

OFFICE OF THE EXECUTIVE ENGINEER,
PLANNING DIVISION, SD SECTOR, K.M.D.A.
VIP Block, (1st Floor), Unnayan Bhawan, Salt Lake, Kolkata - 700 091
e-Mail ID - sdplng.kmda@gmail.com

Memo No: 125/KMDA/SD/EE (Plng Divn.)/ W-255

Dated: 11/09/2025

NOTICE INVITING e-QUOTATION

e-NIQ NO: - 01/KMDA/SD/EE (Plng Divn.) of 2025-26, Dt: -11/09/2025

The Executive Engineer (Civil), Planning Division, SD Sector, KMDA invites online e-quotation in two part system (Part-I Technical Bid and Part-II Financial Bid) from bonafide, reliable, experienced & resourceful firms / individuals contractors, who have successfully completed works in Government / Govt. Undertaking / Govt. Autonomous Bodies / Semi-Govt. / Statutory Bodies/Local Bodes having credentials having credentials of **1 (One) Similar Nature Of Completed Work** of the minimum value **not less than 40%** of the estimated amount put to tender during last **5 (five) 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 **not less than 30%** of the estimated amount put to tender during last **5(five) years** prior to the date of issue of the tender notice, or Intending tenderers should produce credentials of **1 (One) Similar Nature of Running having completed 80% or more and value of which is not less than as in i) above**, during last **5(five) years** prior to the date of issue of the tender notice.

Sl. No.	Name of Work	Earnest Money (Rs.)	Time of Completion
1.	Topographical Survey and Hydraulic Design for Preparation of GIS based Comprehensive Storm Water Drainage scheme in Kodalia-II Gram Panchayat under Chinsurah-Mogra Panchayat Samiti, Hooghly District.	2% of the Quoted Amount. # Initial Earnest Money deposit shall be Rs: 15,000.00 [Rupees fifteen Thousand Only] [Online through e-Procurement System of Govt. of W.B.] [# The balance (if any) of 2% shall have to be deposited on acceptance of bid]	30 Days

- 1) **Earnest Money Deposit (EMD)** is to be remitted by the Tenderer in favour of **KMDA**. Payable at **KOLKATA**, as mentioned in **column 4** above through Net- Banking/ RTGS/NEFT in respect of the Tender ID, as per the requirement of e-Procurement System of Government of West Bengal (<https://wbtenders.gov.in/>).

In addition, instruction by the Finance Department **MEMORANDUM**, vide no. - **3975-F(Y)**; Dated, **28th July, 2016** to be followed for ready reference and guidance.

- 2) Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
- 3) Bidders should quote the rate including all Gov. statutory Tax's and GST as applicable. The Tax invoice(s) need to be issued by the supplier for raising claim under the contract showing separately, the tax charged in accordance with the provisions of GST Act, 2017.
- 4) Submission of Tender: - a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbtenders.gov.in> as per time schedule stated herein under. Time will be reckoned as per Server Clock. b) The Financial Bid of the prospective tenderers will be opened only if the tenderer qualifies in the Technical Bid. The decision of the Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.

- 5) The intending 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 services 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.
- 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 Tender accepting authority of **SD Sector, KMDA** reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 7) Conditional / Incomplete Tender will not be accepted under any circumstances.
- 8) During scrutiny, if it comes to the notice of the Tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the Tender and that application will be rejected without any prejudice.
- 9) **The Executive Engineer (Civil), Planning Division, SD Sector, KMDA** reserves the right to cancel the NIQ due to unavoidable circumstances and no claim in this respect will be entertained.
- 10) Successful bidder will have to install the display board as instructed by Engineer-In-Charge and have to maintain that board at his own cost. No payment shall be made in this regard from KMDA
- 11) Before issuance of the WORK ORDER, the Tender inviting authority may verify the credentials and other documents of the lowest Tenderer if found necessary. After verification, if it is found that the documents submitted by the lowest Tenderer is either manufactured or false in a case work order will not be issued in favour of the said Tenderer under any circumstances.

12. Time Schedule for Downloading, Uploading and Opening of Tender Documents: -		
a)	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	Date: 18/09/2025, Time: 14.00 hrs
b)	Documents download start date (Online)	Date: 18/09/2025, Time: 14.30 hrs
c)	Documents download end date (Online)	Date: 25/09/2025, Time: 14.30 hrs
d)	Seek Clarification Start Date & Time	N.A.
e)	Seek Clarification End Date & Time	N.A.
f)	Pre-bid Meeting Date & Time	N.A.
g)	Issue of Response (As per written queries submitted by the bidders within scheduled period)	N.A.
h)	Starting date & time for sub- mission of tender through online	Date: 18/09/2025, Time: 14.30 hrs
i)	Last date & time limit for sub- mission of tender through online	Date: 23/09/2025, Time: 14.55 hrs
j)	Scheduled date & time for opening the Part-I tender document (Technical Bid) (Bid will be opened by the Authorized Officer)	Date: 25/09/2025, Time: 15.00 hrs
	Date of uploading the List of technically qualified bidders (Online)	To be notified later in https://wbtenders.gov.in
	Scheduled date & time for opening Part-II tender document (Financial Bid)	To be notified later in https://wbtenders.gov.in
## No financial information should be uploaded to the folder marked for technical bid.		

Tenders will be opened by **The Executive Engineer (Civil), Planning Division, SD Sector, KMDA** or his authorized representative in presence of tenderer or their authorized representatives who may like to be present.

12) Eligibility criteria for the bidders: -

The bidders should have the credentials as detailed below:-

- a) Intending tenderers should produce credentials of **1 (one) Similar Nature of Completed Work** of the minimum value of **40%** of the estimated amount put to tender during last 5(five) years prior to the date of issue of the tender notice; or

- b) 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 last 5(five) years prior to the date of issue of the tender notice; or
- c) 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 (a) above;

❖ **Other terms and conditions of the credentials:-**

- i) Payment certificates will not be treated as credentials.
- ii) Completion Certificate issued by the Executive Engineer or equivalent competent authority of a State/Central Govt., State/Central Govt. undertaking, Statutory/Autonomous bodies constituted under the Central/State Statute on the executed value of completed/running works will be considered as Credential.
- iii) No credential will be considered valid unless it is supported by a work order, price schedule or BOQ of work and completion certificate mentioning the date of completion issued by the competent authority, not below the rank of Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertakings, Statutory / Autonomous bodies constituted under the Central / State Statute. The completion certificate should indicate the value of the work (equal to booked expenditure).

N.B. Estimated amount, Date of completion of the project & detail communicational address of Client must be indicated in the Credential Certificate.

- d) Scanned copy of **PAN card, P. Tax, Valid income tax (For Last 3 yrs), GST registration. Last 3 yrs audited balance sheet, Credentials, BOQ's of the respective credentials, Work Order, Payment certificate, Bank Solvency Certificate in Current Financial Year and other supporting documents, Registration Certificate and/or trade license** of the company must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.
 - e) Scanned Copy of one original **affidavit before the Notary will have to be submitted as per the prescribed format, attached in the tender documents**, mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through online at the desired location.
 - f) Agencies against which departmental proceedings or legal actions are pending or have been identified by KMDA as having violated the terms of the existing contract(s) shall be debarred from participating in this bid.
- 13) The Bidder is advised to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid. Visit to the site shall be at the bidder's own expense.
- 14) **Earnest Money:** - The tenderer shall have to upload a scanned copy of requisite documents in support of submission of EMD (as mentioned in column-4 of the above table) through online, along with the tender document in prescribed manner failing which the tender shall be rejected. The balance earnest money if any to fulfill **2(two) percent** of the tender value is to be deposited at the time of execution of formal agreement.
- 15) **Security Deposit:** - **Security Deposit (as per prevailed norms)** will be deducted from gross bill value of each and 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 the property.
- 16) **Defect Liability Period:** - The Defect Liability Period for the work is upto the final approval of the DPR of the work/ project from the competent authority.

- 17) List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online: -**
- i)** All annexures as annexed.
 - ii)** Certificate of Incorporation/Registration of firm or company (Memorandum and Articles of Association, if any).
 - iii)** Deed of Partnership (constituted/reconstituted/amended, if any) (only for Partnership Firms).
 - iv)** Income Tax Return (for the last 3 financial years).
 - v)** Audited Balance Sheet (for the last 3 financial years).
 - vi)** Pan Card.
 - vii)** Professional Tax clearance certificate.
 - viii)** GST registration.
 - ix)** Latest valid Trade License.
 - x)** Technical Credential.
 - xi)** Work Order for the work in technical credential.
 - xii)** BOQ of work or price-breakup schedule of similar nature of work.
 - xiii)** Payment certificate of the said work.
 - xiv)** Completion Certificate for the work completed/running.
 - xv)** Affidavit before Notary mentioning the correctness of the documents and declaration of penalty or debarment etc., before the issuance of this NIT.
 - xvi)** Engineer's qualification Certificate.
 - xvii)** Registration certificates and relevant papers of Employees Provident Fund & ESI.
- 18) Mismatch in Name:** - All documents uploaded by the Bidder, in support of his eligibility/credential for Pre-qualification to participate in this Tender should be the same and identical & with a Digital signature certificate (DSC). Minor mismatch like "M/S", "Kr/Kumar", "Co-Op/Co-Operative" etc. has to be legalized /authenticated by the Bidder by uploading of proper Affidavit (duly Notarized) in this regard.
- 19)** Neither prospective bidders nor any of the constituent partner had been debarred to participate in tender by the **KMDA during the last 5 (five) years** prior to the date of this NIT. Such debar will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per the prescribed format without which the Technical Bid shall be treated non-responsive).
- 20)** For (a) Procurement of goods and services and (b) Works related contract involving supply of goods and services by contractor. Tax Invoice (S) needs to be issued by the supplier for raising a claim under the contract showing separately the tax charged in accordance with the provision of the **GST Act 2017**.
- 21)** Joint Ventures/Consortiums are not allowed to participate in the bid.
- 22)** There shall be no provision for Arbitration.
- 23)** No Adjustment of Price OR Price Escalation of any kind will be allowed.
- 24)** No mobilization advance and secured advance will be allowed.
- 25) Addenda/Corrigenda:** - During the tenure of the tender if any addenda/corrigenda take place that will be circulated only through the Government e-Procurement system. Contractors are to keep track of all the Addendum / Corrigendum issued with a particular tender and upload the same digitally signed along with the NIT. Tenders submitted without the Addendum / Corrigendum will be informal and liable to be rejected.
- 26)** All possible precautions should be taken for the safety of the people and work force deployed at worksite as per safety rule in force Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs.
- 27)** The work to be executed with necessary arrangements for safety, machineries, temporary Barricading, labour hutments, electricity and other misc. at contractors own cost. The contractor have to executed the

work at site following all the guidelines of work for the ongoing Covid 19 pandemic situation viz. face mask for every labours, social distancing, application of sanitizer at regular interval etc.

- 28) Bid Validity:** - Bids shall remain valid for a period of **120 days (One Hundred Twenty)** from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 29)** During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.

List of **“Technically Qualified Bidders”** will be published in the web portal only. Financial Bid will be opened within a short period after such publication. Therefore, Bidders are requested to view the tender status on a regular basis. In case if there be any objection regarding Pre-qualification/ list of **“Technically Qualified Bidders”**, that objection should be lodged to the Chairman, Tender/Bid Evaluation Committee within **24 hours** from the date and time of publication of list of qualified Agencies and beyond that time schedule no objection will be entertained by the **Tender/Bid Evaluation Committee**.

- 30)** Before issuance of the LOI, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacture or false in that case, LOI will not be issued in favour of the tenderer under any circumstances.
- 31) Language of Tender:** - The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.
- 32) Others:** - The Tender Notice along with other documents like Tender **Form No. -1 KMDA, Technical Specification, Special Terms and Conditions, BOQ, Addendum and corrigendum etc.** whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.
- 33) Declaration:** - Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

For detail information please visits <https://wbtenders.gov.in> & www.kmda.wb.gov.in

Executive Engineer, Planning Division,
SD Sector, KMDA.

1. Scope of Work:-

The major components of the assignment are:

1. Feasibility study of existing drainage system.
2. Detailed topographical survey using Total Station and DGPS.
3. Geo-referenced layout planning with creation of Digital Elevation Model (DEM) including a 3 km buffer zone to assess terrain slope and flow direction.
4. GIS mapping and implementation, including development of a geospatial database for drainage and terrain features.
5. Assessment of existing drainage network for identification of combined sewer systems, if any.
6. Hydraulic design of the drainage network, including flow assessment and outfall data collection.
7. Recommendations for new drainage infrastructure and upgrades to the existing system.
8. Preparation of a comprehensive Detailed Topographical Survey drawings (GIS based), including CAD drawings, GIS layers etc.

Database Creation : Zone-wise data collection and data analysis report physical aspects is to be done by the Consultant. In addition, primary surveys such as existing drainage system, natural drainage system, catchment area, land slide area, problem areas, existing storm water drainage etc. are required to be undertaken as required.

2. The risks and coverage by insurance shall be:

- i) Personal injury or death insurance for Service Provider's Employees (In accordance with the statutory requirements applicable to India)
- ii) Loss or damage to equipment and data till project completion (Minimum Cover Contract Price)

3. Deliverables, Time Schedule & Terms of Payment :-

- i) On completion of the job, the Bidder shall submit the reports as per scope of the work.
- ii) Data should be delivered on Pen drive/External Hard Drive. External hard drives/pen drive will be retained by EIC.
- iii) Data deliveries should be clearly labelled with name of Service Provider, date of supply and list of contents.
- iv) All reports are to be provided in editable format i.e. Word (.doc/.docx) format, Excel spreadsheet (.xls/.xlsx) or appropriate digital format as approved by EIC.
- v) All images should be clear and sharp in detail with no light streaks, static marks, scratches, ice effect or other noticeable blemishes. The imagery should be free from defects, such as out-of-focus imagery, and should not contain inconsistencies in tone and/or density. The ortho-rectified image should be free from tilt and relief displacement. To ensure consistency, the imagery should be radio metrically and geometrically corrected to enable adjacent files to be displayed simultaneously without obvious distinctions between them.

Sl. No	Description of Deliverables / Stage of work	Submission of Reports	Time Schedule (to be reckoned from the date of award of Work Order)	Payment milestone (%)
1.0	Submission of the reports as per scope of the work.	4 Hard Copy +1 Soft Copy	30 Days	---
2.0	On approval of the reports as per scope of the work.	4 Hard Copy (corrected and approved) +1 Soft Copy	----	100% of the Quoted Amount. Deduction of SD shall be as per order of Finance dept.,Govt. of West Bengal

Acceptance of the lowest and/or any other quotation is not obligatory. The undersigned reserves the right to accept or reject any of all quotations without assigning any reason what so ever.

**Executive Engineer, Planning Division,
SD Sector, KMDA.**

Memo No: 125/1(8)/KMDA/EE (Plng Divn.)/SD /W-255

Dated: 11/09/2025

Copy forwarded to the Deputy Secretary, P.R. Department, KMDA - enclosed please 3 (three) copies of the e-NIQ. He is requested to kindly circulate the e- NIQ as per prevailing norms of KMDA.

**Executive Engineer, Planning Division,
SD Sector, KMDA.**

Memo No: 125/1(8)/KMDA/EE (Plng Divn.)/SD /W-255

Dated: 11/09/2025

Copy forwarded for kind information to:

1. The Chief Engineer, SD Sector, KMDA.
2. The Director of Finance, KMDA.
3. The Superintending Engineer (South Circle), SD Sector, KMDA.
4. The Accounts Officer, KMDA, SD Sector, KMDA.
5. The Accountant, Planning Division, SD Sector, KMDA.
6. The P.S. to CEO, KMDA.
7. The Pradhan, Kotalia-II Gram Panchayet, Kotalia, Bandel, Hooghly.
8. Notice Board, Planning Division, SD Sector, KMDA.

**Executive Engineer, Planning Division,
SD Sector, KMDA.**