

OFFICE OF THE EXECUTIVE ENGINEER  
CENTRAL DIVISION, SOLID WASTE MANAGEMENT SECTOR  
KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY  
cdsswmwskmda@gmail.com  
BLOCK - A, 5<sup>TH</sup> FLOOR, UNNAYAN BHAWAN, SALT LAKE, KOLKATA - 700 091

**e-NIT No.: 05/EE/CD/SWM/KMDA of 2026-2027**

**Dated: 04.06.2026**

Memo No.: 42/EE/CD/SWM/KMDA/E-295

Dated: 04.06.2026

**Abridged e-NIT**

1. **Invitation:** The Executive Engineer (Civil), Central Division, 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 work in any Government/Government Undertaking/Autonomous Bodies/Semi-Government/Statutory Authorities and or Local Bodies etc., within the last 5 (five) years from the date of issue of this e-NIT, for the below-mentioned works:

Sl. No.	Name of Work	Estimated Value of the work (₹)	Earnest Money Deposit (₹)	Time of Completion	Cost of Tender Document
1	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Bagerkhal Within Kanchrapara Municipal area, for maintaining smooth drainage path throughout for 6(six) months	702475	14050.00	180 (One-eighty) days	Nil
2	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Bhutbagan AC Club to Eastern railway WTP Within Kanchrapara Municipal area, for maintaining smooth drainage path throughout for 6(six) months	326638	6533.00	180 (One-eighty) days	Nil
3	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Bharat Housing Jhil within Garulia Municipal area, for maintaining smooth drainage path throughout for 6(six) months	923908	18478.00	180 (One-eighty) days	Nil
4	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of PochaKhal within Garulia Municipal area, for maintaining smooth drainage path throughout for 6(six) months	872640	17453.00	180 (One-eighty) days	Nil
5	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Western side of Chuni Pole drainage channel within South Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months".	491931	9839.00	180 (One-eighty) days	Nil
6	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Eastern side of Chuni Pole drainage channel within South Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months".	642522	12850.00	180 (One-eighty) days	Nil

<b>Sl. No.</b>	<b>Name of Work</b>	<b>Estimated Value of the work (₹)</b>	<b>Earnest Money Deposit (₹)</b>	<b>Time of Completion</b>	<b>Cost of Tender Document</b>
7	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of LalaBabuNikashi Drain within South Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months".	<b>444243</b>	8885.00	180 (One-eighty) days	Nil
8	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of 3no Rail Gate Drainage Channel within South Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months".	<b>361418</b>	7228.00	180 (One-eighty) days	Nil
9	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Airport Pass Channel Under Bidhannagar Municipal corporation for maintaining smooth drainage path throughout for 6(six) months	<b>503950</b>	10079.00	180 (One-eighty) days	Nil
10	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of pullman factory to NDRF Under Bidhannagar Municipal corporation for maintaining smooth drainage path throughout for 6(six) months	<b>268773.00</b>	5375.00	180 (One-eighty) days	Nil
11	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Trinath Pally Drainage Canal 1 Under Bidhannagar Municipal corporation for maintaining smooth drainage path throughout for 6(six) months	<b>545945.00</b>	10919.00	180 (One-eighty) days	Nil
12	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of Borrowpit adjacent to Belghoria Expressway within Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months	<b>819691.00</b>	16394.00	180 (One-eighty) days	Nil
13	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of outfall drain of Ward No- 09 and 14 within Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months	<b>331300.00</b>	6626.00	180 (One-eighty) days	Nil
14	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of outfall drain of wireless compound within Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months	<b>919044.00</b>	18381.00	180 (One-eighty) days	Nil

Sl. No.	Name of Work	Estimated Value of the work (₹)	Earnest Money Deposit (₹)	Time of Completion	Cost of Tender Document
15	Cleaning, Jungle Cutting, removal of debris, water Hyacinth, weeds and floating materials time to time (as and when required) of outfall drain of RBC Road, MB Road and RBC Road extension within Dum Dum Municipal area, for maintaining smooth drainage path throughout for 6(six) months".	402869.00	8057.00	180 (One-eighty) days	Nil

Corrigendum/addendum if any would be published on the website only.

- Intending bidders may download the tender document from <https://wbtenders.gov.in> directly with the help of his/her Digital Signature Certificate and the Earnest Money should be deposited online either by Net Banking (through any Nationalized Bank/Scheduled Bank) or through RTGS/NEFT as per requirement of the system, as per GO no. 3975-F(Y) dt. 28.07.2016 of Finance Department, Government of West Bengal. Further details may be available from the office of the undersigned or from the KMDA website: [www.kmda.wb.gov.in](http://www.kmda.wb.gov.in).
- Time schedule and important information for downloading, uploading and opening of the Tender Documents:**

No.	Item	Detailed time schedule
a)	Date & time of uploading (publishing) of e-NIT and other documents (online)	: 10.06.2026 at 14:00 hours
b)	Documents download starting date (Online)	: 10.06.2026 at 14:00 hours
c)	Documents download ending date (Online)	: 17.06.2026 up to 14.00 hours
d)	Starting date & time for submission of tender through online	: 10.06.2026 from 14.30 hours
e)	Last date & time limit for submission of tender through online	: 17.06.2026 up to 14.30 hours
f)	Scheduled date & time for opening the Part-I tender document (Technical Bid)	: 19.06.2026 after 14.30 hours
g)	Date of uploading the List of technically qualified bidders (Online)	: To be notified later in <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a>
h)	Scheduled date & time for opening Part-II tender document (Financial Bid)	: To be notified later in <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a>
No financial information should be uploaded to the folder marked for technical bid.		

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

Executive Engineer (Civil)  
Central Division, SWM Sector  
Kolkata Metropolitan Development Authority

Copy forwarded for kind information and necessary action to:

1. The Chief Executive Officer, KMDA
2. The Chief Engineer-in-charge, SD Sector, KMDA
3. The Chief Engineer, SWM Sector, KMDA
4. The Chief Engineer, WS Sector, KMDA
5. The Chief Engineer, Housing Sector, KMDA,
6. The Chief Engineer, R&B Sector, KMDA
7. The Chief Engineer, E&AM Sector, KMDA
8. The Chief Engineer, PM&C Sector, KMDA
9. The Chief Engineer, EM Sector, KMDA
10. The Director of Finance, KMDA
11. The Superintending Engineer, Planning Circle, SWM Sector, KMDA
12. The Superintending Engineer, South Circle, SD Sector, KMDA
13. The Superintending Engineer, Program Circle, SD Sector, KMDA
14. The Superintending Engineer, North Circle, SWM Sector, KMDA
15. The Accounts Officer, SD&SWM Sector, KMDA.
16. The Deputy Secretary, P.R.O., KMDA along with 3 (three) copies of the e-NIT for publication in at least three leading daily News Papers and uploading this NIT on KMDA website and Government of West Bengal website.
17. The Notice Board, Executive Engineer, Central Division, SWM Sector, KMDA.

Executive Engineer (Civil)  
Central Division, SWM Sector  
Kolkata Metropolitan Development Authority

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**Detailed e-NIT**

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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 recorded as per service clock.

(b) 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 (TIA) will be final and in no case challenge against such decision will be entertained.

5. **Time schedule and important information for downloading, uploading and opening of the Tender Documents:**

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No financial information should be uploaded to the folder marked for technical bid.

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

6. **Eligible criteria for the bidders:**

**A) The bidders should have the credentials as detailed below:**

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, similar nature work of 40% 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 a running project of similar nature work, in a single tender, amounting to 40% 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.

**B) Other terms and conditions of the credentials:**

i) Payment certificate will not be treated as credential.

ii) Completion Certificate issued by the Executive Engineer or equivalent competent authority of a State/Central Government, State/Central Government

undertaking, Autonomous/Statutory bodies constituted under the statute of the State/Central Government or local bodies on the executed value of completed/running works will be considered as Credential.

- iii) No credential will be considered as valid unless it is supported by 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 the Executive Engineer or equivalent or competent authority of a State/Central Government, State/Central Government undertaking, Autonomous/Statutory bodies constituted under the statute of the State/Central Government or local bodies. 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.

- C) Scanned copy of Certificate of Incorporation/Registration of firm or company (Memorandum and Articles of Association, if any), PAN Card, Professional Tax Certificate with up-to-date challan, valid Income Tax Returns (for last 3 financial years), valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017 and up-to-date challan, latest valid Trade License, last 3 financial years' audited Balance Sheet, Credentials, Work Orders, Completion Certificates, Payment Certificates, valid Provident Fund Registration Certificate with up-to-date challan, ESI Registration Certificate with up-to-date challan and other supporting documents must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.

**N.B.:** Provident Fund Registration Certificate with up-to-date challan and ESI Registration Certificate with up-to-date challan are not mandatory at the time of submission of bid. These are to be mandatorily produced at the time of award of contract.

- D) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Government/Semi-Government/Autonomous Body/Institution through online at desired location.
- E) Joint Ventures/Consortiums are not allowed to participate in the bid.
- F) **Earnest Money:** The tenderer shall have to deposit requisite initial earnest money along with the tender document in prescribed manner failing which the tender shall be rejected and treated as non-responsive. The balance earnest money if any to fulfil 2 (two) percent of the tendered value is to be deposited before the time of execution of formal agreement.

#### 7. **Security Deposit:**

The amount of Security Deposit will be 10% of the contract value, as per Memorandum, vide No. 201-F(Y) dated 18.01.2021 of the Finance Department, Government of West Bengal. The amount already deposited as Earnest Money Deposit (EMD) will be converted as initial security deposit. Successful bidder has to submit the balance amount of 2% of the contract price, i.e., the tendered amount, if submitted EMD is less than 2% of the contract value, before execution of formal agreement. Balance security of 8% of the amount of each running account bill, will be recovered from each and subsequent bill till the balance of the amount of security deposit is realized.

After completion of the work, the Contractor may opt for refund of the Security Deposit by replacing equal amount of Bank Guarantee of scheduled Bank valid up to 3 months beyond the defect liability period. While issuing Bank Guarantee in favour of KMDA, the issuing applicants must mention receiver's details as **ICICI Bank, IFSC: ICIC0006950, Branch Salt Lake, Sec-I**, in BG text at which SFMS IFIN 760 message to be sent by issuing bank to establish the authenticity of the given BG.

#### **For this work Defect Liability Period:**

The security deposit shall be refunded to the contractor on expiry of **03 (Three) months** from the actual date of completion of the work.

8. **Additional Performance Security @ 10%** of the tendered amount in the form of Bank Guarantee from a Scheduled Bank (Advisory bank-ICICI), valid up to the date of completion of the work, shall have to be submitted by the successful bidder, if the accepted bid value is 80% or less than the estimated/DPR amount.

If the bidder fails to submit Additional Performance Security within 7 (seven) working days from the date of issue of Letter of Acceptance/Letter of Intent or the time period as mentioned by the tender inviting authority, his Earnest Money will be forfeited. The Bank Guarantee shall be returned immediately on successful completion of the Contract.

If the bidder fails to complete the work successfully, the Additional Performance Security along with Security Deposit lying with KMDA shall be forfeited at any time during the pendency of contract period as per relevant Clauses of the Contract.

Necessary provisions regarding deductions of Security Deposit from the progressive bill of the Contractor as per relevant clauses of the contract will in no way be affected/ altered by this Additional Performance Security.

9. **Suspension and Debarment of Contractor:**-The detailed procedures for taking penal measures of suspension and debarment of suppliers, contractors and consultants delineated in memorandum No. 547-W©/1M-387/15 dated 16.11.2015 and its subsequent amendment notified vide memorandum no. 724-W©/1M-953/19 dated 19.12.2019, of works branch PWD, GOWB shall be followed for debarment and suspension of bidders & agencies selected for executing public works for their false declaration or forgery or falsification of records submitted for 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.

10. **List of common documents shall have to be uploaded by each tenderer at the time 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) GST registration certificate with up-to-date challan
- viii) Latest Professional Tax Enrollment Certificate and up-to-date challan.
- ix) Latest valid Trade License
- x) Provident Fund Registration Certificate with up-to-date challan
- xi) ESI Registration Certificate with up-to-date challan
- xii) Technical Credential
  - a) Work Order
  - b) Completion Certificate for the work completed/running
  - c) BOQ of work or price-breakup schedule
  - d) Payment Certificate of the said work
- xiii) Affidavit before Notary mentioning the correctness of the documents and declaration of penalty or debarment etc., before the issuance of this NIT.

**N.B.:** Provident Fund Registration Certificate with up-to-date challan and ESI Registration Certificate with up-to-date challan are not mandatory at the time of submission of bid. These are to be mandatorily produced at the time of award of contract.

11. The prospective bidders shall have in their full-time engagement experienced technical personnel with the sufficient knowledge of PERT/CPM, the minimum being one Civil Engineering Degree holder and one Civil Engineering Diploma holder (authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation).
12. The prospective bidders must not have been debarred to participate in any tender invited 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 prescribed format without which the Technical Bid shall be treated as non-responsive).

**13. Language of Tender:**

The bid and all related correspondences and documents shall be written in the English language. Supporting documents and printed literature furnished by the eligible bidder with the proposal may be in any other language if they are accompanied by an appropriate translation into English. Supporting materials that are not translated into English shall not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail.

14. All materials required for execution of the work (as per BOQ) shall be supplied by the contractor at their own risk and cost.

15. Bid shall remain valid for a period not less than 120 days (one hundred twenty days) 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 without assigning any reason thereof.

16. The Tender Notice along with other documents like Tender Form-1, Terms and Conditions, BOQ and Corrigendum, if any etc. whatever documents uploaded by the department concern, shall be part and parcel of the Tender. The agency must go through carefully the Special Terms and Conditions uploaded by the department before quoting his/her rate.

17. The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances or may accept or reject any or all the tenders without assigning any reason what so ever. No claim in this respect will be entertained.

18. During scrutiny, if it is come to the 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 the list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender/Bid Evaluation Committee.

19. Before issuance of the Letter of Intent (LOI), the tender inviting authority may verify the credential and 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 manufactured or false, in that case, LOI will not be issued in favour of the tenderer under any circumstances.

For detailed information please visit the Government website: <https://wbtenders.gov.in>.

Sd/-  
Executive Engineer (Civil)  
Central Division, SWM Sector  
Kolkata Metropolitan Development Authority

## GENERAL INSTRUCTIONS FOR E-TENDERING

### 1. General guidance for e-tendering:

Instructions/guidelines for electronic submission of the tenders have been detailed above for assisting the contractors to participate in e-tendering.

#### 1.1. Registration of Contractors:

Any contractor willing to take part in the process of e-tendering will have to be enrolled and registered with the Government 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.

#### 1.2. Digital Signature Certificate (DSC)

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the Controller of Certifying Authority, Government 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 partner of a firm. If it is found applied several in single job all his applications will be rejected for that job.

#### 1.3. Submission of Tenders:

##### General Process submission:

Tenders are to be submitted through online to the website stated in Sl. No. 3 (a) of the e-NIT, two folders at a time for each work, one is technical bid and the other is financial bid before the prescribed date and time using his/her Digital Signature Certificate.

### 2. Technical Bid:

Technical bid contains scanned copies of the following further in two folders.

#### a) Statutory cover containing:

- i. NIT with all addendum & corrigendum (download & upload the same digitally signed)

#### b) Non-statutory cover containing:

- 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. GST registration certificate with up-to-date challan
- viii. Latest Professional Tax paid challan and P-Tax Enrollment Certificate.
- ix. Latest valid Trade License
- x. Provident Fund Registration Certificate with up-to-date challan
- xi. ESI Registration Certificate with up-to-date challan
- xii. Technical Credential
  - a) Work Order
  - b) Completion Certificate for the work completed/running
  - c) BOQ of work or price-breakup schedule
  - d) Payment Certificate of the said work
- xiii. Affidavit before Notary mentioning the correctness of the documents and declaration of penalty debarment etc.
- xiv. Technical Manpower details (to be deployed at project).
- xv. Confirmation of supply of minimum number of manpower during Operation & Maintenance (if any).

- xvi. Local office address for communication.

**NOTE:**

Failure of submission of any of the above-mentioned documents, as stated in 2.(a) &2.(b) of the General Instructions for e-tendering, will render the tender liable to summarily rejected for both statutory and non- statutory cover.

Provident Fund Registration Certificate with up-to-date challan and ESI Registration Certificate with up-to-date challan are not mandatory at the time of submission of bid. These are to be mandatorily produced at the time of award of contract.

**3. Financial Bid**

The financial Bid should contain the following documents in one folder, i.e., Bill of Quantities (BOQ). The Contractor is to mention the rate inclusive of all incidental fees, taxes etc. through online in space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

**4. Opening & Evaluation of Tender**

Technical Bid will be opened by the Executive Engineer (Civil), Central Division, SWM Sector, KMDA. Intending tenderer may remain present if he/she so desire. Statutory Cover would be opened first and if found in order and correct, Non-Statutory Cover will be opened. If there is any deficiency in the Statutory and Non-Statutory documents, the tender will be summarily rejected.

Decrypted (transformed in to a readable formats) documents of the non-statutory folder will be downloaded & handed over to the evaluation committee.

List of technically qualified bidders will be uploaded only onto the designated Government website - <https://wbtenders.gov.in>.

**NB:**

While evaluation, the Evaluation Committee may summon of the tenders and seek clarification/information or additional documents or original hard copy of any of the documents already submitted and if they couldn't produce the same within the stipulated time frame, their bid will liable for rejection.

**5. Opening and evaluation of Financial bid:**

Financial bid of Tenderers, declared technically eligible by the Tender Evaluation Committee, will be opened electronically from the web portal on the prescribed date and time.

**6. Penalty for suppression/distortion of facts:**

Submission of false document by tenderer is strictly prohibited.

Sd/-  
Executive Engineer (Civil)  
Central Division, SWM Sector  
Kolkata Metropolitan Development Authority

Copy forwarded for kind information and necessary action to:

1. The Chief Executive Officer, KMDA
2. The Chief Engineer-in-charge, SD Sector, KMDA
3. The Chief Engineer, SWM Sector, KMDA
4. The Chief Engineer, WS Sector, KMDA
5. The Chief Engineer, Housing Sector, KMDA,
6. The Chief Engineer, R&B Sector, KMDA
7. The Chief Engineer, E&AM Sector, KMDA
8. The Chief Engineer, PM&C Sector, KMDA
9. The Chief Engineer, EM Sector, KMDA
10. The Director of Finance, KMDA
11. The Superintending Engineer, Planning Circle, SWM Sector, KMDA
12. The Superintending Engineer, South Circle, SD Sector, KMDA
13. The Superintending Engineer, Program Circle, SD Sector, KMDA
14. The Superintending Engineer, North Circle, SWM Sector, KMDA
15. The Accounts Officer, SD&SWM Sector, KMDA.
16. The Deputy Secretary, P.R.O., KMDA along with 3 (three) copies of the e-NIT for publication in at least three leading daily News Papers and uploading this NIT on KMDA website and Government of West Bengal website.
17. The Notice Board, Executive Engineer, Central Division, SWM Sector, KMDA.

Sd/-  
Executive Engineer (Civil)  
Central Division, SWM Sector  
Kolkata Metropolitan Development Authority

**Annexure 1:**

**Covering Letter**

<To be printed on the Letterhead of the Applicant including full postal address, telephone, faxes and e-mail address>

Memo. No.

Date:

To  
The Executive Engineer (Civil),  
Central Division,  
Solid Waste Management Sector,  
Kolkata Metropolitan Development Authority,  
UnnayanBhavan,  
Salt Lake City, Kolkata – 700 091

Subject: Submission of Tender for “**NAME OF THE WORK**”.

Dear Sir,

1. We are submitting this tender for the work mentioned above and our Proposal is valid for a period of 120 days from ‘bid submission closing date (online)’ as mentioned in the Notice Inviting Quotation above.
2. We understand that KMDA is not bound to accept any or all quotations it may receive.
3. We declare that we have disclosed all material information, facts and circumstances, which would be relevant to and have a bearing on the evaluation of our Quotation and qualification.
4. We do, also, certify that all the statements made and/or any information provided in our bid, are true and correct and complete in all aspects.
5. We declare that in the event that KMDA discovers anything contrary to our above declarations, it is empowered to disqualify us and our Quotation from further participation in the bid evaluation process and to cancel the contract at any time during the contract.
6. We declare that if KMDA discovers any misrepresentation of facts at any point of time KMDA will have the right to forfeit the Earnest Money Deposit (EMD), Contract Performance Guarantee and debar us from participating in any bid in the future.
7. If our Proposal is accepted, we will furnish the Performance Security Deposit as mentioned in this NIT before signing the Contract Agreement.

Dated this \_\_\_\_ date of \_\_\_\_\_ 2026,

*(Signature)*

**Name:**

**Designation:**

**Name of Firm:**

**Company Seal**

**Annexure 2:**

**AFFIDAVIT**  
**(BEFORE NOTARY MENTIONING THE CORRECTNESS OF THE DOCUMENTS**  
**AND DECLARATION OF PENALTY, DEBARMENT ETC.)**

*(To be executed on Non-Judicial Stamp Paper of appropriate value)*

One Affidavit before Notary will have to be submitted mentioning the correctness of the documents and declaration of penalty, debarment etc. faced by the declarant under any Government/Semi-Government/Autonomous Body/Institution/Local Body in hard copy 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 are 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 nor against the firm in any way at any Government/Semi-Government/Autonomous Body/Institution.
- (vii) That I am a citizen of India.

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

---

(Dated & Signature of the Tenderer)

**Annexure 3:**

**CERTIFICATE**

*(To be submitted on Company Letterhead)*

I/We have inspected the sites of works and have made me/us fully acquainted with the local conditions in and round the sites of works. I/We shall be bound by conditions laid down in the Notice Inviting Tender, Special Conditions, Specification and also KMDA Form No. – 1. I/We have gone through the Schedule of Rates of Public Works Department, Government of West Bengal on Building Works for the year 2017, Sanitary, & Plumbing Works for the year 2017, Road & Bridge Works for the year 2018, unified Schedule of Rates of Irrigation & Waterways Department for the year 2018, Schedule of Rates for Sewerage and Drainage Works and Water Supply Works, 2018-2019, of Urban Development and Municipal Affairs Department and General Specifications, now in force in the Public Works Department, Government of West Bengal and the code of practice by ISI and shall follow them as required unreservedly. I/We shall also uniformly maintain such progress with the work, as any be directed by the Engineer-in-Charge of the work to ensure completion of the same within the target date.

---

(Dated & Signature of the Tenderer)

**Annexure 4:**

**DECLARATION BY THE TENDERER**

*(To be submitted on Company Letterhead)*

- I. I / We have inspected the site of works and have made me / we fully acquainted with local conditions on and around the site of works. I / We shall be bound by the conditions laid down in the Notice Inviting Tenders, Special Terms & Conditions, Special Specifications, General Specifications, Specific Priced Schedule and also printed Tender Form No. – I (as amended). I/We have gone through the latest amended “P. W. D. (Roads) Schedule”, “P. W. D. (Bldg.) Schedule of Rates”, B. I. S. codes of practices, relevant MoRTH specification and IRC codes of practices of the Special Terms and Conditions. My / Our tenders is offered taking due consideration of all the stipulations of contract documents. I / We shall also uniformly maintain such progress with the works as may be directed by the Engineer – in – Charge of the work to ensure completion of same within the target date.
  
- II. My/Our Permanent Income Tax Account No. is .....
  
- III. My/Our Goods and Services Tax Registration No. is .....
  
- IV. a) I/We declare that I have no relative working under Central Division, SWM Sector of KMDA.  
  
b) I/We declare that the under noted personnel of Central Division, SWM Sector of KMDA is related to me/us.

Name	Relationship	Designation with office Address
Sri .....	.....	.....

Postal Address with Telephone No.  
& Mobile No. of the tenderer

\_\_\_\_\_  
  
\_\_\_\_\_

\_\_\_\_\_  
(Dated & Signature of the Tenderer)

**FORMAT OF THE BANK GUARANTEE FOR ADDITIONAL PERFORMANCE SECURITY DEPOSIT**

*(To be executed on Non-Judicial Stamp Paper of appropriate value)*

To  
The Executive Engineer (Civil)  
Central Division  
Solid Waste Management Sector  
Kolkata Metropolitan Development Authority

WHEREAS..... [name and address of Contractor] (hereafter called "the Contractor") has undertaken, in pursuance of e-NIT No:...../EE/CD/SWM/KMDA of 2026-2027 dated ..... and Tender No.: ...../EE/CD/SWM/KMDA of 2026-2027 [Tender No.], to execute the work of "**NAME OF THE WORK**" (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Said contract that the Contractor shall furnish you with a Bank Guarantee from a scheduled bank for the sums specified therein as 'ADDITIONAL PERFORMANCE SECURITY DEPOSIT' for compliance with his obligation in accordance with the Contract.

AND WHEREAS we ..... [Indicate the name of the Bank & Branch] have agreed to give the Contractor such a Bank Guarantee.

Now THEREFORE we..... [indicate the name of the Bank & Branch] hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, up to a total sum of ₹..... [amount of Guarantee]..... (amount in words). We undertake to pay you, upon your first written demand and without cavil or argument, a sum within the limit of ₹ ..... [amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We ..... (indicate the name of the Bank & Branch) hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We ..... (indicate the name of the Bank & Branch) further agree to pay to you any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suite or proceeding pending before any court or Tribunal relating thereto, our liability under this Present Absolute and unequivocal.

The payment/so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

We ..... (indicate the name of the Bank & Branch) further agree that no change or addition to or other modification of the terms of the Contract or of the works to be performed there under or of any of the Contract documents which maybe made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of the such change addition or modification.

We ..... (Indicate the name of the Bank & Branch) lastly undertake not to revoke this guarantee except with the previous consent of you in writing.

This Guarantee shall be valid upto ..... [Date of completion] it come into force with immediate effect and shall remain in force and valid for a period upto the time of completion of the work under the stated contract plus claim period of six months for the Bank Guarantee. Notwithstanding, anything mentioned above, our liability against this guarantee is restricted to Rs. .... (Rupees in words) and unless a claim in writing is lodged with us within the validity period, i.e., upto ..... of this guarantee all our liabilities under this guarantee shall cease to exist.

Signed and sealed this ..... day of ..... 2026 at .....

**SIGNED, SEALED AND DELIVERED**

For and on behalf of the BANK by:

(Signature)

(Name)

(Designation)

(Code Number)

(Address)

**NOTES:**

- I. The Bank guarantee should contain the name, designation and codenumber of the officer(s) signing the Guarantee.
- II. The address, telephone number and other details of the Head office of the bank as well of issuing Branch Should are mentioned on the Covering letter of issuing Branch.