



Government of West Bengal
Office of The Executive Engineer
New Town Construction Division No.-II
Housing Directorate
P-11, C.I.T. ROAD(3rd Floor), Kolkata-700014
mail Address:eentcdii@gmail.com
Phone No. 033 2265 1136

Memo No.: 209

Date. 20/07/2017

e-NOTICE INVITING QUOTATION
No. 05 OF 2017-18 OF EXECUTIVE ENGINEER,
NEW TOWN CONSTRUCTION DIVISION NO.-II, HOUSING DIRECTORATE

QUOTATION REFERENCE NO. WBHOUSING/EE/NTCD-II/e-NIQ 05 OF 2017-18

The Executive Engineer, New Town Construction Division No.-II, H.Dte., invites e-quotation for the work detailed in th table below. (Submission of Bid through online)

Sl. No.	Name of Work	Earnest Money	Cost of Tender document at the time of formal agreement (Rs.)	Period of completion	Eligibility of bidders to submit quotation/tender	Name of concerned division
1	(a) Preparation of Environment Impact Assesment report after carrying out necessary Study as required and submit the report to the Ministry of Environmental and Forest and also obtaining Enviromental clearance Certificate in respect of Akankha Scheme at Rajarhat Action Area 1-D	Initial Security Deposit Rs. 20,000.00	As per prevailing G.O.	3 MONTHS	As per e-NIQ item no. 10 & 11	Executive Engineer New Town Construction Division- II, H.Dte.

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 initial earnest money may be remitted through State Govt e-Tender Portal (refer Clause 9 of Page No. 2 of this e_NIQ) in favour of **Executive Engineer, New Town Construction Division no.-II, H.Dte.**, 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> . Quotation documents may be downloaded from website and submission of Technical Bid/ Financial Bid as per Important date/Time schedule stated in Sl. No 6. Both Technical bid and Financial bid are to be submitted concurrently duly signed digitally in website <http://wbtender.gov.in>
2. The technical bid and financial bid are to be submitted concurrently online only on **or before 10/08/2017 upto 4.00 p.m.**
3. Bid shall remain valid for a period not less than 60 days after the dead line date for Financial Bid submission.

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4. Important date and time schedule:

Sl No.	Particulars	Date & time
1.	Date of uploading of NIQ Documents (online) (publishing date)	20.07.2017
2.	Document download start date (online)	21.07.2017 after 6.00 pm
3.	Document download end date(online)	10.08.2017 upto 4.00 pm
4.	Bid submission start date (Online)	21.07.2017 after 6.00 pm
5.	Bid Submission closing (Online)	10.08.2017 upto 4.00 pm
6.	Bid opening date for Technical Proposals (Online)	16.08.2017 at 11.00 Am

7. LOCATION OF CRITICAL EVENT

Bid opening Place	Office of the Executive Engineer, New Twon Construction Division No.-II, Housing Directorate, P-11, C.I.T. Road,(3 rd Floor), Kolkata-700014
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8. The validity of contract will be for 04 (Four) Months from the date of issue of the work-order.

9. On-line receipt and refund of Security Deposit of E-Tender through State Govt. E-Tender Portal

The bidders have to deposit the Security Deposit. **Initial Amount of ₹.20,000.00 only during participating in e_Quotation** 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 Security Deposit of the bidders disqualified at the technical evaluation will revert to the respective bidders accounts without any manual intervention following the same path in which the Security Deposit 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 Security Deposit 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 Security Deposit 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 Security Deposit of the L2 bidder will revert to the respective bidder's accounts following the same path in which the Security Deposit 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 Security Deposit of the L1 bidder of the State Govt. Departments will automatically gate 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.

gpl.

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.

At the time of uploading the quotation, the intending quotationer should upload a scanned copy of such Unique Transaction Receipt (UTR) through NEFT/RTGS fund transfer for Rs. 20,000.00 (Rupees Twenty thousand only) as Initial Security Deposit in favour of the Executive Engineer, New Town Construction Division No.-II, H.Dte along with his quotation. Balance amount of security money excluding initial Security Deposit calculated, as 10% of total amount quoted by the quotationers/bidders shall have to be deposited before issuance of acceptance letter/formal work-order.. In this e-NIQ THE term 'his' relating to intending quotationer /bidder is not gender specific.

10. **Eligibility Criteria to submit quotation:** Firm/Agencies/Consultant who have the required experience for the Environment study and preparation of Environmaental Assessment report for Housing Project/Industrial Project as per guideline of Ministry of Environment and Forest & Forest & the State Pollution Control Board (SPCB) as applicable must be documented through e-filling. Relevant papers in support of proof having experience to be uploaded.

11. The bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all informations that may be necessary for preparing the bid and entering into a contract for the work as mentioned in this NIQ before submitting offer with full satisfaction. The cost of visiting the site shall be at his own expense. No additional claim will be entertained later on.

12. The intending quotationer/bidder should clearly understand that whatever may be the outcome of the present e_NIQ no cost of bidding shall be reimbursable by the department. The Executive Engineer, New Town construction Division No.-II, H.Dte. reserves the right to reject any or all application(s) for purchasing and/or to accept or reject any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any quotationer at the stage of bidding.

13. REFUND OF SECURITY DEPOSIT: As per prevailing G.O.

14. The intending quotationers are required to quote the rate in the BOQ (in both words and figures) online only. Any other fees required shall be paid by the departmental AKANKSHA Cell seperately.

15. In case of any objection regarding prequalification of any intending quotationer that should be lodged to the Executive Engineer, New Town construction Division No.-II, H.Dte. within 48 (Forty Eight) hours from the date and time of Technical Evaluation and beyond that time period no objection will be entertained.

16. At any stage, the e_NIQ inviting authority may verify the originals as submitted by the intending quotationers and he must cooperate with the department in all manners and if any false/incorrect/fabricated documents are found, his quotation will not only be rejected; penal action as decided by the department will also be imposed upon him.

17. If any discrepancy arises between two similar clauses on different notification(s), the clause as stated in later notification will supersede the former one in the following sequence:

- i) WBF No. 2911(ii)
- ii) e_NIQ
- iii) Technical Bid.
- (iv) Financial Bid.

18. Intending quotationers are required to submit online self attested photocopies of valid partnership deed (in case of partnership firm), current P.TAX deposit challan/professional tax clearance certificate, PAN Card, Current I.T Return, GST as applicable, trade license, proof of experience to execute similar nature of work.

19. The successful quotationer (contractor/agency) will have to execute an Agreement in WBF No. 2911(i)/WBF No. 2911(ii) as applicable in 3 (Three) copies and 2 (Two) copies along with other documents within seven (7) days from the date of issue of letter of acceptance; failing which the quotation is liable to be cancelled & initial security deposit will be forfeited to Govt.

20. No work shall be commenced or liability incurred until the work-order issued.

21. The acceptance of the quotation will rest with the Executive Engineer, New Town construction Division No.-II, H.Dte. who does not bind himself to accept the lowest quotation & reserve the authority to reject any or all the quotations received without assigning any reasons.

22. The quotation documents & other relevant particulars (if any) may be seen by the intending quotationers through website wbtenders.gov.in and also during office hours in the office of the Executive Engineer, New Town construction Division No.-II, H.Dte. on all working days.

23. No joint venture is allowed.

24. Arbitrations will not be allowed for the work. The clause 25 of 2911(ii) is to be considered as deleted clause, vide gazette notification no.-558/SPW-13th December, 2011.

25. Security Deposit: 10% of the quoted value will have to be deposited including initial security deposit of Rs. 20,000.00 by the successful bidder at the time of execution of agreement, in the shape of Demand Draft/Bank Draft/Banker's Cheque in favour of Executive Engineer, New Town construction Division No.-II, H.Dte.

26. Selected agency would be responsible to ensure payment of minimum wages to engaged persons as per Labour Department's circular in vogue.

27. Statuary deductions as per Govt. Rules and regulations and 1% labour welfare cess will be deducted from contractor's bill.

28. Arbitrations will not be allowed for the work. The clause 25 of 2911(ii) is to be considered as deleted clause, vide gazette notification no.-558/SPW-13th December, 2011.

29. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in the 'Instructions to Bidders' before tendering the bids.

30. Conditional/Incomplete quotation/bid will not be accepted.

31. **Refund of Security Deposit:** This will be made immediately after receiving the Environment Clearance Certificate from the competent authority.

32. Evaluation of Bids received from quotationer for submission and recommendation to Executive Engineer, New Town Construction Division No.-II to facilitate issue of work order shall have to be done by the consultant.

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INSTRUCTION TO BIDDERS/QUOTATIONERS

General guidance for e-Tendering/e_NIQ

Instructions/ Guidelines for tenders / quotationers for electronic submission of the tenders/ quotationers online have been annexed for assisting the intending quotationers to participate in e-NIQ/e-tendering.

1. Registration of Contactor

Any contractor willing to take part in the process of e-tendering (e-quotation) will have to be enrolled & registered with the Government e-Procurement system, through logging on to <http://wbtender.gov.in>. 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 Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information Centre (NIC) on payment of requisite amount. Details are available at the Web stated in clause-2 of Guideline to bidder. DSC is given as a USB E-Token.

3. The contractor can search & download NIQ & Quotation Documents electronically from computer once he logs on to the website mentioned in clause-2 using the Digital Signature Certificate. This is the mode of collection of Tender/Quotation Documents.

4. A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm (he has to be legally empowered to do so). If found to have applied severally in a single job, all his applications will be rejected for the job and penal action may be taken against him as deemed fit by the department.

5. Submission of quotations:

General process of submission: Quotations are to be submitted through online to the website stated in clause-2 in two folders at a time for each work, one in Technical proposal & the other in 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 format).

6. Where an 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, whether 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. The Power of attorney shall have to be registered in accordance with the provisions of the **"Registration Act, 1908."**

A. TECHNICAL PROPOSAL

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

A-1. Statutory Cover file Containing

- i.** Initial earnest money of Rs. 20,000.00 (Rupees Twenty thousand) as prescribed in the e_NIQ against the work in favour of Executive Engineer, New Town Construction Division No.-II as per clause-9 of this e_NIQ.
- ii.** e_NIQ along-with subsequent corrigendum if any (properly upload and same digitally signed). **Quoted rate will be only encrypted in the BOQ under Financial Bid.**
- iii.** Experience Profile (eligibility criteria as per clause-10).

A-2. Non statutory/ Technical Documents

- Income Tax return for the current year including PAN card.
- Professional Tax (PT) challan (2017-18).
- GST registration particulars (Form no.3)
- Service Tax registration particulars if any.
- Valid Trade License.
- Power of Attorney/Authority to sign the Tender document & Article/Memorandum of Association (in case of Companies).
- Partnership Deed in case of Partnership Firm.
- Experience of executing of similar nature of works.

I. Opening of technical Proposal: Technical Proposals will be opened by the Executive Engineer, New Town construction Division No.-II, H.Dte. and his authorised representative electronically from the web site stated using their Digital Signature Certificate.

II. Intending quotationer may remain present if they so desire.

C. Financial Proposal

i) The Financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ) in which the quotationer will quote their consolidated rate online (inclusive of cost of manpower, tool and tackles, machineries, necessary materials and management fee and service tax, if any etc.) as per person per month considering a contract period of one year (both in figures and in words) in the designated space.

ii) Downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

5. 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.

8. AWARD OF CONTRACT

The Bidder/Quotationer whose Bid has been accepted will be notified by the Tender/Quotation. 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
New Town Construction Division No.-II,
Housing Directorate

Memo No. 209/1

Dated : 20/07 /2017

Copy forwarded through e-mail to the Deputy Director of Information & Cultural affairs Department, Govt. Of West Bengal with a request for circulation in three nos. widely circulated Newspaper, in Bengali, English and Hindi and send the Newspaper cutting along-with the Bills in duplicate to this office within 7 (seven) days from the Tender Notice shall be published at least 14 (Fourteen) days before closing of Bid submission. Hence the NIQ shall be published as early as possible from his end. Abstract of e_NIQ to be published is enclosed.

Encl: Attached

Executive Engineer
New Town Construction Division No.-II,
Housing Directorate

pl

S.D.M
3873
31/8/17

Memo No. 209/2(19)

Copy forwarded for favour of his kind information to:

S. Majhi
31/8

Dated : 20/07/2017

- 1) The Engineer-in-Chief, Housing Department.
- 2) The Chief Engineer, Housing Directorate (In duplicate).
- 3) The Joint Secretary, Housing Department for display on the Website of Housing Department.
- 4) The Superintending Engineer, South Circle/West Circle/North Circle.
- 5) The Executive Engineer, Kolkata South Division No.-I/Medinipur Division Office/Kolkata South II Div./Kolkata North Division No-I/Kolkata North Division No -II /Bankura Division Office/Malda Divn. Office/Siliguri Divn. Office/New Town Construction Division No.-II (Extra copy of New Town Construction Division No.-II)/Electrical Division No. I/II.
- 6) Notice Board of this Office.
- 7) Estimating Branch of this office for information.

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Executive Engineer
New Town Construction Division No.-II,
Housing Directorate

Amrita
1/5/17
1/8/17

DECLARATION BY THE BIDDER/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 e-Quotation and other tender documents mentioned therein. I/We have also carefully gone through the "Schedule of works".

My/Our tender/Quotation is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting e_Quotation to complete the proposed work 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

- 1. **Signature of Bidder/ Quotationer with Seal** :

- 2. **Postal address of the Bidder/Quotationer** :


Executive Engineer
New Town Construction Division No.-II,
Housing Directorate