



सत्यमेव जयते
GOVERNMENT OF WEST BENGAL
OFFICE OF THE EXECUTIVE ENGINEER
KOLKATA SOUTH - I DIVISION, HOUSING DIRECTORATE
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PHONE NO.2429-0100

Memo. No. 427/X-159

Dated: 17/03/2020

e-NOTICE INVITING TENDER No.- 32 OF 2019-20 OF THE EXECUTIVE ENGINEER, KOLKATA SOUTH - I DIVISION, HOUSING DIRECTORATE

TENDER REFERENCE NO.- WBHOUSING/EE/KS-I DIV/e-NIT-32 OF 2019-20

The Executive Engineer, Kolkata South-I Division Housing Directorate, invites-tender for the work detailed in the table below. (Submission of Bid through **online**)

Sl. No.	Name of work	Estimated Amount	Earnest Money	Cost of Documents including W.B.F. 2911	Period of completion	Name of concerned Sub Division	Eligibility of Bidder
		(In Rs.)	(In Rs.)	(In Rs.)			
1	Replacement & Renovation work to the main entrance road and pathway with allied work at RHE Baishnabghata.	9,39,456.00	18,789.00	Rs. 1005/- (per set)	30 (Thirty) Days	Assistant Engineer, Kolkata south-Sub Division-II	Bonafide outsider having 40% credential in similar nature of Govt. work within the last 5 (Five) years from the date of issue of e-NIT will be taken into consideration

1. In the event of e_filling, intending bidder may download the quotation documents from the <http://wbtender.gov.in> directly with the help of Digital Signature and necessary earnest money may be remitted through State Govt. e-Tender Portal (refer Clause 10 of Page No. 4 of this e_NIT) also to be documented through e_filling (scan copy is to be submitted). Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the <http://wbtender.gov.in> Tender documents may be downloaded from website and submission of Technical Bid/ Financial Bid as per important date/Time schedule stated in Sl. No 25.
2. The documents submitted by the bidders should be properly indexed and digital signed. Both Technical documents d financial bid are to be submitted in technical (Statutory & Non-Statutory folder) and financial folder concurrently duly digital signed in the web site <http://wbtender.gov.in> The technical document and financial bid are to be submitted online on or before 06.04.2020 up-to 4.00 P.M.

3. The Financial offer of the prospective bidder will be consider only if the technical documents of the Tender found qualified by the Executive Engineer, Kolkata South –I Division, Housing Directorate. The decision of the Executive Engineer, Kolkata South –I Division, Housing Directorate, will be final and absolute in this respect. Bothe the list of Qualified Bidders will be displayed in the web site and also in the notice board of the office of the Executive Engineer, Kolkata South –I Division, Housing Directorate, on the scheduled date & time.

4. Eligibility Criteria for participation in the Tender- ELIGIBILITY CRITERIA FOR PARTICIPATION IN THE TENDER AS PER PWD NOTIFICATION NO. 04-A/PW/0/10C-02/14, DT. 18/03/2014

➤ For 1st Call.

- I. Intending tenderers should produce credentials of a similar nature of completed work of the minimum value 40% of the estimated amount put to tender during 5 [Five] years prior to the date of issue of the tender notice, or,
- II. Intending tenderers should produce credentials of 2 [two] similar nature of completed work, each of the minimum value of 30% of the estimated amount put to tender during 5 [Five] years prior to the date of issue of the tender notice, or,
- III. Intending tenderers should produce credentials of 1 [one] single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at [i] above, In case of running works only those tenders 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 would be clearly started that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

➤ For 2nd Call

- I. Intending tenderers should produce credentials of a similar nature of completed work of the minimum value 30% of the estimated amount put to tender during 5 [Five] years prior to the date of issue of the tender notice, or,
- II. Intending tenderers should produce credentials of 2 [two] similar nature of completed work, each of the minimum value of 25% of the estimated amount put to tender during 5 [Five] years prior to the date of issue of the tender notice, or,
- III. Intending tenderers should produce credentials of 1 [one] single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at [ii] above, In case of running works only those tenders 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 would be clearly started that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

➤ For 3rd Call

- I. Intending tenderers should produce credentials of a similar nature of completed work of the minimum value 20% of the estimated amount put to tender during 5 [Five] years prior to the date of issue of the tender notice, or,
- II. Intending tenderers should produce credentials of 1 [one] single running work of similar nature which has been completed to the extent of 70% or more and value of which is not less than the desired value at [iii] above, In case of running works only those tenders 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 would be clearly started that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

N.B.:—Completion certificate should contain a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order (e) actual month and year of completion.

5. Bids shall remain valid for a period not less than 180 (One Hundred Eighty) from the last date of submission of financial bid / Sealed Bid. If the Tenderer withdraws the bid during the period bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
6. The intending bidders shall clearly understand that whatever may be the outcome of the present invitation of bids, no cost of bidding shall be reimbursable by the Department. The Executive Engineer, Kolkata South –I Division, Housing Directorate reserves the right to reject any application for purchasing of bid documents and to accept or reject any offer without assigning any reason what so ever and is not liable for any cost that might have incurred by any Tender at the stage of bidding.
7. The prospective bidders shall have in their full time engagement experienced technical personnel, the minimum being one Civil Engineering Diploma (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation.) [Non statutory Documents]
8. Valid updating status & renewal of Trade license ,Pan card of Income Tax , copy of last I.T. Return, Sales Tax challan / Sales Tax , Professional Tax clearance certificate , GST registration certificate, GST return certificate which should be valid upto the date of opening of tender and credentials document (along with postal address, present phone number, fax no. of authority concerned who has issued such credentials) along with authenticated documents regarding working capital & declaration regarding abandoned/recession of any contract during last 3 (three) years to be submitted through e-filing [Non statutory Documents]
9. Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application. In case of Registered Unemployed Engineers' Co-operative Societies and Registered Labour Co-operative Societies, documents of credentials showing satisfactory completion of a single work in P.W.D. Of Government of West Bengal of value not less than 40 % of the Estimated Cost of the work applied for should be documented through e-filing. Audited balance Sheet showing accounts up to previous year and 'Certificate of Registration' and 'Certificate for Validity of Registration' from the respective Assistant Registrar of Co-operative Societies, Bye Law, Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card, eligible list of Registered Unemployed Engineers' Co-operative Societies / Registered Labour Co-operative Societies issued by the concerned Assistant Registrar of Co-operative Societies showing the name of their Society must be documented through e-filing. Also in case of Registered Unemployed Engineers' Co-operative Societies, documents in satisfying the following criteria are required to be documented through e-filing:-
 - I. The Society consists of at least 10 (ten) members of which at least 60% should hold Degree or Diploma in any branch in Engineering as per Memo No. 44-A/4M-11/2002 dt. 09.01.2004 of Deputy Secretary-III, P.W.D. Privilege will be allowed as per G.O. No. 378(9)-A/PW/O/10C-17/05 dt. 31-05-2005 P.W.D. Accounts Branch by Deputy Secretary-III including necessary documents in support of the statement and along with other supporting papers. (Non-Statutory documents).
 - II. As mentioned in above society must be submitted earnest money this e-NIT as per G.O.
 - III. Registered Labour Co-operative Societies shall be allowed to participate the work mentioned in this e-NIT as per G.O.
 - IV. Registered Unemployed Engineers' Co-operative Societies shall be allowed to participate the work only in this e-NIT.

10. On-line receipt and refund of EMD of E-Tender through State Govt. E-Tender Portal. The bidders participating in the E-Tender shall have to deposit the EMD @ 2% of the estimated amount put to tender electronically through their respective internet banking enabled account maintained at any bank to the pooling account no. 33728456372 (State Govt. Deptt.) Opened at SBI, Kolkata Main Branch as opened by the State Govt.

In case the bidder has a net banking account as SBI he will add this account for fund transfer. In case the bidder has net banking account in other banks he will add this account for NEFT/RTGS fund transfer.

The EMD of the bidders disqualified at the technical evaluation will revert to the respective bidder's accounts without any manual intervention following the same path in which the EMD was transferred from the bidder's bank account to the pooling account electronically, once the technical evaluation is electronically processed in the State Government e-tender portal of <https://wbtenders.gov.in>

The EMD of the technically qualified bidders other than that of the L1 and L2 bidders will revert to the respective bidders accounts without any manual intervention following the same path in which the EMD was transferred from the bidder's bank account to the pooling account electronically, once the financial bid evaluation is electronically processed in the State Government e-tender portal of <https://wbtenders.gov.in>

The EMD of the L2 bidder will revert to the respective bidder's accounts following the same path in which the EMD was transferred from the bidder's bank account to the pooling account electronically, once the L1 bidder accepts the LOI and the same is processed electronically in the State Government e-tender portal of <https://wbtenders.gov.in>

The EMD of the L1 bidder of the State Govt. Departments will automatically get transferred from the pooling account to the State Government revenue Deposit Head of "8443-00-103- 001-07" along with bank particulars of L1 bidder in GRIPS, as soon as the bidder accepts the LOI and the same is processed electronically in the State Govt. e-tender portal of <https://wbtenders.gov.in>

The L1 bidder shall submit the hard copy of documents to the tender inviting authority with his acceptance letter of the LOI.

Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempted to disturb the tendering process and dealt with accordingly legally including black listing of the bidder.

Since the provision of the fixed security deposited has been deleted vide notification no. 24-A/2D-13/2010 dt. 31.01.2014 the EMD amounting to 2% the estimated amount put to tender shall have to be deposited by all tenderers.

11. Prospective Applications are advised to note carefully the minimum qualification criteria as mentioned in "instruction to bidders" before tendering the bids.

12. Conditional / incomplete Tender will not be accepted.

13. The intending Tenderer are required to quote their rates online both in figure and in words item wise which will be inclusive of all taxes including delivery, installation and incidental charges if any.

14. During the scrutiny, if it comes to the notice of the Tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that Tenderer would not be allowed to participate in the tender and that application will be outrightly rejected without any prejudice. The Executive Engineer, Kolkata South -I Division, Housing Directorate, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

15. In case if there be any objection regarding prequalifying the Agency that should be lodged to the Superintending Engineer South Circle, Housing Directorate within 2 days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Executive Engineer, Kolkata South -I Division, Housing Directorate.

16. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest Tenderer if necessary. After verification if it is found that the documents submitted by the lowest Tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
17. The Successful Tenderer will have to purchase Tender documents to execute contract in WBF No. 2911 in three copies & two nos. in plain papers along with other documents (free of cost) within Seven (7) days from the date of letter of acceptance/work order.
18. No work shall be commenced or liability incurred until the work –order issued.
19. NO MOBILIZATION/SECURED ADVANCE will be allowed.
20. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
21. All materials such as cement, steel will be issued from any Departmental Godown / Stockyard within jurisdiction of Kolkata South –I Division, Housing Directorate, if the departmental materials are available. But in exigencies agency have to procure all the materials at his own cost based on written permission from this end with producing necessary test certificate of materials purchased from producers or authorized dealer.
22. Recovery of 1% cess on construction cost in accordance with the buildings and other construction worker's (Regulation of Employment & conditions of service) Act. 1996 will be implemented in this Tender.
23. In connection with the work, ARBITRATION will not be allowed. THE CLAUSE NO. 25 OF 2911(II) IS TO BE CONSIDER ED DELETED CLAUSE VIDE GAZETTE NOTIFICATIONNO558/SPW-13THDECEMBER, 2011.
24. **Technical Proposal:** The Technical Proposal should contain scanned copies of the following further two covers (Folders)
- i) Statuary Cover Containing:
 - Initial Amount of earnest money as prescribed in the N.I.T. against the work in favour of Concerned Executive Engineer of Housing Directorate. Through State Govt. e-Tender Portal (refer Clause 10 of Page No. 3 of this e_NIT)
 - Tender Form No. 2911 & N.I.T. with all agenda & corrigendum (Download & Upload the same Digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911 the quotation liable to summarily rejected).
 - ii) Non-Statuary Cover Containing:
 - Pan card, Professional Tax receipt challan, GST registration certificate, GST return certificate up to date Income tax return are to be accompanied with the technical bid document.
 - Registration Certificate under Company Act, if any.
 - Power of Attorney (for Partnership Firm/ Private Limited Company, if any).

25. Important information

DATE AND TIME SCHEDULE:

Sl. No.	Particulars	Date	Time
a.	Date of uploading of N.I.T. Documents online (Publishing Date)	17/03/2020	At 6.30 P.M.
b.	Documents download/sell start date (Online)	18/03/2020	At 12.00 Noon
c.	Documents download/sell end date (Online)	06/04/2020	At 4.00 P.M
d.	Bid submission start date(Online)	18/03/2020	After 4:00 P.M
e.	Bid Submission closing(Online)	06/04/2020	At 4.00 P.M
f.	Bid opening date for Technical Proposals (Online)	08/04/2020	At 4.00 P.M

26. LOCATION OF CRITICAL EVENT

OFFICE OF THE EXECUTIVE ENGINEER
KOLKATA SOUTH - I DIVISION HOUSING DIRECTORATE
84, IBRAHIMPUR ROAD, KOLKATA 700032

27. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction the Engineer-in Charge at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If a defect/damage is found during the period as mentioned above contractor shall make the same goodish is own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
28. All Bidders are requested to present in the 'Office of the Executive Engineer, Kolkata South -I Division, Housing Directorate', during opening the financial bid. Executive Engineer, Kolkata South -I Division, Housing Directorate, may call Open Bid/Sealed Bid after open in of the said bid to obtain the suitable rate further, if it is required. No objection sin this respect will be entertained raised by any Bidder who will present during opening of bid, of from any Bidder who will absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.
29. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
30. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bid ding shall be reimbursable by the Department. The Executive Engineer, Kolkata South -I Division, Housing Directorate reserves the right to reject any application for purchasing Bid Document sand to accept or reject any offer without assigning any reason what so ever and is not liable for any cost that might have incurred by any Tenderer at the stage of Bidding.
31. The intending tenderers are required to quote the rate online.
32. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order reissued there under from time to time.
33. GUIDING SCHEDULE OF RATES: P.W.D. schedule of rates Govt. of West Bengal according to district effect from 01.11.2017 both for building & S&P work, along-with Agenda & corrigenda.

34. During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The Executive Engineer, Kolkata South –I Division, Housing Directorate reserve the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
35. In case if there be any objection regarding prequalifying the Agency that should be lodged to the Executive Engineer, Kolkata South –I Division, Housing Directorate within 2 days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Executive Engineer, Kolkata South –I Division, Housing Directorate.
36. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other document so the lowest tenderer if necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer render any circumstances.
37. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence. [i] Form No. 2911 [ii] e-NIT, [iii] Special terms & conditions. [vi] Technical Bid, [v] Financial Bid.
38. The prospective tenderers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
39. The prospective Bidder s should own/ lease/ arrange the required plant and machinery if required. Conclusively proof of machinery in working condition if required shall have to be submitted. (Non-Statutory documents).
40. The prospective tenderers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
41. QUALIFICATION CRITERIA.
- I. Financial Capacity. (Average annual turnover on Construction work should be at least 50 % of the estimated cost during the immediate 3 (three) consecutive financial year.
 - II. Technical Capability comprising of personnel & equipment capability. Experience/Credential (Must be as per format (Section – B, Form – V). of this e-NIT
 - III. Only payment certificate will not be treated as Credential/ Completion of works in Schedule Time will be carried extra advantage.

The eligibility of abider will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in I, II, III above. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder/tenderer will be out rightly rejected at any stage without any prejudice.

Sd/- S.S. Malakar

**Executive Engineer
Kolkata South - I Division
Housing Directorate**

Copy forwarded for information and wide circulation through Notice Board to: -

1. The Chief Engineer, Housing Directorate for favour of his kind information.
2. The Joint Secretary, Housing Department for favour of his kind information, with a request to kindly publish the matter in the Departmental website.
3. The Superintending Engineer, South Circle, Housing Directorate
4. The Executive Engineer, Kolkata South - II Division, North-I & II Division, Burdwan Division, Bankura Division, Medinipur Division, Housing Directorate.
5. Contractors' Association Branch under certificate of posting.
6. Notice Board/Estimating Branch / D.A.O. / Cashier of this office for information.

Sd/- S.S. Malakar
Executive Engineer
Kolkata South - I Division
Housing Directorate

INSTRUCTION TO BIDDERS

SECTION -A

General guidance for e- Tendering / Quotaion

Instruction/Guidelines for tenders/ quotationers for electronic submission of the tenders/quotationers online have been annexed for assisting the contractors to participate in e-tendering /quotationer

1. Registration of Contractor
Any contractor willing part in the process of e-Tendering/Quotation will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtenders.gov.in> (the web portal of public works department the contractor is to click on the link for e-Tendering/ Quotation site as given on the web portal.
2. Digital Signature certificate (DSC)
Each contractor having valid Digital Signature Certificate (DSC) for submission of tenders/quotationers, from the approved service provider of the National Information's Center (NIC) on payment of requisite amount details are available at the Web Site stated in Clause -2 of Guideline to Bidder DSC is given as a USB e-Token.
3. The Contractor can search & download NIT/NIQ & Tender / Quotation documents electronically from computer once he logs on to the website mentioned in Clause -2 using the Digital Signature Certificate. This is the only mode of collection of Tender/Quotation Documents.
4. 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.
5. Submission of Tenders/ Quotaions:
General process of submission, Tenders/ Quotations are to be submitted through online to the website stated in statutory cover which consist of two folder at a time for each work, one in 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 scanned copy duly Digital Signed. The documents will get encrypted (transformed into non readable formats).
6. "Where on individual person holds a digital certificate in his own name duly issued to him by the company or the firm of which he happens to be director or partner, such individual person, wither belonging to an appropriate cadre officer of the company or an authorized partner of a firm , having a registered power of attorney empowered by the Board or by the firm, shall invariably upload a copy of registered power of attorney showing clear authorization in his favour, to upload such tender/quotaion. The Power of attorney shall have to be register in accordance with the provisions of the Registration Act, 1908."

A-1 Technical Proposal (in statutory cover – Folder No. 1)

A1.1 - 1st Cover Consist of following documents (Technical file)

A.1 Statuary Cover Containing:

- Initial Amount of earnest money as prescribed in the N.I.T. against the work in favour of Concerned Executive Engineer of Housing Directorate. Through State Govt. e-Tender Portal (refer Clause 10 of Page No. 3 of this e_NIT)
- Tender form No. 2911(ii) & e-NIT (Properly upload the same Digitally Signed). In case quoting any rate in 2911(ii) the tender liable to summarily rejected).
- Declaration by the Tenderer.
- Experience Profile (Section – B, Form – V).

A.2 Non statutory / Technical Documents:

- Professional Tax (PT) deposit receipt challan, Pan Card of IT, current IT return, GST Registration Certificate, GST return Certificate Sales Tax challan/Sales Tax.
- Registration Certificate under Company Act. (If any).

- Registered Deed of partnership Firm/ Article of Association & Memorandum.
- Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- Current Year no objection Certificate issued by the Assistant Register of Co-operative Society(S) (ARCS) last year Audited Balance Sheet, Minutes of A.G.M., Valid bye laws are to be submitted by the Registered labour Co-operative Society(S), Engineers Co-operative Society(S).

A1-2 – Financial proposal (in Statutory Cover folder no. 2)

A.1 Statutory Cover Containing:

The rate will be quoted in the B.O.Q. along with the name of the agency in a particular space provided in the B.O.Q. quoted rate will be encrypted in the B.O.Q. under financial bid.

A.2 Non Statutory Cover Containing:

- ❖ Pan card, Professional Tax receipt challan, GST registration certificate, GST return Certificate up to date Income tax return are to be accompanied with the technical bid document.
- ❖ Registration Certificate under Company Act, if any.
- ❖ Power of Attorney (for Partnership Firm/ Private Limited Company, if any).

Note: - Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

The Above Stated Non-Statutory/Technical Documents Should Be Arrange 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	Details
A.	CERTIFICATES	CERTIFICATES	1. GST Registration certificate. 2. PAN 2. Credentials. 3. Trade Licence. 4. Undertaking as per e-NIT
B.	Company Details	Company Details – I For all Bidders	1. Power of attorney. 2. Society (Society Registration copy, Trade License) 3. Bye Law. 4. Eligible list of Registered Unemployed Engineers Co-operative Society/Registered Labour Co-operative Society. 5. Audit Report [Last Three years] 6. Current N.O.C. from A.R.C.S. Minutes of last A.G.M.
C.	Credential	Credential 1	1. Similar nature of work done & completion certificate which is applicable for eligibility in this tender. 2. Last Three years gross turnover in construction work.
D.	Man Power	Technical Personnel	1. List of Technical Staffs along with Structures & Organization and PAN Card of Technical Person (As per e-NIT)

A. Technical proposal

- i. Opening & evaluation of tender: - Executive Engineer, Kolkata South -I Division, Housing Directorate
- ii. Opening of Technical proposal: - Technical proposals will be opened by the Superintending Engineer, Housing Construction Circle No I, Housing Directorate and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- iii. Intending tenderers/quotationers may remain present if they so desire.
- iv. Cover (folder) statutory documents should be open first & if found in order, cover (Folder) for non-statutory documents) will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- v. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the Executive Engineer, Kolkata South -I Division, Housing Directorate
- vi. Uploading of summary list of technically qualified tenderers.
- vii. Pursuant to scrutiny & decision of the Executive Engineer, Kolkata South -I Division, Housing Directorate, Housing Directorate the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- viii. While evaluation Engineer, the Executive Engineer, Kolkata South -I Division, Housing Directorate may summon of the tenders & 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.

B. Financial proposal

- i. 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 (Presenting Item wise) online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

7. Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Executive Engineer, Kolkata South - I Division, Housing Directorate within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer/quotationers will be suspended from participating in the tenders on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Housing Directorate may take appropriate legal action against such defaulting tenderer.

The Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time the 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 action.

8. AWARD OF CONTRACT

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter. The notification of award will constitute the formation of the Contract. The Agreement in W.B.F.No.-2911 will incorporate all necessary documents e.g. NIT, all addenda corrigenda, special terms & conditions, specification of work, different filled-up forms and in the same will be constituted between the Tender Accepting Authority and the successful Bidder.

Sd/- S.S. Malakar
Executive Engineer
Kolkata South - I Division
Housing Directorate

SECTION-B
FORM-V
EXPERIENCE PROFILE

LIST OF WORKS COMPLETED WHICH ARE SIMILAR IN NATURE AND EXECUTED DURING THE LAST THREE YEARS IN P.W.D., GOVT. OF WEST BENGAL UP TO A VALUE OF 40% OF THE ESTIMATED VALUE PUT TO TENDER.

Name of Employer	Name, Location & nature of work	Contract price in Indian Rs.	Original date of start of work	Original date of completion of work	Actual date of starting the work	Actual date of completion the work	Reasons for delay in completion (if any)

- Note:
- a) Certificate from the Employers to be attached.
 - b) Non-disclosure of any information in the Schedule will result in disqualification of the firm.
 - c) No tender will be deemed to be fit for consideration unless the tender documents are fully and completely filled in. All information's that may be asked from a tenderer must be unequivocally furnished. Any tender who is incomplete or does not comply with the prescribed conditions or stipulations laid down herein to rejection at the time of opening or during subsequent scrutiny. Tender received with conditional rate will be liable to rejection at the time of opening.
 - d) Canvassing in connection with the tender is strictly prohibited and a tenderer who resorts to this will render his tender liable to rejection.
 - e) No alteration shall be permitted to be made by the tenderer in any tender after its submission.

TENDER FOUND TO HAVE SUBMITTED UNDER FALSE NAME : When a Contractor, whose tender has been accepted under a given name is subsequently discovered to have given a false name, his contract may at the discretion of the Authority accepting the tender be annulled his Security Deposit will be forfeited.

Signature and address of
the Tenderer

Signature of Tender of
Accepting Authority

DECLARATION BY THE TENDERER/QUOTATIONER

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender/Quotation and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Schedule of Probable Items and Quantities'.

My/Our tender/quotation is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender/quotation to complete the proposed supply of materials [Furniture] as per drawings referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

I/We also agree to procure tools and plants, at my/our cost required for the work.

Signature of Tenderer

Postal address of the Tenderer

Sd/- S.S. Malakar
Executive Engineer
Kolkata South - I Division
Housing Directorate