



Office of the Executive Engineer  
Electrical Division-I, EM Sector, KMDA  
Block-'L', Ground floor, Unnayan Bhavan  
Salt Lake City, Kolkata-700 091

Kolkata  
Metropolitan  
Development  
Authority

**Abridged e-Tender Notice**

**e-NIT No: 20 / EE / ED-I / EM / KMDA / T-2 of 2023-24 dated 11.03.2024**

Executive Engineer, Electrical Division-I, EM Sector, KMDA for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites online tender from the eligible tenderer for the below mentioned work and will be received by him up to the date and time specified here in after. All necessary information for participation in the tender are stated in **detailed e-tender Notice**.

Sl. No.	Description of work	Estimated Amount	Earnest Money Deposit	Time of completion
1.	Round the clock operation, guarding, cleaning including daily/periodic & minor maintenance of machineries / equipment of drinking water of Vambay Project at Nonadanga, Kolkata.	₹ 5,93,889.00	₹ 11,878.00	12 Months

An online request for participating in the tender is from **15.03.2024, 14:00 hours to 23.03.2024 up to 14:00 hours**. Further details may be had from the detailed NIT at the office of the undersigned or from the KMDA web site:

- [www.kmda.wb.gov.in](http://www.kmda.wb.gov.in)
- [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

**Sd/-**  
Executive Engineer  
Electrical Division-I  
E M Sector, KMDA

Copy forwarded to:

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2. The Chief Engineer-in-charge, EM Sector, KMDA.
3. The Superintending Engineer, EC- I, EM Sector, KMDA.
4. The Superintending Engineer, EC – II, EM Sector, KMDA.
5. The Deputy Secretary (PR), KMDA - With the request to please publish the Tender Notice in the KMDA & GOWB web site & in the daily Newspapers as per norm. Soft Copies of documents for publication are sent to [dy.secy.pr@gmail.com](mailto:dy.secy.pr@gmail.com).
- 6-12. The Executive Engineer, ED-II/III/IV/V/VI/VII/VIII, EM Sector, KMDA.
13. The Account Officer, EM Sector, KMDA.
14. The Divisional Accountant, ED-I, EM Sector, KMDA.
15. Notice Board.



11/3/24  
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Electrical Division-I  
E M Sector, KMDA



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### Detailed e-tender Notice

**e-NIT No: 20 / EE / ED-I / EM / KMDA / T-2 of 2023-24 dated 11.03.2024**

Executive Engineer, Electrical Division-I, EM Sector, KMDA for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites online tender from the eligible tenderer for the below mentioned work and will be received by him up to the date and time specified here in after. All necessary information for participation in the tender are stated in detail below.

<u>Sl. No.</u>	<u>Items for consideration</u>	<u>Information</u>
1.1	<b>Name of Works</b>	: Round the clock operation, guarding, cleaning including daily/periodic & minor maintenance of machineries / equipment of drinking water of Vambay Project at Nonadanga, Kolkata.
1.2	<b>Name &amp; Address of the tender Inviting authority</b>	: Executive Engineer, Electrical Division- I, EM Sector, KMDA, Block- 'L', Ground Floor, Unnayan Bhavan, Salt lake City, Kolkata-700091.
1.3	<b>Name &amp; Address of the Executing Cell</b>	: Executive Engineer, Electrical Division- I, EM Sector, KMDA, Block- 'L', Ground Floor, Unnayan Bhavan, Salt lake City, Kolkata-700091.
1.4	<b>Manufacturers eligible to submit tender</b>	: Any agency willing to take part in the e-tendering process <b>will have to be enrolled</b> and registered with the Govt. e-procurement system, through logging on to <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a> and to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the NIC.
1.5	<b>Estimated Value of work</b>	: ₹ 5,93,889.00
1.6	<b>Earnest Money Deposit</b>	: ₹ 11,878.00
1.7	<b>Time of Completion</b>	: 12 Months from the date of firm order.
1.8	<b>Collection of tender documents</b>	: The firm can search and download NIT and tender documents electronically from computer once he logs on to website using the DSC. This is the only mode of collection of tender documents.

- 1.9 **Submission of Tenders** : Tenders are to be submitted online through website in two folders at a time for each work one is technical Proposal and the other is Financial Proposal, before the prescribed date and time. Using the digital signature certificate (DSC), the documents are to be uploaded, virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).
- 1.10 **Date & time limit** for documents : From 15.03.2024, 14:00 hours to 23.03.2024 up to 14:00 hours.  
download (Online)
- 1.11 **Date & time limit** for : From 15.03.2024, 14:00 hours to 23.03.2024 up to 14:00 hours.  
submission of tender (online)
- 1.12 **Date & Time for Prebid Meeting** : NIL
- 1.13 Date & time for opening of **Technical Bid** (online) : 27.03.2024 at 14:00 hours
- 1.14 Financial Bid Opening Date & time : To be notified latter.  
(online)

## 2.0. **Submission of Tenders** :

**2.1** Tenders are to be submitted online through website in two folders at a time for each work one is technical Proposal and the other is Financial Proposal, before the prescribed date and time. Using the digital signature certificate (DSC), the documents are to be uploaded, virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

### **2.2 Technical Proposal (PART-I)**

The Technical should contain scanned copies and / or declarations in the following standardized format in further to covers (Folders).

#### a) Technical files (**Statutory covers**)

- I. NIT and Addendum or Corrigendum if any.
- II. Tender Form No. 1.
- III. Declaration as per Annexure
- IV. Scan copy of Bank Challan.
- V. Credential with proper completion certificate:

(a) intending Tenderers should produce credential having successfully completed similar nature of contract job of value not less than 40% of the estimated value put to tender in one single contract during 5 (five) years prior to the date of this tender notice.

**Or**

(b) intending Tenderers should produce credential having successfully completed similar nature of contract job of value not less than 30% of the estimated value put to tender in each of two separate contracts during 5 (five) years prior to the date of this tender notice.

**Or**

(c) intending Tenderers should produce credential of one single running similar nature of contract job which has been completed to the extent of 80% or more and value of which is not less than the 40% of the estimated value put to tender and each under any Govt./Govt. undertaking /Autonomous Body/Local Body. 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. tenderer. Certificate by the said department in favour of the bidder is only acceptable.

VI. The intending bidder shall have their own Valid **Electrical Contractor's License** with supervisory certificate (SCC Part No. 1, 2, 7A, 11).

VII. Scanned copy of **Power of attorney** by the competent Authority if the power is delegated for signing the Bid to persons other than the applicant must be uploaded.

- b) My Documents (**Non- statutory cover**) containing
- I. The intending tenderer shall have valid Trade License.
  - II. The intending tenderer shall have up to date Professional Tax Clearance Certificates. 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 PAN issued by GOI. IT (last year's) Return.
  - IV. The firm shall have valid GST Registration Number.
  - V. The firm shall have valid EPF and ESI Registration Certificate.

### **2.3 Financial Proposal-(PART-II)**

The financial proposal should contain the following documents in two cover (Folder) i.e.

- (i) Bill of quantities (BOQ) the contractor is to offer the rate (Percentage above/below) online through computer in the 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.

### **3.0 Earnest Money Deposit:**

In addition to the complete set of tender documents as mentioned here in before, the tenderer shall have to deposit an initial earnest money of ₹ 11,878/- to be deposited at the time of Bidding through online. The balance amount of earnest money [Total 2 % (two percent) of E.M. of the value of quoted amount – ₹ 11,878/-] will have to be submitted to the department within 10 working days by the L1 (lowest) bidder only after issuance of L.O.I. through online, failing which the initial E.M. will be forfeited. The Work order will be issued only after receiving the balance E.M. amount. Please note that submission of tender without earnest money will be treated as non-responsive.

The initial earnest money shall be deposited with the tender/ offer as per online e-procurement requirement in favor of KMDA payable at Kolkata.

### **4.0. Security Deposit :**

The successful tenderer shall have to provide for as security for the work an amount in terms of clause no. 1 of the printed tender form.

An amount at the rate of 10% of the work /supply will be recovered from the progressive running bills. This is inclusive of the initial security deposit already deposited with the Department.

In case the total amount of the retainable security deposit is more than ₹ 2.00 lakh, then the contractor, at his own choice/ option, may apply to the department for allowing him to keep the amount of deductible security deposit exceeding ₹ 2.00 lakh in the form of Bank Guarantee from a scheduled Bank in Kolkata valid for the entire guarantee period in the prescribed format of the department.

Failure on the part of the contractor (successful bidder) in depositing the additional amount of initial security where so required in terms of above shall constitute a breach of the obligations and shall render the offer / contract liable for termination with forfeiture of initial security deposit that may be lying with KMDA as in clause 1.6 above without any reference to the bidder.

### **5.0 Statutory Deduction of taxes / duties / Cess etc. :**

Income Tax, Cess, G.S.T. etc. will be applicable from the contractor's bill at the rate in accordance with the orders/ circulars of the Union Government of India in force during the contractual period.

If the Union Government of India declares any variation of the tax structure during the pendency of the contract, it shall be to the contractor's account.

If any variation in the tax structure declared by the Government of West Bengal during the pendency of the contract shall be to the contractor's account.

### **6.0 Opening and evaluation of tender:**

#### **6.1 Opening of Technical Proposal:**

- a) Technical proposals will be opened by the Executive Engineer, E.D. – I, EM Sector, KMDA and / or his authorized representative electronically from the web site using their digital signature certificate.

- b) Intending tenderers may remain present if they so desire.
- c) Cover for statutory documents should be opened first if found in order cover for non- Statutory documents will be opened. If there is any deficiency in the statutory documents, the tender will summarily rejected.
- d) Decrypted documents of the non-statutory documents will be downloaded and handed over to the tender accepting authority.

**6.2** Pursuant to scrutiny and decision to the technical accepting authority, the summery list of eligible tenderers will uploaded in the web portals.

**6.3** Opening and evaluation of financial proposal:

Financial proposal of tenderers declared technically eligible by the tender accepting authority will be opened electronically from the web Portal on prescribed date and time by the E.E./ E.D.- I, EM, KMDA.

After evaluation of financial proposal, the authority may upload the final summary result.

**6.4** The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

**6.5** Penal measures will be taken against the bidders and agencies selected to execute public works for their false declaration / forgery/ falsification of records submitted to execute committed contract or for their failure to perform contractual obligation and thereby resulting in delay for execution of public works or executing of faulty works. Measures as laid down in **G.O -547-W(C) /1M-387/15 dated 16/11/2014 & 724-W(C) /1M-953/19 dated 19/12/2019 of PWD, Govt. of West Bengal.**

**7.0** **Additional performance security:**

**Additional performance security @10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the estimated amount put to tender.** Additional performance security shall be submitted in the form of Bank Guarantee from ICICI Bank or advised by ICICI 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.

**8.0** **Defect Liability Period:**

The defect liability period is 3 (Three) months from the date of completion of the job.

**9.0** **Conditional and incomplete Tender:**

No conditional /incomplete quotation will be accepted under any circumstances. Where there is a discrepancy between the unit rate and item total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.

**10.0** **Withdrawal of tender:**

A tender once submitted shall not be withdrawn within a period of 120 days from the last day of the opening of the tender.

If a tenderer withdraws his tender within this period without any valid reason, he may be disqualified from submitting any tender in KMDA for a minimum period of one year.

**11.0** **Validity of the offer/ tender:**

The validity of the tender shall be 120 days from the date of the opening of the offer. Time of completion of work shall be reckoned from the date of work order.

**12.0** **Rates inclusive of all charges:**

As stated elsewhere the rate quoted by the tenderer shall be inclusive of all elements of taxes and duties, demands.

The tenderer shall include income taxes, GST etc. as applicable, octroy if any, toll, ferry charges, local charges, royalties, service taxes, turn over taxes and all other charges as applicable.

All other charges like insurance charges, freight, Government Inspector's fee for obtaining statutory clearance etc. as would be required for completion of the work shall also be considered in the rates quoted. No claim what so ever on this account will be entertained.

**13.0 Acceptance of Tender:**

I. Lowest valid rate should normally be accepted. However, the Tender accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, without assigning any reasons thereof.

II. During the entire process of the tender, if it is found that any penal measures imposed by any Govt. / Semi-Govt. / Autonomous body against any intending tenderer, the Authority reserves the right to reject any bid offered by the said tenderer.

III. Submission false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for persecution as per relevant I.T. Act. with forfeiture of earnest Money forthwith.

**14.0 Disclaimer :**

All expense for preparing and submission of the tender bid shall be to the bidder's account and shall no way be refunded/ compensated in any form.

KMDA reserve the right to reject or accept or split any or all tenders / bids without assigning any reasons what so ever.

KMDA reserves the right to terminate the tender without assigning any reason what so ever in nature at any point of time during pendency of the contract by serving upon seven days written notice to the contractor even after award of the contract and execution of field work without entertaining any claim for loss of profit or compensation of any kind and of any nature whatsoever.

**Sd/-**


Executive Engineer  
Electrical Division-I  
E M Sector, KMDA

No. :- 81 /1 (15) /EE /ED-I /EM /KMDA /T-2

Dated: 11.03.2024

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