

**OFFICE OF THE SUPERINTENDING ENGINEER
CIRCLE-III, HOUSING SECTOR, KMDA
UNNAYAN BHAVAN, 2ND FLOOR, 'L' BLOCK
SALLAKE CITY, KOLKATA-700091.**

MEMO NO.- 28/KMDA/HOUSING/SE/C-III/W-5/2024-25

Dt:- 10.07.2024

DETAIL NOTICE INVITING e-QUOTATION/PROPOPSAL

e-NIQ No.- KMDA/CIVIL/HOUSING/SE/C-III/NIQ/02 of 2024-25

Dt.- 10.07.2024

1. Superintending Engineer, Circle-III, Housing Sector, KMDA invites online e-Quotation from reliable, resourceful, bonafide and experienced Engineering Consultant firms/companies/individual, for consultancy Services for the following work having experience of preferably on **Preparation of Detailed Structural Design, Drawing of Building works (Residential/Commercial/Institutional/Office) of minimum total built-up area of 1,50,000 Sq.ft. in at least height of a (G+4) structure in a single tender within the last 05(five) years** from the date of issue of this NIQ. Upon completion of the above stated works, as per documentary evidences submitted, in and under any Govt./ Semi-Govt./Govt. Undertakings/Autonomous Bodies (constituted under the State/Central statute)/Statutory Bodies and Local Bodies are eligible for the under mentioned works.

Sl. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Time of Completion for submission of all
a)	Preparation of Detail Structural etc. Design, Working Drawing in all respect for construction of 05 Nos. (G+12) storied buildings & 01 No. Commercial Block at 107,108, Ultadanga Main Road in erstwhile KIT Housing Scheme LIGH-I.	Rate to be Quoted by the bidder including all taxes & cess	Rs.1,50,000.00 through online as per the System.	60 (Sixty)Days

Note:-Rate to be quoted including GST, L.W. Cess and any other Govt. statutory taxes as applicable as per present Govt. norms.

Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.

EMD(Earnest Money Deposit) shall be deposited through online only as per requirement of the system.

Submission of Quotation- a) Pre-qualification/Technical Bid (EOI cum RFP) 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 Bid Evaluation Committee (BEC) will be final and binding to all concerned and no challenge against such decision will be entertained.

2. Time Schedule for Downloading, Uploading and Opening of Tender Documents:-		
a)	Date of uploading of N.I.T. & other Documents (online) (Publishing Date).	22.07.2024
b)	Documents download start date (Online).	Date:- 22.07.2024, Time: 17.00 hrs.
c)	Date of site visit	Date:-24.07.2024, Time: 12.00 hrs.
d)	Seek Clarification start date (Online/ Off Line).	Date:- 22.07.2024, Time: 17.00 hrs.
e)	Seek Clarification end date (Online/ Off line).	Date:- 29.07.2024, Time: 12.00 hrs.
f)	Pre Bid Meeting Date.	Date:-29.07.2024, Time: 14.00 hrs.
g)	Reply Date & Time of Pre-bid Queries.	Date: -30.07.2024, Time: 17.30 hrs.
h)	Documents download end date (Online).	Date: -21.08.2024, Time: 15.00 hrs.
i)	Online Bid Submission Start Date & Time	Date:- 22.07.2024, Time: 17.30 hrs.
j)	Online Bid Submission Last Date & Time	Date: -21.08.2024, Time: 15.00 hrs.
k)	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officer)	Date: -23.08.2024, Time: 15.00 hrs.
l)	Date for opening of Financial Proposal (Online)	To be notified later

Quotation/Tenders will be opened by the **Superintending Engineer, Circle-III, HOUSING SECTOR, KMDA** or his authorized representative in presence of tenderer or their authorized representatives who may like to be present.

3. CONDITIONS OF ELIGIBILITY OF BIDDERS:

Bidders must read carefully the minimum conditions of eligibility (the “**Conditions of Eligibility**”) provided here in. Proposals of only those Bidders who satisfy the Conditions of Eligibility will be considered for further evaluation/technical scoring.

To be eligible for evaluation of its Proposal, the Bidder shall fulfill the following:

TECHNICAL CAPACITY:

(i) Intending tenderers should produce credentials of a similar nature, as mentioned above in Sl. No. 1, of completed work in single tender for preparation of Detailed Design, Drawing of Building works of minimum total built-up area of 1,50,000 Sq ft. during last 05 (five) years prior to the date of issue of the tender notice; or

(ii) Intending tenderers should produce credentials of 2 (two) nos similar nature, as mentioned above in Sl. No. 1, of completed works for preparation of Detailed Design, Drawing of Building works of each having minimum total built-up area of 1,00,000 Sqft during last 05 (five) years prior to the date of issue of the tender notice.

The technical experience mentioned herein is the minimum eligibility criteria for completed projects for any Bidder. Over and above the Bidder may submit additional completed/submitted projects for claiming the Technical Capacity in accordance with respective clause of the NIQ document. However, ongoing projects will be considered for evaluation only if the Bidder has received atleast 80% of the professional fees /assignment value or completed atleast 80% of the assigned consultancy work for the project and whose completed total built up area is not less than 1,50,000 Sq ft.

FINANCIAL CAPACITY:

The Bidder shall have received a minimum average revenue of Rs. 30Lakh per annum during last 03(three) financial years ending on 31.03.2023, For the avoidance of doubt, professional fees herein refers to fees received by the Bidder for providing advisory or consultancy services (excluding Audit, Accounting, Taxation and Information technology) to its clients for project development services/ preparation of Detailed Project Reports(DPRs), Technical Feasibility Studies, Project Management Consultancy services, Third Party/Independent Engineer/Owners Engineer Services, Technical Audit services, Assessment of existing assets etc. for Housing Projects.

4. AVAILABILITY OF KEY PERSONNEL:

The Bidder shall offer and make available all Key Personnel meeting the requirements specified in the NIQ. The Bidder shall enclose with its Proposal, certificate(s) regarding qualification and experience of the Key Personnel.

5. EARNEST MONEY:-

The Earnest Money shall be Rs.1,50,000/-(Rupees One Lakh Fifty Thousand Only), deposited through online as per the system in the tender portal i.e (www.wbtenders.gov.in) in the respective field, failing which the tender shall be rejected.

6. SPECIAL SECURITY DEPOSIT (PERFORMANCE SECURITY DEPOSIT):-

The selected bidder shall have to deposit an amount @ 5% of the amount quoted as Special Security Deposit as a guarantee for efficient completion of the project. Online EMD will be converted to Special Security Deposit and the balance amount to match the 5% of the quoted amount shall be submitted in the form of Demand Draft drawn in favour of "KMDA" of a scheduled Indian Bank on Kolkata, if Special Security Deposit amount exceeds already deposited EMD. The Special Security Deposit shall have to be submitted within 15 days of receiving of the Letter of Intent (LOI). KMDA will not pay any interest on Security Deposit and Special Security Deposit. The Special Security Deposit shall be released after successful completion of construction work.

7. TIME OF COMPLETION:

Time of completion shall be 60(Sixty) days for submission of all documents including DPR as mentioned in TOR of RFP for further process for approval of scheme and execution activities in soft and hard copy and shall be reckoned from the date of issuance of work order.

Language of Tender/Quotation/EOI cum RFP Proposal: -

The tender shall be submitted in the prescribed form in *English*. All literatures and correspondence in connection with the tenders shall be in English.

8. BID OPENING: -

Bids received shall be opened online at the specified date and time given in NIQ/Proposal. If the office is closed on the specified date of opening of the bids, the opening shall be done on the next working day at the same time.

9. CONDITION FOR EVALUATION ON ELIGIBILITY CRITERIA:

The entity should have sufficient experience in handling similar projects and also sufficient number of full time/associated technically qualified professionals to carry out such job. The scoring criteria to be used for Technical Evaluation of the proposal are depicted below.

Parameter	Marks Assigned	Category	Marks	Total Marks
A. TECHNICAL STRENGTH OF THE ORGANISATION				85
A1. PAST EXPERIENCE OF THE FIRM				60
i. No. of years of experience of the firm (to be counted from date of incorporation of firm in present legal status)	12	>15 years >10-15 years 5 to 10 years < 5 years	12 10 7 4	
ii. Past experience of similar nature of job as mentioned in Cl.-3 of the NIQ in this specific sector in last 5years	42	Successfully completed works of >30 Lakh in single Job >20-30 lakh in single Job < 20 Lakh in single job	42 32 25	
iii. Experience of working of the firm in West Bengal under any Govt. Deptt.	6	>10 years >5-10 years <5 years	6 4 3	
A2. QUALIFICATION & EXPERIENCE OF KEY PERSONNEL.				25
A2.1 QUALIFICATION.				8
i. Structural Engineer (Team Leader) (Full Time)	3	M.E. (Structure) B.E.	3 1	
ii. Geo Technical Expert	2	M.E.	2	
iii. Quantity Estimator	1	B.E.	1	
iv. Electrical Engineer	1	B.E. D.E.E	1 0.5	
v. Site Supervisor (Full Time)	1	B.E. D.C.E.	1 0.5	
A.2.2 EXPERIENCE				17
i. Structural Engineer (Team Leader) (as per B.E. Qualification)	6	>20 Years 15-20 Years <15 years	6 4 3	
ii. Geo Technical Expert (as per ME-Soil & Geotechnical)	4	>15 years 10-15 Years <10 Years	4 3 2	
iii. Quantity Estimator	3	>10 years 5-10 Years <5 Years	3 2 1	
iv. Electrical Engineer	3	>15 years 10-15 Years 5-10 Years	3 2 1	
v. Site Supervisor (as per min. technical Qualification)	1	>10 years <10 Years	1 0.5	
B .FINANCIAL STRENGTH OF THE ORGANISATION				15
i. Average Annual Turnover during last three years ending on 31.03.2023	7.5	i) Twice or more of eligibility criteria ie. >60 Lakh ii) >30 – 60 lakh iii) Min. Eligibility Criteria of 30 Lakh	7.5 5 2.5	
ii. Net Profit. (Average during last three years ending on 31.03.2023.	7.5	>10 Lakh 5-10 Lakh <5 Lakh	7.5 5 2	

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

- i. Income Tax Return (For last 3yrs, ending on 31.03.2023)
- ii. Audited Balance Sheet of last 03(three) Financial years ending 31.03.2023
- iii. Valid PAN issued by the IT Deptt. Govt of India.
- iv. Latest Professional Tax Paid Challan as per enrollment rate slab & P-TAX Enrollment Certificate or equivalent where P. Tax is not applicable.
- v. Valid 15digit Goods and Services Tax payer Identification Number (GSTIN) under GST Act, 2017.
- vi. Latest Valid Trade License or equivalent latest valid documents issued by competent Govt. authority supporting eligibility to participate in a trade.
- vii. Scanned Copy of original affidavit before Notary will have to be submitted as per Annexure-I, Annexure-III & Declaration by the tenderer/ Quotationer as per prescribed format in Annexure-II.
- viii. **Technical Credential:-** Completion Certificate alongwith Work Order of the similar nature of work as per NIQ-SL-03. & Table mentioned above.
- ix. CV alongwith necessary documents of qualification, experience and present employment of key personnel as mentioned in different forms in Appendices.

b) List of documents shall have to upload by a Partnership Firm in addition to SI. No.10.a)

- i) The power of Attorney for the firm for signing the tender by a partner.
- ii) Partnership Deed.

11. Scanned copy of original documents i.e. Valid PAN issued by the IT Deptt., Govt. of India, Latest Professional Tax Paid Challanas per enrollment rate slab & P- TAX Enrollment Certificate, Valid income tax return (For Last 3 yrs), Valid 15 digit Goods and Services Tax payer Identification Number (GSTIN) under GST Act, 2017, Last 3 yrs Audited balance sheet, Credentials (Work Order & Completion Certificate of the similar work as per SI- 3 of this NIQ), Employees PF and ESI, Valid trade license of the company must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.
12. 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 Govt./Semi-Govt./ Govt. Undertaking/ Autonomous body (constituted under the State/ Central statute)/ Statutory Bodies and Local Bodies, submitted through online at desired location as per Annexure-I and declaration by the tenderer as per prescribed format (Annexure-II). Also, scanned copy of affidavit before Notary will have to be uploaded mentioning the correctness of CV of key personnel and experience claimed as per Annexure-III.
13. **Validity of Tender:** Tender once submitted shall remain valid for a period 180 (one hundred eighty) days from the date of opening of Financial Bid / Sealed Bid receiving tender. Any extension of such validity period will be subjected to the concurrence of the tenderer. 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.
14. **No mobilization advance and secured advance will be allowed**
15. The Bidder should submit a Power of Attorney as per the standard format.
16. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum.
17. There shall be no provision of Arbitration. However, all the disputes, if any, arising from the provisions of the agreement come under the jurisdiction of Hon'ble Calcutta High Court.
18. No Adjustment of Price OR Price Escalation OR change in quoted rate of any kind will be allowed.

19. The Superintending Engineer, Circle-III, Housing Sector, KMDA reserves the right to cancel the N.I.Q/Proposal due to unavoidable circumstances and no claim in this respect will be entertained. At any stage of bidding or even after award of contract if any inadvertent typographical mistake is found in the BOQ or any other tender document, the same will be so corrected as to conform to the prevailing relevant Schedule of Rate and/ or Technically Sanctioned Estimate or any other document as the case may be.
20. **CONDITIONAL and INCOMPLETE TENDER** will not be accepted under any circumstances.
21. 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.

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.

The bidder may be debarred from participating any tender further in KMDA at any stage on the following grounds-

A) GROUNDS FOR DEBARMENT

- i) Submission of eligibility requirements containing false information or falsified documents.
- ii) Submission of Bids that contain false information or falsified documents, or the concealment of such information in the Bids in order to influence the outcome of eligibility screening or any other stage of the bidding process.
- iii) Unauthorized use of one's name/digital signature certificate for purpose of bidding process.
- iv) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favour.
- v) Refusal or failure to post a self-declaration to the effect of any previous debarment imposed by any authority of State / Central Govt., State / Central Govt. Undertaking / Statutory Bodies constituted under the statute of the Central/State Govt.
- vi) All other acts that tend to defeat the purpose of the competitive bidding such as lodging false complain about any bidder, lodging false complain about any officer duly authorized by the department, restraining any interested bidder to participate in the bidding process, etc.
- vii) Assignment and subcontracting of the contract or any part thereof without prior written approval of the procuring entity.
- viii) Whenever adverse reports related to adverse performance, misbehaviour, direct or indirect involvement in threatening, making false complaints etc. damaging the reputation of the department or any other type complaint considered fit by the competent authority of the department, are received from more than one officer or at more than one occasion from individual officer.
- ix) Refusal or failure to post the required performance security / earnest money within the prescribed time without justifiable cause.
- x) Failure in deployment of technical personnel, engineers and / or work supervisor having requisite license/ supervisor certificate of competency as specified in the Contract.
- xi) Refusal to accept an award after issuance of Letter of Intent or enter into contract with the authority without justifiable cause.
- xii) Failure of the contractor, due solely to his fault or negligence, to mobilize and start work or

performance within the specified period as mentioned in the Letter of Intent, Letter of Intent cum Work Order, Work Order etc.

xiii) Failure by the contractor to fully and faithfully comply with its contractual, obligations without valid cause, or failure by the contractor to comply with any written lawful instruction of the procuring entity or its representative(s) pursuant to the implementation of the contract.

xiv) For the procurement of consultancy service/ contracts, poor performance by the consultant of his services arising from his fault or negligence. Any of the following acts by the consultant shall be construed as poor performance.

- a) Non deployment of competent technical personnel, competent engineers and / or work supervisors;
- b) Non deployment of committed equipment, facilities, support staff and manpower; and
- c) Defective design resulting in substantial corrective works in design and/or construction;
- d) Failure to deliver critical outputs due to consultants fault or negligence; and
- e) Specifying materials which are inappropriate and substandard or way above acceptable standards leading to high procurement cost.
- f) Allowing defective workmanship or works by the contractor being supervised by the consultant.

xv) For the procurement of goods, unsatisfactory progress in the delivery of the goods by the manufacturer, supplier or distributor arising from his fault or negligence and/or unsatisfactory or inferior quality of goods, vis a vis as laid down in the contract.

xvi) Willful or deliberate abandonment or non-performance of the project or contract by the contractor resulting to substantial breach thereof without lawful and/or just cause.

B) CATEGORY OF VIOLATION/MISCONDUCT:-

- i) First degree of violation/misconduct:- Cl. No. 37.A (i) to 37.A (xvi) to be considered as first degree of violation/misconduct.
- ii) Second degree of violation/misconduct:- Any one of the acts as mentioned under Cl. 37.B (i) above, committed by a particular bidder/contractor/supplier by more than one occasions, be considered as second degree of violation/misconduct.

In addition to the penalty of debarment, the bid security / earnest money posted by the concerned bidder or prospective bidder shall also be forfeited.

(The same must be invariably part of the process of evaluation of bids.)

C) PENALTY :-

- i) For committing 1st Degree of violation/misconduct:- Disqualifying a bidder from participating in any tender process under KMDA up to 2(two) years.
- ii) For committing 2nd Degree of violation/misconduct:- Disqualifying a bidder from participating in any tender process under KMDA for a period of 3(three) years.

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 Tender/Bid Evaluation Committee within **48 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.

22. Payment: -

The payment of RA as well as final bill for any work will be made according to the availability of fund and no claim to delay in payment will be entertained.

23. No Bidder or its Associate shall submit more than one Proposal for the Consultancy.

24. Any entity which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of Proposal, would not be eligible to submit a Proposal either by itself or through its Associate. The bid will be summarily rejected, EMD will be forfeited and

suitable action will be exercised if the bidders hide the bar imposed, if any.

25. Bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against the Bidder or its Associate, nor been expelled from any project or agreement nor have had any agreement terminated for any breach by such Bidder or its Associate.
26. The Bidders shall be responsible for all of the costs associated with the preparation of their Proposals and their participation in the Selection Process including subsequent negotiation, visits to the KMDA, Project site etc. The KMDA will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.
27. Bidders are encouraged to submit their respective Proposals after visiting the Project site and ascertaining for themselves the site conditions, traffic, location, surroundings, climate, access to the site, availability of drawings and other data with the KMDA, Applicable Laws and regulations or any other matter considered relevant by them. Visits shall be organized for the benefit of prospective Bidders on dates, time and venue.

28. **RIGHT TO REJECT ANY OR ALL PROPOSALS:**

Notwithstanding anything contained in this RFP, the KMDA reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof. Without prejudice to the generality, the KMDA reserves the right to reject any Proposal if:

- i. At any time, a material misrepresentations made or discovered, or
- ii. The Bidder does not provide, within the time specified by the KMDA, the supplemental information sought by the KMDA for evaluation of the Proposal.

Misrepresentation/ improper response by the Bidder may lead to the disqualification of the Bidder. If such disqualification / rejection occurs after the Proposals have been opened and the highest ranking Bidder gets disqualified / rejected, then the KMDA reserves the right to consider the next best Bidder, or take any other measure as may be deemed fit in the sole discretion of the KMDA, including annulment of the Selection Process.

29. **AMENDMENT OF PROPOSAL:**

At any time prior to the deadline for submission of Proposal, the KMDA may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP document by the issuance of Addendum / Amendment / Corrigendum and posting it on the Official Website.

In order to afford the Bidders a reasonable time for taking an amendment into account, or for any other reason, the KMDA may, in its sole discretion, extend the Proposal Due Date.

30. Others :-

The Tender Notice along with other documents likes KMDA **Tender Form No. – 1, Special Terms and Conditions, BOQ, Addendums and corrigendum etc.** whatever documents uploaded by the department concerned thereto 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 rate. **All the bidders are requested to upload only necessary documents for the tender. Uploading unnecessary/irrelevant documents may create problem in the evaluation process. In that case if any inadvertent mistake happens during evaluation of the tender, Tender Inviting Authority (TIA) will not be responsible.**

31. Penalty for suppression/distortion of facts:

If any document/statement/information submitted by any bidder in the tender is found to be false, the Tender Inviting Authority (TIA) will take legal action against the bidder including forfeiture of Earnest Money Deposited (EMD).”

The tender inviting authority (TIA) reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

32. The Bid Evaluation Committee (BEC) for the evaluation and further related

all processing of bids/tenders submitted comprises of (i) Superintending Engineer as Chairperson, (ii) concerned Executive Engineer as member, (iii) Estimator to Superintending Engineer as member and (iv) Divisional Accountant as member. The tender inviting authority (TIA) on recommendation of BEC reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

While evaluation, the committee may summon of the tenderers & seek clarification/information or additional documents or original in hardcopy/softcopy, if any shortfall documents may required by the TIA it shall only be uploaded in Tender portal (www.wbtenders.gov.in) within the stipulated time period.

Any of the documents already submitted/seeking by TIA during Bid evaluation, if they are not produced within the stipulated time frame, their bid will liable for rejection.

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

Superintending Engineer
Circle-III, Housing Sector, K.M.D.A

MEMO NO.- 28/1(9)/KMDA/HOUSING/SE/C-III/W-5/2024-25

Dt:- 10.07.2024

Copy forwarded for information and necessary action to:-

- i) The C.E.O., KMDA.
- ii) The Secretary, KMDA.
- iii) The Chief Engineer, Housing Sector, KMDA
- iv) The Deputy Secretary, Public Relation Cell, KMDA alongwith 2(Two) copies of this NIQ for timely Publication in leading News Papers as per Govt. norms and for display this NIQ in KMDA WebSite.
- v) The Director of Finance, KMDA.
- vi) The Accounts Officer, Housing Sector, KMDA.
- vii) The Executive Engineer Division- , Housing Sector, KMDA.
- viii) The Head Estimator, Circle-III, Housing Sector, KMDA.
- ix) The Notice Board, Circle-III, Housing Sector, KMDA.

Superintending Engineer
Circle-III, Housing Sector. K.M.D.A

A. EVALUATION OF TECHNICAL PROPOSALS:-

- i) In the first stage, the Technical Proposal will be evaluated on the basis of Bidder's working experience as credential, Qualification and the experience of the Key Personnel & financial capabilities as per table mentioned above. Only those Bidders whose Technical Proposals get a score of 60 (Sixty) marks or more out of 100 (One Hundred) shall qualify for further consideration.
- ii) Each Key Personnel must score a minimum of 60% (sixty per cent) marks except as provided herein.
- iii) Bidders ranked as per Technical Score (S_T) achieved as aforesaid, shall be short-listed for financial evaluation in the second stage. However, if the number of such Bidders is less than three, the KMDA may, in its sole discretion, shortlist the Bidder whose technical score is less than 60 (Sixty) marks even if such Bidder does not qualify in terms of Clause A.ii; provided that in such an event, the total number of short-listed Bidders shall not exceed three.

B. EVALUATION OF FINANCIAL PROPOSALS:-

- i) In the second stage, the financial evaluation will be carried out as per this Clause. Each Financial Proposal will be assigned a financial score (S_F).
- ii) For financial evaluation, the total cost quoted through online, shall be considered as Financial Proposal of the work including all taxes & Cess, Manpower Costs and all other additional Costs etc.
- iii) The KMDA will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the firm to be compensated and the liability to fulfill its obligations as per the proposal within the total quoted price shall be that of the Consultant. The lowest Financial Proposal (F_L) will be given a financial score (S_F) of 100 points. The financial scores of other Proposals will be computed as follows:

$$S_F = 100 \times F_L / F \quad (F = \text{amount of Financial Proposal})$$

C. COMBINED QUALITY CUM COST BASED SYSTEM AND FINAL EVALUATION carried out on 70:30 :-

- i) Proposals will finally be ranked according to their combined technical (S_T) and financial (S_F) scores as follows:

$$S = (S_T \times T_w + S_F \times F_w)$$

Where S is the combined score, and T_w and F_w are weightage assigned to Technical Proposal and Financial Proposal, which shall be 0.70 and 0.30 respectively i.e 70% & 30% ratio on Technical Score and financial Score.

- ii) The Selected Bidder shall be the first ranked Bidder (having the highest combined score). The second ranked Bidder shall be kept in reserve and may be invited for negotiations subjected to approval of the authority in case the first ranked Bidder withdraws, or fails to comply with the specified requirements.

INSTRUCTION TO BIDDERS

Instruction/Guidelines for electronic submission of tenders online have been annexed for assisting the contractors to participate in e-tendering.

1. **Registration of Consultant:** - Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system through logging on to <http://wbtenders.gov.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.
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 National Informatics Centre (NIC) on payment of requisite amount details are available at the Website stated in Guide line to Bidder. DSC is given as a USB e-Token.
3. **Collection of Tender documents:-** The contractor can search & download NIQ/NIT & Tender documents electronically from computer once he logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of Tender documents.
4. **Submission of Tenders:-**
 - a) **General process of submission:-**Tenders are to be submitted through

online to the website stated above in two folders at a time for each work, one is Technical bid and other is Financial Bid before the prescribed date and time using the Digital Signature Certificates.

- b) Technical Bid:-** Technical Bid contain scanned copies of the followings further in two cover (folder).

A-1. Statutory Cover Containing.

- i) NIT/NIQ with all addendum & corrigendum (download & upload the same digitally signed), KMDA FORM-I , Tender Documents (General Terms and Conditions) etc..

A-2. Non Statutory/Technical documents Cover containing.

- i. Income Tax Returns
- ii. Audited Balance Sheets
- iii. Valid PAN issued by the IT Deptt., Govt of India.
- iv. Latest Professional Tax Paid Challan as per enrollment rate slab & P-TAX Enrollment Certificate.
- v. Valid 15 digit Goods and Services Tax payer Identification Number (GSTIN) under GST Act, 2017.
- vi. Latest Valid Trade License.
- vii. Annexure-I, Annexure-II and Annexure-III.
- viii. Technical Credential.
- ix. CV alongwith necessary documents of qualification, experience and present employment of key personnel as mentioned in different forms in Appendices.

Note: Failure of submission of any of the above mentioned documents (as stated in A-1 & A-2) will render the tender liable to summarily rejected for both statutory & nonstatutory cover.

Financial Bid:-

- i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to put the rate through on line in the space marked for quoting rate in the BOQ.
- ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

Opening & Evaluation of Tender:-

5. Opening of Technical Bid:

- i) Technical bid will be opened by **The Superintending Engineer, HOUSING SECTOR, Circle-III, KMDA**. Intending tenderers may remain present if they so desire. Statutory Cover(folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there is any deficiency in the Statutory & Non-statutory documents the tender will summarily be rejected.
- ii) Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the evaluation committee.
- iii) List of technically qualified tenderers would be uploaded.

- 6. A) During uploading of documents all bidders should be careful enough to assign the name of the file so that it can be easily understand about its content. Misleading file name may produce error in evaluation process for which Tender inviting Authority will not be responsible.**

B) All the bidders are requested to upload only necessary documents for

the tender. Uploading unnecessary documents may create problem in the evaluation process. Tender Inviting Authority will not be responsible for any error occurred during the evaluation process due to the over uploading of unnecessary documents.

Opening and evaluation of Financial Bid:

- i) 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.

Superintending Engineer
Circle-III, Housing Sector. K.M.D.A