government of West Bengal, Public Works Department, Accounts Branch, Nabanna, Howrah-711102 is applicable for this Tender.

## Technical File (Statutory Cover)

- ❖ Application for Tender (Vide Form-1) (to be submitted in "**Forms**" folder)
- ❖ Notice Inviting Tender (NIT) and Addenda / Corrigenda, if published (to be submitted in "**NIT**" folder)
- ❖ Tender Form No.2911(ii) (to be submitted in "**2911**" folder)
- ❖ Average annual turnover from contracting business and commensurate with the Form 26AS of IT (Vide Form-2) (to be submitted in "**Forms**" folder)
- ❖ Credential Certificate (Vide Form-3) (to be submitted in "**Forms**" folder)
- ❖ Declaration of not having common interest in the same serial (Vide Form-4) (to be submitted in "**Forms**" folder)
- ❖ Earnest Money Deposit (EMD) folder

Scanned copy online EMD transfer, as prescribed in the NIT, separately against each serial of work, in favour of the **Executive Engineer, Salt Lake Construction Division, payable at Kolkata** (to be submitted in "**Scan copy of EMD**" folder). All the forms should be notarized

**Note: Tenders will be summarily rejected if any item in the Statutory Cover is missing.**

## My Document (Non-Statutory Cover)

### Certificates

- Professional Tax (PT) submission Challan
- PAN Card
- GST Registration
- **ESI, EPF Registration**
- Trade licence (current quarter payment receipt should be enclosed.)
- **Completion certificate along with work order and schedule as credential.**
- Income Tax return for last five years.
- Bank Solvency Certificate/ credit limit certificate from the schedule bank on their printed letter head.

### Company Details

- Partnership Deed and Trade License for Proprietorship Firms
- Memorandum of Articles for Limited Companies.
- Society Registration and Bye-Laws for Cooperative Societies
- Power of Attorney

### Credential

- **Note: Tenders will be summarily rejected if any item in the Statutory Cover is missing**

## Financial Proposal

The financial proposal should contain the following document in one cover (Folder).

- **Bill of Quantities (BoQ):** The contractor is to quote the rate (percentage above or below) 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 and digitally signed by the contractor).

### **Opening and evaluation of tender:**

#### **Opening of Technical Proposal**

Technical proposal will be opened by the concerned Executive Engineer, or his authorised representatives, electronically from the website using their Digital Signature Certificate at Office of the Executive Engineer, Salt Lake Project, Urban Development Department, Nirman Bhawan, Bidhannagar, Kolkata - 700091 on the date already mentioned above.

Intending Bidders may remain present at the venue stated above if they desire to do so.

Cover /Folder for Statutory Documents will be opened first & if found in order, Cover for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory & Non-Statutory Documents, the Tender will summarily be rejected.

Decrypted (transformed into readable formats) Documents of Statutory and Non-Statutory Cover will be downloaded, & evaluated for eligibility.

Pursuant to scrutiny & decision after evaluation the summary list of eligible tender & the serial number of work for which their proposal are considered will be uploaded in the web portals.

While evaluation the tender inviting authority may summon the Bidders & 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 proposal will be liable for rejection.

#### **Opening & Evaluation of Financial Proposal**

Financial Proposal of the Bidders found technically eligible, will be opened electronically from the web portal by the concerned Special Engineer, Salt Lake Reclamation and Development Circle, U.D.&M.A. Department or his authorised representative(s), **as mentioned hereinunder.**

The encrypted copies will be decrypted & the rates will be out before to the contractors remaining present at that time.

After evaluation of Financial Proposal by the Special Engineer concerned will upload the final summary result containing inter-alia, name of the contractors & the rates quoted by them against each work provided he is satisfied that the rates obtained are fair & reasonable & there is no scope of further lowering down of rate.

**The computer-generated Comparative Statement need to be financially vetted by/ test check by the Divisional Accounts Officer-I of Salt Lake Construction Division.**

#### **Acceptance of Tender**

Lowest valid rate should normally be accepted. However, the acceptance of the tender including the right to distribute the work between two or amongst more than two bidders will rest with the **Tender Accepting Authority** without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof. Conditional tender will not be accepted in any case.

#### **Award of Contract:**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Letter of invitation / Letter of Acceptance. The notification of award will constitute the formation of the Contract.

#### **Bid Validity**

The Bid will be valid for **120 days** from the date of opening of the financial bid.

#### **Execution of Formal tender after acceptance of tender**

The tenderers, whose tender is approved for acceptance, shall within 15 days of the receipt of Letter of Acceptance (LOA) to him, will have to execute 'Formal Agreement' with the Tender Accepting Authority in duplicate/triplicate copies of W.B.F. No 2911(ii, in Clause 4(i) from **the office of the Executive Engineer, Salt Lake Construction Division.**

## **2. Tender Fee and Earnest Money Deposit (EMD)**

### **i. Tender Fees:**

Entire set of e-Tender documents are made available free of cost through the State Government e-Procurement portal having URL <https://wbtenders.gov.in> and also available in the e-Procurement link of Departmental website [www.wburbanservices.gov.in](http://www.wburbanservices.gov.in) Cost for tender documents will not be charged even during execution of a formal tender contract/agreement. However, the contractors/bidders may wherever necessary shall be suitably charged for additional/multiple copies of drawings, specifications, Schedule of Rates booklet etc. and such fee may be suitably determined by the Tender Inviting Authority as per existing Rules.

**ii. (a) Earnest Money Deposit (EMD):**

Bidders are required make payment of Earnest Money (EMD) through the e-Payment banking system, on-line and should read in advance the instructions carefully, particularly those contained in the challan generated in the e-transaction of the portal, if opted for EMD payment through RTGS/NEFT. Only if the bidder is exempted from payment of EMD by the State Finance Department, the Govt order for such exemption is to be uploaded while opting for EMD exemption category. Any misjudgement and resultant non submission of EMD will lead to summarily rejection of the bid/tender. **The quantum of Earnest Money Deposit for this work is considered as Rs. 60,000.00.**

**3.A. Login by bidder:**

- a. A bidder desirous of taking part in e-tender floated by the State Government shall login to the e-Procurement portal of the Government of West Bengal [www.wbtenders.gov.in](http://www.wbtenders.gov.in) using his/her login ID and password by using their valid DSC.
- b. He/she will select the tender to bid and initiate payment of pre-defined EMD fixed for that tender 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 Gateway;
  - ii. RTGS/NEFT in case of off-line payment through bidder's bank accounts in any Bank approved by RBI in India.

**3.B. EMD payment procedure:**

- a. Payment by Net Banking out of any listed bank through ICICI Bank Payment Gateway:
  - i. On selection of Net Banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway (along with a string containing a Unique ID) where he/she will select the Bank through which he/she wants to electronically transact the EMD.
  - ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the e-transaction.
  - iii. Bidder will receive a confirmation message on registered mobile phone regarding success/failure of the transaction.
  - iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD against unique codes for identification of the tendering authority.
  - v. If the transaction is failure, the bidder will again try for payment by going back to the first step.
- b. Payment through RTGS/NEFT:
  - i. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
  - ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his/her own designated Bank account.
  - iii. Once payment is made, the bank would provide an "UTR remittance number" for successful transaction with which the bidder will come back to the e-Procurement portal after expiry of 2 to 3 bank working days to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue with his/her bidding process.
  - iv. If verification is successful, the fund gets credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD.
  - v. Hereafter, the bidder will go to e-Procurement portal for final submission of his/her e-bid within pre-assigned last date of submission of e-tender.
  - vi. If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder's bank account.

**Note:** EMD made through RTGS/NEFT would require additional 2 to 3 bank working days after date of transaction in the bank before the procedure is completed for enabling the bidder to continue with the bidding process in the on-line final bid submission. Thus, the bidder is to take precaution in case of RTGS/NEFT transfers, so that the entire process of submission of e-tender is completed within last date of on-line submission of his/her tender. However, Net-banking transaction through ICICI bank payment Gateway would be on real time basis.

**3.C. Refund / Settlement Process for EMD:**

- i. After decrypting/admitting of all e-bids, the preliminary technical bid evaluation (TBO) summary sheet would be published in the Portal after two working days, and thereafter at least after four working days, the Final technical evaluation (TBE) summary sheet would be published in the Portal with simultaneous electronic processing in the e-Procurement portal by the tender inviting authority done so that status of the all bids as qualified or disqualified; based on the Final Bid Evaluation Sheet (FBE) is made available to all bidders along with the details of the unsuccessful bidders to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund through an automated process the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the EMD on-line transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the Tender Inviting Authority.
- iii. 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 will be refunded, through an automated e-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.

- iv. As soon as the L1 bidder is awarded the contract (AOC), the same is processed electronically in the e-Procurement portal for transfer to Government Receipt under Public Accounts of the State through GRIPS where under the security deposit will also be collected in connection with the work.
- v. All refunds will be made mandatorily to the Bank account from which the payment of EMD was initiated.
- vi. If the e-tender is cancelled, then the EMD would be reverted to the original bidder's bank account automatically after such cancellation order is processed online by the Tender Inviting Authority.
- vii. TIA reserves the right to forfeit the EMD electronically in case of breach/violation of tender rules as defined under clause 8 & 9.

### 3.D. Taxes & duties to be borne by the Contractor/bidder

In view of introduction of GST with effect from 01.7.2017, all the bidders intending to participate in this e-tender should offer their financial bids inclusive of GST applicable for entire composite works/Procurement of goods & services, labour intensive component contained in the BOQ. Income Tax, Royalty, GST (CGST, SGST, IGST), Construction Workers' Welfare Cess, Labour Insurances EPF and similar other statutory levy / cess will have to be borne by the contractor/bidder and his/her quoted rate should be quoted accordingly after considering all these charges, and no separate payment towards any of the statutory taxes rents or levies shall be made by the work implementing authority.

### 4. Payment against bills raised by the contractor

Periodic Tax invoice/bills containing bidders GSTIN & other details needs to be submitted by the supplier/contractor/Agency/bidder to the DDO for raising claims for receiving payments of work executed under this contract /upon achieving physical Milestones clearly showing separately the Tax charged in accordance with the provisions of the GST Act, 2017.

***The payment of Running Account as well as final bill for any work based on progress and performance will be made according to availability of fund and no claim due to delay in payment will be entertained.***

**No cost escalation in any form is included in the Tender Contract Agreement**

### Withdrawal of Tender

If any tenderer found lowest after opening of the financial bids withdraws his tender before acceptance or refusal within a reasonable time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for making any tender to the department for a minimum period of one year. All cases in which the Tender Accepting Authority has reason to doubt the bonafide of such withdrawal should be reported to the Chief Engineer concerned in all details for issuance of such disqualification orders by the said Chief Engineer, under intimation to the other Chief Engineers, e-Tendering Cell and also this Department. Copy of such Order should invariably be communicated to the Nodal Officer, e-Governance of this Department with a request to upload the same in the Departmental website.

### Date and Time Schedule:

Sl. No.	Activity	Date & Time
1.	<b>Publishing Date:</b>	03/03/2023 at 17:30 hrs.
2.	<b>Document Download start date:</b>	03/03/2023 at 17:30 hrs.
3.	<b>Bid submission start date:</b>	10/03/2023 at 11:00 hrs.
4.	<b>Document Download end date:</b>	24/03/2023 at 11:00 hrs.
5.	<b>Bid submission end date:</b>	24/03/2023 at 11:00 hrs
6.	<b>Technical Bid opening date:</b>	27/03/2023 at 15:00 hrs.
7.	<b>Financial Bid opening date:</b>	<b>To be notified later.</b>

### ADDITIONAL CONDITIONS

The Executive Engineer of the Salt Lake Construction Division will be the Engineer-in-Charge in respect of the contract and all correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. The instruction given by the Sub-Divisional Officer and the Junior Engineer on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry

out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Engineer-in-Charge shall be final and binding.

- 1) The Government shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike, etc. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
- 2) The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & Abolition) Rules, 1970, and (b) Minimum Wages Act, 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
- 3) No mobilization / secured advance will be allowed unless specified otherwise
- 4) All working tools and plants, scaffolding, construction of vats and platforms will have to be arranged by the contractor at his own cost. The contractor shall also arrange supply of mazdoors, bamboos, ropes, pegs, flags etc. for laying out the work and for taking and checking measurements for which no extra payment will be made.
- 5) A machine page numbered Site Order Book (with triplicate copy) will have to be maintained at site by the contractor and the same has got to be issued from the Engineer-in-charge before commencement of the work. Instructions given by inspecting officers will be recorded in this book and the contractor must note down the action taken by him in this connection as quickly as possible.
- 6) The work will have to be completed within the time mentioned in the tender notice. A suitable work programme is to be submitted by the contractor within 7 (Seven) days from the date of receipt of Work Order which should satisfy the time limit of completion. The contractor should inform in writing the name of his authorized representative at site within 7 (Seven) days from the date of receipt of Work Order who will receive instruction of the work, sign measurement book, bills and other Government papers, etc. However, the contractor will have to accept the work programme and priority of work fixed by the Engineer-in-charge.
- 7) All possible precautions should be taken for the safety of the people workforce deployed at worksite as per safety rule in force. Contractor will remain responsible for his/her labour in respect of his/her liabilities under the Workmen's Compensation Act etc. in vogue. He/She must deal with such cases as promptly as possible. Proper signs as per P.W.D. practice will have to be made by the contractor at his/her own costs while operating a public thoroughfare. "SUBHANNA" is a Govt. Building of paramount importance housing State Govt. offices in its different floors including a Conference Hall and Pre-Conference room in its 12<sup>th</sup> Floor and a Badminton Court on the rooftop in its 13<sup>th</sup> Floor. High level and senior Govt. officials including Hon'ble Ministers frequently visit this Building to attend meetings in the Conference Hall and Roof top Badminton Court is used by the people of different age groups including children frequently. Moreover, Personnel of different State Govt. offices and visitors come to this building on a regular basis including personnel associated with upkeep and maintenance of this Building and this is the only entrance of this Building used by all in front of which this work, tendered for will be executed. Hence utmost care with all possible precautions is to be taken in order to ensure safe movement of the people and working personnel as well during execution of the work.
- 8) **The contractor will have to maintain qualified technical Engineer and/or Apprentices at site as per prevailing Apprentice Act or other Departmental Rules & Orders circulated from time to time. A notarized certificate of the declaration of the technical manpower should be submitted along with PAN of the Engineer.**
- 9) **The quantities of different items of work mentioned in the tender schedule or in Work Order are only tentative. In actual work, these may vary considerably. Payment will be made on the basis of works actually done in different items and no claim will be entertained for reduction of quantities in some items or for omission of some items. For execution of quantitative excess in any item beyond 10% or supplementary works, approval of the Superintending Engineer / Chief Engineer would be required depending on whoever be the Tender Accepting Authority, before making payment.**
- 10) All materials required to complete execution of the work shall be supplied by the contractor after procurement from authorized and approved source and the material brought to the site must be approved by the Engineer-In-Charge. Rejected materials must be removed by the Contractor from the site within 24 hours of the issue of order to that effect.
- 11) For cogent reasons over which the contractor will have no control and which will retard the progress, extension of time for the period lost will be granted on receipt of application from the contractor before the expiry date of



- contract. No claim whatsoever for idle labour, additional establishment, cost of materials and labour and hire charges of tools & plants etc. would be entertained under any circumstances.
- 12) When one item of work is to be covered up by another item of work the latter item shall not be done before the former Item has been measured and has been inspected by the Engineer-in-Charge or the Sub-Divisional Officer /Assistant Engineer, as the authorized representatives of the Engineer-in- Charge and order given by him for proceeding with the latter item of work. When however, this is not possible for practical reasons, the Sub-Assistant Engineer, if so, authorized by the Sub-Divisional Officer/Assistant Engineer may do this inspection in respect of minor works and issue order regarding the latter item.
- 13) In case of force closure or abandonment of the works by the Department the contractor will be eligible to be paid for the finished work and reimbursement of expenses actually incurred but not for any losses.
- 14) The contractor shall have to arrange on his own cost, required energy for operation of equipments and machineries, for operating of pumping set, illuminating work site, office etc. that may be necessary in difference stages of execution of work. No facility of any sort will be provided for utilization of the departmental sources of energy existing at site of work.
- 15) The contractor will arrange land for installation of his Plants and Machineries, his go down, store yard, labour camp etc. at his own cost for the execution of the work. Departmental land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Engineer-in-charge. Before using any space in Government land for any purpose whatsoever, approval of the Engineer-in-charge will be required.
- 16) The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & Abolition) Rules, 1970, and (b) Minimum Wages Act, 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.

Sd/-

Executive Engineer  
Salt Lake Construction Division  
Urban Development & Municipal Affairs Department

**Memo. No:** 343(15)

**Dated:** 03/03/2023

**Copy forwarded for information & necessary action to the:**

1. P.S. to the Principal Secretary, to the Govt. of W.B., Department of Urban Development Department & Municipal Affairs, Nagarayan, Kolkata-64.
2. Special Secretary to the Govt. of West Bengal, IT & e-Gov Cell, Department of Urban Development Department & Municipal Affairs, 3<sup>rd</sup> Floor, Nagarayan, Kol-64 with a request to publish this NIT in the Departmental website of Urban Development & Municipal Affairs, [www.urbanservices.gov.in](http://www.urbanservices.gov.in)
3. Special Secretary (Smt. Debarati Dutta Gupta) to the Govt. of West Bengal, Department of Urban Development & Municipal Affairs, Nagarayan, Kol-64
4. Addl. Secretary (Mr. Joly Chaudhuri) to the Govt. of West Bengal, Department of Urban Development & Municipal Affairs, Nagarayan, Kol-64.
5. Joint Secretary (KB), Budget Cell, Department of Urban Development & Municipal Affairs, Govt. of West Bengal Nagarayan, Kol-64.
6. Special Engineer, Salt Lake Reclamation & Development Circle, Nirman Bhawan, Salt Lake, Kolkata-91.
7. Executive Engineer & T.A to Special Engineer, Salt Lake Reclamation & Development Circle, Nirman Bhawan, Salt Lake, Kolkata-91
8. Executive Engineer, Salt Lake Reclamation Division, Nirman Bhawan, Salt Lake, Kolkata-91
9. Executive Engineer, Design, Salt Lake Reclamation & Development Circle, Nirman Bhawan, Salt Lake, Kolkata-91
10. Executive Engineer, Bidhannagar Municipal Services Division, Nirman Bhawan, Salt Lake, Kolkata-91.
11. Executive Engineer, Central Mechanical Division, Nirman Bhawan, Salt Lake, Kolkata-91.
12. Sub-Divisional Officer, Salt Lake Water Supply Sub-Division, Nirman Bhawan, Kolkata-91.
13. Sub-Divisional Officer, Salt Lake Sewerage Sub-Division, Nirman Bhawan, Kolkata-91.
14. Divisional Accounts Officer – Gr. I, Salt Lake Construction Division, Nirman Bhawan, Kolkata-91.
15. Office notice board.

Sd/-

Executive Engineer  
Salt Lake Construction Division  
Urban Development & Municipal Affairs Department

**FORM-1**

**APPLICATION FOR TENDER**

To,  
The Executive Engineer,  
Salt Lake Construction Division

Tender No.: \_\_\_\_\_  
Serial No. of Work applied for: \_\_\_\_\_  
Amount put to tender: \_\_\_\_\_

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/We hereby like to state that I/We wilfully accept all your conditions and offer to execute the works as per Tender No. and Serial No. stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 202\_\_\_\_\_

Full name of applicant: \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bids for  
and on behalf of (Name of Firm): \_\_\_\_\_  
(In BLOCK CAPITALS or typed)

Office Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No.(s) (Office): \_\_\_\_\_

Mobile No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E mail ID \_\_\_\_\_

**FORM-2****Certificate regarding Summary Statement of  
Yearly Turnover from Contractual Business**

This is to certify that the following statement is the summary of the audited Balance Sheet arrived from contractual business in favour of \_\_\_\_\_ for the three consecutive years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Year	Turnover rounded up to ` in lakh (two digit after decimal)	
1.			
2.			
3.			
Total			

Average Turnover: In `

**Note:**

1. Year preceding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Signature of the bidder

**FORM – 3****Power of Attorney for signing of Contract/Tender Agreement \***

(May be submitted if the bidder is a Company, Autonomous Body, Undertaking, Corporation, and NGO, in plain paper or otherwise in any legally acceptable format which shall be treated as the self declaration of the bidder)

Know all men by these presents, I/We, ..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr./Ms (Name).....son/daughter of ..... and presently residing at....., who is presently employed with us/ the Lead Member of our Consortium/Joint Venture and holding the position of ....., as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the \*\*\*\*\* Project proposed or being developed by the Governor of the State of West Bengal represented by the Tender inviting authority, including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders’ and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the ‘Authority’ in all matters in connection with or relating to or arising out of our bid for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority;

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ....., THE ABOVE NAMED PRINCIPALS HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20.....For.....  
(Signature Name date designation and address of the bidder/(s) & Contact No. & e-mail ID)

Witnesses: (Full Name with permanent addresses and contact nos.)

- 1.
- 2.

Signed & accepted

Notarized

Notes:

- 1) The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law in India and the charter documents of the executants and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- 2) Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders’ resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
- 3) For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.

► **This is only a specimen format and the bidder may submit any other legally valid format by bidder organization except Proprietorship Firms.**

**FORM-4****Declaration on antecedents and performance**

(To be submitted in plain paper / letter head as per specimen , duly filled up and uploaded with digital signature , which shall be treated as self declaration of the bidder)

Ref:- e-NIT/NIQ No. .... e-

Tender/Quotation ID No. List of Work Sl. No. ....

To,

The Special Engineer,  
Salt Lake Reclamation and Development Circle,  
Urban Development and Municipal Affairs Department,  
Nirman Bhawan , Salt Lake , Kolkata-700091.

I/We , Sri/Smt ..... , the authorized signatory on behalf of

..... do hereby affirm that

I/We/Any of the member of

..... bidding against e-NIT

No.

..... , Sl No. .... are not black listed , suspended or debarred from participation in State Government Procurements and Tenders in any departments of State Government and Government of India on the date of publication of this Notice Inviting Tender (NIT).

If at a later stage this submission (undertaking) is found incorrect , the bidder company along with all its consultant members / owners / PARTNERS WOULD BE LIABLE TO PENAL ACTIONS AS DECIDED BY THE Government under the law.

Dated this ..... day of .....20.....

Full name of Bidder/Contractor..... Authorised

Signatory.....

In the capacity of .....

Duly authorized to sign bid for and on behalf of (Name of

Firm)..... (In block Capital letters or typed)

Office address with Seal:

..... Telephone

nos.(office)

Mobile No. .... Fax No. ....

E-MAIL ID : .....

(DIGITAL SIGNATURE OF BIDDER)

**SECTION-B****Form-II****FINANCIAL STATEMENT**

Information of audited financial statements for the last year to demonstrate the current the current soundness of the Bidder's financial position:

1. The Bidder's Net worth for the last year calculated as the difference between total assets and total liabilities should be positive.

2. Bidder's who meet the minimum qualification criteria, will be qualified only if their available bid capacity at the expected time of bidding is more than the total estimated cost of the works. The available bid capacity will be calculated as under:

Assessed Available bid capacity =  $(A \times N \times 2 - B)$  where

A = Maximum value of engineering works in respect of projects executed in any one year during the last five years (updated to the price level of the year indicated in table below under note) taking into account the completed

As well as works is in progress. The projects include turnkey project / Item rate contract / Construction works . N =

Number of years (i.e., year) prescribed for completion of the works for which Bids are invited.

B = Financial Liability of the bidder to be incurred for existing commitments and on-going works during the period of the subject contract.

**To calculated the value of "A"**

- i) A table containing value of Engineering Works in respect to Projects (Turnkey project / Item rate contract / Construction works) undertaken by the Bidder during the last 5 years is as follows :

SL. No.	Year	Value of Engineering Works undertaken w.r.t. Project (Rs. In Crores)
1.	2017-2018	
2.	2018-2019	
3.	2019-2020	
4.	2020-2021	
5.	2021-2022	

ii) Maximum value of projects that have been undertaken during the F.Y. \_\_\_\_\_ out of the last 5 years and value thereof is Rs. \_\_\_\_\_ Crores (Rupees \_\_\_\_\_). Further, value updated to the price level of the years indicated in Table is as follows :

Rs. \_\_\_\_\_ Crores x \_\_\_\_\_ (Updation Factor as per Table annexed) = Rs. \_\_\_\_\_ Crores (Rupees \_\_\_\_\_).

Table indicating the factor for the year for updation to the price level is indicated as under:

SL. No.	F.Y. /Calendar Year	Updation factor
1.	2021-2022	1.00
2.	2020-2021	1.05
3.	2019-2020	1.10
4.	2018-2019	1.15
5.	2017-2018	1.20

- ii) Net worth for the last year of \_\_\_\_\_ (Name of the company) in Rs. \_\_\_\_\_

Thus available assessed Bid Capacity stands as:  $(A \times N \times 2 - B) =$   
.....Rs.....

Signature, name and designation of Authorised Signatory  
Auditor's firm

Name of the statutory

For and on behalf of

Seal of the audit firm:

.....  
(Signature, name and designation and

(Name of the Applicant)

Membership No. of authorized signatory).

(Signature of Chartered Accountant and his Contact No. should be given)

Government of West Bengal  
Finance Department  
Audit Branch

No. 4608-F(Y)

Dated, 18<sup>th</sup> July, 2018

MEMORANDUM

**Sub: Additional Performance Security when the bid rate is 80% or less of the Estimate put to tender and no increase in scope of work of projects during execution phase.**


In tenders for Government works, bids are sometimes received at a much lower rate than the Estimated Amount put to tender. In such cases, to ensure the quality and proper execution of the work in public interest, the Governor is pleased to decide that Additional Performance Security @ 10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the Estimate put to tender.

2. The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per NIT like blacklisting of the contractor, etc, may be taken. The Bank Guarantee shall have to be valid up to end of the Contract Period and shall be renewed accordingly, if required.

3. 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 proper 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.

4. Henceforth, necessary provision shall be incorporated in all Notice Inviting Tenders and shall be part of the Contract Agreement.

5. This order will take immediate effect and necessary amendment in the West Bengal Financial Rules shall be made in due course.

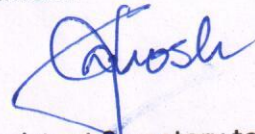
  
(H.K. Dwivedi)  
Additional Chief Secretary  
to the Govt. of West Bengal

No. 4608/1(500) -F(Y)

Date: 18<sup>th</sup> July, 2018

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_  
\_\_\_\_\_ Department
5. Financial Advisor, \_\_\_\_\_ Department.
6. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_  
\_\_\_\_\_.
7. Director, \_\_\_\_\_  
\_\_\_\_\_.
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata – 700001.
9. District Magistrate / District Judge / Superintendent of Police, \_\_\_\_\_  
\_\_\_\_\_.
10. Sub-Divisional Officer, \_\_\_\_\_.
11. Block Development Officer, \_\_\_\_\_.
12. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
13. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
14. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Market, 1<sup>st</sup> Floor, Block IB, Sector III, Salt Lake, Kolkata – 700106.
15. Treasury Officer, \_\_\_\_\_  
\_\_\_\_\_.
16. Group \_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
17. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Assistant Secretary to the  
Government of West Bengal



Annexure- I

**FORMAT OF THE BANK GUARANTEE  
FOR RELEASE OF SECURITY DEPOSIT**

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Designation of Engineer- In-Charge]  
[Office address of Engineer-In-Charge]

WHEREAS \_\_\_\_\_ [name and address of Contractor]  
(hereafter called "the Contractor") has undertaken, in pursuance of Contract No. \_\_\_\_\_  
dated \_\_\_\_\_ to execute \_\_\_\_\_ [name of Contract and brief  
description of Works] (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall  
furnish you with a Bank Guarantee by a Scheduled commercial bank for the sum specified therein for  
release of 'SECURITY DEPOSIT' for compliance with his obligation in accordance with the  
Contract;

AND WHEREAS we..... (Indicate the name of the bank &branch)  
**have agreed to give the Contractor such a Bank Guarantee:**

NOW THEREFORE we..... (Indicate the name of the bank &branch)  
hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, up to a  
total of Rs. \_\_\_\_\_ [amount of guarantee] \_\_\_\_\_ (in words).  
We undertake to pay you, upon your first written demand and without cavil or argument, a sum within  
the limits of \_\_\_\_\_ [amount of guarantee] as aforesaid without your needing to  
prove or to show grounds or reasons for your demand for the sum specified therein.

We..... (Indicate the name of the bank &branch) hereby waive the  
necessity of your demanding the said debt from the contractor before presenting us with the demand.

We..... (Indicate the name of the bank &branch) further agree to pay  
to you any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in  
any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this  
present absolute and unequivocal.

The payment /so made by us under this bond shall be a valid discharge of our liability for  
payment thereunder and the contractor(s) shall have no claim against us for making such payment.

We..... (Indicate the name of the bank &branch) further agree that no  
change or addition to or other modification of the terms of the Contract or of the Works to be  
performed there under or of any of the Contract documents which may be made between you and the

Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

We ..... (Indicate the name of the bank & branch) lastly undertake not to revoke this guarantee except with the previous consent of you in writing.

This Guarantee shall be valid upto ----- . It come into force with immediate effect and shall remain in force and valid for a period of the Defects Liability Period/Security Period plus claim period of Six months for the Bank Guarantee. Notwithstanding, anything mentioned above, our liability against this guarantee is restricted to Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) and unless a claim in writing is lodged with us within the validity period , i.e. upto \_\_\_\_\_ of this guarantee all our liabilities under this guarantee shall cease to exist.

Signed and sealed this ..... day of..... 20..... at .....

**SIGNED, SEALED AND DELIVERED**

For and on behalf of the BANK by:

(Signature)

(Name)

(Designation)

(Code Number)

(Address)

**NOTES:**

- (i) The bank guarantee should contain the name, designation and code number of the officer(s) signing the guarantee.

The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

**GOVERNMENT OF WEST BENGAL**  
**Finance Department**  
**Audit Branch, Group T**  
**(File No:- 329975)**

No: 796 - F(Y)

Date: 25.02.2022

Memorandum

**Sub:- Extending the benefit of reduced Performance Security/Security Deposit of 3% as per FD Memo No. 201-F(Y) dated 18.01.2021 upto 31.03.2023**

Government of India, Ministry of Finance, vide OM No. F.9/4/2020-PPD dated 12.11.2020, reduced the rate of Performance Security for all existing contracts as well for all tenders/contracts issued/concluded till 31.12.2021 from 5-10% to 3% of the value of the contract.

State Government accordingly issued order vide Finance Department Memo No. 201-F(Y) dated 18.01.2021 to extend the benefit of reduced Performance Security/ Security Deposit @ 3% of the value of the contract to all existing contracts as well for all tenders/contracts issued/concluded till 31.12.2021. Contracts under disputes where in arbitration or court proceedings had been started or were being contemplated, were kept out of the ambit of this benefit of reduced Performance Security.

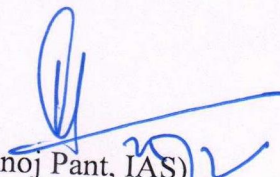
Government of India, Ministry of Finance, vide OM No. F.9/4/2020-PPD dated 30.12.2021, has decided to extend the validity of its earlier OM dated 12.11.2020 regarding reduction of Performance Security, till 31.03.2023.

In view of the above, it is decided that, the validity of Finance Department Memo No. 201 - F(Y) dated 18.01.2021 for allowing the benefit of reduction of Performance Security / Security Deposit to 3% shall be extended to 31.03.2023. Thus, Performance Security / Security Deposit for all tenders/contracts, issued/concluded till 31.03.2023, will be 3% of the value of the contract.

All other provisions of Finance Department Memo No. 201 - F(Y) dated 18.01.2021 will remain unaltered.

However, for cases, where more than 3% Performance Security / Security Deposit have already been received during the interim period from 01.01.2022 to the date of issuance of this order, excess amount so received may be refunded to the bidder/s.

This order will take immediate effect.

  
(Manoj Pant, IAS)  
Principal Secretary to the  
Government of West Bengal

No. 796/1(500)-F(Y)

Dated 25.02.2022

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata – 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata – 700064.
4. Additional Chief Secretary / Principal Secretary / Secretary, \_\_\_\_\_ Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, \_\_\_\_\_ Department.
7. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_
8. Director, \_\_\_\_\_
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata – 700001.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata – 700012.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata – 700073.
12. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, SGO Complex, Sector I, Bidhannagar, Kolkata – 700064.
13. District Magistrate / District Judge / Commissioner of Police / Superintendent of Police \_\_\_\_\_
14. Sub-Divisional Officer, \_\_\_\_\_
15. Treasury Officer, \_\_\_\_\_
16. Block Development Officer, \_\_\_\_\_
17. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



Deputy Secretary to the  
Government of West Bengal

No. 03-A/PW/O/10C-02/14 Dated: 12.03.2015.

## NOTIFICATION

WHEREAS, it has been observed that in most of the cases tenders are not being finalised in 1st call and even in 2nd call too due to non-availability of qualified tenderers on account of the extant credential policy as laid down in Rule 226(1) of PWD Code, Volume-1 which was amended vide this office Notification [No. 137/1-A/PW/O/10C-02/14 dated 24.04.2014](#) and published in the Kolkata Gazette dated 28.04.2014 resulting in unnecessary delay in implementation of the projects/schemes.

WHEREAS, to encourage more participation in tendering thereby lowering rates in the long run, it has been felt necessary to amend the existing credential policy as laid down in Rule 226(1) of PWD Code, Volume-1.

NOW, THEREFORE, after careful consideration of the entire matter, the Governor is pleased to make the following amendments relating to qualification of all categories of tenderers other than Joint Venture firm in the existing Rule 226(1) of PWD Code, Volume-1 which came into force in terms of this office Notification No. 137/1-A/PW/O/10C-02/14 dated 24.04.2014 which was published under Para 1(i) in the Kolkata Gazette dated 28.04.2014.

### Amendments

Existing Rule 226(1) of PWD Code, Volume-1 vide Notification No. A/PW/O/10C-02/14 dated 24.04.2014	137/1- dated	Amended Rule under Rule 226(1) of PWD Code, Volume-1
--	-----------------	--

1. For first call of NIT: Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or, Intending tenderers should produce credentials of 2(two) similar nature of work, each of the N.I.T.:- ‘The intending tenderers minimum value of 30% of the estimated amount put to shall have to produce credentials tender during 5(five) years prior to the date of issue of of similar nature of work valuing the tender notice; or, Intending tenderers should produce minimum 40% of the estimated credentials of one single running work of similar nature amount put to tender.’
- 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; In case of running works; only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the

tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.

2. For 2nd Call of NIT: Intending tenderers should produce credentials of a similar nature of work 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, Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 25% of the estimated amount put to

b) In respect of 2nd call of tender during 5(five) years prior to the date of issue of N.I.T.: - 'The intending tenderers the tender notice; or, Intending tenderers should produce shall have to produce credentials credentials of one single running work of similar nature of similar nature of work valuing which has been completed to the extent of 75% or more minimum 30% of the estimated and value of which is not less than the desired value at amount put to tender.'

(i) above; In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

3. For 3rd call of NIT: i] Intending tenderers should produce credentials of similar nature of work of the minimum value of 20% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or, ii) Intending tenderers should

c) In respect of 3rd call of produce credentials of one single running work of N.I.T.: - 'The intending tenderers similar nature which has been completed to the extent of shall have to produce credentials 70% or more and value of which is not less than the of similar nature of work valuing desired value at (i) above; In case of running works, only minimum 20% of the estimated those tenderers who will submit the certificate of amount put to tender'

satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

#### 4. Other terms and conditions of the credentials:-

i) Payment certificate will not be treated as credential;

ii) Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government, State /Central Government undertaking, Statutory/ Autonomous bodies constituted under the Central/ State statute, on the executed value of completed/ running work will be taken as credential.

This order is issued with the concurrence of Finance Department, Group-T vide their U.O.No. Group -T/2014-2015/1151 Dated 11/03/2015.

All concerned are being informed.

By order of the Governor,

<u>Sd/-</u>	<u>INDEVAR</u>	<u>PANDEY</u>
<u>Principal</u>	<u>Secretary</u>	<u>to</u>
<u>Govt.</u>	<u>of</u>	<u>West</u>
<u>Public Works Department.</u>		<u>Bengal</u>

No. 03-A-PW dated 12.03.2015, Source