

GOVERNMENT OF WEST BENGAL

OFFICE OF THE SUPERINTENDING ENGINEER, WEST CIRCLE
MUNICIPAL ENGINEERING DIRECTORATE
PATAL BAZAR, 3RD FLOOR, TINKONIA
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Memo. No. MED/ SE (W) / 952 / W-281/2024

Dated. 18.03.2025

NOTICE INVITING e-TENDER

Notice Inviting e-Tender No. 25 of SE (WC) / MED / 2024-25
of the Superintending Engineer, West Circle, Municipal Engineering Directorate, Govt. of West Bengal
(Submission of Bid through **online**).

The Superintending Engineer, West Circle, M.E.Directorate, invites competitive online Bid on **Percentage Rate Basis** (Two-part System) from reliable and resourceful Companies/Firms/Contractors having experience and acumen in Permanent Road Restoration Works (Cement Concrete / Bituminous) or similar nature of works as noted below the eligibility and depicted hereunder for participating in the e-Bid.

(Submission of Bid through **online**)

Table - I

Sl no	Name of the works	Estimated Amount put to tender including GST and CESS (in Rs)	Earnest Money @ 2% of Estimated Amount put to tender	Period of Completion	Name of the Concerned Division	Eligibility of Contractors	Defect Liability Period (As per G.O. No. 5784-PW/L&A/2M-175/2017, dt. 12.09.2017)
1.	Construction of Permanent Road Restoration works for Concrete Road Works for Laying of Distribution Pipe Line for Zone – 1,2,3,4 & 5 under AMRUT 2.0 Water Supply Scheme within Memari Municipality.	Rs. 1,76,78,025.00	Rs. 3,53,561.00 (Details of which has been narrated in "Instruction to Bidders")	12(Twelve) months from the date of issuance of work order	Burdwan Division, M.E. Dte., Govt. of W.B.	Bonafide resourceful contractor fulfilling the eligibility criteria as mentioned below	05 (five) year(s).

NB: - (i) Intending Tenderer will not have to pay the cost of tender documents for the purpose of participating in e-tendering, but the successful L1(Lowest) Bidder will have to pay the cost of tender documents of 3 (Three) sets @ price mentioned in the list of scheme of NIEt during purchase of tender documents for execution of agreement as per notification no. 199-CRC/2M-10/2012 dated 21/12/2012 of the Secretary, Public Works Department, CRC Branch, Government of West Bengal. In case of any contractor (L1) expressed his / her willingness to have extra copy of the standard contract forms, only one spare copy of standard contract form may on payment of prescribed price be supplied to a contractor or firm of contractors, eligible to tender in a specific work on receipt of written requisition well in advance for the same. An earnest money as mentioned above shall have to be deposited by all intending tenderers. In any case Fixed Permanent Security Deposit will not be entertained as an earnest money.

- (ii) Payment to the contractor for the work shall be made by competent authority after submission of “passed for payment” Bill through the Engineer-in-Charge (Executive Engineer(Civil) of the concerned Division, MED
- (iii) Sites of work as mentioned in the above table may change, if necessary, within the area of ULB concerned.

1. In the event of e-Filling, intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. EMD has to be deposited by the bidder through the following payment mode as per memorandum of the Finance Department vide No. **3975-F(Y) dated 28th July, 2016** read with Finance Department vide No. **5688-F(Y)dt.03.11.2016**.

1.1. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

1.2. RTGS/NEFT in case of offline payment through bank account in any bank. (*Details of which has been narrated in “Instruction to Bidders”*).

Modalities regarding receiving performance Bank Guarantee will be as detailed in Finance Department memorandum No. 2691-F(Y) dt.02.05.2017.

Tender document may be download from website & submission of Technical Bid / Financial Bid as per Tender time schedule stated in “Date & Time Schedule”.

The documents submitted by the bidders should be indexed and also should be according to his / their Firm name.

1.1.A bidder desirous of taking part in a tender shall login to the e-Procurement Portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and Password and thereafter may download the tender document consisting of this N.I.T., Instruction to Bidders (Section – A), different Forms & Affidavits (Section - B), Special Terms & Conditions (Section-C), Specification of Work (Section – D), Additional Terms & Conditions and specification for Electrical works (Section -E)& Schedule of Works (BOQ), W.B. Form No. 2911and Addenda & Corrigenda (*if any*) from the website directly with the help of Digital Signature Certificate.

Scope of Work : Permanent Road Restoration Works (Cement Concrete Works)in different Zones of various Wards within Memari Municipality as per drawing and specification and instruction of the E.I.C.

2. Eligibility criteria for participation in tender:

2.1. Requirement of Credentials:

2.1.1 For 1st call of NleT:

2.1.1.1. Intending tenderers should produce credentials of a similar nature of Completed work of the minimum value of 40% (*forty percent*) of the estimated amount put to tender during 5 (*five*) years prior to the date of issue of the tender notice; or,

2.1.1.2. 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 put to tender during 5 (*five*) years prior to the date of issue of the tender notice; or,

- 2.1.1.3. 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 (2.1.1.1.) 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.

- 2.1.2 Annual Turn Over - Any One Year in preceding Five Years (in 3CD format) of at least 40%(forty percent) of amount put to tender from the publication of this NIEt.
- 2.1.3 Bank solvency Certificate not less than 40% of amount put to tender within 12(Twelve) months prior to closing date of bid submission of this NIEt.

3.1. Other terms and conditions of the credentials:

3.1.1. Payment certificate will not be treated as credential;

3.1.2. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed / running work will be taken as credential.

No credential will be considered as valid unless it is supported by work order, price schedule or BOQ of work and completion certificate mentioning the date of completion issued by the competent authority not below the rank of Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertakings, Statutory / Autonomous bodies constituted under the Central / State Statute. The completion certificate should indicate the value of the work (equal to booked expenditure).

N.B. The credential certificate for completed works should contain (a) Name of work (b) Estimated Amount(c) Tendered amount, (d) Value of executed work (e)Date of Completion of project along with telephone number &detailaddress for communication of client must be indicated in the Credential Certificate.*[Non Statutory Documents]*

3.1.3. PAN Card, Upto date Professional Tax Deposit Challan, Upto date Income Tax returned, Valid Trade Lisence, Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with upto date GST deposit challan with relevant document(s) and any other(s), if applicable, to be accompanied with the Technical Bid document.

[Non Statutory Documents]

3.1.4. The prospective bidders or any of their constituent partner(s) should not have abandoned any work. Not any one of their contracts should have been rescinded during the last 3 (*three*) years from the date of publishing of this NIEt. Such abandonment or rescission will be considered as disqualification towards eligibility (a declaration in this respect through Affidavit will have to be furnished by the prospective bidders without

which the technical bid will be treated as non-responsive. Neither prospective bidder nor any of constituent partner(s) should have been debarred to participate in tender(s) by the any Department, Government of West Bengal during the last 2 (*two*) years prior to the date of this NIEt. Such debarment will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format without which the Technical Bid shall be treated non-responsive).

- 3.1.5. In case of Proprietorship and Partnership Firms and Company the Tax Audited Report in 3CB & 3CD Form to be furnished along with Balance Sheet and Profit and Loss Account and all schedules forming the part of Balance Sheet and Profit & Loss Account. Tax Audited Report, Balance Sheet and Profit & Loss Account including all schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant.

[Non Statutory Documents]

3.2. Requirement of Machineries:

Contractors should arrange all machineries, tools and plants as per direction of EIC in good and workable condition as and when required.

- 3.2.10. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Certificate of Registration and Valid Clearance Certificate from A.R.C.S. Valid Professional Tax Deposit Challan, PAN Card, EPF, ESI, Valid 15-digit Goods & Service Tax Payer Identification Number (GSTIN) under GST Act, 2017 with relevant document with up-to-date return along with other relevant supporting papers.

[Non Statutory Documents]

- 3.2.11. Joint Ventures will not be allowed for works upto 25 Crores. For work more than 25 Crores in case of a joint venture, Lead Member of such joint venture will be required to meet 60% (*sixty percent*) of required Bid Capacity and each of the Joint Venture Members will be required to meet at least 30% (*thirty percent*) of requirement of BID Capacity. Bid Capacity of all the members in total should be at least 100% (*one hundred percent*) of required Bid Capacity.

- 3.2.12. A prospective bidder shall be allowed to participate in the particular Job either in the capacity of individual or as a partner of a firm. If found to have applied severally for a single job, all his applications will be rejected for that job, without assigning any reason thereof.

- 3.2.13. A partnership firm will have to furnish the registered partnership deed and a company will have to furnish the Article of Association and Memorandum.

[Non Statutory Documents]

Where an individual person hold a digital certificate in his / her own name duly issued to him / her against the company or the firm of which he / she 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 / her favour, by the rest of the directors of such company or the partner of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provision of the Registration Act.1908 as per G.O. no. 61/SPW/12 dated 08/06/2012.

3.2.14. Partnership Firm, Company Limited Firm, Private Company Limited Firm shall be registered by the respective competent authority from the Registrar of Firms, Society, Non-Trading Corporation, Registrar of Companies etc. & copy of Registration Certificate (*with allotment of Registration No.*) will have to be submitted, otherwise the Technical Bid will not be considered for qualification & Financial Bid shall not be opened.

4. The successful bidder will have to arrange field testing like slum, density etc. Cube testing should also be arranged by the bidder by their own expense as per direction of EIC from approved laboratory/ Govt. laboratory.

5. The payment will be made as and when fund is available from the concerned source. No claim whatsoever for delay in payment, if any, will be entertained. Retention money towards performance **Security amount to 10% (Ten percent) including 2% earnest money** of the value of the work will be deducted from the running account bill of the tender as per prevailing order. No interest will be paid on security deposit.

The entire amount of such security deposit shall be refunded without any interest only upon recommendation of the EIC as per clause mentioned in G.O. No. 5784-PW/L&A/2M-175/2017, dt. 12.09.2017 of Principal Secretary, Public Works Department.

All usual deductions for taxes as applicable i.e. GST, IT, and Labour Welfare Cess etc. as applicable will be made from the bills time to time. Retention money towards performance Security / Security Deposit amount to 8% (eight percent) of the value of the work will be deducted from the running account bill of the tender. 2 % EMD of L1 bidder will be converted to Security Deposit and total Security Deposit will be 10 %. No interest will be paid on security deposit. Security Deposit will be refunded as per G.O. No. 5784-PW/L&A/2M-175/2017 Dated: 12.09.2017

Additional Performance Security Deposit, if any, will be as per Finance Department G.O. No. 4608-F(Y), Dt. 18.07.2018.

6. Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from the bill(s) of the contractor(s) on all contracts awarded on or after 01/11/2006 in pursuance with G.O. no. 599A/4M-28/06 dated 27/09/2006. GST, Royalty & all other Statutory levy / CESS will have to be borne by the contractor & the schedule of rates are inclusive of all the taxes & CESS stated above as per rule.

Successful Tenderers will be required to obtain valid Registration Certificate & Labor License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses U/S 7 of West Bengal Building & other Construction Works' Act, 1996 and U/S 12 of Contract Labour Act.

Successful tenderers will be required to observe the following conditions strictly:

6.1. Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and Employees State Insurance Act, 1948 should be strictly adhered to wherever such Acts become applicable.

6.2. Minimum wages to the workers shall be paid according to the rates notified and / or revised by the State Government from time-to-time under the Minimum Wages Act,

1948 in respect of scheduled employments, within the specified time as per law. Payment of bonus, wherever applicable, has to be made.

6.3. Adequate safety and welfare measures must be provided as per the provisions of the Building and other Construction Workers' (Regulation of Employment & Conditions of Service) Act, 1996 read with West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2004.

6.4. All liabilities arising out of engagement of workers are duly met before submission of bills for payment.

If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.

7. BOQ for the works under this NIEt is based upon the schedule of rates of Public Works Directorate, Government of West Bengal with Addendum & Corrigendum as mentioned hereinafter, the bidders shall quote their rate (percentage above / below / at par) accordingly considering that no escalation and / or price adjustment will be allowed by the Department thereto under any circumstances.
8. **No Mobilisation Advance and Secured Advance will be allowed.** Agencies shall have to arrange required land for installation of Plant & Machineries, (specified for each awarded work, storing of materials, labour shed, laboratory etc. at their own cost and responsibility nearest to the work site. The agencies will have to install the above machineries on the site within 15 (*fifteen*) days from this end positively with application of Tender.
9. Bids shall remain valid for a period not less than **120** (*one hundred twenty*) days from the last date of submission of Financial Bid / Sealed Bid. In case of inadvertent typographical mistake found in the specified schedule of rates / BOQ, the same will be treated to be so corrected as to conform with the relevant schedule of rates prevailing at the time of floating of tender and / or technically sanctioned estimate. No claim whatsoever for such inadvertent typographical mistake will be entertained.
10. All materials required for the proposed scheme as mentioned including bitumen (*all grade*), bitumen emulsion, cement & steel (which ever applicable) will have be of specified grade & approved brand in conformity with relevant code of practice (*latest revision*) & manufactured accordingly & will have to be procured & supplied by the agency at his / their own cost including all taxes. Authenticated evidence for purchase of bitumen, bitumen emulsion, cement and steel are to be submitted along with challan and test certificate. In the event of further testing opted by the Engineer-in-Charge, such testing from any Government approved / Government Testing Laboratory will have to be conducted by the agency at his/their own cost. VG 30 / VG 40 grade paving bitumen, as the case may be, of I.O.C.L/ B.P.C.L/ H.P.C.L will be permitted as Straight run Bitumen.

11. Date & Time Schedule:

Sl. No.	Particulars	Date and Time
1	Date of publishing eNIT Documents.(online) (<i>Publishing Date</i>)	18.03.2025 From 6:00 P.M. onwards.
2	Tender Document download start date and time. (online)	18 .03.2025 From 6:30 P.M. onwards.
3	Start Date of Bid Submission. (<i>Technical and Financial</i>) (online)	19.03.2025 from 10:00 A.M onwards.
4	Pre Bid Meeting with the intending Bidders. (Optional for the bidders)	26.03.2025 at 01:00 P.M. In the office of The Superintending Engineer, West Circle, M.E.Director (The intending bidders may send their queries, if any through e-mail- sewestmed@yahoo.com on or before pre-bid meeting. If intending bidders remain absent in the pre-bid meeting; their queries if any may not be accepted in this regard and claim of bidders for queries may not be entertained and replied in future.)
5	Closing date and time of download of Tender Document (online).	11.04.2025 up to 3:00 P.M
6	Closing date and time of Bid submission (<i>Technical and Financial</i>) (online).	11.04.2025 up to 3:00 P.M
7	Date and time of opening of Technical Proposals (online).	16.04.2024 after 10.00 A.M
8	Date and time of uploading of list of Technically qualified bidders.(online)	Will be notified later on.
9	Date of uploading of final list of technically qualified bidders after disposal of appeals, if any.	Will be notified later on.
10	Date and time of opening of Financial Proposal (online).	Will be notified later on.

12. There will be no provision of Arbitration.

In this connection vide No.215(Law)/UDMA-15011(99)/17/2023-LS-UD ,dated 10th.March 2023 order of the Principal Secretary , Deptt. of UD&MA shall be followed if otherwise not mentioned anything else.

However ; Clause 25 of WBF 2911 will be followed for Settlement of Disputes and Arbitration.

13. 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. Issuance of letter of acceptance / Work Order may be delayed and / or work may be financially restricted upto the limit of existing administrative approval until receipt of administrative approval / revised administrative approval from the competent authority (*in applicable cases*). Also issuance of letter of acceptance / work Order may be delayed and / or work may be restricted in some stretches till necessary land for the same is made

available and / or encroachments are removed (*in applicable cases*). No claim, whatsoever, for such delay in issuance of Letter of Acceptance / Work Order and / or restriction of work will be entertained. Intending bidders may keep these criteria in mind while participating in tender and / or while quoting their rates.

Guiding Schedule of Rates: Rates have been taken from P.W.D. (W.B.) Schedule of Rates for “Road & Bridge Works”, “Building Works”, “Sanitary & Plumbing Works” and Electrical works effective from 1st November 2017 along with up to date corrigenda & addenda and approved rates of the Superintending Engineer, Respective Circle, Municipal Engineering Directorate, Government of West Bengal.

14. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in ‘Instructions to Bidders’ before bidding.
15. In case of Ascertaining Authority at any stage of tender process or execution of work necessary registered irrevocable power of attorney is to be produced. Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by the Government.
16. Intending bidders may be present in the Office of office of the Executive Engineer, Memari Division, Municipal Engineering Directorate, Government of West Bengal, during opening of the Tender as per the dates mentioned in the notice to observe the tender opening procedure.
17. No CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.
18. In the event of acceptance of lowest tendered rate, no multiple minimum rate will be considered by the Department.
19. In case of item rate tender, the technically qualified bidder, whose total offered price considering sum of offered prices of all the items of works taken together, stands lowest, will be considered for acceptance. In no case lowest bidder of individual items of works will be considered for acceptance for the corresponding items of works.
20. The Tender Inviting Authority reserves the right to cancel the NIEt due to unavoidable circumstances and no claim in this respect will be entertained.
21. During the scrutiny, if it comes to the notice of the tender inviting authority that the credential(s) and/or any other paper(s) of any bidder are incorrect / manufactured / fabricated, that tender will be out rightly rejected and further penal action may be taken against him as per rule.
22. In case there is any objection regarding prequalifying an agency, that should be lodged to the Chairperson & Convener of the Bid Evaluation Committee, i.e., the Superintending Engineer, West Circle, Municipal Engineering Directorate, Government of West Bengal within 48 (*forty eighty*) hours (*including holidays*) from the date and time of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Bid Evaluation Committee. The objection may also be submitted to the E-mail ID sewestmed@yahoo.com of the Superintending Engineer, West Circle, MED within the said time frame.
23. Before issuance of Letter of Acceptance / Work Order, the tender inviting authority may verify the credentials & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer are either manufactured or false, in that case Letter of Acceptance / Work Order will not be issued in favour of that tenderer under any circumstances and further penal action may be taken against him as per rule.
24. 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) West Bengal Form No. 2911
 - (ii) NIEt
 - (iii) Special terms & Conditions
 - (iv) Technical bid
 - (v) Financial bid

In case of inadvertent typographical mistake in the BOQ / Schedule of Works/ Price Schedule/rates /elsewhere, the same may be treated to be so corrected as to conform with the relevant schedule of rates and / or technically sanctioned estimate.

25. Bid Evaluation Committee (BEC):

A Bid Evaluation Committee (BEC) has been constituted under the The Superintending Engineer, West Circle, M.E.Directorate who is the tender inviting authority for the works.

The members of Bid Evaluation Committee would be:-

1.	The Superintending Engineer, West Circle, M.E.Directorate	- Chairperson & Convener
2.	Executive Engineer, West Circle, M.E.Directorate	- Member
3.	Executive Engineer, Burdwan Division, M.E.Directorate	- Member
4.	Assistant Engineer, West Circle, M.E.Directorate	- Member
5.	Assistant Engineer, Burdwan Division, M.E.Directorate	- Member
6.	Sr. Divisional Accounts Officers, Burdwan Division, M.E.Directorate	- Member
7.	Junior Engineer, West Circle, M.E.Directorate	- Member
8.	Junior Engineer, Burdwan Division, M.E.Directorate	- Member

Or, as per consecutive orders from competent authority.

The Bid Evaluation Committee will do the technical and financial evaluations of the bidders for the work and make recommendation to the tender accepting authority. The bidders will have to meet all the minimum criteria regarding:-

- (a) Financial Capacity
- (b) Technical Capability comprising of personnel & plant & equipment capability
- (c) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of his digitally signed documents in support of the minimum criteria as mentioned in (a), (b), (c) above with the help of his DSC and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such case the eligibility of the bidder/tenderer will be out rightly rejected at any stage without any prejudice and further penal action may be taken against him as per rule.

- 26. The Bid Evaluation Committee reserves the right to ignore minor deficiencies at their discretion in case of first call and no challenge whatsoever against such decision of the said committee will be entertained. In case of re tender, the Bid Evaluation Committee reserves the right to ignore some deficiencies at their discretion and no challenge whatsoever against such decision of the said committee will be entertained. In case of third and subsequent calls, the Bid Evaluation Committee reserves the right to ignore some more deficiencies at their discretion and no challenge whatsoever against such decision of the said committee will be entertained.
- 27. Bidders should upload their documents from original copies. Uploading Photocopy & illegible copies will not be accepted. TIA may call for any document at any stage of tendering process through online shortfall notice. The document(s) in possession of bidder on the date of submission of original tender only can be placed to the TIA. Any type of generation of document after the date of original tender submission shall not be allowed.
- 28. Quality Monitoring: Third Party quality audit may also be conducted for quality monitoring as per sole discretion of the Engineer-in-Charge.

29. This NIEt shall form a part of the contract document. The successful bidder on acceptance of his bid by the Accepting Authority, shall have to sign the contract consisting of NIEt, all tender documents forming part of the bid as uploaded at the time of invitation of bid, the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto and standard West Bengal Form No. 2911(ii).
30. As per memorandum no. 4608-F(Y) dated.18.07.2018 of Finance Department Govt. of West Bengal, the successful bidder will have to submit Additional Performance Security @10%of the tendered amount, if the accepted bid value is 80% or less of the Estimated amount put to tender.

The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per NIT like blacklisting of the contractor, etc, may be taken. The Bank Guarantee shall have to be valid up to end of the Contract Period and shall be renewed accordingly, if required.

The Bank Guarantee shall be returned immediately on successful completion of the Contract. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor. Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract shall in no way be altered / affected by provision of this Additional Performance Security.

31. Cost of Tender Documents: The intending Tenderers shall not have to pay the cost of tender documents for the purpose of participating in e-tendering

32. However, the successful bidder (L1) shall have to pay the cost of contract documents vide Notification No. 199-CRC/2M-10/2012 dated 21/12/2012 of the Secretary, Public Works Department, Government of West Bengal for each set at the time of formal agreement.



The Superintending Engineer
West Circle, M.E. Directorate

Memo. No. MED/ SE (W) / 952 (1-4) / W-281/2024

Dated. 18.03.2025

Copy Forwarded for information and wide circulation to:

1. The State Mission Director, AMRUT, ILGUS Bhawan, Sector-III, Bidhannagar, Kol.-106
2. The Chief Engineer(South Zone), MED, Bikash Bhavan, Salt Lake, Kol.-91
3. The Chairman, Memari Municipality
4. The Executive Engineer, MED, Burdwan Division.


The Superintending Engineer
West Circle, M.E. Directorate

SECTION - A

DESCRIPTION OF THE PROJECT

1.0 GENERAL

Permanent Road Restoration Works (Cement Concrete & Bituminous Works)in different Zones and Wards within Memari Municipality as per drawing and specification and instruction of the E.I.C.

2.0 LOCATION

Water Supply Scheme under AMRUT 2.0 within Memari Municipal area as per departmental drawing, Dist.- Memari.

3.0 DETAIL SCOPE OF WORKS

I. The agency has to quote the rate on the basis of quantity of as per approved drawing and existing condition of the site. The participating agency has to carefully inspect the site with the attached drawing and collect all data for preparation of justified estimate and thereafter evaluation of unit rate against each item of BOQ. The participating agency also includes the cost of all such items in estimating the total cost which is required to complete the work complete in all respect.

II. The work is to be executed as per related IS Specification, WBF2911 and other specification laid down in the bid.

III. Not Required.

IV. For working site details of Permanent Road Restoration sites may be available with the The Superintending Engineer, West Circle, M.E.Directorate

V. The work has to be carried out on the basis of the approved drawing and part drawing has to be submitted along with each R.A bill submitted by the Contractor.

VII. Care has been taken to make the uploaded drawing as correct as possible, nevertheless these drawings must be checked thoroughly by the tenderers' who will be held responsible for satisfactory work of the pipe connection with all its details. Any discrepancy noticed should be pointed out before the work is commenced. Under all circumstances, the contractor will be held responsible for the satisfactory completion. In case of any discrepancy between the drawing and the schedule of tender, the decision of the Superintending Engineer will be final and binding.

VIII. The works are to be carried out strictly in accordance with approved drawing and specification supplemented by other detailed working drawings as the Engineer-in-Charge may sign, if necessary, from time to time. For any change, no extra claim will be entertained.

IX. The works should be followed as far as practicable along the laid pipe lines with lowest hindrances to the vehicular traffic. The contractors are to obtain the information regarding the layout and precise position of the underground Electric Main, Telephone or other Cables. No responsibilities in this respect will be taken by the Directorate. The contractor will have to cut metal road or bituminous road of any thickness where suitable Road flank is not available and its cost is included in the relevant items of the work.

X. The trenches will have to be adequately protected against accidents continuously throughout day and night. Demonstrations of danger signals, red lamps and other signs as may be required at the vintage point and imperative upon the contractors in the interest of public safety.

XI. The contractors' will further shore up and support to the satisfaction of the Engineer-in-Charge, all

Building Works, Electric Mains, Telephone or Other Cables, Surface Storm Water, Drains, Ditches, Culverts, Water Sources, Water Mains and Other Pipes which may be or likely to be affected or endangered or disturbed by the works, being in the line thereof and continuous thereto.

XII. The contractors' will be liable for and make good at their own expenses within a reasonable period of time to be fixed by the Engineer-in-Charge, all damages which may be occasioned to one or combination of items in building, walls, water mains and other pipes by or in consequence of the execution of the works or accident whatsoever, in the event of default (in lapse with respect to the time limit) it shall be lawful for the undersigned to employ other agency to make good the damages at the risk at cost of the contractors' after a 24 hours written notice period has elapsed. The expenditure amount in above situation will be deducted from the bills of agency.

XIII. In case of trenches in front of any holding so as to block its passage of communication, the contractors' will have to make for temporary arrangements to remove the difficulties by provision of wooden planks or otherwise and removing the same after the trenches are filled up.

XIV. The tenderers will consider the conditions and adjust the extent of liabilities involved and quote their rate accordingly. Since no extra claims will be entertained separately on that account, inspection of sites prior to tendering, therefore, should be done by the tenderer.

Further "Permanent Road Restoration Works" shall also include either in C.C works or Bituminous Works as per requirement of laid pipe lines.

XV. Decision of the Engineer-in-Charge in this respect is final. The excavation shall have to be done through any materials (e.g. – soil, premixed road surface, concrete to roads etc.) with shuttering and dewatering as may be required to protect the trenches and facilitate the works during execution. This also includes cutting and removing trunks and roots of trees up to 20mm dia.

XVII. After removal of the surplus excavated materials (except road metal) after the trenches have been rammed to the satisfaction of the Engineer-in-charge, if any, serviceable materials such as bricks and stones, ballast and chips, stone-setting, asphalt etc. are available from roads and other road flanks along which the pipes have been laid for restoration of the same, contractor will arrange for stacking these materials properly and separately as per direction of Engineer-in-Charge for which, no extra payment will be entertained in this situation.

XX. The contractor will provide his own arrangement for every cost, charges or expenses which may be claimed or any person public or private or Government concerned, occurred to the property of life of any such concern or person (as the case may be) by or in consequence of the execution of the said work or in respect of any labour of work, entitled upon said work for which, no extra payment will be allowed.

XI. Permanent ROAD RESTORATION:

As per drawing and as per direction and satisfaction of E.I.C.

XXIV. EXCAVATION OF FOUNDATION, FILLING UP TRENCHES:

Foundation of trenches excavated as per drawing. The depth and width of trenches properly maintained during execution. The bed of trench is to be properly leveled and rammed. Any water accumulated in the trenches due to sewage or rain water to be dewatered at the cost of contractor. The laying rate includes for excavation in whatever soil and stone, hard or soft, that may be found and breaking through any underground structure surface metalling, pegging and trimming and pumping, if necessary, for removal of water or muddy water, taking out mud keeping the top soil separately or unavailing of surplus materials, tapping and shoring excavated materials, matching temporary installment and maintenance of surface

and every other expense in strict conformity with the specification.

The excavated areas around the foundation structure are to be filled up properly to the required levels with the earth obtained from excavation. The filling should be done properly consolidated with Iron Rammer and sprinkling water. The cost of filling up the trenches includes relevant items of work for which, no extra payment will be made.

XXV.TIME OF COMPLETION:

The works for pipe line shall be completed in all respect by the contractors' as per stipulated time in Table – I .

In the event of work being not completed within this stipulated period, the contractors' will be liable to pay a penalty as Clauses of WBF 2911 through which the tender will be accepted.

The contractor will show satisfactory cause for delay in starting work if the works are not started within 10(ten) days from the date of issue of work order. Otherwise, the contract will be terminated. The contractor will accordingly, prepare a time bound programme of execution with regard to all the items of work set-forth in a schedule and submit the same to the undersigned within 7(seven) days' from the date of work order.

For unsatisfactory progress of work, it will be the option of the undersigned/E.I.C. to withdraw the works out of the contractors' and to get the balance works done through any other agency at the risk and cost of the contractors'.

In case of recurrence of unsatisfactory progress, the undersigned/E.I.C. shall have the power to rescind the contract and to impose such penalties as have been specified in the WBF2911. The contractor may further be debarred from tendering for works under this Directorate.

Before starting the work, the contractor shall submit a target of progress schedule showing the different portions of work, he expects to complete against stages of time.

XXVI.SITE ORDER BOOK:

The contractor will produce Site order book at site before commencement of the work duly numbering the page herein shall be recorded the orders, instructing comments, sketches etc. as may be issued at site by the undersigned / Engineer-in-Charge or his authorized representative from time to time. The contractor also will comply with such order, instruction, sketches etc. and will maintain the site order book till the contract is fulfilled and will be required to produce the same on demand by the Engineer-in-Charge.

The site order book shall be a bound register full scape size of fifty pages in triplicate duly marked two pages in each unit of three should have perforation beside, so as to be easily detachable.

The contractors' or authorized representative (to be categorical named by the contractors') must sign any such orders, instructions, comments and sketches issued as a token acceptance in all three pages of the Site Order Book.

XXVII. ACCIDENT OR INJURY TO WORKMEN:

The Employer shall not liable for or in respect of any damages or compensation payable at law in respect or inconsequence of any accident or injury to any workman or other; person in the employment of the Contractor or any sub-contractor, have and except any accident or injury resulting from any act or default of the employer, his agents, or servants. The Contractor shall indemnify and keep indemnified the Employer against all such damages and compensation, save and except as aforesaid and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

4.0 SPECIFICATION OF DIFFERENT ITEM OF WORKS TO BE EXECUTED

- a) For Bituminous Works : As per drawing and specification.
 - 150 mm th. Box cutting.
 - 75mm th Sub base as per specification.
 - 75mm th. WBM Gr. 1 as per specification.
 - 75mm th. WBM Gr.2 as per specification.
 - 50mm th. Bituminous Mecadam as per specification.
 - 20mm th.. open graded Premix Carpet.
 - B type seal Coat.
 - Removal of rubbish.

- b) For Concrete Works as per Drawing and Specification .
 - 150mm th. Box Cutting.
 - S.B.F.S 75 mm th.
 - 125 mm th. C.C 1:1.5:3 as per specification.
 - Removal of Rubish.

i) Hire and labour charges for 75 mm dia bamboo railing on Jhau / Eucalyptus or other approved timber / bamboo posts 1.4 m above GL and 0.6 m below GL including tying strongly with coir ropes and boring holes for posts in any soil/ concrete surface / Bituminous surface packing the sides etc. including cost of restoration to the damages of the ground to its original condition as

per direction of EIC after removing barricade. 75 mm dia bamboo railing and 100 mm dia bamboo posts @1.4 mtr apart. railing with 3 rows.

j) Dismantling all type of masonry including cement concrete, stacking serviceable materials at site and removing rubbish as directed within a lead of 75m in ground floor including roof.

k) Cutting sub -grade of road (concrete bituminous carpeting & consolidated Ballast/brick soling & other sub-grade materials by means of chisels/Hammer other equipments (for trenches & laying of pipe line.)

o) Hire and labour charges for shuttering with centering and necessary staging upto 4 mtr. using approved stout props for and thick hardwood planks of approved thickness with required bracing for concrete slabs , beams and columns ,lintels curved or straight including fitting , fixing and striking out after completion of works (upto roof of g.f), as per drawing, specification & direction of E.I.C.

p) Ordinary cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any in ground floor as per relevant IS Codes.

a) Pakur variety. In ground floor

q) Reinforcement for all reinforced concrete work in all sorts of structures including distribution bars, stirrups, binders etc. including supplying of rods, initial straightening and removal of rust (if necessary), cutting to requisite length, hooking & bending to correct shape (if necessary) placing in proper position & binding with 16 gauge black annealed wire at every intersection etc. complete as per drawing & specification including cost of wire.

r) Ordinary cement concrete (mix 1:1.5:3) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement if any in ground floor as per relevant IS Codes.

a) Pakur variety. In ground floor

s) Single Brick Flat Soling of Picket Jhama bricks including ramming & dressing bed to proper level & filling joints with powder earth or local sand.

4.0 Limit of Contract

The limit of contract starts from preparation of complete drawing of respective zone showing diameter and length of pipe, Valves etc. and after approval of same by competent authority proper execution according to specification and after completion of the job preparation of final drawing and submission of the same to competent authority. In between the above, all the works required for successful completion of the component are in the scope of the above work.

S E C T I O N - A

I N S T R U C T I O N T O B I D D E R S

General guidance for e-Tendering:

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

Registration of Bidders:

Any bidder / contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://etender.wb.nic.in> (*the web portal of Public Works Department*). The contractor is to click on the link for e-Tendering site as given on the web portal.

Digital Signature Certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

The contractor can search and download NIeT, Tender Document(s) and Addenda & Corrigenda (*if any*) electronically from computer once he/she logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

Participation in more than one work:

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

A prospective bidder (*including his participation in partnership*) shall be allowed to participate in 2 (*two*) works anywhere for each set of prescribed machinery and equipment owned / lease hold agreement by the bidder. In no case a bidder will be allowed to participate in bid for more than 2 (*two*) works anywhere per set of required machineries.

Provided that in a particular NIeT, having multiple work, a bidder can participate in more than one work, provided the bid capacity permits and the bidder is capable to arrange and deploy separate set of required machineries for multiple works and complete the work in specified time.

Submission of Tenders:

General process of submission:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one is Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded Virus free scanned copy of the documents are to be uploaded duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical proposal:

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

Statutory Cover Containing:

A. 6.2.0.1. Prequalification Application
(Section – B, Form – I)

A. 6.2.0.2. Earnest Money has to be deposited by the bidder through the following payment mode as per memorandum of the Finance Department vide No. 3975-F(Y) dated 28th July, 2016.

(a) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

(b) RTGS/NEFT in case of offline payment through bank account in any bank.

A. 6.2.0.3. Financial Statement
(Section – B, Form – II)

A. 6.2.0.4. Affidavit
*(Ref:- format for affidavit shown in “X” and Declaration “Y”
In Section – B)*

A. 6.2.0.5. West Bengal Form No. 2911 & NIeT with all agenda & corrigendum
(download & upload the same digitally signed, quoting rate will only encrypted in the BOQ under Financial Bid. In case quoting any rate in West Bengal Tender Form No. 2911(ii) the tender liable to summarily rejected)

A. 6.2.0.6. Special Terms, conditions & specification of works.

Non statutory Cover Containing:

A. 6.2.1.1. Professional Tax (PT) deposit receipt challan for the financial year 2017-2018, PAN Card, valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s) and any other(s) if applicable.

A. 6.2.1.2. Registration Certificate under Company Act. *(if any)*.

A. 6.2.1.3. Registered Deed of partnership Firm / Article of Association & Memorandum.

A. 6.2.1.4. Registered Power of Attorney
(For Partnership Firm/ Private Limited Company, if any).

A. 6.2.1.5. Tax Audited Report in 3 CD Form along with Balance Sheet & Profit & Loss A/c for the last five years
(year just preceding the current Financial Year will be considered as year – I).

A. 6.2.1.6. Clearance Certificate for the Current Year issued by the Assistant Register of Co-Op (S) (ARCS).

- A. 6.2.1.7. Bye laws are to be submitted by the Registered labour Co-Op (S) & Engineers' Co.-Opt.(S).
- A. 6.2.1.8. List of machineries possessed by own/ lease along with authenticated copy of tax invoice, delivery challan& waybill Ref.:- Cl. No. 3.2.9.& 20 and Section –B, Form - IV of this NIeT and a statement should be submitted with mentioning the present status and location of installation of main plant and machineries.
- A. 6.2.1.9. List of laboratory Instrument along with authenticated Invoice &Challan.
- A. 6.2.1.10.List of Technical staffs along with structure & organization (*Section – B, Form – III*).
- A. 6.2.1.11. Requisite Credential as per Cl. No. 3(i) and Section – B, Form – V of this NIeT. Scanned copy of Original Credential Certificate as stated in Cl. No. 3(i) of NIeT is to be submitted.

Note: Failure of submission of any of the above mentioned documents (as stated in A. 1.& A. 2.) will render the tender liable to be summarily rejected for both statutory & non statutory cover.

Opening & evaluation of tender:

Earnest money as per NIT of work for which tender has been called for, will have to be submitted online by all intending Tenderers.

Opening of Technical proposal:

Technical proposals will be opened by the Executive Engineer, Memari Division, Municipal Engineering Directorate, Government of West Bengal. Intending tenderers may remain present if they so desire.

Cover (folder) statutory documents (vide Cl. No. 6.A-1) will be opened first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. – 6.A2) will be opened. If there is any deficiency in the statutory documents, the tender will summarily be rejected.

Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the tender evaluation committee.

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

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

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

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

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

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	<ol style="list-style-type: none"> Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s) and any other(s) if applicable. PAN Card. Valid P. Tax Deposit Challan. Valid Trade License. Upto date Income Tax returned, Income Tax returned.
B.	Company Detail(s)	Company Detail - 1	<ol style="list-style-type: none"> Proprietorship Firm (<i>Trade License</i>) Partnership Firm (<i>Partnership Deed, Trade License</i>) Ltd. Company (<i>Incorporation Certificate, Trade License</i>) Co-Operative Society (<i>Society Registration Certificate Copy, Trade License</i>) Registered Power of Attorney.
C.	Credential	Credential – 1 Credential – 2	Similar nature of work done and completion certificate with Price Schedule or BOQ which is applicable for eligibility in this NIeT.
D.	Equipment	Laboratory Equipments Machineries – 1 Machineries – 2	<ol style="list-style-type: none"> Authenticated copy of Tax Invoice, Delivery Challan and Waybill (Plant / Machinery) Authenticated copy of Tax Invoice, Delivery Challan and Waybill (laboratory)

Sl. No.	Category Name	Sub-Category Description	Detail(s)
E.	Financial Information	Work in hand	1. Financial Statement (Section – B, Form – II) duly filled up. 2. Affidavits – X and Declaration – Y. 3. Certificate of revolving line of credit by the Bank.
		Payment Certificate Payment Certificate 2	1 Only Payment Certificate not the TDS Certificate. (<i>Issued by an Officer not below the rank of Executive Engineer</i>).
		Profit & Loss A/c. and Balance Sheet for the financial year 2023-24.	Profit & Loss A/c. and Balance Sheet (<i>with Annexure and 3CD form in case of Tax Audit</i>)
		Profit & Loss A/c. and Balance Sheet for the financial year 2022-23	Profit & Loss A/c. and Balance Sheet (<i>with Annexure and 3CD form in case of Tax Audit</i>)
		Profit & Loss A/c. and Balance Sheet for the financial year 2021-22	Profit & Loss A/c. and Balance Sheet (<i>with Annexure and 3CD form in case of Tax Audit</i>)
		Profit & Loss A/c. and Balance Sheet for the financial year 2020-21.	Profit & Loss A/c. and Balance Sheet (<i>with Annexure and 3CD form in case of Tax Audit</i>)
		Profit & Loss A/c. and Balance Sheet for the financial year 2019-20.	Profit & Loss A/c. and Balance Sheet (<i>with Annexure and 3CD form in case of Tax Audit</i>)
L.	Man Power	Technical Personnel	List of Technical Staffs along with Structures & Organization (<i>as per NIT</i>).
		Technical Personnel on Contract	List of Technical Staffs along with Structures & Organization (<i>as per NIT</i>).

Tender Evaluation Committee (TEC)

Bid Evaluation Committee constituted under the Superintending Engineer with reference to Order no. 45-W(C)/1M-23/15 dated 13/02/2015 of the Principal secretary to the Govt. of W.B., P.W.D.

Opening of Technical Proposal:

Technical proposals will be opened by the Superintending Engineer, West Circle, M.E. Directorate and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Financial proposal

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

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

Financial capacity of a bidder will be judged on the basis of net worth and available bid capacity as mentioned in the NIEt to be obtained from the information furnished in Form – II (Section–B), i.e., Financial Statement.

The Audited Balance Sheet for the last 5 (*five*) years, Net Worth, Bid Capacity etc. are to be submitted which must demonstrate the soundness of Bidder's financial position, showing longterm profitability including an estimated financial projection for the next 2 (two) years.

Penalty for suppression / distortion of facts:

Submission of false document, by tenderer is strictly prohibited & if found the matter may be referred to the appropriate authority for prosecution as per relevant IT Act / other relevant Acts and further penal action may be taken against him as per rule.

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.

AWARD OF CONTRACT

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Letter of Acceptance. Refusal to accept an award after issuance of "Letter of Acceptance" or refusal to enter into contract with the Government without justifiable cause will lead to forfeiture of EMD of the said bidder in favour of the Government and appropriate penal action as per rule / as stated elsewhere in this NIEt will be taken against him.

All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents along with requisite cost (Ref: of this N.I.T.) through Demand Draft / Pay Order /RTGS/NEFT issued from any nationalized / scheduled bank in favour of the Executive Engineer of the concerned work within time limit to be set in the letter of acceptance.

The Letter of Acceptance will constitute the formation of the Contract. Issuance of Letter of Acceptance / Work Order may be delayed due to non-receipt of clear site for the work and no claim, whatsoever, for delay in issuance of Letter of Acceptance / Work Order will be entertained.

The Agreement in West Bengal Form No. 2911 will incorporate all necessary documents e.g. NIEt, all addenda & corrigendum, special terms & conditions (Section – C), different filled-up forms (Section –B), BOQ, prevailing P.W. Directorate Schedule of Rates at the time of floating of NIEt, and the same will be constituted between the Tender Accepting Authority and the successful Bidder.

Online receipt and refund of EMD of e-procurement through State Government e-procurement portal.

Login by bidder:

A bidder desirous of taking part in a tender invited by a State Government Office / PSU / Autonomous Body / Local Body / PRIs, etc. shall login to the e-procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.

He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by select from either of the following payments modes:

- A. 11.0.1.1. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.
- A. 11.0.1.2. RTGS/NEFT in case of offline payment through bank account in any bank.

Payment procedure:

Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:

- A. 11.1.0.1. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- A. 11.1.0.2. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- A. 11.1.0.3. Bidder will receive a confirmation message regarding success/failure of the transaction.
- A. 11.1.0.4. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government / PSU / Autonomous Body / Local Body / PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD / Tender Fees.
- A. 11.1.0.5. If transaction is failure, the bidder will again try for payment by going bank to the first step.

Payment through RTGS/NEFT:

- A. 11.1.1.1. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- A. 11.1.1.2. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- A. 11.1.1.3. Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- A. 11.1.1.4. If verification is successful, the Fund will get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD.
- A. 11.1.1.5. Hereafter, the Bidder will go to e-procurement portal for submission of his bid.
- A. 11.1.1.6. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

Refund/Settlement Process:

- A. 11.1.3.1. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- A. 11.1.3.2. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- A. 11.1.3.3. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will refund, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- A. 11.1.3.4. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
- A. 11.1.3.5. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal, EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443-00-103-001-07" through GRIPS along with the bank particulars of the L1 bidder. In Such transfer will take place within T±1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- A. 11.1.3.6. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the e-Procurement portal for updation.

- A. 11.1.3.7. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head “0070-60-800-013-27” through GRIPS for Government tenders.
- A. 11.1.3.8. All refunds will be made mandatorily to the Bank A/C from which the payments of EMD & Tender Fees (if any) were initiated.

Refund/Settlement Process:

- A. 11.1.4.1. The ICICI Internet Banking will communicate to the State Government e-Procurement portal all details of the transactions on daily basis.
- A. 11.1.4.2. The Tender inviting Authority of the Government Offices will be using their respective e-procurement User ID and Password to view the EMD and Tender Fees deposited by the bidders in the pooling accounts.
- A. 11.1.4.3. The nodal officer of the Finance Department, Government of West Bengal will be able to view the Department-wise EMD and Tender Fees deposited by the bidders to the pooling accounts and fund transferred downstream at various stages of the tender process to the Government accounts and bidders’ accounts, as applicable by using user access as provided by NIC.


**The Superintending Engineer
West Circle, M.E. Directorate**

SECTION - B
FORM - I
PRE - QUALIFICATION APPLICATION

To
The Superintending Engineer
West Circle, M.E. Directorate

Ref : Tender for(name of work).....

NIE T No..... Sl. No..... of The Executive Engineer..... Circle, Municipal Engineering Directorate, Government of West Bengal

Dear Sir,

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

The application is made by me / us on behalf of.....

in the capacity..... duly authorized to submit the order.

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

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

We understand that:

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

Enclosure(s): e-Filling:-

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

Date..... Signature, Name and designation of authorized signatory

For and on behalf of
(name of the applicant)

SECTION – B

FORM – II

Information of audited financial statement for the last year to demonstrate the current soundness of the Bidder's financial position

Name of Bidder:

1. The Bidder's Net Worth for the last year calculated on the basis of capital, profit and free reserve available to the firm should be positive.
2. Annual Turn Over

Year	Amount in Rs.	Document Reference as attached (Page no. etc.)
Year-5(2019-2020)		
Year-4(2020-2021)		
Year-3(2021-2022)		
Year-2(2022-2023)		
Year-1(2023-2024)		

3. Bank Solvency Certificate:

Amount in Rs.....

Issuing Bank

Branch.....

Date of issue of Bank Solvency Certificate

Date.....

Signature, Name and designation of authorized signatory

For and on behalf of

(name of the applicant)

AFFIDAVIT – “X”

(To be furnished in Non–Judicial Stamp Paper of appropriate value duly notarized)

1. I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted is proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the undersigned.
2. The undersigned also hereby certifies that neither our firm.....nor any of its constituent partners have failed to executed more than one works contract under any directorate of Govt. of West Bengal and that neither our firm..... nor any of its constituent partners was terminated by any sub-rule under Clause 3 of Tender Form No. 2911 and that neither our firm nor any of its constituent partners was terminated under any clause of Standard Bidding Documents by the Engineer-in-Charge / Employer during last 3 (three) years.
3. The undersigned would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender vide **NieT bearing No.....** of the The Superintending Engineer, West Circle, M.E.Directorate in the capacity of individual/ as a partner of a firm & I have not applied severally for the same job and also not applied more than two works anywhere per set of required machineries.
6. The undersigned also hereby certifies that the Bid shall remain valid for a period not less than 120 (one hundred twenty) days, after the dead line date for Bid submission.
7. I / we do hereby certify that I shall bring all requisite technical personnel and /or plants/ testing machineries / equipment for all the items of works as per relevant IS / IRC codes of practice and as per BOQ and as per direction of the Engineer-in-Charge at the time of execution of work at site even if upon technical evaluation I am declared as “qualified” without having all the requisite technical personnel and /or plants/ testing machineries / equipment at the time of submission of tender.

Date:

Signature, name and designation of
Authorised Signatory.

For and on behalf of
(Name of the Applicant)

SECTION - B

FORM - III

STRUCTURE AND ORGANISATION

A. 1 Name of Applicant : _____

A. 2 Office Address :

Telephone No. :

Mobile No. :

A. 3 Name and address of Banker :

A. 4 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. Date:

Signature, name and designation Of
Authorised Signatory.

For and on behalf of-----
(Name of the Applicant)

DECLARATION “Y”

(To be submitted in non-judicial stamp paper of appropriate value, duly notarised)

- I, the undersigned, declare that all the statements made in the attached documents in respect of mode of ownership of machineries are true and correct.
- Certified that required specified machineries for the works under this NIEt will be installed at the working site within 45 (*forty five*) days (maximum) from the date of LOA / work Order.
- The undersigned also hereby certifies that neither our firm _____ nor any constituent firm had been debarred to participate in tender by Public Works Department, UD&MA Deptt. Or other Govt. deptt.during the last 5(*five*) years prior to the date of this NIEt.
- The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- Certified that I have applied in the Tender vide **in the tender vide NIEt bearing No..... of The Superintending Engineer, West Circle, M.E.Directorate** in the capacity of individual / as a partner of a firm and that I have not applied severally for the same job.
- Certified that I have applied in the tender in the capacity of individual / as a partner of a firm.
- Certified that I have access to or have available liquid assets (aggregate of working capital, Cash-in-Hand, uncommitted Bank Guarantees) and / or credit facilities not less than 10% of the estimated cost put to tender. In this respect, I have attached necessary documents with this application.
- I, the under-signed, do certify that all the statements made in the attached documents are true and correct. If any declaration submitted is found / ascertain to be incorrect / fabricated / misrepresented / fraudulent etc., accordingly tender will be liable to be cancelled / terminated immediately & I / my firm / company shall also be liable to be prosecuted under section 197, 199 & 200 of Indian Penal Code, 1860 along with section- 71 & section -73 of Indian Information & Technology Act 2008 & any other applicable law for the time being in force in addition to forfeiture of Earnest Money / Security Deposit.

Date: _____

Signature, name and designation Of
Authorised Signatory.

For and on behalf of-----
(Name of the Applicant/Firm with Seal)

Experience Profile

Name of the Firm:

List of projects completed that are similar in nature to the work applied for executed during the last 5 (*five*) years.

Name of Employer	Name, Location & nature	Name of Consulting Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of Participation of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reasons for delay in completion (if any)

Date:

Signature, name and designation Of
Authorised Signatory. For and on
behalf of (Name of the Applicant)


The Superintending Engineer
West Circle, M.E. Directorate