



**SECTOR-VI INDUSTRIAL TOWNSHIP AUTHORITY**  
Superintending Engineer (Civil), Sector-VI Industrial Township Authority,  
Nabadiganta Bhawan, Sector-V, 3rd Floor, Kolkata - 700091  
West Bengal, India.  
Email: [secviita@gmail.com](mailto:secviita@gmail.com)

Memo No: 17 /SE(C) /Sec-VI/ITA/NIT/ 2023-24

Dated: 11/01/2024

**Detailed e-TENDERING NIT NO: SEC-VI/ITA/13 of 2023-2024 Dated: 11/01/2024**

e-Tender is invited by the **Superintending Engineer (Civil)**, on behalf of the Sector-VI Industrial Township Authority for the work mentioned below, through electronic tendering (e-tendering) from eligible and resourceful contactors with financial capability and having credentials as per Eligibility Criteria Stated below.

Sl.No.	Name of Work	Estimated Amount Rs.	Earnest Money Rs.	Time of Completion
1	2	3	4	5
1.	Repairing and restoration work of bituminous road from Sonatikri Culvert to Tardah Bojerhat Road under Sector-VI Industrial Township Authority. Tender ID: 2024_UDMA_644444_1	87,73,142.00	1,75,500.00	3 (three) Months
2.	Construction of Bituminous Road from SLF site to Katatala road under Sector-VI Industrial Township Authority. Tender ID: 2024_UDMA_644444_2	42,77,377.00	85,550.00	3 (three) Months
3.	Construction of Cement concrete road from Srikanta Sharma house to Mizanur Tarafdar and Swapan Chakrabarty house to Rina Gatain house along Bagzola khal at Karaidanga under Sector-VI Industrial Township Authority. Tender ID: 2024_UDMA_644444_3	34,94,886.00	69,900.00	3 (three) Months

**Note:** The bidders should not have adverse report for execution of any project work during last 5(five) years. This clause will lead for rejection of application even after fulfillment of other eligibility criteria.

**Eligibility Criteria:**

- I. Intending Tenderer should produce Credentials a similar nature of successfully completed work, in a single tender with at least value of 40% of estimated amount put to tender during last 5(five) years prior to the date of issue of this tender notice in any Govt./Semi-Govt. / Undertaking /Autonomous Bodies / Statutory Bodies and Local Bodies; or,
- ii) Intending Tenderer should produce Credentials of 2(two) similar nature of successfully completed works, is minimum value of 30% of estimated amount put to tender during last 5(five) years prior to the date of



issue of the tender notice in any Govt./Semi-Govt. / Undertaking /Autonomous Bodies / Statutory Bodies and Local Bodies; or

iii) Intending Tenderer should produce Credentials of one single running work of similar nature which has been completed to the extent of 80% or more in any Govt./Semi-Govt./ Undertaking /Autonomous Bodies / Statutory Bodies and Local Bodies.

**Additional Terms and Conditions:**

- Defect liability period for Bituminous Road and Concrete Road will be three years from the date of completion of the work.
- Security period for the work will be 3 (three) years from the date of completion of the work.
- If the 2% of the quoted value for the successful bidder is higher than the mentioned earnest money which is to be deposited during tendering, then the successful bidder has to deposit the difference amount of 2% of quoted value and earnest money already deposited during tendering in form of Bank Draft/Pay Order issued in favour of Sector-VI Industrial Township Authority before issuance of work order. The said amount along with the earnest money deposited during tendering will be converted in to security deposit.

**Documents to be produced in support of Credential:**

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 (**Eligibility to participate in the tender**). Besides this, 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 PAN Card, Trade License, GST, P.F & E.S.I Registration Certificate, Professional Tax clearance Certificate.
- c) Bank Solvency Certificate not less than Rs. 30 lakhs (Rupees thirty lakhs) only for Sl. No-1 and Rs 20 Lakhs for Sl. No-2 & 3 and issued not before 06 (Six) Months from the last date of Bid Submission from any Scheduled Bank and valid up to the last date of bid submission of e-NIT.
- d) List of own machines & equipment necessary for relevant work.
- e) List of Technical Personnel employed under the organization in details with names, qualification, experience and address with contact number.
- f) Corresponding address should be within West Bengal together with Fax, Telephone nos., Contact mobile no. & Email no. of the tenderer.
- g) The average annual turnover of last three financial years, of the intending bidder, shall have to be at least Rs. 35 lakhs (Rupees Thirty-Five Lakhs Only). For Sl. No-1 and Rs 25 lakhs for Sl No-2 &3.
- h) Audited Balance Sheets and I.T. Return (Saral) of last three financial years regarding annual turnover from contracting business in each year.
- i) A written declaration in the form of the affidavit before the Notary as to correctness of the copies of all documents submitted and a declaration whether penalty/debarment etc. had been faced or not under any Govt./Semi Govt./Autonomous Body/Institution etc.

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



Intending bidders desirous of participating in the tender have to log on to the website <http://wbtenders.gov.in> (the web portal of the GoWB) and click on to the “e-procurement” link provided. They may also visit the website <https://wburbandservices.gov.in> for the tender. The tender can be searched in the search engine provided in the website.

Bidders 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. NIC, nCode Solution, Safes crypt, e-Mundhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 2 or 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.

Tenders are to be submitted online and intending bidders are to download the tender documents from the website 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 under “General terms and conditions and information”.

**Last date & time of submission of bids online is 05/02/2024 at 17:00 Hrs.**

The intending bidder must read the terms and conditions of the NIT carefully. He should particularly go through the eligibility criteria required and satisfy himself of the requirements for eligibility. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required. All information posted on the website consisting of NIT and related documents, Form No I, BOQ, Corrigendum etc. and Drawings if any, shall form part of the tender document.

## **General Terms and Conditions and Information**

### **1. Eligibility for participation:**

Bonafide Contractors, Partnership firms registered with the State Government, Joint Venture are eligible to participate, depending on the criteria as detailed below.

### **2. Submission of Tenders**

#### **2.1 General process of submission**

Tenders are to be submitted online through the website stated. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload 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 in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specifically take note of all the addendum / corrigendum related to the tender and upload the latest documents as part of the tender.

#### **2.2 Technical Proposal**

The Technical Proposal should contain scanned copies and / or declarations in the following standardized formats in two folders.

##### **A Technical File (Statutory Folder) containing:**

- i. Application for Tender (Vide Form-1) (to be submitted in 'Forms' folder)



- ii. Notice Inviting Tender (NIT) (to be submitted in 'NIT' folder)
- iii. Earnest Money Deposit (EMD) – Earnest Money will be deposited by the bidder electronically: online through his net banking enabled bank account, maintained at any bank **or** offline through any bank by generating NEFT/RTGS Challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the **EMD** from their respective bank as per the Beneficiary Name and Account No., Amount, Beneficiary Bank Name and IFSC Code and also e-procurement Reference Number.  
**(If the value of the 2% of the Quoted amount is higher than the deposited Earnest Money, then the differential amount 2% of the Quoted amount & the deposited E.M.D. is to be submitted by the successful bidder prior to issuance of LOI in the form of Pay Order or Bank Draft.)**  
**(In case of JV the EMD has to be remitted as above by the lead partner of JV).**

**If the L1 bidder does not agree to execute the job after opening of Bid, the Earnest Money will be forfeited without any further intimation and may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including debarment up to 3(three) years of the Bidder.**

- iv. Scanned Copy of One affidavit before Notary will have to be submitted for each serial mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt. /Semi-Govt./Autonomous body/Institution online at desired location. (as per Format Attached)
- v. Drawings if any (to be submitted in 'Drawings' folder)
- vi. Technical documents consisting of bidder's technical proposals, calculations, proposed layout drawings, hydraulic flow diagrams and all other relevant technical data to be submitted by the bidder in this section.

**Note: Tenders will be summarily rejected if any item in the statutory cover is not uploaded.**

**B. My Document (Non-Statutory Folder) containing Tenderer should upload following Documents in "All Other Important Documents" Folder**

**i. Certificates:**

- 1) Credential certificates as stated above in "Eligibility Criteria".
- 2) Professional Tax (PT) submission Challan and PAN Card details. Application for such addressed to the competent authority may also be considered.
- 3) GST Registration Certificate.
- 4) Bank solvency Certificate not less than Rs. 30 lakhs (Rupees Thirty-Five lakh) Only for Sl. No-1 & Rs 20.00 (Rupees twenty lakh) only for Sl. No-2 & 3 and issued not before 06 (Six) Months from the last date of Bid Submission from any Scheduled Bank and valid at the time of last date of bid submission of e-NIT.
- 5) P.F. and ESI Registration Certificate.
- 6) Details of Technical Manpower and Machineries.
- 7) The intending bidder should have registered office at within West Bengal for Communication purpose. Fax, Telephone nos., Contact mobile no. & Email no. of the tenderer have to be submitted.
- 8) A written declaration in the form of the affidavit before the Notary as to correctness of the copies of all documents submitted and a declaration whether penalty/debarment etc. had been faced or not under any Govt./Semi Govt./Autonomous Body/Institution etc.

**ii. Company Details**



1. Registered Deed for Partnership Firm from Registrar to be submitted. Only application for registration will not be considered. However, in cases where the applicant is yet to receive registration certificate, the applicant is to submit an affidavit in non-judicial stamp paper along with the application pledging that "the registration certificate of the Partnership firm | would be submitted to the Tender Inviting Authority before making agreement with the Tender Accepting Authority in case he is found lowest". In case of in-ordinate delay in submitting the document, his bid is liable to be rejected and his EMD deposited will stand forfeited to Government. Any change in the constituents of the partnership firm / JV should also be registered from the Office prior to the date of application of tender otherwise his application will be rejected.

*Note: An affidavit regarding authorized user of DSC for JV and a declaration regarding such authorization for Limited companies is to be submitted.*

2. Trade License for Proprietorship Firms.
3. Memorandum of Articles for Limited Companies.
4. Following documents shall have to upload by a Partnership Firm in addition to the other stated documents:
  - i) The power of Attorney for the firm for signing the tender by a partner.
  - ii) Partnership Deed.
5. Following documents shall have to upload by a Joint Venture in addition to the other stated documents:
  - i) Copy of MoA/MoU on a stamp paper of Rs.100.00 outlining the joint interest to work on the project and specifying the other terms of agreement.

ii. **Credential:**

Credential Certificate issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the other State / Central Government Departments / Organisations along with Work Order and Payment Certificate to be submitted in 'Credential' folder. The scanned copy of the Certificate should be uploaded with the non-statutory cover. However, Credential Certificate issued to sub-contractor by Central or State Govt undertaking /Govt Enterprise shall not be accepted.

iii. **Balance Sheet:**

Audited Balance Sheets and I.T. Return (including Form 3CD) of last three financial years regarding annual turnover from contracting business in each year. **(In case of JV the all partners should submit the Income tax Return along with Form 3CD and audited balance sheet for the last 3 financial years).**

*(If the company was set up less than three years ago, Audited balance sheet for the no of years since inception is to be submitted).*

iv. **Addenda / Corrigendum: if published.**

**Note:** Contractors are to keep track of all the Addendum / Corrigendum issued with a particular tender and upload the same digitally signed along with the NIT Tenders submitted without the Addendum / Corrigendum will be informal and liable to be rejected. Addendum or Corrigendum shall be published in the relevant website only.

v. **Others: Any other documents found necessary**

**Note: Failure of submission of any one of the above-mentioned documents will render the tender liable to summary rejection. This above-mentioned document should be upload in "All Other Important Documents" folder in Technical Cover.**

- vi. The bidder should not have record of poor performance or they should not have been blacklisted by any employer during the last five years prior to the date of the NIT. Such



abandonment or punishment will be considered as disqualification towards eligibility. A declaration in this respect through affidavit has to be furnished by the prospective bidders as per Format IV **without which the Technical Bid shall be treated as non-responsive**. The scanned copy of the affidavit should be uploaded with the non-statutory cover and the hard copy should **preferably be submitted** along with the non-statutory documents.

### 2.2.1 Financial Proposal

The financial proposal should contain the following documents in one cover (folder).

- i) Bill of Quantities (BOQ): The contractor is to quote the rate, above or below the attached BOQ online through computer in the space marked for quoting rate in the BOQ (*downloaded copies of the above documents may be uploaded, virus scanned and digitally signed by the contractor*).

### 3. Completion Certificate:

- i. Completion Certificates for fully completed works during the current year and last five financial years will only be accepted. Certificates issued for partly completed works will not be considered.
- ii. Completion Certificate of work executed in SECTOR-VI ITA will be considered. Completion Certificate of works executed in other Departments of State Government or organizations, like Public Works & Public Works (Roads) Department, Irrigation & Waterways Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Government Departments, Zilla Parishads, West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (SECTOR-VI ITA), Kolkata Metropolitan Water Sanitation Authority (KMW&SA), Kolkata Municipal Corporation (KMC), Other Municipalities, Hooghly River Bridge Commissioner (HRBC), Engineering Departments of Central Government and Organizations like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KoPT), and companies owned or managed by the State Government, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farmer Limited & Britannia Engineering Ltd. may also be considered. Such Completion Certificates are to be issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the other State / Central Government Departments / Organizations.

#### 3.1 Penalty for suppression / distortion of facts

If any tender 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 within a specified time frame or if any deviation in the hard copies from the uploaded soft copies or if there is any suppression, the Tender Evaluation Committee upon suggesting suitable punitive measures will bring the matter to the notice of the Chief Engineer concerned immediately and the tenderer may be suspended from participating in the tenders on e-Tender platform of Sector-VI Industrial Township Authority as per approval of the Chief Engineer for a maximum period 3 (three) years. In addition, his Earnest Money Deposit will stand forfeited to Sector-VI Industrial Township Authority. The Chief Engineer concerned will issue the necessary orders under intimation to the other Chief Engineers, e-Tendering Cell and also the Department, copy of such order should also invariably to be communicated to the Nodal Officer, e-Governance of this Department with a request to upload the same in the Departmental website.

#### 3.2 Taxes & duties to be borne by the Contractor

Income Tax, Labour Cess, GST and Other Taxes as per Govt. Rule to be borne by the contractor and the rate should be quoted accordingly after consideration of all these charges.

#### 3.3 Site inspection before submission of tender

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties like to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil,



availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenderers may contact the office of the Executive Engineer, concerned with the work between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

3.4 Agency shall have to arrange required land for installation of Plant & machineries, storing materials, labour shade etc. at their own cost and responsibility nearest to the work site.

3.5 **Conditional and incomplete tender**

Conditional and incomplete tenders are liable to summary rejection.

4. **Opening and evaluation of tender**

4.1 **Opening of Technical Proposal**

- a) Technical proposals will be opened by the Tender inviting authority or his authorized representative electronically from the website stated above, using their Digital Signature Certificate.
- b) Intending tenderers may remain present at the time of opening if they so desire.
- c) Cover (Folder) for Statutory Documents (vide Clause 2.2A) will be opened first and if found in order, Cover (Folder) for Non-statutory Documents (vide Clause 2.2.B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
- d) Decrypted (transformed into readable formats) documents of the Non-statutory Cover will be evaluated to finalize eligible tenderers.

4.2 **Tender Evaluation Committee (TEC)**

Committee already constituted for issuance of tender papers for high value tenders, vide CEO, Sector-VI Industrial Township Authority's order will continue to function as Tender Evaluation Committee (TEC), for evaluation of Technical Proposals of the tenders, until further order.

4.3 **Uploading of summary list of technically qualified Tenderer**

- i. Pursuant to scrutiny and decision of the Technical Evaluation Committee (TEC), the summary list of eligible tenderers for a particular serial of work whose Financial Proposals will be considered will be uploaded in the web portals.
- ii. While evaluation, the Committee may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.

4.4 **Opening and evaluation of Financial Proposal**

- i. Financial proposals of the tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- ii. The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.
- iii. After opening of the financial proposal, the preliminary summary result containing inter-alia, name of contractors and the rates quoted by them will be uploaded
- iv. If the Tender Accepting Authority is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate, he may after having the comparative statement checked, upload the final summary result containing the name of contractors and the rates quoted by them against each work after acceptance of the rate.
- v. The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

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

6. **Acceptance of Tender**



Lowest valid rate should normally be accepted. **However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons.**

**6.1 Tender Accepting Authority**

As per prevalent orders of Finance Department, Audit Branch, Group-T, GoWB, Tender Accepting Authority for different tenders shall be followed.

**6.2 Execution of Formal tender after acceptance of tender**

The tenderers, whose tender is approved for acceptance, shall within 20days of the receipt of Letter of Acceptance (LOA) to him, will have to execute 'Formal Agreement' with the Tender Accepting Authority in four (4) copies and one original copy of Sector-VI Industrial Township Authority Form No.I which may be purchased on Pay Order/Demand Draft from the office of the Executive Engineer concerned with the work.

6.3 The NIT shall form a part of the contract agreement. On acceptance of the bid, the successful bidder shall have to sign the contract consisting of NIT, instruction to bidders, special terms and conditions, specification, BOQ, Drawing, Rate quoted, LOA and Tender Form I.

**7. Payment**

The payment of RA bill as well as final bill for any work will be made according to the availability of fund and no claim to delay in payment will be entertained.

The payment of RA bill as well as final bill for any work will be made after submission of the bill by the Contractor as per the Payment Breakup.

**8. Security Deposit:**

- i) The Earnest money deposited by the lowest bidder (hereinafter shall be called the contractor) shall be converted into security deposit. The additional earnest money if any have to be deposited by the lowest bidder before the issuance of LOI.
- ii) The authority making payment shall deduct such sum which together with the Earnest Money already deposited and converted into security deposit, shall amount to 10% of the value of works executed at the material point of time and paid during the progressive running accounts bills, so that total deduction against Security deposit together with Earnest Money constitute 10% of the tendered value of work actually done.
- iii) Full Security deposit shall be refunded to the contractor on expiry of **three years** from the actual date of completion of the work.

**9. Defect Liability:**

- i) The contract will have the Defect liability for a period of 3 (three) year from the date of successful completion of the work.
- ii) Prospective Bidder shall have to execute the work in such manner so that appropriate service level of the work under improvement is to be maintained during progress of the work and during Defect Liability Period from the date of successful completion of the work up to the entire satisfaction of the Engineer in Charge. If any defect / damage is detected during this period as mentioned above the contractor shall make the same good at his own expense to the satisfaction of the of the Engineer in Charge or in default the Engineer in Charge may cause the same to be made good by other agency and deduct the cost (of which the certificate of the Engineer in Charge shall be final) from his security deposit or any sums that may be then, or at any time thereafter become due to the contractor.
- iii) If the contractor or his workmen or servants or authorized representatives shall break, deface, injure, or destroy any part of building, in which they may be working, or any building, road, road-curbs, fence, enclosure, water pipes, cables, drains, electric or telephone posts or wires, trees, grass or





grassland or cultivated ground contiguous to the premises, on which the work or any part of it is being executed, or if any damage shall happen to the work from any cause whatsoever or any imperfection become apparent in it at any time whether during its execution or within a period of five years (depending upon the nature of the work as described in the explanation appended hereto) hereinafter referred to as the Defect Liability Period, from the actual date of completion of work as per completion certificate issued by the Engineer-in-Charge, the contractor shall make the same good at his own expense, or in default, the Engineer-in-Charge may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Engineer-in-Charge shall be final and binding on all concerned) from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter become due to the contractor from the Government or from his security deposit, either full, or of a sufficient portion thereof and if the cost, in the opinion of the Engineer-in-Charge (which opinion shall be final and conclusive against the contractor), of making such damage or imperfection good shall exceed the amount of such security deposit and/or such sums, it shall be lawful for the Government to recover the excess cost from the contractor in accordance with the procedure prescribed by any law for the time being in force.

10. The various documents comprising the full set of tender documents are complementary to one another and are to be taken as parts of a complete whole and mutually explanatory. These are subject to the provisions of Clause 5 (2) of the General Conditions of Contract and to the following condition. If the stipulations in the various tender documents be found to be at variance in any respect, one will override others, only to the extent as those are at variance, in the order of precedence as given in the list below:

- i) Letter of Acceptance,
- ii) Corrigendum, addendum, minutes etc. before opening of tender,
- iii) Minutes of the Pre-Bid meeting,
- iv) NIT and Conditions & Requirements for Tendering,
- v) General conditions of Contract (Section-B),
- vi) General technical specifications (Section-A),
- vii) BOQ/Price-schedule,
- viii) Abridged and detailed NIT,

The willing bidders are requested to go through this NIT carefully. If they find any discrepancy or ambiguity in any Clause/Clauses of this NIT or any Clause/Clauses is/are not clear to them, they should bring it to the notice of the Tender Inviting Authority in the Pre-Bid Meeting itself and the Authority or his representative shall rectify or adjust or explain the meaning of the said Clause. Any discrepancy or ambiguity found by the contractor in any Clause of the NIT after opening the financial bid, the explanation of this Authority is final and binding to the Contractor. No extra payment shall be payable to the Contractor in this regard under any circumstances.

#### 11. Withdrawal of Tender

As per NIC Rules.

#### 12. Schedule of Dates for e-Tendering

Sl. No	Activity	Date & Time
1.	<b>Publishing Date (Date of uploading of NIT and tender documents)</b>	15/01/2024 at 18.00 Hrs
2.	<b>Document Download start date</b>	15/01/2024 at 18.10 Hrs.
3.	<b>Bid submission start date</b>	15/01/2024 at 18.15 Hrs.
4.	<b>Last date of Submission of Pre-Bid Queries</b>	18/01/2024 up to 17:00Hrs.
5.	<b>Pre-Bid Meeting</b>	19/01/2024 at 13:00 Hrs.
6.	<b>Uploading of reply to Pre-Bid queries</b>	22/01/2024 at 18:00 Hrs.
7.	<b>Document Download end date</b>	05/02/2024 at 15.00 Hrs.
8.	<b>Bid submission end date</b>	05/02/2024 at 17:00 Hrs.
09.	<b>Technical Bid opening date</b>	07/02/2024 after 17:15 Hrs.
10.	<b>Uploading of preliminary list of Technically qualified bidders.</b>	To be notified later



<b>12.</b>	<b>Uploading of final list of Technically qualified bidders.</b>	<b>Do</b>
<b>13.</b>	<b>Financial Bid opening date</b>	<b>Do</b>
<b>14.</b>	<b>Uploading of Financial Bid evaluation sheet</b>	<b>Do</b>

\* The intending bidders are requested to arrange the site visit of their own with their own transport mechanism.

### 13. Pre-Bid Queries:

The intending bidders has to submit their queries in online through the specified e-mail ID ([secviita@gmail.com](mailto:secviita@gmail.com)) to the Tender Inviting Authority before date of Submission of Pre Bid-Queries meeting and which will be held at Nabadiganta Bhavan, 4<sup>th</sup> Floor in the office of the CHIEF ENGINEER (Sector-VI ITA), GN-20, Street No-21, Sector-V, Kolkata- 700 091.

### Additional Terms & Conditions

1. The Superintending Engineer (TIA) concerned will be the Authorized Officer in respect of the contract and all correspondence concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the TIA. The Executive Engineer concerned will be the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-Charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. The instruction given by the Assistant Engineer and the Junior Engineer on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Engineer-in-Charge shall be final and binding.
2. The acceptance of the tender will rest with the Tender Accepting Authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
3. There shall be no provision for arbitration under any circumstances. However, for any dispute, it will be settled within Kolkata jurisdiction only.
4. The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970(b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
5. Department shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.
6. The Government shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.
7. Imposition of any duty / tax / royalty etc. whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the bidder. Original challans of those materials, which are procured by the bidder, may be asked to be submitted for verification.
8. No mobilization / secured advance will be allowed unless specified otherwise.
9. No Adjustment of Price or Price Escalation of the tendered amount of any kind will be allowed.
10. Income Tax, GST and other Taxes if any are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.
11. All working tools and plants, scaffolding, construction of vats & platforms will have to be arranged by the contractor at his own cost.
12. The contractor shall supply mazdoors, bamboos, ropes, pegs, flags etc. for layi0ng out the work and for taking and checking measurements for which no extra payment will be made.
13. The contractor should see the site of works and tender documents, drawings etc. before submitting tender and satisfy himself regarding the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site work, availability of drinking water and other human requirements and security etc. The Engineer-in-Charge may order the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account. The contractor will not be entitled to any claim or extra rate on any accounts.
14. A machine page numbered Site Order book (with triplicate copy) will have to be maintained at site by the contractor and the same has got to be issued from the Engineer-in-Charge before commencement of the work. Instructions given by inspecting officers will be recorded in this book and the contractor must note down the action taken by him in this connection as quickly as possible.



15. The work will have to be completed within the time mentioned in the tender notice. A suitable work program is to be submitted by the contractor within 7(seven) days from the date of receipt of work order which should satisfy the time limit of completion. The contractor should inform in writing the name of his authorized representative at site within 7 (seven) days from the date of receipt of work order who will receive instruction of the work, sign measurement book, bills and other Govt. papers etc.
16. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
17. All possible precautions should be taken for the safety of the people and work force deployed at worksite as per safety rule in force. Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs while operating a public thoroughfare.
18. The contractor will have to maintain qualified technical employees and/or Apprentices at site as per prevailing Apprentice Act or other Department Rules & Orders circulated from time to time.
19. The contractor will have to accept the work program and priority of work fixed by the Engineer-in-Charge so that most vulnerable reach and / or vulnerable items be completed before the date needed by the Department due to impending monsoon or rise of water level or for other reasons.
20. The quantities of different items of work mentioned in the tender schedule or in work order are only tentative. In actual work, these may vary considerably. Payment will be made on the basis of works actually done in different items and no claim will be entertained for reduction of quantities in some items or for omission of some items. For execution of quantitative excess of any item beyond 10% or supplementary tender item of works, approval of the Superintending Engineer / Chief Engineer would be required depending on whoever be the Tender Accepting Authority, before making payment.
21. No Departmental Materials shall be issued to the Agency and any type of Materials required to the work shall be arranged by the Agency in his own cost.
22. Any materials brought to site by contractor must be subject to approval of the Engineer-in-Charge. The rejected materials must be removed by the contractor from the site at his own cost within 24 hrs. of issue of the order to that effect. The rates in the schedule are inclusive of cost and carriage of all materials to worksite. The materials will have to be supplied in phase with due intimation to the concerned Engineer -in Charge in conformity with the progress of the work. For special type of materials, relevant Data Sheet containing the name of the Manufacturers. Test Report etc. will also be submitted in each occasion. Engineer-in-Charge may conduct independent test on the samples drawn randomly before according approval for using the materials at site. In this regard decision of Engineer-in-Charge is final and binding.
23. All cement, steel, pipe, specials, bends, fittings, valves, pumps, plant & machineries must be purchased from reputed authorized manufactures and dealers as per Vendor's List having BIS certification after due approval from the concerned Superintending Engineer/ Executive Engineer.
24. The necessary testing of concrete, Bitumen, Bricks, fine & coarse aggregates, M.S. Plate or structural members, Pipes, Reinforcement or other materials have to be done from KMDA laboratory, National Test House, reputed institution such as Jadavpur University or IEST or a NABL accredited laboratory as per decision & direction of the Engineer-in-Charge and all types of cost borne by the Agency.
25. 6(six) copies of Completion drawing should be submitted after completion of the work for new constructed work, before final payment.

*Tant, 11/01/2024*

**Superintending Engineer (Civil)**  
**Sector-VI Industrial Township Authority**

**Superintending Engineer**  
**Sector - VI**  
**Industrial Township Authority**



**SECTOR-VI INDUSTRIAL TOWNSHIP AUTHORITY**

**B-11**

Memo No: /1(11) /SE(C) /Sec-VI/ITA/NIT/ 2023-24

Dated: 11/01/2024

Copy forwarded for information to:

1. The Director of Local Bodies, Govt. of West Bengal
2. The Chief Executive Officer, Sector-VI Industrial Township Authority
3. The Chief Engineer, Sector-VI Industrial Township Authority
4. The Joint Secretary IT Cell UD & MA GoWB with the request to upload the same in departmental Website.
5. The Chief Engineer, E&M Sector, KMDA
6. The Superintending Engineer (Civil), Sector-VI Industrial Township Authority
7. The Superintending Engineer, (E/M) Sector-VI Industrial Township Authority
8. The Finance Officer, Sector-VI Industrial Township Authority
9. The Executive Engineer, Sector-VI Industrial Township Authority
10. Notice Board, Sector-VI Industrial Township Authority
11. Publication in daily newspapers

*Wintz. 11/01/2024*

**Superintending Engineer (Civil)**  
**Sector-VI Industrial Township Authority**  
**Superintending Engineer**  
**Sector - VI**  
**Industrial Township Authority**



**FORMAT - I**  
**APPLICATION FOR TENDER**

**To**  
**The Superintending Engineer**  
**Sector-VI Industrial Township Authority**

**Tender No. ....**

**Serial No. of Work applied for: .....**

**Amount put to tender: .....**

Dear Sir,

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022\_\_

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 : \_\_\_\_\_



## Affidavit Format - IV

One Affidavit before Notary will have to be submitted mentioning the correctness of the documents and Declaration of penalty, debarment etc. faced by the declarant under any Govt / Semi- Govt / Autonomous body / Institution / local body in hard copy along with serial no (d ) above within stipulated date & time.

### **Points/Declaration to be furnished in the AFFIDAVIT**

- i) I (Name), Son of (Father's Name), residing at (Residential Address) having office at
- ii) (Business Address) do hereby solemnly affirm and declare as follows :
- iii) Partnership Details:
- iv) Reference NIT No, Sl. No.
- v) All Documents submitted by me are genuine, authentic, true and valid.
- vi) All information furnished are true to the best of my knowledge & behalf. Department has got full right to cancel the same with penal measure, if any, in case any of the statements is proved to be false.
- vii) Neither any penalty or debarment was made against me nor against the firm in any way at any Govt./Autonomous Body /Institution as on the date of submission of bid."
  - a) If the Suspension/Debarment Order is issued prior to the date of issue of "Letter of Acceptance", "Letter of Acceptance cum work order" , "work order" , Notice to Proceed", "Award of Contract", etc for any bid, the suspended/debarred bidder shall not be qualified for award for the said bid and such procurement process will be dealt with as per existing norms by simply excluding the erring bidder.
  - b) If the suspension / Debarment Order is issued after award of a Government project/ contract to the debarred bidder, the awarded project/contract shall not be prejudiced by the said order provided that the said offense (s) committed by the debarred bidder is not connected with the awarded project/contract.
- viii) That I am a citizen of India.

All above statements are true to the best of my knowledge and belief.



## **FORMAT - II**

### **Sample Undertaking for non-deviation from tender document format**

"Undertaking for non-deviation from tender document (Technical & Financial)

It is certified that our offer is strictly based on stipulations made in the tender document (Technical & Financial) and as per subsequent clarifications, if any, to be made by Sector-VI ITA from time to time. Even then, if there is any deviation in our offer from the tender document (Technical & Financial) and also deviations from the subsequent clarifications to be made by Sector-VI ITA, if is confirmed that, all deviations as mentioned above are hereby withdrawn and stands cancelled. It is certified that the incorporation of above certificates will have no financial implications on the price bid (Financial Bid) to be certified by the Respective Tenderer."



# Sample Bank Solvency Format - III

## TO WHOM IT MAY CONCERN

On the basis of the records of firm available with us, certified that M/s. ....  
..... is one of our constituents and that they  
are solvent to the tune of Rs.....

This certificate is issued without any risk and responsibility on the part of the bank or any of its Officials.

MANAGER

Date \_\_\_\_\_

