

GOLDEN CITY INDUSTRIAL TOWNSHIP

Andal 713321, Paschim Bardhaman

Notice Inviting e-E.O.I

Notice Inviting e-E.O.I. No.: GCITA/WB(DGP)/Tender/Pole Kiosk/23-24/NIT-05

Memo. No.: GCITA/WB(DGP)/Tender/Pole kiosk/23-24/31

Dated: **18/7/2023**

Executive Engineer, on behalf of Golden City Industrial Township invites e-E.O.I. for the Pole Kiosks as mentioned in the table below. (Submission of Bid through **online**)

List of Schemes :

Sl. No.	Name of the work (1)	Earnest Money (Rs.) (2)	Period of Completion (3)	Name of the Concerned Officer (4)	Eligibility of Contractor (5)
01	Fixing of Pole Kiosks (Maximum Size : 4' Length X 3' Breadth each having both side display) on Street Light Poles for displaying advertisement within GCITA Area as per annexed list.	a) 2% of the Quoted Bid price in two parts, vice. Rs. 10000/- as an Initial Earnest Money with Bid Proposal and rest as mentioned below. b) Initial earnest money is to be deposited either online by net Banking through using ICICI Bank Payment Gateway or offline through RTGS/NEFT. Please refer Memo 3975-F(Y) dated 28.07.2016 of the Finance Department, Govt. of West Bengal. c) Earnest Money Deposit i.e. 2% of bid amount beyond Rs. 10000.00 (if any) shall have to be deposited after acceptance of Bid Proposal in the form of Bank Draft from any nationalised/scheduled Bank in favour of "Golden City Industrial Township", Payable at Durgapur.	The period of contract will be for three years (03) subject to satisfactory performance and pursuing all the standard terms & conditions.	Executive Officer, GCITA.	<u>For First Call of EOI</u> Intending tenderers should be Authorised Advertising Agency / Owner .

1) In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Earnest Money, as specified in this EOI shall be paid by online internet bank transfer or NEFT or RTGS (as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. Of West Bengal). Every such Transfer shall be done on or after the date of publish of EOI.

2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No.-6.

4) The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the authority of GCITA. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

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5) **Eligibility criteria for participation in the tender -**

(1) As per EOI detail table (Sl. No. - 5) above.

Pan Card, GSTIN, Trade License are to be accompanied with the Technical Bid Documents.

[Non-statutory documents]

The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (*five*) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)

Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.

[Non-statutory documents]

Joint Ventures will not be allowed.

A prospective bidder shall be allowed to participate in a particular 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, without assigning any reason thereof.

No mobilisation advance and secured advance will be allowed.

Bid shall remain valid for a period not less than 120 (*one hundred twenty*) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

6) **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
01	Date of uploading of EOI. & other Documents (online) (Publishing Date)	19/07/2023
02	Documents download/sell start date (Online)	19/07/2023 from 10.00 AM
03	Documents download/sell end date (Online)	08/08/2023 upto 5.00 PM
04	Prebid meeting to be held at Office of the, GCITA	01/08/2023 at 12.30 PM
05	Bid submission start date (On line)	19/07/2023 from 10.00 AM
06	Bid Submission closing (On line)	08/08/2023 upto 5.00 PM
07	Bid opening date for Technical Proposals (Online)	11/08/2023 after 11.00 AM
08	Date of uploading list for Technically Qualified Bidder(online)	-----
09	Date for opening of Financial Proposal (Online)	-----

7) Earnest Money, as specified in this EOI shall be paid by online internet bank transfer or NEFT or RTGS (as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. Of West Bengal). Every such Transfer shall be done on or after the date of publish of EOI. Any Bid without such Transfer of EMD shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt (Scanned copy) shall be uploaded as statutory document.

8) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.

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9) The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The tender accepting authority of GCITA reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.

10) **Refund of EMD** : Refund will be made as per Para-3 (Refund and Settlement process) of GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. Of West Bengal.

11) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in '**Instructions to Bidders**' stated in Section - 'A' before tendering the bids

12) Conditional / Incomplete tender will not be accepted under any circumstances.

13) The intending Tenderers are required to quote the rate online.

14) Contractor / Agency / Owner shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.

15) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect /manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

16) The Executive Officer, GCITA reserves the right to cancel the EOI due to unavoidable circumstances and no claim in this respect will be entertained.

17) If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee within 2 (*two*) days from the date of opening the technical bid and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.

18) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the highest tenderer if found necessary. After verification if it is found that the documents submitted by the highest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.

19) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

- 1)) EOI
- 2) Technical Bid
- 3) Financial Bid

20) Qualification criteria:

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder /tenderer will be rejected at any stage without any prejudice.

21. Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be Quoted accordingly.

22. No. price preference and other concession as per order no. 1110F dated : 10/02/2006 will be allowed.

23. It is clarified that under no circumstances will there be a revision of any contractual values in the contract due to impact of change in tax rate(s), if any, from Service Tax to GST.

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Terms and Condition:-

- 1) Initially the period of contract will be for three (03) years subject to satisfactory performance throughout the year and pursuing all the standard terms & conditions in this regard.
- 2) **Highest bidder will be accepted as the competent Agency.**
- 3) The Authority reserves the right to reject any or all the application without assigning any reasons.
- 4) The payment of total yearly charges as per calculation including GST (18%) will be divided into four equal installments (as quarterly charges) and the amount of 1-st installment must have to be deposited in advance as '**Inspection and Maintenance Charges**' in favor of **Golden City Industrial Township** within seven (07) days just after getting the acceptance letter from GCITA. The rest installment payments for each and every quarter will have to be deposited in the same procedure (i.e. within first seven days of each quarter year). The Earnest Money (EMD) will be refunded as per Govt. norms.
- 5) An agreement shall have to be executed between GCITA & Accepted competent Agency within 7 days from the date of issue of acceptance letter and after deposition of the full amount of the 1-st installment at our Cash Section by Bank Draft or NEFT/RTGS before obtaining the work order.
Non-payment of installment premium in due time subject to termination of contract at any point and EMD will be forfeited.
No refund will be made against the charges paid in any circumstances for the contract period.
- 6) All original papers which are mentioned in this notice are to be submitted within 30 days from the issuance of the acceptant latter to the successful bidder. Otherwise, the acceptance letter may be cancelled and earnest money may be forfeited also.
- 7) Basic Rate should be quoted only on the basis of **Per Square Feet Per Annum** (18 % GST will be automatically calculated in BOQ) including other related conditions such as maintaining of overall maintenance like painting on poles (on yearly basis) , muffing etc. (if required) within our guidelines mentioned below and keeping other beautifications as well as cleanliness of our city in excess of the yearly payable charges .
- 8) Details of Painting & Muffing : Painting of Steel Tubular Pole of 9/10 Mtrs. lengths and no. of coats of paint as given below with ready mixed paint / primer of approved make and brand inclusive preparation of surface by sand paper / emery paper , cleaning etc.for receiving fresh coat of paint –
 - i. One coat of red lead / Zinc chromate priming . (Berger / Nerolac / Asian Paints)
 - ii. 1-st coat of alluminium paint over 1-st coat of RO priming . (Berger / Nerolac / Asian Paints)
 - iii. 2-nd coat of alluminium paint over 1-st coat . (Berger / Nerolac / Asian Paints)
 - iv. Muffing must contains 0.30 Mtr. dia and 0.30 Mtr. height above ground level including 3 M.M. thick neat cement finish .
- 9) The party has to bear all the expenses for fixing of pole kiosks and removal of the same by their own .

- 10) The party has to maintain cleanliness and beautification of the city without causing any obstruction on other displays already fixed earlier and also with the aspect of never disturbing the movement of vehicles due to obstruction.
- 11) The party has to ensure structural safety of the pole kiosks against storm, rain etc. and in case of any accident happens throughout the tenure of contract, party should be responsible for that .
- 12) The party has to maintain mandatory safe distances from the roads nearby the street light poles so that safe movement of vehicles can easily be possible and other passersby may not be disturbed.
- 13) Enlargement of structures without any permission is strictly prohibited and in that case party would be liable for penalty.
- 14) The matter to be displayed never contains any anti social message or breaking the norms of advertising properties.
- 15) The party has to remove worn out structures & un-necessary displays immediately to maintain the cleanliness and beautification of the city and in case of any necessity for future development or for any other project, the kiosk structures must be removed immediately after getting instruction from this Corporation or from any other Local Governing Bodies .
- 17) In case of non disciplinary conduct with the responsible personnel of this corporation or for non-payment within stipulated time period or in failure to follow the instructions and guidelines, **Golden City Industrial Township** has the right to take legal steps against the related party.

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SECTION - A INSTRUCTION TO BIDDERS

General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

- i. **Registration of Contractor:**
Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in> (the web portal of GCITA the contractor is to click on the link for e-Tendering site as given on the web portal).
- ii. **Digital Signature certificate (DSC):**
Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.
- iii. The contractor can search & download EOI. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- iv. **Participation in more than one work:**
A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.
- v. **Submission of Tenders:**
Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers (folders).

5(a). Statutory Cover Containing the following documents:

- i) **PREQUALIFICATION DOCUMENTS:**
 - *) **Prequalification Application (Sec-B, Form - I)**
 - *) Earnest Money (EMD) submitted through
 - (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 bank accounts in any scheduled bank approved by RBI in India. As per G.O. No 3975-F(Y) dt. 28.07.2016 of Finance Department, Govt. of West Bengal

ii) EOI.

(EOI, Corrigendum downloaded properly and upload the same Digitally Signed). The rate will be quoted in the B.O.Q. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in Tender Form 2911, the tender is liable to be summarily rejected.)

iv) TECHNICAL DOCUMENTS

- Ref. Format undertaking Section -B form II on company's letter head.
- Structure and organisation [Form No-III] Section B.

v) Financial Proposal:-

- a) **The rate will be quoted in the B.O.Q.** Quoted rate will be encrypted in the B.O.Q. under Financial Bid. Downloaded properly and upload digitally signed.

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

- i. Pan Card, GSTIN, Trade License
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm / Article of Association & Memorandum.
- iv. Power of Attorney (For Partnership Firm / Private Limited Company, if any).

N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. : A.5.(b). will render the tenderer liable to be rejected for both statutory & non statutory cover.

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS
SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

Click the check boxes beside the necessary documents in the My Document list and then click the tab " Submit Non Statutory Documents' to send the selected documents to Non-Statutory folder.

Next Click the tab " Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	GSTIN. PAN.
B.	Company Detail(s)	Company Detail	Proprietorship Firm (<i>Valid Trade License</i>) -Structure & Org.] Partnership Firm (<i>Partnership Deed, Valid Trade License</i>) Ltd. Company (<i>Incorporation Certificate, Valid Trade License</i>) Society (<i>Society Registration Copy, Valid Trade License</i>) Power of Attorney, Memorandum of Association and Articles of Association of the Company.

Tender Evaluation Committee (TEC)

Evaluation Committee constituted by the Competent Authority of GCITA will function as Evaluation Committee for selection of Technically Qualified Contractors.

Opening & evaluation of tender:

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

Opening of Technical Proposal:

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Intending Tenderers may remain present if they so desire.

Cover (folder) for Statutory Documents (Ref. Sl. No. A.5.(a).) will be opened first and if found in order, cover (folder) for Non-Statutory Documents (Ref. Sl. No. A.5.(b).) will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

Summary list of technically qualified tenderers will be uploaded online.

Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

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1. Financial Proposal

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the online through computer in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

Rejection of Bid:

Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.

The notification of award will constitute the formation of the Contract.

The Agreement will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including EOI. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in Sl. No. 1 of EOI. along with requisite cost through Demand Draft / Pay Order issued from any nationalised bank in favor of the Durgapur Municipal Corporation within time limit to be set in the letter of acceptance.

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SECTION – B**FORM – I****PRE-QUALIFICATION APPLICATION**

To
Executive Engineer
Golden City Industrial Township
Andal – 713 321

Ref. : Tender for **Golden City Industrial Township**

(Name of work) :

e-EOI No. : _____

Dear Sir,

Having examined the Statutory, Non-statutory & EOI. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of _____ in the capacity
_____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason.

Enclosure(s) : e-Filing -
1) Statutory Documents.
2) Non Statutory Documents.

Date :

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SECTION - B
Form-II

[To be furnished on Company's Letter Head]

- 1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/ claim will be raised by the under-signed.
- 2) The under-signed also hereby certifies that neither our firm M/S _____
_____ nor any of constituent partner had been debarred to participate in any tender by any Govt. Organization / Undertaking during the last 5 (*five*) years prior to the date of this EOI
- 3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date : _____

Seal and Signature of the Tenderer

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SECTION - B

FORM - III

STRUCTURE AND ORGANISATION

1) Name of Applicant : _____

2) Office Address : _____

Telephone No. : _____

Fax No. : _____

3) Name and Address of Bankers : _____

BANK IFSC Code: _____

Account No: _____

4) Attach an organization chart : _____

showing the structure of the
company with names of Key
personnel and technical staff
with Biodata

Note : Application covers Proprietary Firm, Partnership, Limited Company or Corporation

Signature of applicant including title
and capacity in which application is made

Seal and Signature of the Tenderer

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