



**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE EXECUTIVE ENGINEER,  
MEDINIPUR DIVISION, HOUSING DIRECTORATE  
P.W.D. OFFICE COMPLEX (2<sup>nd</sup> Floor),  
NEAR RAKHAL MEMORIAL FOOTBALL GROUND (MAIN GATE)  
P.O. TAMLUK, DIST. PURBA MEDINIPUR  
PIN - 721636**

Memo No.:995

Dated: 12.11.2017

**e\_NOTICE INVITING TENDER  
No. 07 OF 2017-2018 OF THE EXECUTIVE ENGINEER  
MEDINIPUR DIVISION, HOUSING DIRECTORATE  
TENDER REFERENCE NO. CIVIL/WBHS/D/EE/MED/e\_NIT07/2017-18**

The Executive Engineer, Medinipur Division, Housing Directorate, invites e-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(ii)	Period of completion	Name of concerned Sub-Division	Eligibility of Bidder
		(in Rs.)	(in Rs.)	(in Rs.)			
1.	R/R WORK FOR SINKING OF ONE NO 150 MM X 250MM DIA. AND 216 MTR. DEEP TUBE WELL OF REVERSE CIRCULATION METHOD OR BY DIRECT ROTARY METHOD AT R H E TAMLUK IN THE DISTRICT OF PURBA MEDINIPUR.	8,28,181.00	16,564.00	1005.00 (per set) As Per Kolkata Gazette dt. 28.04.2014 the intending bidders/tenders shall not have to pay the cost of tender documents for the purpose of participating in e_tendering. Lowest bidder/ tenderer must have to pay cost of tender documents at the time of formal agreement	20 (Twenty) Days	Assistant Engineer, Haldia Sub-Division	Outside bonafied Contractors having experience in Deep Tube well (BY REVERSE CIRCULATION METHOD OR BY DIRECT ROTARY METHOD) works with credential of value not less than 40% of the estimated amount put to tender in a single work during last 3 (three) years. Prior to the date of issue of this e-NIT.

**Documents including W.B.F.2911 (ii)**-As per G.O No-199-CRC/2M-10/2012 dt.21/12/2012 of PWD CRC Br. the intending tenderers shall not have to pay the cost of tender documents for the purpose of participating in e-tendering. Lowest tenderer must have to pay cost of tender documents at the time of formal agreement.

- In the event of e-filling, intending bidder may download the tender documents from the website : [http:// etender.gov.in](http://etender.gov.in) directly with the help of Digital Signature Certificate & necessary cost of tender document (tender fees) and earnest money may be remitted through demand draft/pay order/bankers cheque issued from any nationalized bank in favour

of Executive Engineer, Medinipur Division, Housing Directorate and also to be documented through e-filing. The original part of online submission of tender fees, EMD as per prevailing G.O.

2. Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non- Statutory) and financial folder concurrently duly digitally signed in the website <http://wbtenders.gov.in>
3. Tender documents may be download from website and submission of Technical Bid and Financial Bid will be done as per time schedule stated in SI No. 14
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL Document** of the tenderer found qualified by the Executive Engineer, Medinipur Division, Housing Directorate. The decision of the Executive Engineer, Medinipur Division, Housing Directorate will be final and absolute in this respect. The both list of Qualified Bidders will be displayed in the website and also in the Notice Board of the office of the Executive Engineer, Medinipur Division, Housing Directorate, on the scheduled date and time.
5. **Eligibility criteria for participation in tender:** Bona fide outsider and resourceful contractors having experience to execute similar nature of work in any Govt. Sector / Semi- Govt. sector or Govt. under taking department also fulfill the criteria mentioned as below :-

(i) Intending tenderers should produce credentials of similar nature of completed work of the minimum value of 40% (Forty Percent) of the estimated amount put to tender during last 3 (Three) years prior to the date of issue of the tender notice,

or

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 last 3 (Three) years prior to the date of issue of this tender notice,

**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.**

- ii) The prospective bidders shall have in their full time engagement experienced technical personnel, the minimum being one Civil Engineering Diploma holder (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation.) [Non statutory Documents]
- iii) Valid updating status Pan card of Income Tax, copy of last I.T. Return, Sales Tax challan / Sales Tax , Professional Tax clearance certificate , GST registration 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) should be documented through e-filing [Non statutory Documents].
- iv) Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application.
- v) 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/PWD(Roads)/Construction Board/Housing Department 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:-
  - a) 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)
  - b) At least one member of the society holds plumbing license (in case of S & P works only).
  - c) Above society must be submitted earnest money as mentioned in this e-NIT as per G.O.
  - d) Registered Labour Co-operative Societies shall be allowed to participate the work mentioned in



this e-NIT as per G.O.

- e) Registered Unemployed Engineers' Co-operative Societies shall be allowed to participate the work only for Serial No. Nil which mentioned in this e-NIT.
- vi) **Joint venture will not be allowed to participate in the above NIT.**
- vii) A prospective bidder participating in a single job either individually or as partner of a firm shall not be allowed to participate in the same job in any other form.
- viii) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- ix) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- x) The evaluation committee will have sole discretion to decide eligibility of the contractor on the basis of e-filing documents and reserves the right to refuse any explanation to contractors found ineligible after scrutiny.
- xi) Prequalification Application (Sec-B, Form – I)
- xii) Financial Statement should be signed by Chartered Accountant mentioning his registration no. (Section – B, Form – II).
- xiii) Affidavits (Ref:- format shown in "X" & format for general affidavit shown in "Y".
- xiv) Section-B, Form –III, IV & V.

6. **No mobilization /secured advance will be allowed.**
7. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
8. All materials such as cement, steel will be issued from any Departmental Godown/Stackyard within jurisdiction of Medinipur 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.
9. 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.
10. In connection with the work, **Arbitration** will not be allowed. **The Clause No. 25 of 2911(ii) is to be considered as deleted clause vide gazette notification no 558/SPW-13th December, 2011.**
11. **Bids shall remain valid** for a period not less than 120 (One hundred twenty) days after the dead line date for Financial Bid submission. Bid valid for a shorter period shall be rejected by the Executive Engineer, Medinipur Division, Housing Directorate as non-responsive.
12. Running payment for work may be to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 2(two) lac or 30% of the tendered amount whichever is less. Provisions in clause(s) 7,8 &9 contained in W.B. Form no. 2911(ii) so far as they relate to quantum and frequency of payment are to be treated as superseded.
13. **Security Deposit:** Retention money towards performance security amounting to 10 %( Ten percent) of the value of the work shall be deducted from the running account bill of the tenders as per prevailing order. No interest will be paid on security Deposit.

#### 14. Important information

##### Date & Time schedule

Sl. No.	Particulars	Date & Time
1	Publishing of Tender (Online)	13.11.2017 AT 04.00 P.M.
2	Documents download/sell start date (Online)	13.11.2017 at 05.00 P.M.
3	Bid submission Start Date (Online)	14.11.2017 at 11.00 A.M.
4	Documents download / sell end date & Bid Submission End Date (Online)	28.11.2017 at 04.00 P.M.
5	Opening of Technical Proposal(Online)	30.11.2017 at 1.00 P.M.
6	Opening of Financial Proposal(Online)	To be intimated later on



## 15. LOCATION OF CRITICAL EVENT

Bid Opening

Office of the Executive Engineer,  
Medinipur Division, Housing Directorate,  
P.W.D. Office Complex (2<sup>nd</sup> Floor),  
Near Rakhal Memorial Football Ground (Main Gate)  
P.O. Tamluk, DIST. Purba Medinipur  
PIN - 721636

16. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of 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 any defect/damage is found during the period as mentioned above contractor shall make the same good at his 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.
17. All Bidders are requested to present in the 'Office of the E.E.M.E.D., H.D., during opening the financial bid Executive Engineer, Medinipur Division, Housing Directorate may call **Open Bid/Seal Bid** after opening of the said bid to obtain the suitable rate further, if it is required. No objections in this respect will be entertained raised by any Bidder who will present during opening of bid, or from any Bidder who will absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.
18. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
19. **Earnest Money:** The amount of Earnest Money is 2% (Two percent) of the Estimated amount put to tender. The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. has been stopped for e tender procurement of this Circle w.e.f. 01.09.2016 i.e. terms of order No. 3975-F(Y) Dated 28th July, 2016 of Secretary, Finance department, Govt. of West Bengal and online receipt and refund of EMD under e-Procurement system through State Govt e-procurement portal takes place.
- Necessary Earnest Money will be deposited by the bidder Offline through his net banking enabled bank account, maintained at any bank or: offline through any bank by generating NEFT/ RTGS challan from the e tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD.
20. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information's that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
21. 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, Medinipur Division, Housing Directorate reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Tenderer at the stage of Bidding.
22. **Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.**
23. **Conditional/ Incomplete tender will not be accepted.**
24. The intending Tenderers are required to quote the rate **on line**.
25. 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 issued there under from time to time.



. **Guiding schedule of rates:** P.W.D. schedule of rates Govt. of West Bengal for S.E.P.C. No. I/II& S.E. W.C. effect from 01.12.2015 both for building & S&P work, along with Addenda & corrigenda up to date of issue of NIT.


27. 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, Medinipur 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.
28. In case if there be any objection regarding prequalifying the Agency that should be lodged to the Executive Engineer, Medinipur 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, Medinipur Division, Housing Directorate.
29. Before issuance of the **WORK ORDER**, the e-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.
30. 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).
  - ii) NIT
  - iii) Special terms & conditions.
  - iv) Technical Bid.
  - v) Financial Bid
31. The prospective renderers 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.
32. The prospective renderers should own/ lease/ arrange the required plant and machinery if required.. Conclusive proof of machinery in working condition if required shall have to be submitted. (Non-Statutory documents)


**33. Qualification criteria.**

The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum regarding.

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

The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by 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.

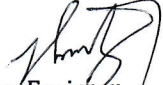
  
Executive Engineer  
Medinipur Division, Housing Directorate.



Memo No : 995/1(1)

Dated : 12-11-2017

Copy forwarded to the Deputy Director of Information, I & CA department, 9<sup>th</sup> floor, Nabanna, 325, Sarat Chatterjee Road, Shibpur, Howrah- 711102. with a request to arrange for publication in one English & one Bengali News Paper with the intimation to this office necessary bill in this respect may be sent to this office.


  
Executive Engineer  
Medinipur Division, Housing Directorate.

Memo No: 995/1(22)

Dated : 12.11.2017

Copy forwarded for favour of kind information to :-

- 1) The Chief Engineer, Housing Directorate New Sect. Building, Kolkata-1(In duplicate).
- 2) The Joint Secretary, Housing Department for display on the Website of Housing Department.
- 3) The Superintending Engineer, West Circle (in duplicate) /South Circle/ North Circle. (In duplicate).
- 4) The Executive Engineer, Burdwan Division, Bankura Division & Electrical Division No. I/II.
- 5) The Assistant Engineer, Haldia Sub-Division / Medinipur Sub Division (In duplicate) for information with the request to kindly paste copy of this tender notice on NOTICE BOARD for publicity.
- 6) The District Magistrate, Paschim Medinipur/Purba Medinipur.
- 7) The Sabhadhipati, Zila Parisad- Paschim Medinipur/Purba Medinipur District.
- 8) The Treasury Officer, Tamluk Treasury, Tamluk, Purba Medinipur for information & necessary action..
- 9) Estimating Branch of this office for information.
- 10) The Divisional Account Officer, Gr. - II, of this Division.
- 11) The Cashier of this Division.
- 12) NOTICE BOARD of this Office.

  
Executive Engineer  
Medinipur Division, Housing Directorate





SECTION A  
INSTRUCTION TO BIDDERS  
SECTION - A

1. *General guidance for e-Tendering*

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

1. Registration of Contractor

Any 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.

2. 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 Information's Centre (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 & Tender 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 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.

A prospective bidder(including his participation in partnership) shall be allowed to participate in single road /building work as mentioned in the list of schemes.

5. Submission of Tenders.

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders 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 Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. Technical proposal

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

A-1. Statutory Cover/ Technical file Containing

- i. RTGS/NEFT towards earnest money(EMD) as prescribed in the NIT against each of the serial of work in favour of the Executive Engineer, Medinipur Division, Housing Directorate.
- ii. Tender form No. 2911(ii) & NIT(Properly upload the same Digitally Signed). In case quoting any rate in 2911(ii) the tender liable to summarily rejected).
- iii. Declaration by the Tenderer at the Technical Document Folder.
- iv. Prequalification Application (Sec-B, Form - I)
- v. Financial Statement should be signed by Chartered Accountant mentioning his registration no. (Section - B, Form - II).
- vi. Affidavits (Ref:- format shown in "X" & format for general affidavit shown in "Y").
- vii. Section-B, Form -III, IV & V.



**Special terms & Conditions.**

**A-2. Non statutory / Technical Documents**

- i. Professional Tax(PT) deposit receipt challan, Pan Card of IT, latest IT return, VAT & GST Registration Certificate, Sales Tax challan/Sales Tax.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm/ Article of Association & Memorandum.
- iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- v. Current Year no objection Certificate issued by the Assistant Register of Co-Op(S) (ARCS). Valid bye laws are to be submitted by the Registered labour Co-Op(S), Engineers' Co. - Opt. (S).
- vi. List of Technical staffs along with structure & organization. Credential for completion of at least one similar nature of work of P.W.D., Govt. of West Bengal during the last 3(three) years prior to the date of issue of this NIT is to be furnished. Scanned copy of Original Credential Certificate as stated in 5(i) of NIT. Necessary Machineries, Tools & Plants availability certificate.

**Financial Proposal (in cover folder)**

- B. The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

**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. PAN 2. GST Registration certificate. 3. P. Tax (Challan)(2017-18) 4. Latest IT Return. 5. VAT Registration certificate & Challan. 6. Audit Reports Last 5(Five) Years.
B	Company Details	Company Details - I	1. Trade License from Respective Municipality /Panchayat etc. 2. Power of attorney 3. Partnership Firm( Partnership Deed,Trade License) 4. Bye Law , Current Audit Report & Trade License of Registered Unemployed Engineers Co-operative Society/ Registered labour Co-Operative Society .
C	Credential	Credential 1	1. Similar nature of work done & completion certificate which is applicable for eligibility in this tender.
D	Equipment	Machinary	Necessary Machineries, Tools & Plants availability certificate.
E	Manpower	Technical	Experienced technical personnel, the minimum being one Civil Engineering Diploma holder.





A. Tender evaluation by the Evaluation Committee.

- i. Opening of Technical proposal :- Technical proposals will be opened by the Executive Engineer, Medinipur Division, Housing Directorate, and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- ii. Intending tenderers may remain present if they so desire.
- iii. Cover(folder) statutory documents(vide Cl. No. 5.A-1) should be open first & if found in order,cover(Folder) for non statutory documents (vide Cl. No. - 5.A-2) will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- iv. Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the Executive Engineer, Medinipur Division, Housing Directorate.

v. Uploading of summary list of technically qualified tenderers.

vi. Pursuant to scrutiny & decision of the Executive Engineer, Medinipur Division, 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.

vii. While evaluation the Executive Engineer, Medinipur Division, Housing Directorate may summon of the tenderers & 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.

vii. **Opening & evaluation of Tender :-**

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

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 Above/ below/ At par) 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.
6. 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, Medinipur 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 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 P.W. 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 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.

7. **AWARD OF CONTRACT**

The Bidder whose 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(ii) will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.



Executive Engineer  
Medinipur Division, Housing Directorate

SECTION – B  
FORM –I  
**PRE-QUALIFICATION APPLICATION**

**To**  
**THE EXECUTIVE ENGINEER**  
**MEDINIPUR DIVISION, HOUSING**  
**DIRECTORATE**

Ref: - Tender for \_\_\_\_\_  
\_\_\_\_\_  
(Name of work) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**e-N.I.T.No.: ..... of 2017-18 of THE EXECUTIVE ENGINEER MEDINIPUR DIVISION, HOUSING**  
**DIRECTORATE**

Dear Sir,

Having examined the Statutory, Non statutory and e-NIT 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 and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.
- (b) Tender Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

**Enclo:- e-Filling:-**

- 1. Statutory Documents
- 2. Non Statutory Documents

Signed by an authorized officer of the firm

\_\_\_\_\_  
Title of the officer

\_\_\_\_\_  
Name of the Firm with Seal

Date





### Annexure - A

information of audited financial statements for the last year to demonstrate the current soundness of the Bidder's financial position :

1. The Bidder's Net worth for the last year calculated on the basis of capital, profit & free reserve available to the firm should be positive.
2. Bidders, who meet the minimum qualification criteria, will be qualified only if their available bid capacity at the expected time of bidding is more than the total estimated cost of the works. The available bid capacity will be calculated as under:

Assessed Available Bid Capacity =  $(A \times N \times 2 - B)$  where

A = Maximum value of engineering works in respect of projects executed in any one year during the last 5 (five) years (updated to the price level of the year indicated in table below under note) taking into account the completed as well as works in progress. The projects include turnkey project / item rate contract / construction works.

N = Number of years (i.e. \_\_\_\_\_ year) prescribed for completion of the works for which Bids are invited.

B= Financial Liability of the bidder to be incurred for existing commitments & on-going works during the period of the subject contract.

#### To calculate the value of 'A'

- i) A table containing value of Engineering Works in respect to Projects (Turnkey projects/item rate contract/construction works) undertaken by the bidder during the last 5 (five) years is as follows :

Sl. No.	Year	Value of Engineering Works undertaken w.r.t. Projects (Rs. In Crores)
1	Year - 5	
2	Year - 4	
3	Year - 3	
4	Year - 2	
5	Year - 1	

- ii) Maximum value of projects that have been undertaken during the F.Y. \_\_\_\_\_ out of the last 5 years & value thereof is Rs. \_\_\_\_\_ Crores. (Rupees \_\_\_\_\_). Further, value updated to the price level of the year indicated in Table is as follows:

Rs. \_\_\_\_\_ Crores x \_\_\_\_\_ (Updation Factor as per Table annexed)

Rs. \_\_\_\_\_ Crores (Rupees \_\_\_\_\_).

Table indicating the factory for the year for updation to the price level is indicated as under

Sl. No.	F.Y. / Calendar year	Updation factor
1	Year - 1	1.0
2	Year - 2	1.05
3	Year - 3	1.10
4	Year - 4	1.15
5	Year - 5	1.20

- iii) Net worth for the last year of \_\_\_\_\_ (name of the company)

.....  
Signature, name & designation of  
Authorised Signatory

For & on behalf of

..... (Name of the  
Applicant)

.....  
Name of the Statutory firm

Seal of the audit firm

(Signature, name & designation &  
membership No. of authorised  
signatory)

To calculate the value of 'B'

3. A table # containing of all the existing commitments & on-going workings to be completed during the next\_\_\_\_\_ years (prescribed time for completion of the works for which Bids are invited) is as follows:-

Sl. No.	Name of work / Project	Name of the Employer	Percentage of participation of Bidder in the Project	Stipulated period of completion as per Agreement / LOA with the start date	Value of Contract as per Agreement / LOA Rs. _____	Value of work completed Rs. _____	Balance value of work to be completed Rs. _____	Anticipated date of completion	Financial liability to incurred for the said work/project during the period of the subject contract Rs. _____
1	2	3	4	5	6	7	8	8	10

.....  
.....  
Signature, name & designation of Authorised Signatory

For & on behalf of  
..... (Name of the Applicant)

Note :

1. All the documents to be submitted in support of Annexure - P must be duly signed & sealed by the applicant / bidder & authenticated by Statutory Auditor's firm.





**SECTION – B**  
**Form - II**  
**FINANCIAL STATEMENT**

**B.1 Name of Applicant :**

**B.2 Summary of assets and liabilities on the basis of the audited financial statement of the last five financial years.**  
(Attach copies of the audited financial statement of the last five financial years)

	1 <sup>st</sup> Year (Rs. In lakh)	2 <sup>nd</sup> Year (Rs. In lakh)	3 <sup>rd</sup> Year (Rs. In lakh)	4 <sup>th</sup> Year (Rs. In lakh)	5 <sup>th</sup> Year (Rs. In lakh)

a) Current Assets :  
(It should not include investment in any other firm)

b) Current liabilities :  
(It should include bank overdraft)

c) Working capital :  
(a) – (b)

d) Net worth :  
(Proprietors Capital or Partners Capital or Paid up Capital + Reserve and surplus)

e) Bank loan/ Guarantee :

**B.3 Annual value of construction works undertaken :**

Work in hand i.e. Work order issued	As on 31.03.2017	As on 31.03.2016	As on 31.03.2015	As on 31.03.2014	As on 31.03.2013

Work in progress				Work order issued but work not started		
Sl. No.	Name of the work with Tender No.	Estimated Amount	% of work executed	Sl. No.	Name of the work with Tender No.	Tendered Amount