

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

Memo No: 1954/WBTDC/IX-2041

Dated: - 01.09.2017

**NOTICE INVITING TENDER**

**Notice Inviting Tender No. 11/WBTDC OF 2017-2018 (Technical)**

Technical Advisor, WBTDC invites Tender for the work detailed in the table below:-

1.	Name of The Work.	:-	See ANNEXURE – 'C'.
2.	Contractor eligible to submit the tender.	:-	See ANNEXURE – 'C'.
3.	Estimated Amount put to Tender.	:-	See ANNEXURE – 'C'.
4.	Earnest Money.	:-	See ANNEXURE – 'C'.
5.	Last Date and time limit of receipt of Application of Seeking permission.	:-	<b>15.09.2017 upto 15:00 hours.</b>
6.	Last Date and time limit for permission.	:-	<b>15.09.2017 upto 16:00 hours.</b>
7.	Date and time limit for receipt of Tender.	:-	<b>19.09.2017 upto 15:00 hours.</b>

- Intending tenderer may apply with self attested photocopies of all credentials and other relevant documents for participating in the N.I.T to the Technical Advisor, WBTDC 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, 1<sup>st</sup> Floor, D.G-Block, Sector-II Salt Lake City, and 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 WBTDC under sealed cover during dropping of Tender. The successful tender will have purchase formal tender form and other relevant documents from the official of the Technical Advisor of the WBTDC 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 envelope in the drop box kept in the chamber of the Technical Advisor WBTDC**. (Technical Bid and Financial Bids should be put in separate sealed covers and then the two covers should be placed inside a larger cover and this larger cover should be submitted so that the item submitted consists of only one package and Technical Bid can be opened first without any chance of knowing the Financial Quote.)
- The **Financial Offer** of the prospective Tenderer will be considered only if the Tenderer qualifies in the Technical Bid. The decision of the **Technical Advisor, WBTDC** 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.

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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 pay 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 Nationalized 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 **Technical Advisor, WBTDC** 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 Technical Adviser, WBTDC 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 envelope kept in the chamber of the Technical Advisor, WBTDC 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 thereto 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 **Technical Advisor, WBTDC** 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.

(3)

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 Buildings Works, S & P Works & Road Works.
18. With whom the acceptance of the tenders vest	:	<b>Technical Advisor, WBTDC</b>

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"** payable at **Kolkata** 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.

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.

(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 Technical Advisor, 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. A prospective bidder may participate in as many work as he likes, however if he is 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 envelope 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 2014-15/ 2015-16, 2016-2017, Pan Card, and GSTIN Registration 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 Certificates as specified in Annexure A

**vi. Additional Clause:**

The time is the essence of the contract and 15 (Fifteen) days will be allowed to complete the work in all respect from the date of issue of work order. In case of non completion of work within the schedule time a penalty will be imposed @ Rs.5000.00 per day or less as decided by MD WBTDCIL till hand over of the project in all respect by the agency and tender may be terminated at any point of time by the client without assigning any further reason whatsoever for which no claim of the contractor will be entertained. The work is very urgent in nature and should be completed in schedule time.

**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. P.TAX. 2. PAN. 3. GSTIN Registration No.
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. Detailed in <b>Annexure A</b>

#### **Opening of Technical proposal:-**

- i) Technical proposals will be opened by the **Technical Advisor, 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 Technical Advisor, WBTDCL in this office duly signed by the contractor.**
- ii) Intending tenderers may remain present if they so desire.

#### **Method of Evaluation:-**

##### **Opening of Technical Proposals**

The Client's evaluation committee shall conduct the opening of the Technical Proposals in the presence of the Tenderers' authorized representatives who choose to attend in person. The opening date, time and the address are stated in the **page 1**. The envelopes with the Financial Proposal shall remain sealed until they are opened in accordance with the terms of this document.

At the opening of the Technical Proposals the following shall be read out: (i) the name and address of the Tenderer; (ii) the presence or absence of a duly sealed envelope with the Financial Proposal; (iii) any modifications to the Proposal submitted prior to proposal submission deadline; and (iv) any other information deemed appropriate or as indicated in this document.

##### **Proposals Evaluation**

The evaluators of the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

The Tenderer is not permitted to alter or modify its Proposal in any way after the proposal submission deadline except as permitted in this

document. While evaluating the Proposals, the Client will conduct the evaluation solely on the basis of the submitted Technical and Financial Proposals.

**Evaluation of Technical Proposals**

The Client's evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and the RFP, applying the evaluation criteria, sub-criteria, and point system specified in this document. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or if it fails to achieve the minimum technical score indicated in this document.

**Public Opening of Financial Proposals**

After the technical evaluation is completed, the Client shall notify those Tenderers whose Proposals were considered non-responsive to the RFP and TOR or did not meet the minimum qualifying technical score (and shall provide information relating to the Tenderer's overall technical score, as well as scores obtained for each criterion and sub-criterion) that their Financial Proposals will be returned unopened after completing the selection process and Contract signing. The Client shall simultaneously notify in writing those Tenderers that have achieved the minimum overall technical score and inform them of the date, time and location for the opening of the Financial Proposals. The Tenderer's attendance at the opening of the Financial Proposals in person is optional and is at the Tenderer's choice.

The Financial Proposals shall be opened by the Client's evaluation committee in the presence of the representatives of those Tenderers whose proposals have passed the minimum technical score. At the opening, the names of the Tenderers, and the overall technical scores, including the break-down by criterion, shall be read aloud. The Financial Proposals will then be inspected to confirm that they have remained sealed and unopened. These Financial Proposals shall be then opened, and the total prices read aloud and recorded.

**Combined Quality and Cost Evaluation**

The total score is calculated by weighting the technical and financial scores and adding them as per the formula and instructions in this document. The Tenderer achieving the highest combined technical and financial score will be invited for agreement.

Technical marks would be awarded based on criteria mentioned in **Annexure A**. Technical marks would be converted into Technical Scores (St) as per grade achieved (see the illustration in **Annexure B**). Firms/tenderers achieving Technical marks of 70 and below would be rejected, i.e., only firms/tenderers of grading Good and above would be considered for Financial Evaluation. The financial bids of the tenderers failing to achieve technical marks of 71 and above would be returned unopened after technical evaluation.

The lowest evaluated Financial Proposal will be given the maximum financial score of 100 points. The financial scores of the other Financial Proposals will be computed as indicated in **Annexure B**.

Proposals will be ranked according to their score (S) combining technical score (St) and financial score (Sf) using the weights. The firm achieving the highest combined technical and financial score will be invited for agreement.

Illustration -

T = the weight given to the Technical Proposal (80%)

P = the weight given to the Financial Proposal (20%)

$S = St \times T\% + Sf \times P\%$

## **Annexure-A**

### **CRITERIA FOR TECHNICAL EVALUATION (80 Marks)**

#### **Weightage of Technical Score to Financial Score in computing Combined Technical**

<b>Sl No</b>	<b>Description</b>	<b>Marks</b>
1	Value of work in single contract (either work order and/or completion certificate not less than INR 2.5 crore) or Two projects of INR 1.25 crore for building works in Hospitality/Institutional/Corporate/Govt./PSU sector in last five years (value can be increased in pro rata basis at the rate of 6 % per annum)	25
2	Number of works done in last 3 years in Hospitality/Institutional/Corporate/Govt./PSU sector (Value of work must be INR 10 Lakhs and above to be counted in this criterion).	25
3	Any experience of civil work in 3 star and above category of hotels/resorts of minimum value of INR 10 Lakhs and above.	10
4	Whether have any in house interior designer	10
5	Whether have any in house graduate engineer/diploma engineer of three years experience in payroll for supervision	10
<b>Total</b>		<b>80</b>

#### **and Financial Score (CTFS) – 80:20**

### **Credentials Required**

<b>Sl No</b>	<b>Description</b>	
1	Turn over for last three years	
2	GST registration no	
3	Own office	
4	Details of staff strength	
5	Experience	



## **Annexure B**

### **Illustrations Only**

#### **STAGE 1: Technical Bid Evaluation**

**Minimum Technical Marks for qualifying - Above 56 (i.e. above 70% of total marks of 80)**

<b>Bidder details</b>	<b>Technical Mark Obtained</b>	<b>Remarks</b>
Bidder1	72	
Bidder2	60	
Bidder3	44	Rejected*
Bidder4	65	

\*Since the minimum Technical Marks should be above 56, bidder 3 is rejected

#### **STAGE 2: Conversion of Technical Marks to Technical Score (St)**

<b>Bidder details</b>	<b>Conversion of Technical Marks to Technical Score (TM/HTM*80)</b>	<b>Technical Score (St)</b>
Bidder1	$72/HTM * 80 = 72/72 * 80 = 80$	80
Bidder2	$60/HTM * 80 = 60/72 * 80 = 66.67$	66.67
Bidder3	Rejected	0
Bidder4	$65/HTM * 80 = 65/72 * 80 = 72.22$	72.22

TM = Technical Marks obtained by individual bidders

HTM = Highest Technical Marks obtained by any bidder in Technical Evaluation

**STAGE 3: Financial Bid Evaluation**

Bidder details	Financial Bid Amount
Bidder1	1,30,000
Bidder2	1,20,000
Bidder4	1,00,000

**Stage 4: Conversion of financial bid amount to Financial Score (Fs)**

Bidder Details	Financial Bid Amount	Financial Score (Sf) (LFB/F*100)
Bidder1	1,30,000	$100000/130000*100=76.92$
Bidder2	1,20,000	$100000/120000*100=83.33$
Bidder4	1,00,000	<b>100</b>

**LFB** = Lowest Financial Bid, **F** = Quoted Amount by individual bidders

**Consolidated Technical & Financial Score**

Bidder Details	Technical Score (St)	Financial Score (Sf)
Bidder 1	80	76.92
Bidder 2	66.67	83.33
Bidder 4	72.22	100

**Stage 5: Combined Technical and Financial Score (CTFS) With Weightage 80:20**

Bidder Details	Applying weights for the Technical Score & Financial Score	CTFS	Rank of the Bidder
Bidder1	$80*(80/100) + 76.92*(20/100)$	<b>79.384</b> (64+15.384)	<b>L1</b>
Bidder2	$66.67*(80/100) + 83.33*(20/100)$	<b>70.002</b> (53.336+16.666)	L3
Bidder4	$72.22*(80/100) + 100*(20/100)$	<b>77.776</b> (57.776+20)	L2

Sd/-  
Technical Advisor  
West Bengal Tourism Development Corporation Limited

ANNEXURE-C

**NIT No: - 11/WBTDCL OF 2017-2018 (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.	Renovation work of Tourist Pilgrimage Facilitation Centre at Kalighat, Kolkata. (Phase-1)	7943430.00	158869.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
2.	Renovation work of Mainak Tourist Lodge, Siliguri. (Phase-1)	8903441.00	178069.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
3.	Renovation work of Digha Tourist Lodge, East Medinipur. (Phase-1)	6912798.00	138256.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
4.	Renovation work of Batabari Tourist Centre, Jalpaiguri. (Phase-1)	9261310.00	185226.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
5.	Renovation work of Jaldapara Tourist Lodge, Alipurduar. (Phase-1)	4813500.00	96270.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
6.	Renovation work of Tilabari Tourist Centre, Jalpaiguri. (Phase-1)	11765380.00	235308.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
7.	Renovation work of Bakkhali Tourist Lodge, (South 24 Prgs). (Phase-1)	5090429.00	101809.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
8.	Renovation work of Malancha Tourist Lodge at Barrackpore. (Phase-1)	4018689.00	80374.00	200.00	15 Days	Bonafide Bidder as specified in this NIT
9.	Renovation work of Murti Tourist Lodge, Jalpaiguri. (Phase-1)	5320818.00	106416.00	200.00	15 Days	Bonafide Bidder as specified in this NIT

Sd/-

Technical Advisor

West Bengal Tourism Development Corporation Limited