

# **NABADIGANTA INDUSTRIAL TOWNSHIP AUTHORITY**

Nabadiganta Bhavan, Street No. 21, GN-20, Nabadiganta Industrial Township, Kolkata-700091

Memo No. 1018 /NDITA/2019

Dated: 18/10/2019

## **NOTICE INVITING TENDER**

### **NIT NO. 20/NDITA/2019-20**

1. Sealed Bids 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 at least 40% value of similar nature of work in a single contract (during last 5 years from the date of this NIT), within the stipulated time.

Sl. No.	Name of Work	Value put to Tender Rs.	Earnest Money Rs.	Cost of Tender Per Set Rs.	Time of Completion
1.	Supply and installation of 2 No. HP Pavilion All-in-One 24"- Desktop PC [Intel Core i5 8400T Processor, 8th Generation, 8GB RAM, 1TB HDD, Windows 10 Home, NVIDIA Ge-Force MX130 2GB GDDR5 Dedicated Graphics] including supply of APC BX600C-IN 600VA/360W UPS System for Personal Computers and 1 No. HP LASERJET 1020 PLUS PRINTER..	To be Quoted	2% of Bid Amount	500.00	7 days

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

The intending applicant 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 road 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 (Separate application should be submitted for each individual serial no.; enclosure must be serially mentioned in the application):**

- 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 five years. The minimum limit of total value of work, for which certificates to be attached, should be not less than 40% of corresponding value of work now included in the notice, each year. 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) G.S.T. Registration Certificate (applicable as per usual rules), 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) Valid Trade License for execution of the work, issued by competent authority.

- vi) Valid Electrical Contractor License. (In case of Electrical works)
- vii) Declaration of the Electrical Supervisor engaged in the Concerned Company to be submitted through Notary. (In case of Electrical works)
- viii) Supervisor's Competency Certificate holding part No. at least for 1, 2, 7A & 11. (In case of Electrical works)
- ix) Electrical Workman's permit having part (I) & (V) and (XI).

[All in original for compare with photocopy's to be submitted (if required) to the Executive Officer, NDITA for being entitled to get permission for purchasing tender paper.]

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

An amount of 2% of Tender amount shall have to be submitted along with the Tender in the form of Bank Draft drawn in favor of NABADIGANTA INDUSTRIAL TOWNSHIP AUTHORITY, 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 (Section -A)
- ii) WBF 2911 (i/ii)/ 2908 (Section -B)

**6. Cost of Tender documents:**

As stated in the attached list per set as per point 5 above. Purchase by cash payment, during working hours on all working days, for allowed cases, may be made. The cost paid is non-refundable. The allowed tenderers shall be required to pay the cost through banks and submit the copy of challan for further use, when asked for.

**7. Conditional Tender:**

No conditional Tender shall be entertained.

**8. 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.

**9. 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.

**10. Schedule of dates for tendering:**

<b>Last date and time for written application or obtaining Tender documents</b>	Up to 02.00 pm on 25.10.2019
<b>Last date and time for grant of permission by Tender inviting authority for obtaining Tender documents</b>	Up to 2.00 p.m. on 31.10.2019
<b>Last date and time for purchase of the Tender documents by the permitted agencies</b>	Up to 1.00pm on 04.11.2019
<b>Last date and time for submission of sealed Tender papers</b>	Up to 01.00 pm on 06.11.2019
<b>Date and time for opening of Tenders in presence of willing Tenderers</b>	After 1.15 p.m. on 06.11.2019

- 11. 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.
- 12. 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.
- 13. Related information about the work site etc.:**  
The Tenderers are advised to ascertain the site conditions 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.
- 14.** 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.
- 15.** Late submission of the Tender documents is not allowed.
- 16.** 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.
- 17.** **No subletting** of works by initiating any type of **sub-contract** is allowed.
- 18.** **Statutory declarations**, to be furnished by tenderers, have been notified in relevant section of Tender documents.
- 19.** Conditional tender will not be accepted in any case.
- 20.** 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.
- 21.** **Tax invoice(s) need to be issued by the supplier for raising claim under contract showing separately the tax charged in accordance with the provisions of GST Act, 2017 as per F'D. G.O. No.4374-F(Y) Dt.- 13th , July 2017.**
- 22.** GST @ 2% will be deducted from the Bill as per F.D. G.O. No.6284-F(Y) Dt.- 28th, September 2018.
- 23.** 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 GST/I.T. etc. vide relevant Govt. Notifications. Rate quoted by the tenderers shall be deemed to have made the provision on his/her own accordingly.
- 24.** 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)
- 25.** 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.

  
**Executive Officer**

**Nabadiganta industrial Township Authority**



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Memo No: (018/1(15)/NDITA/19

Date: 18/10/2019

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

1. The Director of Local Bodies, West Bengal.
2. The Chief Engineer, Municipal Engineering Directorate, Bikash Bhavan, Bidhannagar, Kolkata-700091.
3. Secretary KMDA, Unnayan Bhavan, Bidhannagar.
4. Project Director, Sundarban Development Board, Mayukh Bhavan.
5. The Special Engineer, Urban Development Department, Nirman Bhavan. Bidhannagar, Kolkata- 700091.
6. The Executive Engineer 24 Parganas, Divn-II, MED.
7. Sub- Divisional Officer, Bidhannagar.
8. Municipal Commissioner, Bidhannagar Municipal Corporation.
9. Executive Engineer (PWD) Division-I, Purta Bhavan.
10. The Chief Engineer, 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).

  
Executive Officer

Nabadiganta industrial Township Authority

