

West Bengal Tourism Development Corporation Limited
(A Govt. of West Bengal Undertaking)
Udayachal Tourist lodge (1st Floor), DG Block, Sector II, Kolkata- 700091
Phones: 033 2359 7250, Fax : 033-2359-8292
Website: www.wbtdcl.com

Memo No:2165 / WBTDCL/E-137190/136603

Dated:06.02.2020

NOTICE INVITING TENDER
Notice Inviting Tender No. 63/WBTDCL OF 2019-20 (Technical),

WBTDCL invites Tender for the work detailed in the table below.

1.	Name of The Work.	:-	See ANNEXURE – 'A'.
2.	Contractor eligible to submit the tender.	:-	See ANNEXURE – 'A'..
3.	Estimated Amount put to Tender.	:-	See ANNEXURE – 'A'.
4.	Earnest Money.	:-	See ANNEXURE – 'A'.
5.	Last Date and time limit of receipt of Application of seeking permission.	:-	17.02.2020 upto 15:00 hours.
6.	Last Date and time limit for permission.	:-	17.02.2020 upto 16:00 hours.
7.	Date and time limit for receipt of Tender.	:-	20.02.2020 upto 15:00 hours.

- Intending tenderer may apply with self attested photocopies of all credentials and other relevant documents for participating in the N.I.T to the Executive Engineer, WBTDCL Ltd. Intending tenders will obtain N.I.T documents, documents of special terms of conditions, printed tender form B.O.Q etc. from Udayachal Tourist Lodge, 1st Floor, D.G-Block, Sector-II Saltlake City, Kolkata-700091. Earnest Money may be deposited through Demand Draft / Pay Order issued from any nationalized bank in favour of the "**West Bengal Tourism Development Corporation limited**" should be submitted physically to the Office of WBTDCL under sealed cover during dropping of Tender. The successful tender will have purchase formal tender from tender form and other relevant documents from the official of the Executive Engineer of the WBTDCL Ltd. at the time of formal agreement.
- Both **Technical bid and Financial Bid** are to be submitted concurrently during submission **of Tender in a sealed envelop in the drop box kept in the chamber of the Executive Engineer WBTDCL.**
- The **Financial Offer** of the prospective Tenderer will be considered only if the Tenderer qualifies in the Technical Bid. The decision of the **Executive Engineer , WBTDCL** will be final and binding on all concerned and no challenge against such decision will be entertained.
- In case of inadvertent typographical mistake found in the Specific Price Schedule of Rates i.e. Bill of Quantity (BOQ), the same will be treated as to be so corrected as to conform with the prevailing relevant Schedule of Rates and/or Technically Sanctioned Estimate.
- Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of Running Bill stands at least 30% (*thirty percent*) of the tendered amount. Provisions in Clause(s) 7, 8 & 9 contained in W.B. Form No. 2911(ii) so far as they relate to quantum and frequency of payment is to be treated as superseded.

Contd....p2

6. **Cost of Tender Documents:** As per Notification of the Government of West Bengal the intending tenderers shall not have to pay the cost of tender documents for the purpose of participating in tender processing.
The successful Bidder / Tenderer must paid the Tender Cost at the time of Formal Tender Agreement.
7. **Earnest Money:** The amount of Earnest Money is to be submitted in the shape of Demand draft/Bank Draft/Pay Order of any Nationalised Bank drawn in favour of the **"West Bengal Tourism Development Corporation Limited"** payable at **Kolkata** against the work at the time of dropping the tender.
8. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting the offer with full satisfaction. The cost of visiting the site shall be at his own expense.
9. The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Corporation. The **Executive Engineer , WBTDCL** reserves the right to reject or accept any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
10. **Refund of EMD:** The Earnest Money of all the unsuccessful Tenderers deposited in favour of **"West Bengal Tourism Development Corporation Limited"** along with the Tenders will be refunded by the Executive Engineer ,WBTDCL on receipt of application from Tenderers.
11. The intending tenderers are required to quote the rate and **to drop the tender papers with BOQ, NIT etc. in a sealed envelop kept in the chamber of the Executive Engineer, WBTDCL in this office.**
12. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 and any other notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.
13. During the scrutiny, if it comes to the notice of the tender inviting authority that the credential(s) and/or any other paper(s) of any bidder is / are incorrect/ manufactured/ fabricated, that bidder(s) will not be allowed to participate in the tender and that application will be rejected outright.
14. The **Executive Engineer, WBTDCL** reserves the right to cancel the N.I.T. or issue corrigendum notices to the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
15. Before issuance of the work order, the tender inviting authority may verify the credential(s) and/or other document(s) of the lowest tenderer, if found necessary. After verification, if it is found that the document(s) submitted by the lowest tenderer is/are either manufactured or false, the work order will not be issued in favour of the said Tenderer.

16. If any discrepancy arises between two similar clauses on different notification(s), the clause as stated in later notification will supersede the former one in the following sequence:

(a) tender Form & (b) NIT

17. Printed Schedule of Rates applicable for execution of the work	:	Current P.W.D.'s Schedule of Rates for electrical Works.
18. With whom the acceptance of the tenders vest	:	Executive Engineer, WBTDCL

Intending tenderers are **required to submit attested photocopies of valid certificate, valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card, Trade License from the respective Municipality, Panchayet etc. [Non statutory documents]**

Earnest Money in the shape of **Demand Draft/Pay order/Bank draft payable to the "West Bengal Tourism Development Corporation Limited"** must be submitted by the Contractors.

The intending tenderer is required to quote the rate in figures as well as in words as percentage above / below than or at par with the relevant price schedule of rates.

Conditional / incomplete tender will not be entertained.

Issuance of work order as well as 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 tenderers may consider this criterion while quoting their rates.

If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submitting tender to this Office for a minimum period of 1 (*one*) year.

i.) 5% (Five Percent), in all other cases.

ii) 2% (Two Percent), Income Tax of the cost of construction work will be deducted from the bills.

Cess @ 1% (One Percent) of the cost of construction works will be deducted from the bills of the contractor.

iv) Refund of Security Deposit :

a) Repair and Maintenance Works – After completion of 1(One) year.

b) Original Works – 30% after completion of 1(One year), Next 30% after completion of 2nd Year and remaining 40% after completion of 3rd year as per order.

(4)

Successful Tenderers will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses u/s 7 of West Bengal Building & other Construction Works' Act, 1996 and u/s 12 of Contract Labour Act.

Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by Government.

Clause-25 of the conditions of contract of the West Bengal Form No. 2911(i)/2911(ii) may be treated to be omitted and there is no provision for arbitration for resolution of disputes that may arise out of the contracts to be entered into by the Department with the contractors for the purpose of carrying out execution of public works as per G.O No. 558/SPW dated 13-12-2011 of P.W.D.

Successful tenderers will be required to observe the following conditions strictly:

- a) Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and Employees State Insurance Act, 1948 should be strictly adhered to wherever such Acts become applicable.
- b) Minimum wages to the workers shall be paid according to the rates notified and/or revised by the State Government from time to time under the Minimum Wages Act, 1948 in respect of scheduled employments, within the specified time as per law. Payment of bonus, wherever applicable, has to be made.
- c) Adequate safety and welfare measures must be provided as per the provisions of the Building and other Construction Workers' (Regulation of Employment & Conditions of Service) Act, 1996 read with West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2004.
- d) All liabilities arising out of engagement of workers are duly met before submission of bills for payment.

If there is any violation of any or all the relevant above criterion during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.

e) The personnel to be provided by the agency at site shall possess requisite valid supervisory certificate for lift operation and electrical maintenance & original work which the Executive Engineer, WBTDCL may ask for verification at any time during the period of contract.

INSTRUCTION TO BIDDERS

SECTION – A

1. *General guidance for Tendering*

Instructions/ Guidelines for tenders for offline of the tenders have been annexed for assisting the contractors to participate in Tendering.

1. Participation in more than one work

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

2. Submission of Tenders

General process of submission:- Tenderers are to be submitted their tenders physically to the tender box in two sealed envelop at a time for each work, one in Technical Proposal & the other is Financial Proposal on the prescribed date & time within a single sealed cover.

A. Technical proposal

A-1. Statutory Cover file Containing

i.) Demand Draft/ bankers Cheque/Pay order towards earnest money (EMD) as prescribed in the NIT.

ii.) Tender form, NIT, BOQ and corrigendum if any.

A-2. Non statutory / Technical Documents

- i. Professional Tax (PT) deposit receipt challan for the financial year 2016-17/ 2017-18, Professional Tax clearance certificate, Pan Card, GST NO.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm/ Article of Association & Memorandum
- iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)
- v. Requisite Credential Certificate for completion of at least one similar nature of work under the authority of State/ Central Govt. having a magnitude of at least 40 (*forty*) percent of the Estimated amount put to tender during the last 3 (*three*) years prior to the date of issue of this NIT is to be furnished.

Special Clause :-

1. The intending firm must have one graduate engineer, having experience in the relevant field.
2. Organization (Bidder) must have own/arranged laboratory (in support of claim, documents must be submitted) with arrangement for test mentioned BOQ.

Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGE IN THE FOLLOWING MANNER

"Submit Non Statutory Documents" to send the selected documents to Non-Statutory envelop.

Sl. No.	Category Name	Sub Category Description	Details
A.	CERTIFICATES	CERTIFICATES	1. GSTIN NO. 2. PAN 3. P. Tax (Challan Latest)
B.	Company Details	Company Details – I	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. Society (Society Registration copy, Trade License) 4. Power of attorney
C.	Credential(in applicable cases)	Credential	1. Similar nature of work done & completion certificate which is applicable for eligibility .

Opening of Technical proposal:-

- i) Technical proposals will be opened by the **Executive Engineer, WBTDCL** or his authorized representative.
- ii.) Intending tenderers may remain present if they so desire.

Opening of Financial proposal:-

- i) The financial proposal should contain the following documents in one cover(envelop) i.e. BOQ, Tender form the contractor is to quote the rate in the manner (Above/ Below/ At par) **in the space marked for quoting rate in the Tender form and submit the tender form in the tender box kept in the chamber of the Assistant Engineer ,WBTDCL in this office duly signed by the contractor.**

Sd/-

Executive Engineer

West Bengal Tourism Development Corporation Limited

(7)

ANNEXURE-A

NIT No :- 63/WBTDCL OF 2019-20 (Technical),

SL. No.	Name of the work	Estimated Amount put to Tender(Rs.)	Earnest Money (Rs.)	Cost of Documents (Rs.)	Period of completion	Eligibility of Bidder
1.	Special Repairing work for M.D's office room & entrance door through reception at Udayachal Tourist Lodge, DG block Sector-II, Kolkata-700091 during the year 2019-2020	45239.00	905.00	400.00	30 days	Bonafied Bidder as specified in this NIT
2.	Cleaning the ground adjacent to Udayachal for car parking forbook fair 2020 during financial year 2019-2020	56553.00	1131.00	400.00	30 days	Bonafied Bidder as specified in this NIT

Sd/-

Executive Engineer

West Bengal Tourism Development Corporation Limited