



OFFICE OF THE EXECUTIVE ENGINEER
DIVISION-IV, HOUSING SECTOR, KMDA (KIT WING)
Unnayan Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake, Kolkata- 700 091

MEMO NO. 10/EE/DIV-IV/H.S./KMDA(KIT WING)/2025-2026

Dt: 14.10.2025

DETAIL NOTICE INVITING e-TENDER

Detailed e-Tender Notice No. KMDA/HOUSING /EE/DIV-IV/Circle III(KIT)/NIT-05/2025-2026

e-Tender Reference No. KMDA/HOUSING /EE/DIV-IV/Circle III(KIT)/NIT-05/2025-2026

1. The Executive Engineer, DIV-IV, Circle III (KIT), Housing Sector, KMDA (Erstwhile KIT) invites online e-tender from reliable, resourceful, bonafide and experienced firms / companies / individual contractors, who have successfully completed the work like Construction of Civil work within the last 05 (five) years from the date of issue of this NIT.

Tender. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Time of Completion
KMDA/HOUSING /EE/DIV-IV/Circle III(KIT)/NIT-05/2025-2026 dated 13.10.2025	Additions, alterations and renovations of 6 th floor of KIT H.Q. Building at P-16, India Exchange Place Extension to relocate/ shift 7 nos. KMDA Offices from 83/1A, Vivekananda Road	47,61,235.00 (Including GST & LWC)	95,230.00	6 (six) Months

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

2. Intending bidder may download the tender documents from the website <https://wbttenders.gov.in> directly with the help of Digital Signature Certificate.
3. Earnest Money should be deposited online either by Net Banking (any listed bank) or through RTGS/NEFT as per requirement of the system. Deposit of Earnest Money by the bidders and the release of deposited EMD of bidders other than L1 & L2 bidder will be as per Memorandum No. 3975-F(Y) dated: - 28.07.2016 of Secretary to the Government of West Bengal, Finance Department.
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://wbttenders.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 Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.

5. Time Schedule for Downloading, Uploading and Opening of Tender Documents: -

a)	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	17.10.2025
b)	Documents download start date (Online)	17.10.2025 Time: 14:00hrs.
c)	Seek Clarification start date (Online/Offline).	N.A.
d)	Seek Clarification end date (Online/Offline).	N.A.
e)	Pre Bid Meeting Date.	N.A.
f)	Reply Date & Time of Pre-bid Queries.	N.A.
g)	Documents download end date (Online).	10.11.2025 Time: 14:00hrs.
h)	Online Bid Submission Start Date & Time	17.10.2025 Time: 14:00hrs.
i)	Online Bid Submission Last Date & Time	10.11..2025 Time: 14:00hrs
j)	Time and Date of Opening of Technical Bid(Bid will be opened by the Authorized Officer)	12.11.2025 Time: 14:00hrs.
k)	Date for opening of Financial Proposal (Online)	To be notified later.

Tenders will be opened by **The Executive Engineer, DIV-IV, Circle III (KIT), Housing Sector, KMDA** or his authorized representative in presence of tenderer or their authorized representatives who may like to be present.

6. Eligibility criteria for the bidders: -

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

- i) The prospective bidders shall have satisfactorily completed as a prime agency during the last 5(five) years prior to the date of issue of this Notice at least one work of similar nature as mentioned above in Sl No-1.under the authority of State/Central Gov., State/Central Gov. undertaking /Statutory Bodies constituted under the statute of the Central / State Government and having a magnitude of at least **40%** of the Estimated amount put to tender, or
- ii) Intending tenderers /bidders should produce credentials of 2(two) nos of similar nature of completed works as mentioned above in Sl No-1, each of the minimum value of **30%** of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice, or
- iii) Intending tenderers / bidders should produce credentials of one single running work of similar nature as mentioned above in Sl No-1 which has been completed to the extent of **80%** or more and value of executed part of which is not less than the desired value at (i) above.

In case of running works, the tenderers /bidders shall submit the present performance certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority and in that required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e. the tenderer/bidders.

B) *Financial:*

- i. The bidder should have minimum average annual turnover of **Rs. 5.00 (five) lakh** only during three consecutive financial year within last 5 (five) years ending on 31.03.2025. (Relevant documents shall be uploaded by the bidder through Tender Portal (www.wbtenders.gov.in) for checking the eligibility).
 - ii. Bank Solvency Certificate, minimum value of 10% of estimated amount put to tender which shall not be more than 01(one) year prior to the date of issue of the e-NIT.
- C) A successful performance and completion certificate supplemented with work order, BOQ along with payment certificate issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the State / Central Government Departments / Organisations shall have to be furnished in support of credibility in terms with eligibility criteria for participating in the instant tender depicted in this Notice Sl No.-6(A). Submitting only payment certificate will not be treated as credential.**
7. The completion certificate should indicate the value of the work (equal to booked expenditure), estimated amount, Date of Commencement, Date of completion of the work, brief scope of work & detail communicational address of Client.
 8. 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 31.03.2025)
 - ii) Audited Balance Sheet (For last 3yrs, ending on 31.03.2024)
 - iii) Valid PAN issued by the IT Deptt., Govt of India.
 - iv) Latest Professional Tax Paid Chalan & P-TAX Enrollment Certificate
 - v) Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017, Latest GST Return form 3B

- vi) Latest Valid Trade License.
- vii) Technical Credential. Work Order, Completion certificate for the work in technical credential. BOQ of work or price schedule.
- viii) Bank Solvency Certificate.
- ix) Scanned Copy of one original affidavit before Notary will have to be submitted as per (Annexure-I) & Declaration by the tenderer as per prescribed format (Annexure-II).
- x) Valid Employees Provident Fund and ESI registration certificates with latest/ up-to-date paid challan upto Sept., 2025.
- xii) Technical Personnel on contract.

Note : After obtaining AA&FS, the Work Order will be issued to the lowest bidder from the concerned Division.

b) List of documents shall have to upload by a Partnership Firm in addition to Cl. No.8.a)

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

9. 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.
10. The following clause shall be included in all the contracts to be executed for (i) procurement of goods and services and (b) works related contract involving supply of goods and services by contractor: "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017."
11. Joint Ventures/Consortium will not be allowed.
12. Engagement of Sub-Contractor/Subletting is not permitted.
13. **Earnest Money:** -The tenderer shall have to deposit requisite amount earnest money as mentioned above along with the tender document in prescribed manner failing which the tender shall be rejected. The Earnest money deposited will be converted into security deposit and further deductions from progressive RA bills, comprising total of 10% of the bill value. However the Security Deposit (S.D. Money) will be deducted as per latest Circular of Finance Department, Govt. of West Bengal time to time.

However, even though the earnest money deposited exceeds the prescribed percentage, due to reduction of tendered amount due to any reason whatsoever, such additional earnest money shall be deemed to have been converted into security and further deductions from progressive bills shall be made, taking into consideration the enhanced component of earnest money so converted into security.

14. 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 or one Civil Engineering Diploma holder (Authenticated documents in respect of qualification and engagement shall be furnished for Technical-Evaluation).

15. Mismatch in Name

All documents uploaded by the Bidder, in support of his eligibility/credential for Pre-qualification to participate in this Tender should be same and identical & with Digital signature certificate (DSC). Minor mismatch like "M/S", "Kr/Kumar", "Co-Op/Co-Operative" etc. has to be legalized/authenticated by the Bidder by uploading of proper Affidavit (duly Notarized) in this regard.

16. Neither prospective bidders nor any of constituent partner should have been debarred to participate in tender 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 non-responsive).

17. Time of completion: Time of completion shall be 365 (Three sixty five days) from the date of issuance of work order.
18. Provision of Defect Liability Period & Refund of Security Deposit: Prospective bidders shall have to execute the work in such a manner so that appropriate service level for the stipulated work is to be maintained during stipulated contractual period till actual date of completion and a Defect Liability Period for the work is **01 (one) year from the date of actual successful completion of the work**. If any defect/damage is found during the period as mentioned above, the contractor shall make good the same at his own expense to the specification at par with instant project work, or in default, the Engineer-in-charge may cause the same to be made good by other agency and deduct the expense (for which the certificate of the Engineer-in-charge shall be final) for any sum that may be then, or at any time thereafter become due to contractor from his security deposit, or the proceeds of the sale thereof, or of sufficient portion thereof or from any pending dues for any contract with KMDA. For five years defect liability period, 30% of the Total Security deposit shall be refunded to the contractor on expiry of four years from the actual date of completion of the work and the balance 70% of the Security deposit shall be refunded to the contractor on expiry of five years from the actual date of completion of the work. No interest will be paid on Security Deposit.

19. ADDITIONAL PERFORMANCE SECURITY IN PROJECT:

The Additional Performance Security @10% of the tendered amount shall be obtained from successful bidder, if the accepted bid value is 80% or less of the estimate put to tender as per Memo No-4608-F(Y) dated 18/07/2018 of Finance Deptt. Additional Performance Security shall be equal to 10% of the tendered amount and be submitted at the concerned Division office in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order and it should be uploaded in BRGF Portal as per rules there. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his earnest money will be forfeited and other necessary action as per NIT like Blacklisting of the contractor etc. may be taken. The said Bank Guarantee shall have to be valid up to the end of the Successful completion of the work and shall be renewed accordingly, if required. The said Bank Guarantee shall be returned immediately after successful completion of the work. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the Contract period after serving proper notice to the contractor.

Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract will in no way affected / altered by this Additional Performance Guarantee.

20. All materials required for execution of the work (as per BOQ) shall be supplied by the contractor at their own cost including Bitumen (All grade), Cement and Steel everything complete.
21. For (a) Procurement of goods and services and (b) Works related contract involving supply of goods and services by contractor. Tax Invoice (S) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provision of GST Act 2017.
22. 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.
23. No Adjustment of Price OR Price Escalation of any kind will be allowed.
24. No Price preference will be allowed for the Work under this NIT.
25. No mobilization advance and secured advance will be allowed.
26. The Superintending Engineer, Circle-III, Housing Sector, KMDA reserves the right to cancel the N.I.T. 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.

27. 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.

28. Site inspection before submission of tender: -

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties like to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenderers may contact the office of the superintending Engineer, concerned with the work between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

29. All possible precautions should be taken for the safety of the people and work force deployed at worksite as per safety rule in force Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs.

30. **All the uploaded documents should be organized in proper order in the respective folders assigning names to the individual documents, failing which your tender may liable to be cancelled.**

31. **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.

32. Department shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.

33. All materials required for the proposed scheme including cement & steel shall be of specified grade & approved brand in conformity with relevant code of practice (latest revision) & manufacture accordingly and shall be procured & supplied by the agency at their own cost including all taxes. In the event of further testing opted by the Engineer-in-Charge, then such testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost. For testing of compressive strength of concrete cubes, test can be done at KMDA testing Laboratory at contractor's own cost.

34. **CONDITIONAL and INCOMPLETE TENDER** will not be accepted under any circumstances.

35. 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 suspension and 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. 35.A (i) to 35.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. 35.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.

36. **Language of Tender:-**The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.
37. **Validity of Tender:** Tender once submitted shall remain valid for a period of 180 (one hundred eighty) days from the last date of submission 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.
38. **Bid Opening:-**Bids received shall be opened online at the specified date and time given in NIT .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.
39. **Others:-** The Tender Notice along with other documents like KMDA Tender Form No. – 1, EMD Details, BOQ, Addendums and corrigendum’s, Special Terms and Conditions, Technical Specification, 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.
40. **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 or may propose any actions as mentioned in Cl.-37 against the bidder including forfeiture of Earnest Money Deposited (EMD).
41. 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.

42. While evaluation the committee may summon the tenderers & seek clarification/ information or additional documents in original as hard copy/soft copy and if any shortfall documents may require by the TIA it shall only be uploaded in tender portal (www.wbtenders.gov.in) within the stipulated time period.
43. 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 visits <https://wbtenders.gov.in> & <https://kmda.wb.gov.in>.

**Executive Engineer, Div-IV,
Housing Sector, KMDA**

MEMO NO. 10/EE/DIV-I/H.S./KMDA(KIT WING)/2025-2026

Dt: 14.10.2025

Copy forwarded for information and necessary action to :-

1. The C.E.O. / KMDA.
2. The Secretary / KMDA.
3. The Chief Engineer / Water & Sanitation Sector
4. The Chief Engineer / Road & Bridge Sector
5. The Chief Engineer / Estate & Asset Management Sector
6. The Chief Engineer / Electrical Sector
7. The Chief Engineer/ Housing Sector
8. The Director of Finance, KMDA
9. The Superintending Engineer, Housing Sector, KMDA.
10. The Deputy Secretary, P.R.O., KMDA with request to publish the Notice in the leading News Papers and display in KMDA Web Site as per relevant Govt. rules.
11. The Notice Boards, Unnayan Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake, Kolkata- 700 091

**Executive Engineer, Div-IV,
Housing Sector, KMDA**