

NABADIGANTA INDUSTRIAL TOWNSHIP AUTHORITY

UNNAYAN BHAVAN 1ST FLOOR, BLOCK-A, SECTOR-II, SALT LAKE CITY, KOLKATA
700091.

N.I.Q.No. 04/NDITA / 2015-2016

Dated. 10.06.2015

NOTICE INVITING QUATATION

Sealed quotation are invited by the Executive officer, Nabadiganta Industrial Township Authority for the under mentioned work from bonafide, eligible and experienced Firms / Individual Contractors who have successfully completed works in Govt. Deptt's / Local Bodies having credentials i.e. work orders with Completion Certificates of executing at least 50% of quoted value of similar nature of work in a single contract, within the stipulated time.

Name of the work	As per enclosed list
Value of the work	To be quoted in enclosed separate sheet.
Last date and time for submission of sealed quotation	Up to 3.00 P.M. on 19.06.2015
Date and time for opening of Quotation in presence of willing Quotationer.	After 3.30 p.m. on 19.06.2015

2. Qualification of Quotationers:

The intending quotationer should possess requisite well established infrastructure to carry out similar type of work and should have in house expertise to carry out similar type of work.

3. Credentials, certificates, testimonials etc. required along with applications for Quotation documents:

- i. Experienced certificates of similar type of completed works if any in various Govt. / Statutory Body / Local Body / Govt. undertaking Authorities. The minimum limit of total value of work, for which certificates to be attached, should be not less than **50% of quoted value of work**, each year for last three years. The certificates should invariably include work orders supported by payment certificates, performance certificate issued by relevant authorities from where orders / payment certificates have been originated.
- ii. Valid Sales. Commercial Tax, Professional Tax Certificates, Income Tax Return verification form of last Assessment Year along with quotation.

- iii. Trade License issued by competent authority.
- iv. Certificate of registration of West Bengal Value Added Tax in Form-3.

4. Earnest Money payable along with submitted Quotation:

An amount of 2% quoted amount shall have to be paid by Quotationer in form of Bank Draft of any Nationalized Bank drawn in favor of “Nabadiganta Industrial Township Authority”

The earnest money deposited by an unsuccessful tenderer will be refunded on application from the office of the NDITA.

5. SECURITY DEPOSIT

The successful bidder will have to provide a Security deposit @ 10% of the tendered amount. The earnest money @ 2% of the quoted amount already deposited by the successful bidder shall be converted into initial security deposit.

The balance sum required to make the security for the work done shall be recovered progressively by deduction from each running account bill at 8% (eight percent) of each such bill till the balance amount of security is released. However a Bank Guarantee (in the prescribed format) may be given in the favor of “Nabadiganta Industrial Township Authority”

6. RELEASE OF SECURITY DEPOSIT

Release of normal Security deposit will be guided by the laid down provision of the printed tender form No. 1

7. Quotation Documents: The Quotation shall consist of –

- I. Trade License issued by competent authority.
- II. Certificate of registration of West Bengal Value Added Tax in Form 3.
- III. Pro – forma of Bid Quotation.
- IV. Notice Inviting Quotation.
- V. List of Project Executed..

8. Conditional Quotation:

No conditional Quotation shall be entertained.

9. Right to acceptance:

The Quotation Inviting authority reserves the right to accept the Quotation. He also reserves the right to reject one, few or all quotation received. The decision of the authority is final, without assigning any reason whatsoever and shall be binding for all.

10 Validity for acceptance:

Offers made in quotation shall remain valid up to 90 (Ninety) days from the date of submission of Quotation. No revision on any ground shall be entertained at any stage.

11. General:

Mode and method for quoting rates and other input, spirit and features of the contract and all relevant aspects have been highlighted in the different section of the Quotation document, which shall be governing and binding condition of the contract.

12. Related Information about the work site etc:

The quotationers are advised to ascertain the site conditions fully prior to submission of Quotation. They may also seek prior clarification on various related aspects of the work. No claims on ground of insufficient knowledge on any count after submission of the Quotation shall be entertained.

13. Late Submission of the Quotation documents is not allowed.

14. No subletting of works by initiating any type of Sub-contract is allowed.

15. Conditional Quotation will not be accepted in any case.

16. All intending eligible applicant(s) is / are requested to be present during the time of submitting application. Authorized representative through Notary/ Power of Attorney will only be allowed in absence of original applicants.

17. Rate should be quoted including Service tax & Educational Cess and other taxes as applicable.

18. COPIES OF AGREEMENT

The successful bidder shall, within 7 (seven) days from the date of receipt of the letter of acceptance / work order of his tender, submit 5 (Five) copies of the full set of the contract documents.

The documents required for the additional copies of the contract will have to be purchased by the successful bidder from the office of NDITA on payment of Rs **200/- (Rupees two hundred only) per set** .All the copies must be duly completed as per the original and signed on every page by the tendered before submission of the same to the office of NDITA within the specified date and time. Drawings and other documents attached to the tender shall also be attached to all the copies of the agreement.

19. Scope of Work:

- a) A detailed layout plan should be prepared in conformity with the existing site condition. Drawing showing the existing roads, lanes, canal, underground & over ground utility service and other salient features should be furnished. Alignment drawing should be drawn on the survey map for the proposed extension / widening of road showing reduced levels.
- b) The map & drawings both are to be prepared and submitted in the requisite scale.
- c) 6(six) copies of completion drawing and two soft copy are to be submitted.
- d) Survey drawing in the scale of 1:600 to be submitted.
- e) A legend to be incorporated on the right middle part of the drawing sheet as per the proforma to be supplied by Dy.TA / EE(C).
- f) A name plate as per the proforma to be supplied by E.I.C. to be incorporated on the right bottom corner of the drawing.
- g) All the drawings are to be drawn on AUTO CAD format.
- h) All the above documents to be submitted properly within a file as per direction of E.I.C.

20. Delivery Schedule.

1. 6(Six) copies of drawings shall be submitted along with two no. soft copy

2. In case of any modification of drawings, same number of copies (Soft & hard) as mentioned above shall be prepared and submitted. No further claim will be entertained for the same.
3. Submission of drawings to Nabadiganta Industrial Township Authority within 15 days from the date of issuance of Work- Order.

21. Payment Schedule: On submission & approval of hard copies & Soft copy.

Executive Officer,

Nabadiganta Industrial Township Authority.

Memo No. 711/1(11) /NDITA/15

dated.10.06.2015

Copy forwarded for kind information and request for publicity to:

1. The Chief Engineer, Municipal Engineering Directorates, Bikash Bhavan, Bidhannagar, Kolkata-700 091.
2. Secretary, KMDA, Prasasan Bhavan, Bidhannagar.
3. Sub-Divisonal Officer, Bidhannagar,
4. Executive Officer, Bidhannagar Municipality,
5. Technical Advisor / NDITA.
6. Dy. Technical Advisor / NDITA.
7. The Executive Engineer / NDITA
8. The Finance Officer / NDITA
9. The Notice Board, NDITA.
10. Publication in our official website (www.ndita.org) & website of the Deptt. of M.A. (www.wbdma.gov.in)
11. Publication in daily news papers.

Executive Officer,

Nabadiganta Industrial Township Authority.

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700091.

LIST OF WORK UNDER NIQ NO: 04/ NDITA / 2015-2016 dated. 10.06.2015

Sl. No.	Name of the work	Area of land to be survey	Rate to Be quoted per sq.m. Rs. Ps.	Total Amount Rs. Ps.	Earnest Money (Rs) Rs. Ps.	Time of Completion (Rs)
01	Detailed survey work by total station method for widening of existing road from MAHISHBATHAN to BANTALA STATE HIGH WAY (No.3)	1,34,000 Sq.m.			2% of the quoted amount	15(fifteen) days

Amount in word:-

Signature of Quotationer
(with seal)