



Office of the Executive Engineer
Electrical Division -III, E-M Sector, KMDA
39A/38, P.G.M. Shah Road, Kolkata- 700 095
Phone No. 033 24177273

NIQ No. : 04/EE/ED-III/E-M/KMDA of 2025-2026 dated: 22/05/2025

Sealed quotations are invited by the Executive Engineer, Elect. Div.III, E-M Sector, KMDA in KMDA Form NO.I for the following job from the reliable, resourceful and bona-fide Electrical licensed Contractors having experience in executing job as per clause vi below within last 5 years in a Government / Autonomous Body / Institutions having high repute / P.S.U.

Sl. No	Description of work	Amount (Rs.)	Earnest money (Rs.)	Time of completion	Cost of quotation (Rs.)	Remarks
1	Repairing of mechanical ladder and e-rickshaw at Rabindra Sarobar, Kolkata	To Be Quoted	₹614.00 (Initial)	7(Seven) days	₹350.00	Quotation documents along with other particulars may be had from the above office as per following schedule.

www.kmda.wb.gov.in

1. Last date and time limit of receiving application for quotation: 03/06/2025 up to 3.00 PM
2. Last date and time limit for purchase of quotation documents: 05/06/2025 up to 3.00 PM
3. Last date and time limit of submission of quotation documents: 10/06/2025 up to 3.00 PM
4. Date and time of opening quotation documents :10/06/2025 at 4.00 PM

Issue of quotation documents:-

Intending quotationer 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 quotation process.

- (i) The firm shall have valid and/or renewed trade license.
- (ii) The intending quotationer 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 & 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) Quotationers having successfully completed (a) similar nature contract jobs within last five years, of value not less than Rs. 12,288.00 in one single contract during 5 (five) years prior to the date of this NIQ or (b) having successfully completed similar nature contract jobs of value not less than Rs. 9,216.00 in each of two separate contract during 5 (five) years prior to the date of this NIQ or (c) intending tenderers should produce credential of one single running similar nature contract job which has been completed to the extent of 80% or more and value which is not less than Rs. 12,288.00 in one single contract during 5 (five) years prior to the date of this NIQ 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. bidder.
- (vii) The work completion certificate (Credential) must specify detailed nature of job completed. Quotation value of job, date of commencement of work and date of completion of work and Final Bill Value.
- (viii) The successful agency 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 Quotation 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 bidder's letter head 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 quotation in any department or punished in any form.

After scrutinizing all above documents department will issue quotation documents if those documents are found in order.

Mode of submission of quotation documents:-

- (i) Quotationer shall mention their offered rate 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 quotationer /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 quotation 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 initial EMD deposit 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 quotation documents shall be placed in sealed cover superscripting the N.I.T. No., description of work.
- (iv) The quotation document so prepared shall be submitted in quotation box kept in the above office or either of the following offices within due date & time.
- a) The Executive Engineer, ED-III, EM Sector, KMDA, 39A/38, P.G.M. Shah Road Kolkata- 700 095
b) The Superintending Engineer, EC-I, EM Sector, KMDA, Block-D, 2nd Floor, Unnayan Bhavan, Kol- 91.
c) The Executive Engineer, ED-VI, EM Sector, KMDA, 14, Taratala Road Kolkata- 700 088.

Particular Instructions to the quotationer:

- (i) In no Circumstances the quotationed rate will be enhanced after acceptance of quotation.
- (ii)

Opening of the quotation document:-

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

Additional Performance security:-

Additional performance security @10% of the offered amount shall be obtained from the successful bidder if the accepted bid value is Rs. 24,576.00 or less. 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.

Provision of Defect Liability Period & Refund of Security Deposit:-

Prospective bidders shall have to execute the work in such a manner so that appropriate service level for the stipulated work of the maintenance is to be maintained during stipulated contractual period till completion and an appropriate Defect Liability Period as mentioned in KMDA Form No. I from the date of successful completion of the work. If any defect/ damage is found during the period as mentioned above, the contractor shall make good the same at his own expense to the specification at par with instant project work, or in default, the Engineer-in-charge may cause the same to be made good by other agency and deduct the expense (for which the certificate of the Engineer-in-charge shall be final) from any sums that may be then, or at any time thereafter become due to contractor, or from his security deposit, or the proceeds of the sale thereof, or of sufficient portion thereof or from any pending dues for any contract with KMDA . Refund of Security Deposit will only be made after completion of Defect Liability Period (DLP).

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 panelmeasures of Suspension and Debarment of Contractors Suppliers and Consultants who are participatingin NIQ 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 performcontractual 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 / debarredmember/s and / or partner/s as well as a person / entity who is a member of a suspended / debarred jointventure 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 beenrevoked.

Disclaimer:-

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

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

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