



Office of the Executive Engineer  
Electrical Division -VI, E-M Sector, KMDA  
14, Taratala Road, Kolkata- 700 088  
Phone No. 033 2401 2181

**NIT No. : 01/EE/ED-VI/E-M/KMDA of 2024-2025 dated: 10/06/2024**

Sealed percentage rate tenders are invited by the Executive Engineer, Elect. Div.VI, E-M Sector, KMDA in KMDA Form NO.I for the following job from the reliable, resourceful and bona-fide Electrical licensed Contractors.

| Sl. No | Description of work   | Estimated cost (Rs.) | Earnest money (Rs.) | Time of completion     | Cost of tender (Rs.) | Remarks   |
|--------|---|----------------------|---------------------|------------------------|----------------------|---|
| 1      | Maintenance including daily ON & OFF operation of Pump motor set, indoor & outdoor light, Glow Sign Board etc, for the office of the Executive Engineer, ED-VI, R&B (South) & SCD-V at 14, Taratala Road, KOL-700 088 | ₹95,597.00           | ₹1,912.00           | 6(Six) calendar months | ₹350.00              | Tender documents along with other particulars may be had from the above office as per following schedule. |

[www.kmda.wb.gov.in](http://www.kmda.wb.gov.in)

1. Last date and time limit of receiving application for tender: 21/06/2024 up to 3.00 PM
2. Last date and time limit for purchase of tender documents: 25/06/2024 up to 3.00 PM
3. Last date and time limit of submission of tender documents : 27/06/2024 up to 3.00 PM
4. Date and time of opening tender documents : 27/06/2024 at 4.00 PM

**Issue of tender documents:-**

Intending tenderer should submit their application to the office of the undersigned in duplicate in their own letter head along with photocopies of the following documents for obtaining qualification to remain in the tender process.

- (i) The firm shall have valid and/or renewed trade license.
- (ii) The intending tenderer shall have valid up to date clearance certificate of Professional tax. If up to date PTCC is not obtained then receipted copy of tax deposit Challan from the date of PTCC last issued/obtained to the current year shall have to be produced.
- (iii) The firm shall have valid GST Registration with Certificate.
- (iv) The firm shall have valid PAN issued by GOI with IT Return for last assessment year.
- (v) The intending bidder shall have valid Electrical Contractor's License. The personnel to be provided by agency shall possess requisite valid supervisory certificate enlisted in DOE. SCC part No. - 1,2&11 etc and valid appointment documents of supervisor to which the EIC may ask for verification at any time during the period of contract.
- (vi) Tenderers having successfully completed (a) Maintenance of electrical installation contract jobs within last five years, of value not less than 40% of the value put to tender in one single contract during 5 (five) years prior to the date of this tender notice or (b) having successfully completed maintenance of electrical installation contract jobs of value not less than 30% of the value put to tender in each of two separate contract during 5 (five) years prior to the date of this tender notice or (c) intending tenderers should produce credential of one single running maintenance of electrical installation contract job which has been completed to the extent of 80% or more and value which is not less than the 40% of the value put to tender in one single contract during 5 (five) years prior to the date of this tender notice and each under any Govt./Govt. undertaking /Autonomous Body/Local Body. Completion certificate by the said department in favour of the bidder is only acceptable. In case of running works certificate should be clearly stated that the work is in progress satisfactorily and no penal action has been initiated against the executing agency i.e. tenderer.
- (vii) The work completion certificate (Credential) must specify detailed nature of job completed. Tender value of job, date of commencement of work and date of completion of work and Final Bill Value.

- (viii) All agencies must report above office within 4(four) hours as and when required and asked for reporting by the EIC and submit contact person details, official e-mail address along with the application.
- (ix) Partnership firms should submit a copy of the Partnership deed along with the application otherwise the application may not be considered.
- (x) In case of registered un-employed engineer's co-op societies necessary registration paper in support of the registration and also for exemption of Earnest money deposit shall be submitted.
- (xi) All the pages of Tender paper and all the documents (Submitted as Bid documents) including photo copies must be signed by the authorized representative on the body of such documents in the following manner, failing which the application may not be considered.
- (xii) A declaration on non-judicial stamp paper stating that documents submitted/furnished by him are true and Genuine to the best of his knowledge and belief in case any fraudulent activities are observed and or detected he should solely responsible for such activities. He shall also declare that whether his firm has been debarred in recent past from any sort of tendering in any department or punished in any form.  
After scrutinizing all above documents department will issue tender documents if those documents are found in order.

**Mode of submission of tender documents:-**

- (i) Tenderer shall mention their offered rate in percentage ABOVE or BELOW or AT PAR of the departmental estimated amount put to tender in proper position of the documents both in figure and words written in indelible ink and in English scripts.  
Documents shall be signed by the tenderer /authorized signatory with company's seal on each page of the documents.
- (ii) The Earnest money Deposit as mentioned above in the form of Bank draft /Pay order from a scheduled bank payable at Kolkata in favor of "KMDA" shall be enclosed with the tender documents. Apart from the statutory Taxes, Cess etc. as per circular/notification of the Union Govt. / Govt. of W.B., Security Deposit @10% of billed value shall be deducted from contractor's bill of which EMD deposit @2% already deposited with the department shall be converted into security deposit. The stated security deposit shall be refundable as per KMDA FROM No. 1.
- (iii) The tender documents shall be placed in sealed cover superscripting the N.I.T. No., description of work.
- (iv) The tender document so prepared shall be submitted in tender box kept in the above office or either of the following offices within due date & time.
  - a) The Executive Engineer, ED-VI, EM Sector, KMDA, 14, Taratala Road Kolkata- 700 088
  - b) The Superintending Engineer, EC-I, EM Sector, KMDA, Block-D, 2<sup>nd</sup> Floor, Unnayan Bhavan, Kol- 91.
  - c) The Executive Engineer, ED-III, EM Sector, KMDA, 39A/38, P.G.M. Shah Road Kolkata- 700 095

**Particular Instructions to the tenderer:**

- (i) In no Circumstances the tendered rate will be enhanced after acceptance of tender.

**Opening of the tender document:-**

At the prefixed date & time tender will be opened at the office chamber of the Ex. Engineer of Elect Div-VI. Intending tenderer or their representative may present during opening of tender.

**Additional Performance security:**

Additional performance security @10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the estimate put to tender. Additional performance security shall be submitted in the form of Bank Guarantee from any schedule bank before issuance of the work order if the bidder fails to submit additional performance security within 7(seven) working days from the date of issuance of Letter of acceptance, his EMD will be forfeited and other necessary action like black listing of contractor etc may be taken. The bank guarantee to be valid up-to the end of contract period shall be renewed accordingly if required.

**Prohibition on suspended / debarred persons / entities to participate in the bidding process:**

As per memo no. 547-W(C)/1M-387/15 dated 16/11/2015, Government of West Bengal introduced panel measures of Suspension and Debarment of Contractors Suppliers and Consultants who are participating in tender process as well as selected for execution of works for their false declaration or forgery or falsification of records submitted or failure to execute committed contract or for their failure to perform contractual obligations and thereby resulting delay in execution of works. The detailed guidelines are annexed in the said memorandum.

A person / entity that is suspended / debarred by a procuring entity shall not be allowed to participate in any procurement process under KMDA during the period of suspension/ debarment unless the same has been revoked. A joint venture or consortium which is suspended / debarred or which has suspended / debarred member/s and / or partner/s as well as a person / entity who is a member of a suspended / debarred joint venture or consortium shall, likewise, not be allowed to participate in any procurement process under KMDA during the period of suspension / debarment unless the same has been revoked.

**Disclaimer:-**

KMDA reserves the right to reject, acceptant or all the tenders /bids without assigning any reason whatsoever.

Executive Engineer (Electrical)  
Electrical Division-VI/E-M sector/KMDA

Copy forwarded to:-

1. The Chief Engineer-in-charge, EM Sector, KMDA.
- 2-5. The Superintending Engineer, EC-I/EC-II/MC-I/MC-II, E-M, KMDA
- 6-12. The Executive Engineer, ED-I/II/III/IV/V/VII/VIII, E-M Sector, KMDA
13. The Dy. Secretary (PR), KMDA - with request to publish the tender notice in leading Dailies as per existing rule and in KMDA web site. Four (4) copies of NIT and copy of approval from competent authority is enclosed here with.
14. The A.O., O&M Cell, KMDA.
15. The Sr. Acct. Asst., ED-VI, E-M Sector, KMDA.
16. Notice Board.

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