

**Office of the Executive Engineer,  
East Bank Division, SD& SWM Sector, KMDA  
Block- 'A', 5th Floor, Unnayan Bhavan,  
Salt Lake City, Kolkata-700091**

**Detailed**

**e-NIT No : 01/EE/SWM-EB/SD&SWM/KMDA of 2024-2025 (2nd Call)**

No: \_\_\_/EE/SWM-EB/SD&SWM/KMDA

Dated: 25.09.2024

**Executive Engineer, East Bank Division, SD&SWM Sector KMDA** invites online e-tenders in two part system (Part-I Technical Bid and Part-II Financial Bid) from eligible, reliable, resourceful and experienced agencies/firms/companies/individual contractors with sufficient financial ability, having credential and acumen in executing similar nature of works in any Government/Government Undertaking/Autonomous Bodies/Semi-Government/ Statutory Authorities and Local Bodies etc., of value not less than 30% of estimated amount within the last 5 (five) years from the date of issue of this e-NIT, for the below-mentioned works:

**Table-1**

Sl No	Name of work	Estimated Amount Put to Tender (Rs)	EMD (Rs)	Cost of Tender Documents Participating in E-Tender	Time of Completion
(1)	(2)	(3)	(4)	(5)	(6)
1.	Clearing and removing weeds, water hyacinth, Solid/Semi-solid Compact mass & jungles etc for kelvin khal for a period of 6(Six) months under Titagarh Municipality, during the year 2024	2,61,731.00	5,235.00	Not Required	180 days
2	Clearing and removing weeds, water hyacinth, solid/semi-solid Compact mass & jungles etc for Profulla Nagar Khal for a period of 6(Six) months under Kamarhati Municipality, during the year 2024.	1,00,414.00	2,008.00	Not Required	180 days

Intending bidder may download the tender documents from <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Date of uploading NIT is **04.10.2024** & last date & time for online submission in the tender is **21.10.2024 up to 13.50 Hrs.** Further details may be had from the detailed NIT at the office of the undersigned or from the KMDA web site: [www.kmdaonline.org](http://www.kmdaonline.org). The Authority reserves the right to reject or accept any or all tender without assigning any reason.

Executive Engineer, EBD  
SD&SWM Sector, KMDA.

1. Intending bidder may download the tender documents from <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. As per order of KMDA earnest Money will be deposited by the bidder electronically: online 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 and Account No., Amount, Beneficiary Bank Name (ICICI) and IFSC Code and also e-procurement ref. no.

2. **Submission of Tender:** - a) Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbenders.gov.in> as per time schedule stated herein under.
- b) The financial Bid of the prospective bidder will be opened only if the bidder qualifies in the Technical Bid. Decision of the Tender Inviting Authority will be final and binding to the bidder and any challenge against such decision will not be entertained.

Time Schedule and Important information for Downloading, Uploading and Opening of Tender Documents :-		
No	Item	Details
3.1	Date of uploading (Publishing) of NIT Documents (Online)	: 04.10.2024 after 15:00 Hrs
3.2	Documents download start date (Online)	: 04.10.2024 after 15:30 Hrs
3.3	Start date & time for Bid submission (Online)	: 04.10.2024 after 15:40 Hrs
3.4	Documents download end date (Online)	: 21.10.2024 up to 12.50 Hrs
3.5	Last date & time limit for submission of tender through online	: 21.10.2024 up to 13:50 Hrs
3.6	Scheduled date & time for opening the Technical Bid	: 24.10.2024 after 14:50 Hrs
3.7	Scheduled date & time for opening Financial Bid	: To be intimated later on
3.8	Name & Address of the Executive Division	: Executive Engineer, SWM- East Bank Division SD&SWM Sector, KMDA

**Tenders will be opened by the Executive Engineer, East Bank Division, SD&SWM, Sector, KMDA** or his authorized representative in presence of bidders or the authorized representatives who may like to be present.

3. **Earnest Money:** Scan copy of Acknowledgement Slip of Remittance of EMD to be uploaded during the electronics submission of the tender and the L1 bidder shall submit the copy of the Acknowledgement to the Tender Inviting Authority before insurance of LOI. The balance earnest money, if any, 2 (two) percent of the tender value is to be deposited at the time of execution of formal agreement.
4. **Credential:-**The prospective bidders shall have satisfactorily completed, as a prime agency during the last 5 (five) years, prior to date of issue of this notice, construction of at least one any drainage work or sewerage work or water supply work of 30% of the estimated amount put to tender, or must have completed same nature of multiple works (more than one) of 30% of the estimated amount put to tender or must have completed 80% of work of any running project of same nature, in a single tender, amounting to 30% of the estimated amount put to tender, under the authority of State/Central Government, State/Central Government undertaking/Autonomous Bodies/Statutory bodies constituted under the statute of the State/Central Government or local bodies.

## **5. Technical Bid**

- a) **List of Scanned Copy of the Common Documents must have to be uploaded by the each bidder are:**
- Last 3 year's Income Tax Return
  - Last 3 year's Audited Balance Sheet.
  - Pan Card
  - Valid Professional Tax Clearance Certificate.
  - Valid Trade License.
  - GST No.
  - Technical Credential in the form of Completion Certificate with Completion date
  - Work Order & Payment Certificate of the Completed work mentioned in the technical credential may also be submitted.
  - Scanned Copy of one Affidavit before Notary will have to be submitted mentioning the NIT & Sl. No of the work applying for, the Correctness of the Documents and a declaration of Penalty &/or debarment etc. faced by the bidder under any Govt. /Semi- Govt./Autonomous body/Institution.
  - Valid ESI & PF Registration.
  - Bidders having Registered Office located outside West Bengal must submit a separate Affidavit that he will operate a full-fledged technically supported spot decision making Office (including Contract Person's name & Address details)in West Bengal if he becomes successful bidder (L1)
  - Bank solvency certificate of minimum 25% of estimated amount put to Tender
- 5.b) List of documents shall have to upload by the Partnership Firm in addition to SI No.**
- The Power of Attorney for the firm for signing the tender by all the partners.
  - Partnership Deed.

**6. Language of Tender:** - The tender shall be submitted in the prescribed form in English only. All literatures, documents and correspondence in connection with the tenders must be in English.

**7. Security Deposit:** - 10% Security Deposit will be deducted from gross bill value of each every running bill and from final bill without any upper ceiling limit. Deposited EMD will be adjusted as part of security deposit. Refund of security deposit will only be made after completion of works as well as defect liability period without any kind of defect/damage of property.

**8. Provision of Defect liability Period and refund of security deposit:** Defect liability period **i.e. 01 (one) month** from the date of successful completion of the work.

9. Bid validity period is 120 days.

#### **10. SUSPENSION & DEBARMENT OF CONTRACTOR**

The detailed procedure for taking penal measures of suspension and debarment of suppliers, contractors and consultants delineated in memorandum no. 547-W(C)/1M-387/15 Dated 16.11.2015 and it's subsequent amendment notified vide memorandum no. 724-W(C)/1M-953/19 Dated 19.12.2019 of Works Branch, PWD, GoWB shall be followed for debarment & suspension of bidders & agencies selected for executing public 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 for execution of public works or execution of faulty works.

#### **11. INSTRUCTION TO THE BIDDERS.**

a. General guidance for e-tendering.

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-tendering. **Additional performance security @ 10% of the tendered amount in the form of Bank Guarantee from any schedule Bank shall have to be deposited by the lowest bidder before issuance of work order in case the accepted bid value is 80% or less of the estimated amount put to tender.**

b. Registration of Contractors.

Any contractor willing to take part in the process of e-tendering will have to be enrolled and registered with the Govt. e-Procurement system, through login onto <https://wbtenders.gov.in> the Contractor is to click on the link (Online Bidder Enrolment) for e-tendering site.

c. Digital Signature Certificate (DSC)

d. Each contractor is required to obtain Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the Controller of Certifying Authority, Govt. of India. (<http://cca.gov.in>) on payment of requisite amount. The Contractor can search the tender and download NIT and other tender documents electronically from computer once he/she logs onto the website <https://wbtenders.gov.in> . This is the only mode of collection of the tender documents. A prospective Bidder shall be allowed to participate in the job either in the capacity of the individual or as a partnership firm. If found to have applied several times in a single job all his applications will be rejected for that job. The Bidder can search & download NIT & Tender Documents electronically from computer once he /she logs to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of the Tender Documents.

e. **Submission of Tenders:**

Tenders are to be submitted through online to the website as stated in Cl.1. Two folders at a time for each work; one is technical Bid and another financial bid before the prescribed date and time using the Digital Signature Certificate.

Technical Bid: Technical bid contain scanned copies of the following further in two folders.

12. The prospective bidders shall quote their rate in percentage above or below the estimated value of the work, maximum 2 (two) digits beyond/after the point, if any. If percentage rate quotation received beyond 2 (two) digits, after the point, from the lowest quoted bidder, the next lower value for above and higher value for below the contractual percentage (2 (two) digits after point) will be considered and restricted, e.g., if rate received between 2.771% and 2.779% above the estimated amount, the rate will be revised to 2.770% above only, and if rate received between 19.991% and 19.999% below the estimated value, the rate will be revised to 20.000% below the estimated amount and if so, the Additional Performance Security, as per norms, should have to be submitted by the lowest quoting and selected bidder. The tendered amount will be calculated based on the revised contractual percentage, as above.

NOTE: Failure of submission of any of the above mentioned documents (as stated 5a. & 5b.) will render the tender liable to be summarily rejected for statutory and non-statutory cover.  
**THE ABOVE STATED NON\_STATUTORY/TECHNICAL DOCUMENTS SHOULD ARRANGE IN THE FOLLOWING MANNER.**

Click the check boxes beside the necessary documents in the My Documents list and then click the tab: submit non statutory documents” is send the sealed documents to non statutory folder. Next click the tab” click to Encrypt and upload” and then “Technical” folder to upload the technical documents.

Sl. No.	Category Name	Sub category description	Details
A	Certificate	Certificates	i) Income Tax return (For last 3 years) ii) Last 3 years balance sheet iii) Pan Card iv) P. Tax v) GST No, etc.
B	Company details	Company details-1	i) Trade License, ii) Partnership Deed, iii) Power of Attorney, iv) MoA/MoU etc. as applicable, iv) Local Address.
C	Credentials	Credentials-1	Credential, Work Order, Payment Certificate, Bank Solvency of minimum 25% of estimated amount put to Tender etc.

### **Financial Bid**

- a) The financial Bid should contain the following documents in one folder i.e. Bill of Quantities (BOQ). The Supplier is to quote the rate through online in space marked for quoting rate in the BOQ. **(Quoted rate will be inclusive of GST & all other prevailing taxes, cess & duties.)**
- b) Only Downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

### **Opening & Evaluation of Tender**

- a) Technical Bid will be opened by the Executive Engineer, SWM-East bank Division, SD & SWM Sector, KMDA. Intending bidders may remain present if they so desire. Statutory Cover would be opened first & if found in order and correct, then the Non Statutory Cover will be opened. If there is any deficiency in the Statutory & Non Statutory documents the tender will be summarily rejected.
- b) Decrypted (transformed in to readable formats) documents of the non statutory folder will be downloaded & handed over to the evaluation committee.
- c) List of technically qualified bidders would be uploaded.

NB: While evaluation, the Committee may summon any of the bidders and seek clarification/information or additional documents or original hard copy of any of the documents already submitted & if they are not produced or uploaded (if asked to do so) within the stipulated time frame, their bid will liable for rejection.

### **Opening and evaluation of Financial bid:**

Financial bid of the Tenderers who have declared technically eligible only be opened.

**Penalty for suppression/distortion of facts:** Submission of false document by the bidder is strictly prohibited. If it is found upon subsequent scrutiny that, any document submitted by the bidder is fabricated or untrue, the concerned bidder will be debarred from participating of any tender of KMDA and/or of Govt. /Govt. Undertaking/Autonomous Bodies/ Local bodies for a certain period of time as will be decided by the KMDA and his EMD may also be forfeited.

Executive Engineer, EBD  
SD&SWM Sector, KMDA.

**Copy forwarded for information & necessary action to:-**

- 1 The C.E.O, KMDA.
- 2 The DOF, KMDA.
- 3 The Special Secretary, KMDA.
- 4 The Chairman, Titagarh /Kamarhati Municipality.
- 5 The Chief Engineer, SD & SWM Sector, KMDA.
- 6 The Deputy Secretary, Public Relation Cell, KMDA along with 4 (four) copies of this NIT for Publication in three leading News Papers and for display this NIT in KMDA Web Site.
- 7-10 The SE, South/North Circle/Planning/Programme, SD&SWM Sector, KMDA.
- 11 The A.C.F.A, SD&SWM Sector, KMDA.
- 12 The Estimator, East Bank Division, SD & SWM, Sector, KMDA.
- 13 Notice Board, East Bank Division, SD & SWM Sector. KMDA.

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Affidavit Format

One Affidavit before Notary will have to be submitted mentioning the correctness of the documents and Declaration of penalty, debarment etc. faced by the declaring under any Govt / Semi- Govt / Autonomous body / Institution / local body in hard copy along with Form no 1 above within stipulated date & time.

**Points/Declaration to be furnished in the AFFIDAVIT**

- i) I (Name), Son of (Father's Name), residing at (Residential Address) having office at (Business Address) do hereby solemnly affirm and declare as follows:
- ii) Partnership Details:
- iii) Reference NIT No, Sl. No.
- iv) All Documents submitted by me are genuine, authentic, true and valid.
- v) All information furnished is true to the best of my knowledge & behalf. Department has got full right to cancel the same with penal measure, if any, in case any of the statements is proved to be false.
- vi) Neither any penalty nor debarment was made against me or against the firm in any way at any Govt. /Autonomous Body/Institution.
- vii) That I am a citizen of India.

All above statements are true to the best of my Knowledge and belief.

Sign Of the bidder