OFFICE OF THE EXECUTIVE ENGINEER
BPPD-II, E & AM SECTOR, KMDA
JADAVPUR KIT COMPLEX, 2ND FLOOR,
KOLKATA-700 032

Kolkata Metropolitan Development Authority

e -QUOTATION NOTICE

Notice Inviting e-Quotation No: 10/BPPD-II/E&AM/KMDA of 2021-22 Dated: 06.01.2022

Quotation Reference No. : *KMDA/CIVIL/BPPD-II /E&AM/10 of 2021-22*

EXECUTIVE ENGINEER, BPPD-II, E&AM SECTOR for and on behalf of Kolkata Metropolitan Development Authority **(KMDA)** invites **ON LINE e-QUOTATION** in KMDA Form No. 1 from bonafide, reliable and resourceful agency having experience of similar nature of work and successfully & satisfactorily completed the same within last **5(five) years** from **the date of publication of this NIQ** in any Government/Semi Government /Undertaking/ Autonomous bodies/Local bodies.

Sl. no. (1)	Description of work (2)	Quoted Service Charges considering cost of uniform, shoe, cap (as per requirement), washing charges and supervision cost but excluding GST (in percentage) (3)	Earnest Money Deposit (EMD) (4)
1	Deployment of Private Security personnel of 13 nos. for the period of 1(one) year at Nazrul Mancha	**Bidder(s) should concentrate only about on service charge.** Quoted Service Charges (in percentage) only on Daily Rate of Wages	**Rs. 51600/-** amount to be paid Online (Net Banking/ NEFT/RTGS)

NB: Since "Minimum rate of wages" is variable, as revised by the State Government from time to time, the Bidders should only have to furnish the Financial Bid format with the percentage **Excess/Less/At Par** will be treated as the **Service Charges** (Which is valid throughout the contract period) only on the daily minimum rate of wages as notified by the State Government from time to time. Considering cost of uniforms, shoes, caps (as per requirement), washing charges and supervision cost while quoting the Service Charges. GST should be paid separately. In case L1 bidder rate is negative or zero (that means bidder will not claim any service charges from KMDA), the bid can be accepted provided the concerned bidder submits a Bank Guarantee of **10%** of the value of the contract (value of the contract means calculated tendered amount during the time of issuance of LOI) as **Additional Performance Security** shall be submitted in the form of Bank Guarantee of any Scheduled Bank within **seven working days** from the date of **issuance of Letter of Acceptance** to ensure the quality and proper execution of the work. The said Bank Guarantee shall have to be valid up to end of the Contract Period and shall be renewed accordingly, if required. If the successful Bidder fails to submit the Additional Performance Security within the Time Period mentioned here, Earnest Money of the Bidder will be forfeited and other necessary actions as per NIQ like blacklisting of the contractor, etc., may be taken. The Bank Guarantee shall be returned immediately on successful completion of the Contract. If the bidder (the Contractor) fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the Contract period. Necessary provisions regarding deduction of Security Deposit from the progressive bills of the Contractor as per relevant clauses of the Contract shall in no way be altered / affected by the provision of this Additional Performance Security. However, the selected bidder shall have to pay remuneration to the security or housekeeping staff as specified in FD memo. No. 3687-F(Y) dated 02.05.2012.

1) Intending bidder may download the tender documents from the website **https://wbtenders.gov.in** & **www.kmdaonline.org** directly with the help of Digital Signature Certificate.

2) Earnest Money deposit (EMD) is to be remitted by the Tenderer through e-filling as mentioned in the column 4 above through Net- Banking/ RTGS/NEFT in respect of the Tender ID in favour of **KMDA.**

3) Submission of Quotation :- a) 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 Participant tenderers will be opened only if the tenderer qualifies in the Technical Bid evaluation.

4) Time Schedule for Downloading, Uploading and Opening of Quotation Documents:-

a)	Date of uploading of publication Quotation. & other Documents (online)	Date: 11.01.2022 Time: 17.00 hrs.
b)	Documents download start date (Online)	Date: 11.01.2022 Time. 18.00 hrs.
c)	Documents download end date (Online)	Date: 25.01.2022 Time: 18.00 hrs.
d)	Pre-bid Clarification Start Date & Time	NA
e)	Pre-bid Clarification End Date & Time	NA
f)	Online Bid Submission Start Date & Time	Date: 11.01.2022 Time: 18.00 hrs.
g)	Online Bid Submission end Date & Time	Date: 25.01.2022 Time: 18.00 hrs.
h)	Last date & time of physical submission of cost of documents including EMD and Non Statutory cover.	NA
i)	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officers)	Date: 27.01.2022 Time: 18.30 hrs.
j)	Date for opening of Financial Proposal (Online)	To be notified later on.

Tenders will be opened by the **Executive Engineer, BPPD-II, E&AM SECTOR, KMDA** and authorized personnel in presence of tenderer or their authorized representatives who may like to be present.

5) Eligibility criteria for the bidders:-

a) The bidders should have the credentials of similar nature of work i.e. having experience of deployment of security guards **minimum 6 (Six) persons per day in a single contract** during the last five years from the date of publication of this NIQ in any Government/Semi-Govt./Undertaking/ Autonomous bodies/Local bodies etc.

b) Scanned copy of valid up to date Professional Tax, GST as per latest Govt. order and PAN card issued by Income Tax Department, Valid Income tax, Last 3yrs audited balance sheet, PF, ESI, Credentials, and other supporting documents, Registration Certificate and/or trade license of the company must be submitted duly digitally signed at desired location in the websitehttps://wbtenders.gov.in.

5.1 Declaration on Notary

a) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the

i. Correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through on line at desired location

ii. The bidder should also give a declaration regarding not being a defaulter of EPF and ESI for last three years in line with the requirement of the Clause 8 of the e-NIQ.

5.2 Partnership Firm should submit necessary deed at desired location through on line.

6) Basis of Evaluation

Since "Minimum rate of wages" is variable, as revised by the State Government from time to time, the Bidders should only have to furnish the Financial Bid format with the percentage **Excess/Less/At Par** will be treated as the **Service Charges** (Which is valid throughout the contract period) only on the daily minimum rate of wages as notified by the State Government from time to time. Considering cost of uniforms, shoes, caps (as per requirement), washing charges and supervision cost while quoting the Service Charges. GST should be paid separately. For an example, if one bidder quoted his rate Excess (+) 2.54% , then his Service charges will be 2.54% on the daily minimum rate of wages and if one bidder quoted his rate Less(-) 2.54%, then his Service charges will be **NIL** and if one bidder quoted his rate 0 % (i.e at par) his Service charges will also be **NIL**. So negative and zero service charges mean bidder will not claim any service charges from KMDA. **So in the above case, both the bidders (who have quoted negative or zero) will be treated as L1 bidders.** But the bidder who has quoted Less (-) 2.54% he is by default L1 Bidder in Comparative Statement. If these types of situation arise, both (who have quoted negative or zero) are considered as L1 Bidders and next course of action will be followed as per Government rules.

7) a) **Earnest Money:-**The tenderers shall have to mention the reference detail in support of remitted RTGS/NEFT of requisite EMD against the tender in prescribed location failing which the tender shall be rejected.

8) The tenderer **should not be defaulter of EPF and ESI for the last 3(Three) years**. If found Blacklisting/Penal action will be taken against him as decided by competent authority of KMDA.

9) a) List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online:-

i. Valid license issued by Home dept., GoWB under the Private Security (Regulation) Act, 2007 has to be furnished

ii. Income Tax e-Return

iii. Last 3yrs. audited balance sheet

iv. Pan Card.

v. Professional Tax Enrolment certificate with last quarter challan.

vi. Valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act. 2017.

vii. Latest renewal Trade License.

viii. Latest Renewed Labour License Certificate

ix. Reference details of EMD Remittance Copy

x. Technical Credential certificate of the work.

xi. Affidavit before Notary mentioning the correctness of the documents and a declaration of penalty debarment etc. as per prescribed format

xii. E. P.F. and ESI registration Certificate with latest monthly (upto December' 2021) contribution receipt

xiii. Declaration by Quotationer as per prescribed format

b) List of documents shall have to upload by a Partnership Firm in addition to Sl. No. 9.a)
i) The power of Attorney for the firm for signing the tender by a partner and ii) Partnership Deed.

10) Language of Quotation:- The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

11) Others:- The Quotation 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 Quotation.

12) Influence: Any attempt to exercise undue influence in the matter of acceptance of quotation is strictly prohibited and any quotationer who resorts to this will render his quotation liable to rejection. There shall be no provision of arbitration.

13) Declaration:- Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

14) Submission of bill towards payment:

a) Agency will pay minimum wages as applicable time to time as per govt. order, along with ESI, EPF & Bonus to the engaged security personal for 8(eight) hours shift.

b) Supporting documents in respect of sl.(a) above including service charge & GST (as applicable) and attendance sheet is to be submitted to KMDA for payment.

15) The Quotationer own responsibility to obtain all information that may be necessary for quoting the amount.

16) Before issuance of the work order, the quotation inviting authority may verify the credential & other documents with the original of the lowest quotationer, if necessary. After verification, if it is found that such documents submitted by the lowest quotationer is either manufacture or false, in that case, L.O.A. / work order will not be issued and Black listing/ penal action will be taken against him as decided by KMDA.

17) If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one.

18) Quotationer should comply with minimum wages as enforced time to time during tenure of contract by the Labour Department Govt. of WB.

19) Deduction of Tax shall be made as per provision of latest Govt. order with up to date amendments.

20) Security money shall be released after successful completion of the contract.

21) All liabilities towards compensation of damages of Government properties and theft of Government materials due to negligence of the personnel engaged must be borne by the Agency whose quotations will be accepted.

22) No extra cost towards any accident of the engaged personnel will be borne by the Department and any compensation towards accident of the engaged personnel will be borne by the Agency.

23) Evaluation of the Contract Value:

Sl. no.	Description (Daily)	For Security Guard (Considering two digit after decimal)
A	Daily Minimum Rate of Wages (Rs.)	variable
B	EPF @ 13% on Sl. No. A	
C	ESI @ 3.25% on Sl. No. A	
D	Bonus@ 8.33% on Sl. No. A	
E	**Service Charges including cost of uniform, shoe, cap (as per requirement), washing charges and supervision cost but excluding GST** on Sl. No. A (Quoted by the bidder throughout the contract period)	If Service charges is negative or zero, then this cell value is NIL
F	Total from Sl. no. A to Sl. No. E	
G	Add GST 18% on Sl. No. F	
H	**Contract value (Rs)** (Sl. No. F + Sl. No. G)	

24) As the Daily Minimum Rate of Wages is variable then Modified Work Order will be issued by the concerned EIC accordingly after getting revised daily minimum rate of wages.

25) No claim for employment in Government Service will be accepted under any circumstances.

26) No replacement of the personnel will be allowed without any prior permission of the competent authority.

27) Payment of Wages to the personnel shall be made through Bank A/c transfer only. The respective A/c statement shall have to be produced to the authorized official of KMDA as and when necessary. The selected bidder will have to submit the monthly bill to the respective Division office positively. The selected bidder will have to pay the wages (wages means summation of minimum wages, EPF, ESI, Bonus, and Service Charges) to his respective security personnel within first seven days of every month irrespective of the delay in payment from KMDA. Intending bidder should consider this criterion while quoting his service charges.

28) Validity of contract 365 (three hundred sixty five) days and may be extended if desired.

29) The TIA reserve the right to modify any terms and conditions if necessary in the interest of the Government which must be accepted by the Agency otherwise the work order will be cancelled forthwith without showing any reasons. The undersigned also reserves the right to cancel the agreement by giving a notice of 1 (one) month before cancellation to the agency without assigning any reason.

30) Bids shall remain valid for a period not less than 120 (One hundred twenty) days after the dead line date for Bid submission.

31) Payment will depend on availability of fund and no claim whatsoever will be entertained for delay of issuance of work order as well as payment, if any. Intending bidders may consider this criterion while quoting their rates.

32) Addenda / Corrigendum: if published. Note: 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.

33) That the security personnel and supervisors will be in proper prescribed uniform & Identity card and no extra charges / payment will be made in this account.

34) The security guards should submit the copy of Govt. photo identity card and they have to abide by the discipline, rules and regulations as laid by KMDA.

35) The age of the security personnel and supervisors should not be more than 60 years in any case and should submit the age verification documents of each engaged personnel immediately after issuance of Work order.

36) That the guard will have to be in proper uniform with shoes and no extra payment will be made on this account.

37) The security guards will have to abide by the discipline, rules and regulations as laid by KMDA.

38) To calculate the daily wages, the monthly wages is to be divided by 26.

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 visit https://wbtenders.gov.in &www.kmdaonline.org.

06.01.2022

Executive Engineer,
BPPD-II, E&AM Sector,
KMDA.

No. 58/1(28)/EE/BPPD-II /E&AM/KMDA/W-18 (Pt. –IV) ***Dated: 06.01.2022***

Copy forwarded for information & necessary action to:

1. The DGO, E&AM Sector, KMDA
2-7 The Chief Engineer, E&AM, R&B, W&S, Housing, E-M, PM&C Sector, KMDA.
8. The Dy. Secretary, P.R.O, KMDA- publication as per KMDA rule and for display this NIQ in KMDA & Govt. of West Bengal Web site.
9. The Superintending Engineer, Construction Circle, E&AM Sector, KMDA
10-17. The Engineer-BPPD-I/CRS/ECPD.-I/ CD-II/CSD/SFD/Div.-V, E&AM Sector, KMDA.
18. The A.C.F.A, E&AM Sector, KMDA.
19. The Estimator, BPPD-II, E&AM Sector, KMDA
20. N O T I C E B O A R D.

06.01.2022

Executive Engineer,
BPPD-II, E&AM Sector,
KMDA.