

# **NABADIGANTA INDUSTRIAL TOWNSHIP AUTHORITY**

UNNYAN BHAVAN, 1<sup>ST</sup> FLOOR, BLOCK-A, SEC-II, SALTLAKE CITY, KOLKATA-700091

NIT NO. 12/NDITA/2015-16

Dated: 30.07.2015

## **NOTICE INVITING TENDER**

Sealed Tenders are invited by the **Executive Officer, Nabadiganta Industrial Township Authority** for the under mentioned work from bonafide, eligible, resourceful and experienced Firms/Individual Contractors who have successfully completed works in PWD/ KMDA/Govt. Deptt.'s/Statutory bodies/Local Bodies and Govt. Undertakings having credentials i.e. Work Orders with Completion Certificates of executing of similar nature of work, within the stipulated time. The rate should be quoted by the bidders in their letter head as per enclosed format.

<b>Name of the work:</b>	WEB Based Application Software Development work for NDITA
<b>Value of the work put to Tender Including 1% Cess, where applicable</b>	To be quoted by the bidder
<b>Time of the completion of work (from the date of issuance of order)</b>	7(Seven) days
<b>Last date and time for submission of sealed Tenders</b>	Up to 3.00 p.m. on 07.08.2015
<b>Date and time for opening of Tenders in presence of willing Tenderers</b>	After 3.30 p.m. on 07.08.2015

### **2. Qualification of applicant:**

The intending tenderer should possess requisite well established infrastructure to carry out similar type of work including possessions of qualified engineers, supervisors, artisans, skilled and unskilled work force and sufficient resourcefulness with adequate machineries, equipments, including work equipment tools and plants, computer support and sundries, required for proper execution of work, being applied for.

### **3. Credentials, certificates, testimonials etc. as required along with application for Tender documents (enclosure must be serially mentioned in the application; all such documents should be enclosed in the envelope titled " Technical Bid"):**

- i) Experience certificates of similar type of completed works if any in various Govt. /Semi Govt. Organization / Statutory Body/ Local body/ Govt. undertaking Authorities 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) Proof of financial capability through bank documents.



- iii) Valid Sales Tax (In form-58) (not applicable for any type of temporary hired basis work, cleaning of rubbish / Solid waste, daily on/off operation of street light etc.), S.T. Registration Certificate / Commercial Tax, Current Professional Tax certificates (As per Annexure-XIXI, referred in Kolkata Gazette, Aug 22, 2001; vide Notification No. 2853-F.P.T. dated, Aug 22, 2001) / Income Tax Return verification form of last Assessment Year/Pan Card
- iv) Other Tax registration documents, if any, issued by competent authority.
- v) Trade License issued by competent authority.
- vi) Certificate of registration of West Bengal Value Added Tax in Form 3(not applicable for any type of temporary hired basis work, cleaning of rubbish / Solid waste, daily on/off operation of street light etc.).
- vii) Valid of Electrical Contract License. (In case of Electrical works)
- viii) Declaration of the Electrical Supervisor engaged in the Concerned Company to be submitted through Notary. (In case of Electrical works)
- ix) Supervisor's Competency Certificate holding part No. at least for 1, 2, 7A & 11. (In case of Electrical works)
- x) Electrical Workman's permit having part (I) & (V) and (XI) Completion Certificate with Schedule of works along with Order Copy of works as stated above. (In case of Electrical works)

[All in original for compare with photocopy's to be submitted (if required) to the Executive Officer, NDITA for verification.]

**4. Earnest Money payable along with submitted Tender:**

- i) An amount of 2% of cost of quoted amount shall have to be submitted along with the Tender in the form of Bank Draft drawn in favor of NDITA, which will be refunded after issuance of work order in case of un-successful tenderer on receipt of application for refunding the same and will be adjusted with the security deposit (not applicable for any type of temporary hired basis work, cleaning of rubbish / Solid waste, daily on/off operation of street light etc.) in case of successful tenderer and will be refunded after successful completion of the security period for the work on receipt of application for refunding the same.

**5. Tender Documents: The Tender shall consist of -**

- i) Notice inviting Tender
- ii) Technical Bid
- iii) Financial Bid

**6. Conditional Tender:**

No conditional Tender shall be entertained.

**7. Right to acceptance:**

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

**8. Validity for acceptance:**

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



**9. Further enquires:**

The Tender inviting authority may seek clarifications and analysis of rates and inputs made in Tender offers, from Tenderers which shall have to be replied forthwith, to facilitate early finalization of acceptance orders.

**10. 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 Tender document, which shall be governing and binding condition of the contract.

**11. Related information about the work site, work nature etc.:**

The Tenderers are advised to ascertain the site conditions, nature of work etc. fully prior to submission of Tender. They may also seek prior clarifications on various related aspects of the work. No claims on ground of insufficient knowledge on any count after submission of the Tender shall be entertained.

12. Tenderers are to be careful in making offer insertions in the Tenders and carefully go through the directions laid down in relevant section of the document.
13. Late submission of the Tender documents is not allowed.
14. Any sort of canvassing, influencing compatriot Tenderers and any other unethical act of one, few or all Tenderers is strictly prohibited. The Tender accepting authority reserves the right to take suitable actions, if found erring, which shall be binding to all.
15. **No subletting** of works by initiating any type of **sub-contract** is allowed.
16. **Statutory declarations**, to be furnished by tenderers, have been notified in relevant section of Tender documents.
17. Conditional tender will not be accepted in any case.
18. N.S.C. or K.V.P. in the Form of Earnest Money will not be entertained and in that case will be treated as cancelled.
19. Cess @Rs. 1.00% of the cost of constructional work(s) should be deducted from the bill(s) additionally apart from other statutory deduction like VAT/I.T. etc. vide Notification No. 1182-IR dated Sep 20, 2005 of Labour department Rate quoted by the tenderers shall be deemed to have made the provision on his/her own accordingly.
20. All intending eligible applicant(s) is/are requested to be present personally during the time of submitting application. Authorized representative through Notary/Power of Attorney will only be allowed in absence of original applicant(s)
21. In case of Engineers' Co-operative Societies/labour contract Co-operative Societies their present status should be satisfied with submission of the following documents:-
  - I. Up to date No objection Certificate; Issued by the Registrar/Assistant Registrar of Co-operative Societies.
  - II. Supporting documents showing area of operation.
  - III. Bye Laws of the Co-operative society duly approved by the Assistant Registrar of Co-operative Societies.
  - IV. Name, address and signature of the present Board of Directors.
  - V. Minutes of Last Annual General Meeting and Audit report of the Co-operative Society.



22. Successful Bidder has to perform formal deed of contract, in quadruplicate, following relevant clauses of Tender document @ Rs. 500/- each set, within 3 (three) days on and from date of issuance of work order, failing which the Tender may be cancelled.

*[Handwritten Signature]*  
30/7/15

**Executive Officer**

*[Handwritten Signature]*  
30/7/15

**Nabadiganta industrial Township Authority**

**Memo No: 1004/1(15)/NDITA/A-56/12**

**Date: 30.07.2015**

**Copy forwarded for kind information and with request for publicity to:-**

1. The Chief Engineer, Municipal Engineering Directorate, Bikash Bhavan, Bidhannagar, Kolkata- 700091.
2. Secretary KMDA, Prasasan Bhavan, Bidhannagar.
3. Project Director, Sundarban Development Board, Mayukh Bhavan.
4. The Special Engineer, Urban Development Department, Nirman Bhaban. Bidhannagar, Kolkata- 700091.
5. The Executive Engineer 24 Parganas, Divn-II, MED.
6. Sub- Divisional Officer, Bidhannagar.
7. Executive Officer, Bidhannagar Municipality.
8. Executive Engineer (PWD) Division-I, Purta Bhavan.
9. Technical Advisor, NDITA.
10. Dy. Technical Advisor, NDITA.
11. The Executive Engineer(s), NDITA.
12. The Finance Officer, NDITA.
13. The Notice Board, NDITA.
14. Publication in our official website ([www.ndita.org](http://www.ndita.org)) & website of the Deptt. of M.A. ([www.wbdma.gov.in](http://www.wbdma.gov.in))
15. Publication in daily news paper(s).

*[Handwritten Signature]*  
30/7/15

**Executive Officer**

*[Handwritten Signature]*  
30/7/15

**Nabadiganta industrial Township Authority**



**Rate Sheet for work in NIT No. 12/NDITA/2015-16**

Name of work : WEB Based Application Software Development work for NDITA

Sl. No.	Description	Qty.	Unit	Rate	Amount
1.	Web based application software development related to:- a. User Registration for Property Tax b. Property Tax Status update c. Online payment of Property Tax d. e-Receipt download (Rate should be quoted including all charges and taxes etc. and charges for installation, testing, related training, warranty for one year from the date of completion etc.)	1 Job	Each		

Total -

Rs.

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(Signature of the Tenderer)