

**OFFICE OF THE EXECUTIVE ENGINEER
BURDWAN DIVISION
MUNICIPAL ENGINEERING DIRECTORATE
PURTA BHAVAN; 5TH FLOOR
SREEPALLY, PURBA BURDWAN
GOVT. OF WEST BENGAL**

e-mail ID : eemedbwd@gmail.com

Memo No. :- MED/BWN/ 143 /SWM-1/2023,

Dated:-20.06.2024

NOTICE INVITING e-TENDER

Notice Inviting e-Tender No: 05 of EE/BWN/MED/2024-25.

The Executive Engineer, Burdwan Division, Municipal Engineering Directorate, Purta Bhavan, 5th Floor, Sreepally, Purba Bardhaman, invites sealed competitive Bid on Percentage Rate Basis (Two part System) from reliable and resourceful Companies / Firms / Contractors having experience and acumen in construction work as noted below the eligibility and depicted hereunder for participating in the e-Bid.

1) Name of the Work:-

Construction of Eucalyptus ballah piling work along the Banka River Bank Protection of Burdwan Dumping Ground under SWM scheme within Burdwan Municipality.

Sl. No.	Name of the work	Estimated Amount put to Tender (Rs.)	Earnest Money (Rs.)	Period of Completion of the work	Name of The concerned Division	Eligibility of bidder
1	Construction of Eucalyptus bullah piling work along the Banka River Bank Protection of Burdwan Dumping Ground under SWM scheme within Burdwan Municipality.	₹ 39,34,330.00	₹ 78,687.00	90 days	O/o the Executive Engineer, Burdwan Division, MED.	As stated under clause 3.0 (i)

2) Location of Work:- Damping Ground at Burdwan Municipality Area, beside Kalna Road, **District Purba Bardhaman.**

3) Eligibility to participation of Bid:-

Intending tenderers should produce credentials of a similar nature of Completed at least one work of the minimum value of 40% (forty percent) of the estimated amount 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 completed work, each of the minimum value of 30% (thirty percent) of the estimated amount during 5 (five) years prior to the date of issue of the tender notice.

OR

Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% (eighty percent) or more and value of which is not less than the desired value at 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.

N.B.: i) Estimated amount, Date of completion of project or percentage of physical progress of works for running works, Value of Work done, Salient feature & nature of the work executed is to be mentioned in the Credential Certificate. Date of Completion of project along with telephone number & detail address for communication of client must be indicated in the Credential Certificate. Payment Certificate will not be treated as Credential. Credential Certificate issued by the Executive Engineer or equivalent or competent authority of State/Central Govt., State/Central Govt. undertaking, Statutory/Autonomous Bodies constituted under the statute of the Central/State Government will be taken as Credential. However, Credential Certificate issued to sub-contractor by Central or State Govt. undertaking /Govt. Enterprise shall not be accepted.

ii) Executed value of completed/running work will be taken as credential & iii) BOQ and Work order of relevant work(s) are to be submitted.

AND

Having sufficient qualified technical personnel (to be employed under the firm for at least 3 consecutive years) with sound knowledge and experience in execution of similar nature of works.

AND

Having annual turnover of at least Rs. 16 Lakh or above in any one year of last five financial years.

AND

Bank solvency of not less than Rs. 16.00 Lakh by the Banker during issued after the date of publication of the NIT or after 01.01.2024 and valid for one year.

AND

Having valid license, GST, P. Tax clearance Certificates, PAN Card and ESI and PF registration certificates etc station work.

AND

Particular of ownership / partnership or board of directors pertaining to the organization / company / firm.

AND

List of machineries & equipment necessary for fields and list of technical personals employed under the organization in details with name, qualification, experience and address with contact number.

AND

Corresponding address, fax & telephone numbers, contact mobile number and email number of the organization.

4) Documents to be produced in support of Credential for Bid:-

A successful performance and completion certificate supplemented with work order along with payment certificate issued by the competent authority, shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 3 : Eligibility to participate in the Bid). In brief the following documents shall have to be furnished:

- a) Particulars of ownership / partnership or Board of Directors pertaining to the Organization / Company / Firm.
- b) Copies of valid GST certificate,
- c) Bank solvency Certificate
- d) Valid documents in support of annual Turnover.
- e) List of machines & equipment necessary for fields.
- f) List of Technical Personnel employed under the organization in details with names, qualification, experience and address with contact number.
- g) Corresponding address, fax & telephone nos. Contact mobile no. & Email no. of the Organization.

All documents in original to be produced in due course of time as & when asked by the Tender Inviting Authority

5) Earnest Money:-

i) **Net Banking:** (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway. Bank Acknowledgement Slip to be uploaded during online bid submission:

ii) RTGS / NEFT in case of offline payment through bank account in any bank and also to be documented through e-filing.

a) Additional Performance Security Deposit @ 10% of the accepted amount is to be deposited in due course as per GoWB norms if the accepted amount to be found to be @80% or less than the departmental justified amount in terms of GO No. 4608 f(Y) dated 18.07.2018.

6) Date and time schedule:-

Sl. No.	Particulars	Date & Time
1	Date of uploading of NleB. and Bid Documents (online) (Publishing Date)	20/06/2024 at 06.00 p.m
2	Documents download start date (Online)	21/06/2024 at 10.00 a.m.
3	Documents download end date (Online)	08/07/2024 at 06.00 p.m.
4	Bid submission start date (On line)	24/06/2024 at 11.00 a.m.
5	Bid Submission closing (On line)	08/07/2024 at 06.00 p.m.
6	Bid opening date for Technical Proposals (Online)	11/07/2024 at 10.00 a.m.
7	Date of uploading list for Technically Qualified Bidder (online)	To be notified later
8	Date for opening of Financial Proposal (Online)	To be notified later
9	If necessary for further negotiation through off line for final rate	To be notified later

7) Cost price of Bid Document:- "Nil"

8) Time of completion:-

Time of completion of the Contract is 45 days from the date of issue of Work Order.

9) Site inspection & general information:-

Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study of all relevant data with regard to availability of Sufficient Quantum of Water as per the Requirement for the project and all relevant factors as might affect the rates and prices. They should make themselves acquainted with the relevant IS specifications, CPHEEO manuals, Clauses & Sub Clauses of the Bid documents and to have fully acquainted with all details of work front, communications, underground utility services, seasonal weather and its variation including High Flood level, labour, water supply, existing & proposed site levels, position and diversion of transportation and barricading if required, electricity and any other general information including topological condition & existing level which are needed for the work to be completed in scheduled time properly.

10) Bid documents:-

A full set of Bid documents consists of 2 Parts. These are;

a) Part I containing all documents in relation to the name of the firm applied credentials possessed by them, all documents as depicted in Sl. No. 4 along with this NleB and its all corrigenda's.

AND

Section A: Description of the Project.

Section B: Conditions & requirements for Bidding.

b) Part II containing following documents; Bid Price / Price Schedule (BOQ).

11) Validity of Bid:-

A Bid submitted shall remain valid for a period of 210 calendar days from the date set for opening of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders.

12) Withdrawal of Bid:-

A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his / their Bid(s) within the validity period then Earnest Money as deposited by him / them will be forfeited and necessary legal action will be applied as per Govt. order.

13) Acceptance of Bid:-

The Executive Engineer, Burdwan Division, Municipal Engineering Directorate will accept the Bid on recommendation of the Competent Authority. He does not bind himself to accept otherwise the lowest Bid

and reserves to himself/herself the right to reject any or all of the Bids received without assigning any reason thereof.

14) Intimation:-

The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the “Contractor” and he shall forthwith take steps to execute Formal Contract Agreement in appropriate Executive Engineer, Burdwan Division, Municipal Engineering Directorate and fulfil all his obligations as required by the Contract.

15) Escalation of Cost:-

There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the operation and maintenance of the contract.

15) Name & address of Engineer-In-Charge (EIC) of the Work

Executive Engineer, Burdwan Division, M.E. Dte.

17) Execution of Work:-

The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Burdwan Division, M.E.Dte. who is the Engineer in Charge of the work.

18) Payment:- Payment to the contractor for the work shall be made through the Director, SUDA, West Bengal. Engineer-in-Charge (Executive Engineer Civil of the concerned Division, MED) of the work will submit the ‘passed for payment’ Bill to the Director, SUDA, West Bengal

19) Influence:- Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.

<u>FOLLOWING CLAUSES ARE TO BE ADHERING TO BY THE CONCERNED BIDDER DURING THE PROCESS OF BIDDING.</u>	
1.	In case office faces sudden closure owing to reason beyond the scope and control of the Executive Engineer, Burdwan Division, Municipal Engineering Directorate any of last date / dates as schedule in Sl. No 7 may be extended up-to / to next and following working day without issuing further and separate notice should the TIA feel it to be necessary and exigent.
2.	Persons having authenticated and having registered Power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Bidder.

3.	Sufficient care has been taken to avoid variance in between the contents of the listed documents in the Bid documents. However, if there is any variance between the contents of different documents, the provision of documents appearing earlier in the list shall prevail over the same provided in the contents coming later.
4.	Imposition of any duty / tax / rule etc. owing to change / application in legislations / enactment shall be considered as a part of the contract and to be adhering to by the Bidder / contractor strictly.
5.	Bid Acceptance Authority is the Executive Engineer, Burdwan Division, Municipal Engineering Directorate.
6.	In case of any dispute arising from any clauses of similar nature between bid documents and Municipal tender form, the decision of the Superintending Engineer West Circle, MED will be final and binding.
7.	All usual deductions for GST, IT, and Labour welfare Cess etc. as applicable will be made from the bills from time to time which is inclusive in cl.57 of section C.
8.	No conditional / incomplete Bid shall be entertained.
9.	In the event of e-Filing intending bidder may download the tender document from the website http://wbtenders.gov.in directly by the help of Digital Signature Certificate free of cost. Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website http://wbtenders.gov.in . Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender Schedule.
10.	The requisite cost of Earnest Money, as specified in this NleB shall be paid to ICICI bank by online internet bank transfer or NEFT or RTGS in favour of Burdwan Municipal Corporation (as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Department, Govt. of West Bengal). Every such Transfer shall be done on or after the date of publish of NleB. Any Bid without such Transfer of EM (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt (Scanned copy) shall be uploaded as Statutory document.
11.	The Bidder, at the Bidder's 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, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his / her / their risk and cost.

12.	The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Corporation. The TIA reserves the right to reject any application for purchasing Bid documents and to accept or reject any or all the offered bid / bids without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.
13.	Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.
14.	During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect / manufactured / fabricated, that Bidder will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
15.	Before issuance of the work order, the tender inviting authority may verify the credential & other documents with the original of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufacture or false, in that case, L.O.A. / work order will not be issued in favour of the bidder under any circumstances.
16.	If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence: i) Burdwan Division tender form ii) NleB iii) Special terms & Condition iv) Technical bid v) Financial bid
17.	Contractor 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 thereto and the rules made and order issued there under from time to time.
18.	Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.
19.	Any legal matter will be settled within the jurisdiction of Hon'ble District Judges Court at Purba Bardhaman, Dist:- Purba Bardhaman, West Bengal.

20.	Bidder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Bid documents before the Bid Inviting Authority in writing 48 hours prior to Pre Bid Meeting, beyond such period no representation in that behalf will be entertained by the Bid Inviting Authority.
21.	The successful Bidder will remain liable for following with West Bengal Contract Labour (Regulation & Abolition) Act 1970 and necessary certificates from appropriate authority to be submitted within 07 (seven) days from the date of issue of work order, otherwise the work order may be cancelled.
22.	(i) Security Deposit amount which is deducted from every running bill shall be refunded to the contractor as per Govt. norms vide PWD Order No. 5784-PW/L&A/2M-175/2017 dated 12.9.2017 for the item 1 of BOQ.
23	The successful bidder has to provide detailed estimate along with rate analysis (if any) for all civil and electro mechanical works including planning, designing and drawings as per the clause 57 of Section C with all necessary break up elaborately for comparison of rate with departmental estimate if asked by the concerned authority before acceptance of bid which will be treated as part of the bid document.
24..	Clause 57 of Section C has been prepared on the basis of major items of the work so that contractor may get payment after completion of major items in a phase wise way . If any item the contractor feels as major item but not reflected in the clause will be pointed out during pre-bid meeting. All other items (if any) not shown in the payment schedule or in bid document but required for successful completion and commissioning of the project will be in the scope of Bidder.
25.	Agency's whole responsibility is to ensure that the require quantum of the water should available from the structure and for this extensive survey work to be done in all respect
26.	If there is any contradiction between any clauses of the NieB, decision of the Executive Engineer, Burdwan Division, MED will be final.
27.	Job Card holders shall be mandatorily engaged where unskilled workers required.
28.	Successful contractor shall furnish certificate after completion of work that only Job Card holders where engaged where unskilled workers required.

Ray 20/6/24

**Executive Engineer, Burdwan Division,
Municipal Engineering Directorate
Purba Bardhaman.**

INSTRUCTION TO BIDDERS/BIDDERS

SECTION - A

1. *General guidance for e-tendering*

Instructions / Guidelines for Bidders for electronic submission of the tenders have been annexed for assisting them to participate in e-tendering.

2. *Registration of Bidder*

Any Bidder willing to take part in the process of e-tendering will have to be enrolled and registered with the Government e-procurement system, through logging on to <http://wbtenders.gov.in>. The Bidder is to click on the link for e-tendering site as given on the web portal.

3. *Digital Signature certificate (DSC)*

Each Bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the service provider of the National Information's Centre (NIC) or any other bonafide service provider on payment of requisite amount. Details are available at the Web Site stated in Clause 2 of Guideline to Bidder. DSC is given as a USB e-Token.

4. The contractor can search and download NIB and Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

5. *Submission of Tenders.*

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal and the other is Financial Proposal before the prescribed date and 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).

A. *Technical proposal*

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

A-1. Statutory Cover Containing

1. Prequalification Document

i. Prequalification Application (Sec-B, Form – I)

ii. Scanned Copy online Transaction of earnest money

(EMD) as prescribed in the NleB against each of the serial of work in favour of “The TIA, Burdwan Municipal Corporation,” payable at Burdwan.

2. NleB with Bid Documents (downloads and upload the same Digitally Signed)

3. Technical Document (*To be filled, scanned & digitally signed*)

i. Financial Statement (Section – B, Form – II).

ii. Affidavits((Ref:- format for general affidavit shown in “Y” Part “B”.)

iii. Bank Solvency Certificate.

iv. Form III & IV Of Section B.

A-2. Non statutory Cover Containing / My Documents

i. GST Certificate (up to date).

ii. Registration Certificate under Company Act. (if any).

iii. Registered Deed of partnership Firm/ Article of Association and Memorandum

iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)

v. Tax Audit Report along with Balance Sheet and Profit and Loss A/c for the last five years(year just preceding the current Financial Year will be considered as year – I)

vi. Clearance Certificate for the Current Year issued by the Assistant Registrar of Co-Op (S) (ARCS) bye laws are to be submitted by the Registered labour Co-Op(S) Engineers’ Co.-Opt.(S).

vii. List of machineries possessed by own/arranged through lease deed along with authenticated documents of lease / sub-lease / hire basis etc.

viii. List of laboratory Instrument.

ix. List of technical staff along with structure and organization (Section – B, Form – III).

x. Credential: Scanned copy of Original Credential Certificate as stated in NleB

Note: - Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the Bid liable to be summarily rejected for both statutory and non statutory cover.

INTENDING BIDDERS SHOULD UPLOAD NON-STATUTORY DOCUMENTS AS PER FOLLOWING FOLDERS IN MY DOCUMENT:

E-Bidding system of Government of West Bengal			
Bidder Document Sub Category Master			
Sl. No.	Category Name	Sub Category Name	Sub Category Description
A	CERTIFICATES	A1. CERTIFICATES	1. GST Certificate 2. E.S.I Registration Certificate.
B	COMPANY DETAILS	B1. COMPANY DETAILS	1. Proprietorship Firm (Trade License). 2. Registered Deed of partnership Firm 3. Registration Certificate under Company Act. (if any). Ltd. Company (Incorporation Certificate, Trade License) 4. Power of Attorney (For Partnership Firm / Private Limited Company, if any) 5. Society (Society Registration copy, Trade License)
C	CREDENTIAL	C1. CREDENTIAL1	Similar nature Work & Completion Certificates along with work order and payment certificate issued by competent authority (as per Sl. No. 3 of NleB)
D	EQUIPMENT	D1. LABORTARY	1. List of Machineries and equipment necessary for field as well as laboratory test of all materials as per NleB
		D2.CIVIL MACHINERIES	
		D2. ELECTRICAL MACHINERIES	
		D2. MECHNICAL MACHINERIES	

		D2. MISCELLANEOUS MACHINERIES	
E	FINANCIAL INFO	E1. P/L & BALANCE SHEET 2011- 2012	P/L & BALANCE SHEET (as per NleB)
		E2. PAYMENT CERTIFICATE 1	Payment Certificate in support of valid Credential only to be submitted
		E3 PAYMENT CERTIFICATE 2	
F	MANPOWER	F1. TECHNICAL PERSONNEL	1. List of sufficiently qualified technical person (as per SI No 3 of NleB)
		F2. TECHNICAL PERSONNEL ON CONTRACT	1. List of technical personnel employed under the organisation (or on contract basis) in details with name, qualification, experience and, address with contact number.
G	DECLARATION	DECLARATION 1	1. Bank Solvency Certificate (As per NleB)
		DECLARATION 2	2. Valid Document in support of annual turnover as per NleB.
		DECLARATION 3	3. Corrigendum and additional document (if any).

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the Bid liable to summarily rejected for both statutory & non statutory cover. All Corrigendum & Addendum Notices, if any, have to be digitally signed & uploaded by the contractor in the Declaration Folder of My Documents.

B. Bid Evaluation

i. Opening and evaluation of Bid :- If any Bidder is exempted from payment of EMD, copy of relevant Government order needs to be furnished (applicable in case of Registered Labour Co-Operative Society).

ii. Opening of Technical proposal: - Technical proposals will be opened by the Bid Inviting Authority electronically from the website using his/ her Digital Signature Certificate.

iii. Cover (folder) of statutory documents (vide Cl. No. 5.A-1) should be opened first and if found in order, cover (Folder) for non-statutory documents (vide Cl. No.– 5.A-2) will be opened. If there is any deficiency in the statutory documents the Bid will summarily be rejected.

iv. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded and handed over to the Bid Evolution Committee. Scrutiny of technical proposal and recommendation thereafter and processing of comparative statement for acceptance etc. will be made by

the Municipal Engineering Directorate, under the department of Municipal Affairs, Govt. of West Bengal. Comparative Statement may be forwarded to appropriate authority depending on the value of the work as applicable as per existing norms and guidelines under AMRUT programme.

v. Uploading of summary list of technically qualified bidders.

vi. Pursuant to scrutiny and decision of the screening committee the summary list of eligible Bidder and for which their proposal will be considered and uploaded in the web portals.

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

C. Financial proposal

As per Sl. 9 Part II (a) , Bid Price / Price Schedule. To be uploaded digitally signed by the Bidder.

6. Financial capacity of a Bidder will be judged on the basis of working capital and available bid capacity as mentioned in the N.I.T. to be derived from the information furnished in FORM-I and II (Section-B) i.e., Application (for Pre-qualification) and Financial Statement. If an applicant feels that his / their Working Capital beyond own resource may be insufficient, he/they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Tender Inviting / Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit. Such revolving line of credit should be maintained until the works are taken over by the Authority.

The audited Balance sheet for the last five years, net worth bid capacity etc. are to be submitted which must demonstrate the soundness of Bidder's financial position, showing long term profitability including an estimated financial projection of the next two years.

7. Penalty for suppression / distortion of facts:

Submission of false document by Bidder is strictly prohibited and in case of such act by the Bidder the same may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

8. REJECTION OF BID

The Employer (tender accepting authority) 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 (tender accepting authority) action.

The Bidder who's Bid has been accepted will be notified by the Tender Inviting and Accepting Authority through acceptance letter/ Letter of acceptance. The Letter of acceptance will constitute the formation of the Contract.

The Agreement in Printed Tender Form will incorporate all necessary documents e.g. N.I.B., all addenda-corrigendum, special terms and condition (Section –C), different filled-up forms (Section –B), Price Schedule and the same will be executed between the Tender Accepting Authority and the successful Bidder.

Ray 20/6/24

**Executive Engineer, Burdwan Division,
Municipal Engineering Directorate**

SECTION – B
FORM –I
PRE-QUALIFICATION APPLICATION

To
Executive Engineer, Burdwan Division,
Municipal Engineering Directorate

Ref: - Tender for _____

(Name of work) _____ N.I. B. No.:

Dear Sir,

Having examined the Statutory, Non statutory and NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / we 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:

(a) Tender Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.

(b) Tender Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

Enclose: - e-Filling:-

1. Statutory Documents
2. Non Statutory Documents

Date: -

Signature of applicant

Including title and capacity in which application is made.

SECTION – B
FORM - II
FINANCIAL STATEMENT

B.1 Name of Applicant:

B.2 Summary of assets and liabilities on the basis of the audited financial statement of the last five financial years.

(Attach copies of the audited financial statement of the last five financial years)

	1st Year (Rs. In lakh)	2nd Year (Rs. In lakh)	3rd Year (Rs. In lakh)	4th Year (Rs. In lakh)	5th Year (Rs. In lakh)
a) Current Assets : (It should not include investment in any other firm)					
b) Current liabilities : (It should include bank over draft)					
c) Working capital : (a) – (b)					
d) Net worth : (Proprietors Capital or Partners Capital or Paid up Capital + Reserve and surplus)					
e) Bank loan/ Guarantee :					

(As per clause G.2. with all sub clauses)					
Work in hand i.e. Work order issued	As on 31.01.2024	As on 31.03.2023	As on 31.03.2022	As on 31.03.2021	As on 31.3.2020

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

AFFIDAVIT "Y"

DECLARATION OF THE BIDDER

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Appropriate Value And Duly Notarized)

I, son of
....., aged about
..... years by occupation do hereby solemnly affirm and
confirm as follow:

1. That, I am the of
..... have duly authorized by and competent to affirm this affidavit on behalf of
the said Bidder.

2. That, I have inspected the site of work covered under NIB (NIB No _____) circulated through Office
memo bearing No -----dated ----- and have made myself fully acquainted with the site
conditions existing level/proposed level and local conditions in and around the site of work. I have also
carefully and meticulously gone through the Bid documents. Bid of the above named Bidder is offered and
submitted upon due consideration of all factors and if the same is accepted, I on and for behalf of the
aforesaid Bidder, being lawfully and duly authorized, promise to abide by all the covenants, conditions and
stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the
Bid accepting Authority of the Work and abide by all instructions as may given by the Engineer in Charge
of the work time to time. I also hereby undertake to abide by the provisions of Law including the provisions
of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, GST Act as would be applicable to
the Contractor upon entering into formal Contract / agreement with the Bid Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has been
suppressed in the Bid documents.

4. That the statement above made by me is true to my knowledge.

Deponent

Solemnly affirmed by the said

.....

Before me.

.....

(1st class Judicial Magistrate / Notary Public)

SECTION - B

FORM- III

STRUCTURE AND ORGANISATION

A.1 Name of applicant:

A.2 Office Address:

Telephone No. and Cell Phone No. :

Fax No. :

E mail id:

A.3 Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. :

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

Signature of applicant including title

and capacity in which application is made.

SECTION -B

FORM - IV

DEPLOYMENT OF MACHINERIES (IN FAVOUR OF OWNER / LESSEE):-

(Original document of own possession arranged through lease deed to be annexed)

(If engaged before Certificate from E.I.C. to be annexed in respect of anticipated dated of release of Machineries.)

Name of Machine / Instrument	Make	Type	Capacity	Motor / Engine No.	Machine No.	Possession Status		Date of release If Engaged
						Idle	Engaged	

For each item of equipment the application should attach copies of

- (i) Document showing proof of full payment, (ii) Receipt of Delivery,
- (iii) Road Challan from Factory to delivery spot, is to be furnished.

Signature of applicant including title

and capacity in which application is made.

Ray 20/6/24

**Executive Engineer, Burdwan Division,
Municipal Engineering Directorate**

Memo No. :- MED/BWN/ 143 (1-9) /SWM-1/2023,

Dated:-20.06.2024

Copy Forwarded for information and for favour of wide circulation to:

1. The Addl. Secretary UD&MA Dept. & Addl. Director SUDA, ILGUS Bhawan, HC Block, Sector-III, Saltlake, Kol106.
2. The District Magistrate, Purba Bardhaman.
3. The Joint Secretary, UD&MA for wide circulation in a day by National News Paper in Bengali, English and Hindi News Paper.
4. The Chairman, Burdwan Municipality.
5. The Chief Engineer (South), M.E.Dte., Bikash Bhawan, Saltlake, Kol-106.
6. The Superintendent Engineer W.C., M.E.Dte. Burdwan
7. The Divisional Accountant, Municipal Engineering Directorate, Burdwan Division
8. The Office Notice Board of Executive Engineer, Burdwan Division, for wide circulation.
9. The Guard File.

Ray 20/6/24

**Executive Engineer, Burdwan Division,
Municipal Engineering Directorate**