



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

Memo No. MED/BWN/ 810/MEMARI SWM/2023

Dated: 18.3.2025

NOTICE INVITING e- TENDER
NIEt No.- 06 of EE/BWN/MED /2024-25

The Executive Engineer, Burdwan Division, Municipal Engineering Directorate, Government of West Bengal, on behalf of the Hon'ble Governor of West Bengal, invites Percentage Rate e-tenders from bonafied and resourceful contractors fulfilling the eligibility criteria as mentioned below for the work(s) detailed in the following table.

(Submission of Bid through online)

Table-1:- List of Works

Sl. No.	Name of the Work	Place of Work	Estimated amount put to tender incl. GST & Cess (in Rs.)	Earnest Money @2% of estimated amount put to tender (Rs.)	Time for completion of Work (in days)
1.	Internal electrification work for structural plant and compound of proposed 14 TPD Municipal Waste Processing Plant under SWM project within Memari Municipality, Purba Burdwan.	Memari	Total 20,23,543.00 [14,18,778.00 (for Sl no 1) + 4,24,000.00 (for Sl no2) + 1,80,765.00 (for Sl no.3)]	40,471.00	90 Days
2.	Internal electrification & pump operational F.P Box work for structural plant and compound of proposed 14 TPD Municipal waste processing Plant under SWM project within Memari Municipality, Purba Burdwan.[Electrification works for Office room , Lab Room, Weigh Bridge Control Room and Security Room and Pump Panel at both part.]				
3.	Installation of Pump-Motor set of proposed 14 TPD Municipal Fresh Waste Processing Plant under SWM project within Memari Municipality, Purba Burdwan .				

Table-2:- Date and Time Schedule

Sl. No.	Particulars	Date & Time
i)	Date of uploading of NleT and Tender Documents online (Publishing Date)	18/03/2025 at 06.00 p.m
ii)	Documents download start date (Online)	18/03/2025 at 06.30 p.m
iii)	Tender submission start date (On line)	20/03/2025 at 10.00 a.m.
iv)	Tender Submission closing (On line)	11/04/2025 at 03.00 p.m.
v)	Tender opening date for Technical proposal(Online)	15/04/2025 at 10.00 a.m
vi)	Date of uploading list for Technically Qualified Bidders (online)	To be notified later
vii)	Date and Place for opening of Financial proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Bidders

Table-3:- Credential

Eligibility Criteria & Documents to be produced in support of Credential for tender Part-I (Prequalification Documents):	<p>i) Credential:</p> <p>a) Intending tenderer(s) should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during last 5 (five) years prior to the date of issue of the tender notice (copies of Completion certificate need to be furnished); OR</p> <p>b) Intending tenderer(s) should produce credentials of 2(two) similar nature of completed work each of the minimum value of 30% of the estimated amount put to tender during last 5 (five) years prior to the date of issue of this tender notice (copies of Completion certificate need to be furnished);</p> <p>c) Intending tenderers 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 at (a) above;</p> <p>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. As per G.O. No.: 04-A/W/O/10C-02/14 Dated: 18.03.2015.</p> <p>N.B.: Completion certificate should contain- a)Name of Work, b) Name of Agency, c) Work Order, d)Price Schedule, e)Actual month and year of completion, f) Gross value of the work done/Payment certificate issued by the competent authority shall have to be furnished in short if required during scrutiny of technical bid.</p> <p>ii) Having valid GST registration certificate, Trade License valid professional Tax/PTCC.</p> <p>iii) Having valid PAN Card, P.F., E.S.I.(Reg. certificate) and valid Income Tax Return of the last three F.Y.</p> <p>iv) Particulars of ownership/partnership or Board of Directors pertaining to the Establishment- Organization/Company/Firm.</p> <p>v) Having up to date valid Trade License(Electrical)&Electrical Supervisory License (at least clearance of parts 1, 2, 4 & 11) or equivalent National Supervisory certificate of Competency.</p>
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	<ul style="list-style-type: none"> vi) Bank Solvency Certificate of at least 40% of amount put to tender in the current FY& Audited Report of the last three F.Y. vii) A declaration of warranty of LED light, pumps for 5 years shall have to be submitted by the bidder through affidavits. viii)The contractors who have been de-listed of debarred by any Government Department shall not be eligible in any way. Agencies with previous record of having been imposed penalty under one or more penal contractual clause(s) will not be allowed to participate in the bid. ix) Other certificates, if any.
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Tender Documents:-	A full set of Tender documents consists of 2 Parts. These are : PART I :- Containing all documents in relation to the name of the Companies /Firms/Contractors applied for and credentials possessed along with all documents as specified in above Eligibility Criteria and its all corrigenda's. PART II:- Containing the Tender Price / Price Schedule.(B0Q in MS-excel format)
Earnest Money:-	The Earnest Money (@ 2% of estimated amount put to tender), as specified in Table-1 shall be remitted by the Contractor in favor of the Executive Engineer, Burdwan Division, M.E.Dte through net banking or NEFT or RTGS (ICICI payment Gateway) in respect of tender ID (refer Finance Order no. 3975-F(Y) dated 28/07/2016).Every such transfer shall be done on or after the date of NI e-T. Any tender without such online payment of EM (Except exemption as per G.O.) shall be treated as informal and shall automatically be cancelled. Online transfer of Earnest Money receipt (Scanned coy) shall have to be unloaded as statutory document.
Payment Authority:-	SUDA, GOVT. OF WEST BENGAL.
Engineer-In-Charge:-	The Executive Engineer, Burdwan Division, Municipal Engineering Dte.

Security Deposit and other taxes:-	All usual deductions for taxes as applicable i.e. GST, IT, and Labour Welfare Cess etc. as applicable will be made from the bills from time to time. Security Deposit @ 8% (Eight percent) or as per Govt. order 5784-PW/L&A/2M-175/2017 Dated: 12.09.2017 issued time to time will be deducted from each and every running bill, The amount of such 10% (Ten percent) of Security deposit (Initial 2% EM + additional 8%) will be Security deposit Defect Liability period: refunded without any interest only as mentioned below.
	Defect Liability Period: For this work is 5 years from the date of completion. The procedure for release of Security Deposit will be as per G.O. vide Memo No.-201-F(Y) dated- 18.01.2021 of PWD, Govt. of W.B. and the amended clause 17 of Form-2911 of contract will have to be obeyed accordingly.
	Additional Performance Security @ 10% of the tendered amount in the form of Bank Guarantee from Scheduled Bank, valid up to the date of completion of work, shall be obtained from the successful bidder, if the accepted bid value is 80% or less than the estimated amount put to tender. If the bidder fails to submit Additional Performance Security within 7 (seven) working days from the date of LoA or the time period as approved by the Tender inviting Authority, his Earnest Money will be forfeited. If the bidder fails to complete the works successfully, the Additional Performance Security along with Security Deposit lying with the Government shall be forfeited at any time during the pendency of contract period as per relevant Clauses of the Contract. Necessary provisions regarding deductions of Security Deposit from the progressive bills of the Contractor as per relevant clauses of the contract will in no way be affected/ altered by this Additional Performance Security.

Cost of Tender Documents:-	The cost of Tender documents as specified in List-I. Also successful bidder has to purchase two sets tender documents for each work from the Burdwan Division, MED at the time of agreement.
Validity/ Withdrawal/ Acceptance of Tender:-	A Tender submitted shall remain valid for a period of 120 calendar days from the date set for opening of tenders. Any extension of this validity period if required will be subject to concurrence of the Tender. A Tender once submitted shall not be withdrawn within the validity period. If any Contractor withdraws his/their tender(s) within the validity period then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken by TIA. The TIA will accept the tender. He / She does not bind himself/herself to accept otherwise the lowest tender and reserves to himself/herself the right to reject any or all of the tenders received without assigning any reason thereof.

Scope of Works:-As per attached BOQ/Price Schedule.

Other terms and conditions if any:-

1. Successful bidder can collect hard copy for respective work from the Municipal office, At the time of formal agreement.
2. All taxes will be deducted as per order of Govt. of West Bengal time to time.
3. Successful agency shall have to execute a formal agreement with the TIA. In the Revised West Bengal Form No-2911 (As per memo no-1005/MA/C-10/Misc-14/2018 dated 11/11/2019) by depositing the cost of tender documents (mentioned in the Table-I) plus cost of tender form , for each individual work through grips within the time period mentioned in the LOA.
4. Among all the workers engaged with the firm, those who will be working at the site of the said tender must use safety measures. If any casualty occurs then the total responsibility will go to the contractors end.
5. TIA can cancel any participant or the tender, without assigning any reason.

Instructions/guidance to the contractors for e-tendering:-

1. General Guidance for e-tendering:

Intending tenderers desirous of participating in the tender are to log on to the website <https://wbtenders.gov.in>. The tender can be searched by tying the First Four Letters in the search engine provided in the website.

2. Registration of Contractors:

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India. (viz. nCode Solution, Safescrypt, e-Mudhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

3. Eligibility for participation:

Contractors, 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.

4. Collection of Tender Documents:

Tenders are to be submitted online and intending tenderers are to download the tender documents from the website as stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

5. Submission of Tenders:

General process of submission

Tenders are to be submitted online through the website as stated above. All the documents unloaded by the Tender Inviting Authority will form an integral part of the contract. Tenderers are required to unload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. 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 tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents of originals in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He/she needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents unloaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender till the bid submission ends. Tenderers should in general upload the latest documents as part of the tender, however, in case of failure in unloading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends.

6. Addenda/Corrigenda: if published.

Note: Contractors are to keep track of all the Addendum/Corrigendum issued with a particular NIT form till the bid submission ends and in general upload the downloaded copies of the above documents and merge the Addenda/Corrigenda with respective NIT in the NIT folder. However, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends, overriding any other terms/conditions if mentioned anywhere else in the concerned NIT.

Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential

7. Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee (TEC) within a specified time frame or if any deviation is detected in the hard copies from the unloaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a maximum period of 3 (Three) years. In addition, Earnest Money Deposited will stand forfeited to the Govt. and it may take appropriate legal action against such defaulting tenderer.

If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained/ accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.

The Earnest Money may be forfeited if;-

- a) If the Bidder withdraws the Bid during the period of Bid validity.
- b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
- c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other documents which were uploaded & digitally signed by the Bidder are incorrect/ manufactured / fabricated.

The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.

8. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co-operative Societies are required to furnish valid By Law, **Last Three (3) years Audit Report**, Certificate of Registration and Valid Clearance Certificate from A.R.C.S. for the last Financial Year **and resolution of A.G.M. mentioning the authority of using D.S.C. along with other relevant supporting papers.**

For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of Works /item itself including description etc. whatsoever as stated in BOQ, that can't be claimed during agreement or so. In that case sanctioned estimate will be binding criteria.



Executive Engineer
Burdwan Division,
Municipal Engineering Directorate,
Government of West Bengal.

Memo No. MED/BWN/ 810(1-6)/MEMARI SWM/2023

Dated: 18.3.2025

Copy forwarded for information and for forwarded wide circulation through his Office Notice Board to:-

1. The Chairman, Memari Municipality.
2. The Addl. Secretary, UD&MA Dept. & Addl. Director, SUDA, Govt. of West Bengal.
3. The Chief Engineer, South Zone, MED, Bikash Bhavan.
4. The Superintending Engineer, West Circle, MED.
5. The District Magistrate, Burdwan .
6. The Additional District Magistrate (Dev), Burdwan .



Executive Engineer
Burdwan Division,
Municipal Engineering Directorate,
Government of West Bengal.

Annexure-1
APPLICATION FORM FOR TENDER

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

NIT No:
Serial No of Work applied for:
Name of work:

Amount put to tender:

Dear Sir,

Having examined the Statutory, Non-statutory & NIT documents, I/we hereby like to state that I/we willfully accept all your conditions and offer to execute the works as per NIT No. and Serial No. stated above. 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 & on behalf of (Name of Firm): _____.

(In block capitals or typed)

Office address: _____

Telephone no(s)(office): _____.

Mobile No: _____.

Fax No: _____.

E mail ID: _____.

(Signature)

Annexure-IV
SECTION – B-1
FORM –I
PRE-QUALIFICATION ALICATION

To
The Executive Engineer,
Burdwan Division,**M.E.Dte.**

Ref. eNIT No.:

Name of the Work :

Tender ID:

Dear Sir,

Having examined the Statutory, Non statutory and NIE T documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The allocation 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:

- (a) Notice Inviting and Accepting Authority can amend the scope and value of the contract Notice under this project.
- (b) Notice Inviting and Accepting Authority reserves the right to reject any application without assigning any reason.

Encl:- e-Filling:-

- 1. Statutory Documents.
- 2. Non-Statutory Documents.

Date:

Signature of Applicant including title and capacity in which application is made.

SECTION – B-1
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	2nd Year	3rd Year	4th Year	5th Year
	(Rs. In lakh)	(Rs. In lakh)	(Rs. In lakh)	(Rs. In lakh)	(Rs. In lakh)
a) Current Assets: (It should not include investment in any other firm)					
b) Current liabilities: (It should include bank overdraft)					
c) Working capital: (a) – (b)					
d) Net worth : (proprietors Capital or partners Capital or aid u Capital + Reserve and surplus)					
e) Bank loan/ Guarantee: (As per clause G.2. with all sub clauses)					

B.3 Annual value of construction works undertaken:

Work in hand i.e. Work order issued	As on 31.03.2024	As on 31.03.2023	As on 31.03.2022	As on 31.03.2021	As on 31.3.2020	As on 31.03.2019

Signed by an authorized officer of the firm.

Title of the officer

Name of the Firm with Seal

Date_____

Declaration of the Bidder

(Affidavit to be affirmed on a Non-Judicial Stamp paper of Rs. 10/- and enclosed with the Bid documents which is required to be submitted in time duly)

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 NIEt (NIEt 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 Notice 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 Tender 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 Labor (Regulation & Abolition) Act, Apprentice Act 1961, revealing GST norms, Income
Tax, Cess etc. as would be applicable to the Contractor upon entering into formal Contract / agreement with the
Tender Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has been surpassed
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-1
FORM- III
STRUCTURE AND ORGANISATION**

A.1 Name of applicant:

A.2 Office Address:

Telephone No. and Cell phone No. :

Fax No. :

E mail:

A.3 Attach an organization chart showing the structure of the company with names of Key personnel and technical staffs with qualification and experience. :

Note: Application covers proprietary Firm, partnership, Limited Company or Corporation.

Signature of Applicant including title and capacity in which allocation is made.

SECTION – B-1

FORM – IV

C. DELOYMENT OF MACHINERIES (in favor 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	Tye	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 roof of full payment, (ii) Receipt of Delivery,
(iii) Road Challan from Factory to delivery sot, is to be furnished.

Signature of applicant including title
And capacity in which allocation is made.