



KALNA MUNICIPALITY

Danga Para, Kalna, Purba Bardhaman, Pin-713409
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Memo No- KAL/ PW / 954

DATE – 18/03/2025

e- QUOTATION NOTICE WBMAD/KALNA/NIQ-18/24-25

On behalf of the Board of Councilors, The Chairman, Kalna Municipality invites quotation from the reputed local firms/agencies/individuals those who are capable to Complete the below mentioned works within Kalna Municipality.

Sl No	Rate invited for the following items:	Estimated Value of the Work	Time of Completion
1	Preparation of Detailed Project Report for Construction of concept center at Chupi under Purbasthali -II Block	To be quoted by the bidder	30 days from date of receipt of work order

Earnest Money

- 2% of the Quoted Bid price in two parts, vice. Rs.20,000.00 (Rupees Twenty Thousand only) as an initial Earnest Money with Bid Proposal and rest as mentioned below.
 - Initial earnest money is to be deposited online by net Banking through using ICICI Bank Payment Gateway. Please refer Memo No 3975-F(Y) dated 28.07.2016 of the Finance Department, Govt. of West Bengal
 - Earnest Money Deposit i.e. 2% of bid amount beyond Rs. 2,000.00 (Rupees Two Thousand only) (if any) shall have to be deposited by successful bidder after acceptance of Bid Proposal in the form of Bank Draft from any nationalized /scheduled Bank in favour of "Kalna Municipality", Payable at Kalna .
- Submission of Tender / Quotation: -**
 - Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbtenders.gov.in> as per time schedule stated herein under. Time will be reckoned as per Server Clock.

- b) The Financial Bid of the prospective tenderers will be opened only if the tenderer qualifies in the Technical Bid. The decision of the Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.

• Time Schedule for Downloading, Uploading and Opening of Tender Documents:

01	Date of uploading of e-N.I.Q. and other Documents(online) (Publishing Date)	19/03/2025 from 10.00 AM
02	Documents download start date (Online)	19/03/2025 from 10.00 AM
03	Documents download end date (Online)	02/04/2025 from 05.00 PM
04	Online Bid Submission Start Date and Time	19/03/2025 from 10.00 AM
05	Online Bid Submission Last Date and Time	02/04/2025 from 05.00 PM
06	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officer)	05/04/2025 from 10.00 AM
07	Date for opening of Financial Bid (Online)	To be notified later on

Tender / quotation will be opened by the Tender Inviting Authority or his representatives in presence of tenderer or their authorized representatives who may like to be present.

NOTE :-

1. Scrutiny of technical proposal and recommendation thereafter and processing of Comparative Statement for acceptance etc. will be made by Tender Committee as constituted by Chairman, Kalna Municipality as per order no. KAL/100/PW, Dated: -01/06/2022


Chairman
Kalna Municipality

Requirement of Credentials:

1. The Applicant Consultant Company / firm / agency should be reliable and resourceful and should have experiences of completing similar types of job. The applicant Must Submit their IT return acknowledgement, P. Tax clearance certificate, Goods & services Tax registration, PAN Card, registration certificates by the Companies Act 1956 of India (wherever applicable) etc.
2. The applicant Consultant Company/ firm/ agency should have experience of at least one similar works under any Government/Semi Government/Statutory Authorities/Private Sectors during last 5 financial years. Documentary evidence for completion should be submitted.
3. The avg. annual turnover of the consultant firm shall not be less than Rs.5 lakh during the last three years in the abovementioned similar works with supporting documents.

- Name & Address of the Engineer-in- Charge: - Sub-Assistant Engineer, Kalna Municipality
- Work order issuing authority: - Chairman, Kalna Municipality
- Authority for making payment to the contractor: - Chairman, Kalna Municipality

NB: While evaluation, Tender Inviting Authority may summon of the tenderers and seek clarification/ information or additional documents or original hard copy of any of the documents already submitted and if they are not produced within the stipulated time frame, their bid will liable for rejection.

- Suspension and Debarment of Contractor, Supplier and Consultant will be applicable as per order Vide Memo No. 547-W (C)/1M-387/15 dt. 16.11.2015 of Joint Secretary to Govt. Of West Bengal PWD.
- The intending bidders are requested to visit the worksite for being well acquainted with the actual site condition before submission of their Quotation / Tender.
- Tender / Quotation Selection committee has every right to accept /Cancel any Quotation without assigning any reason thereof.
- The rates should be inclusive of Govt. Taxes, duties and other incidental charges
- The rate should be inclusive of all types of carriage, loading, unloading and all labour charges for proper completion of the work.
- No additional charges will be accepted.
- Payment will be made after deduction as per Govt Rules
- Single item bidders will not be entertained.
- Work Order will be issue as per requirement of the Department at different time.
- Payment will be done when Fund available.

SPECIAL TERMS & CONDITIONS

The detailed scope of work for each permission is as follows

- i) Survey of the site
- ii) Reconnaissance of the proposed sites
- iii) Collection of necessary data from Kalna Municipality and other concerned authority. If necessary
- iv) Identification of existing problem & their remedy
- v) Preparation of DPR (Including maintenance cost) & Submission of the Same to M.E.D. through ULB
- vi) Maintaining liaison and persuasion with M.E.D for vetting

Mode of Payment: 100% payment will be made after the vetted Detailed Project Report (DPR) is submitted to the Urban Local Body (ULB).

Reports:

- i) Access proposal comprising layout drawings and documents for vetting– Five set of Hard Copy Soft Copy.
- ii) If the Proposal is revised for some reason or other, Revised Proposal along with soft copy is to be submitted.

Responsibility for Accuracy of Project Proposals:

The consultant shall be responsible for accuracy of all the data used in project preparation and the designs/ drawings prepared by him as part of the project. The Proposal should be economical, functional and eco-friendly.

RESPONSIBILITY

The Consultant shall be responsible for all consequence of errors and omissions arising from errors solely attributable to bidder or on the part of their employees to the extent and with the limitation specified by the authority. The Consultant shall also be liable and shall indemnify Burdwan Municipality from and against any/all claims, damages, costs as may be raised on the Consultant by any other third party in connection with the said work. OWNERSHIP OF DOCUMENTS & COPY RIGHTS: The copyright of Survey Reports, drawings and all other similar documents (both interim and final) provided by the Consultant in connection with project/work shall belong to Burdwan Municipality. All written material, originated and prepared for Burdwan Municipality under the assigned agreement shall belong to Burdwan Municipality. The Consultant shall not publish, share, divulge, disclose, part with any of such papers or information without the written consent of employer or use for purpose other than those for this work, the articles, designs calculations and drawings

OWNERSHIP OF DOCUMENTS & COPY RIGHTS:

The copyright of Survey Reports, drawings and all other similar documents (both interim and final) provided by the Consultant in connection with project/work shall belong to Kalna Municipality. All written material, originated and prepared for Burdwan Municipality under the assigned agreement shall belong to Burdwan

Municipality. The Consultant shall not publish, share, divulge, disclose, part with any of such papers or information without the written consent of employer or use for purpose other than those for this work, the articles, designs calculations and drawings

CHANGES OR ALTERATION:

Changes or alterations, as desired by Burdwan Municipality due to site considerations or otherwise as required during the pendency of the contract, will be done by the consultant.

CORRECTNESS AND ACCURACY OF DATA:

The Consultant shall be fully responsible for the correctness and accuracy of the data. If any inadequacy is observed in the work performed by them, they shall at their own initiative and at no extra cost to Burdwan Municipality take all steps necessary to remedy/rectify the said defects or inadequacies. The consultant shall incorporate all the modifications or changes as desired by Kalna Municipality.

DISPUTE RESOLUTION

In case of any dispute with regard to interpretation of any section as contained in this NIQ or as may arise by and between the contracting parties the same shall be referred to Executive Officer, Kalna Municipality whose opinion shall be final and binding on all the parties.

ARBITRATION:

There shall be no provision of Arbitration.



Chairman
Kalna Municipality

Memo No-KAL /PW /954

Date –18/03/2025

Copy forwarded for favor of information and wide publication to the

1. Vice Chairman, Kalna Municipality
2. Executive Engineer, MED, Burdwan Division
3. S.D.O, Kalna, Purba Bardhaman
4. Executive Officer, Kalna Municipality
5. Finance Officer, Kalna Municipality
6. Office Notice Board, Kalna Municipality


Chairman
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