

# WEST BENGAL STATE RURAL DEVELOPMENT AGENCY

(An Agency under P&RD Deptt., Govt. Of West Bengal)

Joint Administrative Building (6<sup>th</sup> Floor, Wing-A),

Block-HC/7, Sector- III, Salt Lake City, Kolkata- 700106

NIQ No.: 1238 /WBSRDA/2E-74/2019/EOI

Dated: 1/08/2019

## NOTICE INVITING QUOTATION FOR EXPRESSION OF INTEREST

1. Superintending Engineer, WBSRDA invites an Item Rate Quotation from bonafied and experienced Agencies only for **"Fabrication work for nomenclature of the STATE HAAT building at Dhakuria under WBSRLM"**.
2. The proposal should be submitted offline in sealed envelopes in the quotation drop box at chamber of Superintending Engineer, WBSRDA of Joint Administrative Building (6<sup>th</sup> Floor, Wing-A), Block - HC/7, Sector-III, Salt Lake City, Kolkata-700106. One envelop consists of technical Bid and the second envelope containing the financial bid. As this is an Item Rate quotation the bidder should quote rate of each item mentioned in BOQ considering all applicable taxes according to Government norms. No claim of extra payment for tax liabilities will be entertained by this end.
3. Bidder must deposit Earnest Money amounting to Rs. 10,000.00 (Rupees Ten Thousand) only in State Bank of India Account No. 30437044212 in favour of "WBSRLM A/C SHG SP. INITIATIVE FUND", IFSC No SBIN0014524 through RTGS/NEFT/CBS System only. A copy of the receipt of EMD must be deposited alongwith quotation. The NIQ number and UTR number should be clearly mentioned on the deposit challan. Payment made otherwise will be rejected.  
The proposed drawing of fabrication of nomenclature works will be available at the Office of the Quotation Inviting Authority during Office scheduled date & time.
4. The quotation consisting Technical and Financial Bids are to be submitted on or before **14/08/2019 upto 14.00 hrs.**
5. The **FINANCIAL OFFER** of the prospective quotationer will be considered only if the quotation qualifies in the Technical Bid. The decision of the Superintending Engineer, WBSRDA will be final binding on all concerned and no challenge against such decision will be entertained.
6. Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the Unit rate by the quantity, the unit rate quoted shall govern.
7. The whole work should be completed within **21 days** from the date of work order issued. 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 is at least 30% of the quotationed amount.
8. Bids shall remain valid for a period of **60 days** after the dead line date for Financial Bid Submission.

### 9. Important Information (DATE AND TIME SCHEDULE) :

1	Date & time of publishing of NIQ	2 <sup>nd</sup> August'2019 by 18:00 hours.
2	The schedule may be obtained (free of cost) from the office of the undersigned	2 <sup>nd</sup> August'2019 by 11:00 hours. to 13 <sup>th</sup> August'2019 by 16:00 hrs. excluding Saturday, Sunday & holidays
3	Last date of Submission of Quotation	14 <sup>th</sup> August'2019 by 14:00 hours.
4	Date and Time of Opening of Quotation	14 <sup>th</sup> August'2019 at 16:00 hours at the chamber of Chief Engineer, P&RD Department at Room No. 1 Joint Administrative Building (6 <sup>th</sup> Floor, Wing-A), Block - HC/7, Sector-III, Salt Lake City, Kolkata-700106

10. 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 Quotation before submitting offer with full satisfaction. The costs of visiting the site shall be at own expense.

11. 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 Department. The Superintending Engineer, WBSRDA reserves the right to accept or reject 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 quotationer at the stage of Bidding.

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 of the 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 to the quotation inviting authority that the credential(s) and/or any other paper(s) has/have been of any bidder found incorrect/ manufactured/ fabricated, that bidder will not be allowed to participate in the quotation and that application will be out rightly rejected. The Superintending Engineer, WBSRDA reserves to right to cancel the N.I.Q. due to unavoidable circumstances and no claim in this respect will be entertained.

14. Eligibility criteria for participation in quotation:

a. Requirement of Credentials:

1. Intending quotationers should produce credentials of a similar nature of completed work of the minimum value of Rs. 2.00 Lac during 5 (five) years prior to the date of issue of the quotation notice; or,
2. Intending quotationers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of Rs. 1.50Lac during 5 (five) years prior to the date of issue of the quotation notice; or,
3. Intending quotationers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% (eighty percent) or more and value of which is not less than the desired value at above (1).

In case of running works, only those quotationers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the quotation. In the 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 executed agency, i.e., the quotationer.

b. Other terms and conditions of the credentials:

- i. Payment certificate will not be treated as credential;
- ii. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute/PSU, on the executed value of completed / running work will be taken as credential;

15. Refund/Settlement Process:

- i. After opening of the bids and technical evaluation of the same by the quotation inviting authority, the competent inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders.
- ii. On application the EMD will be refunded to the unsuccessful bidders.
- iii. Once the financial bid evaluation is completed, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will refund on their application, If the L1 bidder accepts the LOA, EMD of the L2 bidder will be refunded.

16. The intending quotationers are required to quote the rate *offline only*. **The rate quoted against each items includes all taxes and duties as applicable as per rule, carriage and all other incidental charges and conditions of the manufactures complete in all respect.**

17. Before issuance of the **WORK ORDER**, the quotation inviting authority may verify the credential(s) and/or other document(s) of the lowest quotationer, if found necessary. After verification, if it is found that the document(s) submitted by the lowest quotationer is/are either manufactured or false, the work order will not be issued in favour of the said quotationer.

18. Intending quotationers are required to submit attested/self-attested photocopies of valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card, GST Registration, Trade License from the respective Municipality, Panchayet etc.

19. If the dates fall on holidays or on days of "bandh" or natural calamity, the dates defer to next working days.

20. All quotationers are requested to be present during opening of quotation positively.

21. The intending quotationer is required to quote the rate in figures as well as in words for each item of works considering all the relevant taxes as per Govt. rules.

22. Conditional / incomplete quotation will not be entertained.



23. The accepting authority reserves the right to reject any or all the quotations without assigning any reason whatsoever and he will not be bound to accept either the lowest quotation or any of the quotations.

24. 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 quotationer may consider these criteria quoting their rates.

25. If a quotationer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified and the EMD will be forfeited.

26. Deduction from bill will be made as per existing Govt. rule.

**Successful quotationer will be required to observe the following conditions strictly:**

a) 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.

b) 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 criteria 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.

### **BOQ FORMAT for submission of Financial Proposal**

Sl. No.	Description of items	Quantity	Unit	Rate offered by the Quotationer (Rs.)		Total Amount (Rs.)
				In Figure	In Words	
1.0	Fabrication of "Bangla" letters as per drawing by 22 gauge Stainless steel (304 grade) with 1" to 1.5" raising & standard installation.	1	No.			



3' X 2.5'

**পশ্চিমবঙ্গ সরকার**

20' X 3'



3' X 2.5'



3' X 2.5'



2.2' X 3'



3.4' X 3.25'



3.4' X 3.25'



3' X 2.6"

**আ**

3.5' X 2.7'

**ন**

2.2' X 2.2'

**দ**

2.6' X 2.2'

**ধা**

2.5' X 2.6'

**রা**

2.9' X 2.6'



**পঞ্চায়েত ও গ্রামোন্নয়ন দপ্তর**



2' X 1.7'

21' X 1.75'

2' X 1.7'

Signature of the Quotationer

## INSTRUCTION TO BIDDERS

### SECTION - A

#### 1. General guidance

Instructions/ Guidelines for submission of the quotations have been annexed for assisting the quotationers to participate in NIQ.

#### 1. Multiple Participations in same 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 quotation

The proposal should be submitted offline in a sealed envelope consisting both Technical and Financial bids, in the quotation drop box at the chamber of Superintending Engineer, WBSRDA of Joint Administrative Building (6th Floor, Wing-A), Block - HC/7, Sector-III, Salt Lake City, Kolkata-700106.

A. The sealed quotation should contain following documents.

#### Technical Documents

- i. Photocopy of Professional Tax Clearance Certificate / Professional Tax (PT) deposit receipt challan for the financial year 2019-20, PAN Card, GST Registration Certificate.
- ii. Photocopy of Registered Deed of partnership Firm
- iii. Photocopy of Trade License from the respective Municipality/Panchayet etc.
- iv. Photocopy of Requisite Credential Certificate for completion of at least one similar nature of work in any Govt. Department having a magnitude of at least Rs. 1.75 Lac.
- v. Copy of the receipt of EMD must be deposited. The NIQ number and UTR number should be clearly mentioned on the deposit challan.

#### Financial proposal

The financial proposal i.e. Bill of quantities (BOQ) should be signed alongwith seal. As this is an Item Rate Quotation, the bidder should quote rate of each item mentioned in BOQ considering all applicable taxes according to Government norms. No claim of extra payment for tax liabilities will be entertained by this end.

#### 3. Opening of Quotation

Quotations will be opened by the Superintending Engineer, WBSRDA. Intending quotationer may remain present if they so desire as per scheduled time & date.

  
01/08/2019  
Superintending Engineer  
WBSRDA(H.Q)

NIQ No.: 1938 /1(5)/ /WBSRDA/2E-74/2019/EOI

Dated: 1/08/2019

Copy forwarded for information and wide circulation through Notice Board to: -

- 1) The Additional Chief Secretary, P&RD Department, Government of West Bengal
- 2) The Additional Secretary, P&RD Department, Government of West Bengal and Chief Executive Officer, WBSRLM
- 3) The Special Secretary, P&RD Department, Government of West Bengal and Additional Chief Executive Officer, WBSRLM
- 4) The Chief Engineer, P&RD Department, Government of West Bengal
- 5) Notice board of this office

  
01/08/19  
Superintending Engineer  
WBSRDA(H.Q)