



**NOTICE INVITING PRE-QUALIFICATION -CUM -TENDER (TWO COVER SYSTEM) FOR**

**Renovation and Up-gradation Work of existing Cafeteria & Retail Counter by providing Aluminium Partition wall at ground Floor of Mrittika Bhavan, WBCADC (E-Procurement)**

**Dated 06.04.2023**

**NIT No. 03/2023-24**

Sealed tenders in WBCADC Form No.-103 are invited by The Administrative Secretary, WBCADC, in two fold Envelope system (i.e. Techno Commercial Bid & Price Bid) from the bonafide, experienced, reputed contractors for execution of the following work as detailed below, in sealed percentage rate e-tenders up to **18:30Hours on 20.04.2023**. Pre-qualification Bid to be submitted in a separate sealed cover comprising of technical document along with scanned copy of Challan for cost of bid document and that of Earnest Money in a separate file. The financial bid document with Bill of Quantity in another sealed cover are to be uploaded by the qualified contractors viz. Contractors registered in appropriate class with PWD / CPWD / MES / NHAI / Railways and bonafide outsiders who satisfy the terms and conditions set out in pre-qualification document and having registration in e-Procurement portal ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)). The tenders shall be available for viewing in our website ([www.wbtenders.gov.in](http://www.wbtenders.gov.in)) on **11.04.2023 from 10:00 Hours**

**.1.**

Name of work	Estimated Amount in Rs.	Earnest Money in Rs	Cost of Pre-qualification and bid document fee in Rs	Time of Completion
<b>Renovation and Up-gradation Work of existing Cafeteria &amp; Retail Counter by providing Aluminium Partition wall at ground Floor of Mrittika Bhavan, WBCADC</b>	5,84,269.00	11,700.00	1050.00	30 Days

**2.** The site is located at WBCADC Mrittika Bhavan, Plot no 18/9, Block DD, Sector-I, Salt Lake-700064. Intending bidders may download e-tender documents from e-procurement portal of our website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) from **11.04.2023, 10:00 Hours to 20.04.2023 up to 18.30 Hours**. The pre-qualification and bid documents duly filled and digitally signed in all respect may be submitted on-line through our e-portal up to **18:30 Hours** (as per server clock) on **20.04.2023** WBCADC does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. for on-line bidding.

**Prospective bidders have to submit their bid on-line through <http://etender.wb.nic.in>. Earnest Money & Cost of Pre-qualification and bid document fee of bidders have to pay in E-Portal of E-Tender.**

**3.** The pre-qualification documents alone will be opened on **24.04.2023 at 10:00 hours** by authorized representative of the Administrative Secretary, WBCADC, in presence of the bidders who choose to be present.



**4. a) Names of the technically qualified bidders** on the basis of information furnished in the check list and in "My Document" uploaded by concerned bidders after verification of the same will be displayed **in the portal and this office notice board subject to completion of verification and technical evaluation.**

**b) The financial bid documents of the technically qualified bidders will be informed later on in the website subjected to completion of technical evaluation and verification of original document.** No separate intimation will be given for this.

**5. Tender documents shall consist of:-**

- a. This Notice Inviting Tender hereinafter will be referred to as the Tender Notice.
- b. WBCADC Form No.-103 hereinafter will be referred to as the tender form.
- c. Instruction to Bidders (SECTION-A).
- d. Pre-qualification application [(SECTION-B), Form -I].
- e. Affidavit ("X") (SECTION-B).
- f. Structure and organization of the bidder. (Section-B),(Form-II).
- g. Special Terms & Conditions (Section-C).
- h. Schedule of Quantities [(SOQ) (SECTION-D)].
- i. Technical specification of the work (Section-E).
- j. B. O. Q (Bill of Quantities- Financial proposal in excel format).

**6. Eligibility criteria for participation in the tender.**

6.1. i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or

ii) Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of the issue of the tender notice; or

iii) intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more an value of which is not less than the desired value at (i) above,

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. 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 tenderer.

[Non statutory documents]

**6.2 Copy of work order & Payment Certificate will not be treated as "Credential" under any circumstances. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government undertaking, Statutory/ Autonomous bodies constituted**



under the Central/State statute, on the executed value of completed/running work will be taken as credential.

The Credential certificate for completed works, should contain (a) Name of work, (b) the name of client, (c) Estimated amount put to tender, (d) Schedule month and year of commencement and completion as per work order, (e) Actual date of Completion of work, (f) Gross bill amount of the completed work/executed value of running work and detail communicational address of client must be indicated in the credential certificate. In case of running work, the credential certificate should contain the gross bill amount of executed items of works in addition to information as furnished in above. In both completed/running works detail communication address of the client must be indicated in the credential certificate. Along with BOQ of the same must be given.

6.3. In case if it is found that the tenderer is not technically equipped for execution of the work. The offer submitted by him will be treated as cancelled. **The decision of the Tender Evaluation Committee (TEC) in this regard is final & binding to the tenderers.**

6.4. Income Tax Acknowledgement Receipt for the last three Assessment years with audited Balance Sheet, latest P. Tax Certificate, Pan Card, Trade License, valid 15 digit Goods and Service Taxpayer Identification Number (GSTIN) under GST Act, 2017 etc to be accompanied with the Technical Bid Documents.

[Non-statutory documents]

6.5. Registered Partnership Deed for Partnership Firm is to be submitted. The company shall furnish the Article of Association and Memorandum. Where an individual person signs the tender in his own name against the company or the firm which he happens to be a director or partner, such individual person shall, while submitting any tender for and on behalf of such company or firm, invariably **submit a copy of registered power of attorney showing clear authorization in his favour**, by the rest of the directors of such company or the partners of such firm, to submit such tender.

[Non-statutory documents]

6.6. Registered Unemployed Engineers' Co-operative Societies / Labour Co- operative Societies are required to furnish valid Bye Law, Current Audit Report, Minutes of last A.G.M. along with other relevant supporting papers.

[Non-statutory documents]

**6.7 The bidder will have to invest a minimum cash up to the 30(Thirty) % of the contract price of work during the implementation of the construction. Progress bills will be paid accordingly.**

**6.8 Any exemption of the documents as required in this tender from the intending bidders should be supported by the valid Govt, order of Finance Department.**

7. The selected tenderer will have to keep himself in readiness to complete the work within the target date as directed by the authority fully understanding that the time will be the essence of the contract. The contractor will have to take up the work as directed by the Project authority within 7 (seven) days from the date of receipt of work order from the project authority and complete the same within the target date as fixed by the project authority, failing which the department will have the every right to take appropriate action and to execute the work as per the relevant clauses of the printed tender form. The decision of the project authority in this respect would be final and binding to the contractor. In case the contractor fails to commence the work within the specified time of 7 (seven) days from the date of issue of work order, project authority has the right to terminate his tender and cancel the work order along with forfeiture of earnest money deposited by the contractor if so deemed necessary.

**8.a) No mobilization advance and advance against purchase of materials/ equipments will be paid for the work**

**8b) No secured advance will be paid for the work under any circumstances.**



9. No interest on earnest money deposited by the tenderer and the security deposit (which will be deducted from the bill of the contractor) will be allowed under any circumstances.

10. No claim, whatsoever, for delaying of payment, if any will be entertained. Bidders should consider the same during submission of their offer.

**11. Conditional /incomplete tender will not be accepted under any circumstances.**

12. Bids shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Financial Bid. If the bidder withdraws the bid during the validity period of Bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

13. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice and action may be taken like forfeiture of the Earnest Money, Black Listing from Future Works etc against the concerned bidder.

14. The undersigned, reserves the right to cancel the N.I.T. 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 and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances and action may be taken like forfeiture of the Earnest Money, Black Listing from Future Works etc against the concerned bidder

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

**a) Tender Form (WBCADC Form No.-103)**

**b) N.I.T,**

**c) Special Terms & Conditions**

**d) Technical Bid and**

**e) Financial Bid**

**17. Regarding imposition of different clauses as per terms of contract, the undersigned will play the role of Officers narrated in enclosed tender form.**

**18. As there is no provision for Pre-bid meeting in the NIT, all doubts/queries (if any) may be sent in [wbcadc.engg@gmail.com](mailto:wbcadc.engg@gmail.com) for clarification or intending bidders may contact Engineering Section of this office at the above cited address within the bid submission period (Contact Nos. 9432489274/ 9433321437).**

**19. Qualification Criteria:**

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

(a) Financial Capacity

(b) Technical Capability.

(c) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder/ tenderer will be rejected at any stage without any prejudice.

**20. No. price preference and other concession will be allowed to any bidder.**



21. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in "instruction to bidders" stated in Section – 'A' before tendering the bids.

22. On receipt of intimation from the appropriate authority, earnest money deposited by the unsuccessful tenderers will be refunded from the office of the undersigned (on application). The earnest money of the tenderers other than 03(three) lowest tenderers will be refunded within 10(ten) days after the comparative statement of rates obtained has been prepared checked and approved by the competent authority. The earnest money of 02(two) lowest tenderers out of 03(three) will be refunded within 07(seven) days after issuance of work order to the lowest tenderers.

23. In case of successful tenderer, the deposited earnest money will be converted as Performance security and will be refunded to him as per relevant clauses of this NIT from the office of the undersigned.

24. No extra cost will be allowed beyond the tendered amount (Awarded cost) for any work as per Order No. 1M-03/16/1039-R/PL Dated- 28<sup>th</sup> November, 2019 of the Additional Chief Secretary to the Government of West Bengal, Public Works Department.

**25. SECURITY DEPOSIT/ PERFORMANCE SECURITY:-**

The Employer shall retain 01(one) % as Security Deposit/Performance Security of the gross amount due to the contractor from each payment/R.A. bill (including Final bill). The total Security Deposit/ performance Security [01(one) % as deducted from different R/A & Final bills and the **Earnest money of the successful bidder converted to Security Deposit/ performance Security**] will be repaid to the contractor only successful completion of Defect liability/Guarantee obligation period and the Engineer in Charge has certified that the contractor has satisfactorily carried out all rectification work, if any, as per contract and the Engineer in Charge has certified that the contractor has satisfactorily carried out all rectification work, if any, as per contract.

If the said rectification is not carried out by the contractor, the Employer will free to carry out such rectification work and the Amount required for the same would be recovered from the amount of Performance Security available with the Employer and or from any amount of the contractor whatever is due.

Exemption of EMD will not be allowed as per Memorandum no 4245-F(Y) dated 28.05.2013 of Finance Department, Audit Branch, Govt. of West Bengal.

26. The Defect Liability period/ Guarantee obligation period is 01 (one) year calculated from the completion date of the work and shall be refunded as per order no 5784-PW/L&A/2M-175/2017, Dated-12.09.2017 of Law & Arbitration Cell, Public Works Department, Government of West Bengal applicable at present

27. The intending bidders shall clearly understand that whatever may be the outcome of the present invitation of bids, cost of bidding shall not be reimbursed by the Corporation. The undersigned reserves the right to accept or reject any offer 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. Cost of tender documents (tender fees) submitted by the participant tenderers are non-refundable.

28. It must clearly be understood that the value of work and quantity of works as indicated in Sl. No. 1 and in the departmental schedule (S.O.Q.) are approximate only and may be appreciably decreased/ increased at the desires of the project authority during the actual execution. The contract shall remain unaffected by such deviation.



29. Canvassing in connection with the tender is strictly prohibited and the tenderer who resorts to this will render his tender liable to rejection.

30. The percentage of variation of item of work for which there shall be no increase in rates shall be 80%

31. a) Cost of any materials supplied departmentally or by the contractor will be considered for preparing the R/A, final bill and deduction of IT & GST will be made accordingly as per Government rules from the bill of the contractor. 1% Building and other Construction Workers' Welfare Cess will also be deducted from the progressive/Final bills of the contractor.

b) Usually the department will supply no materials for the work.

c) The cement and steel (including reinforcements) as required for the work are to be supplied also by the Contractor.

**In case of Cement:** - No cement except those approved by the Engineer in Charge shall be used in the work. Cement bags must be stored in a water-tight shed having wooden floor or platforms raised at least 50 mm from ground as approved by the Engineer-in Charge. Cement which is partially set or which is lumpy or caked is to be treated as damaged and shall be removed from site immediately.

**In case of Steel reinforcement:** - All steel shall be clean and free from loose mill scales, dust, loose rust and coats of paints, oil or other coatings. Any scale or loose rust shall be removed before use without any claim for extra charge for the same. The steel reinforcement should be stored at site properly. Bidders should quote their rates accordingly.

32. Tenderers should also study carefully the content of N.I.T. and other tender documents before submission of the tender in order to be conversant with the provision stipulated in the N.I.T., Tender form, Special terms & conditions, technical specification etc. Subsequent ignorance of terms and conditions of the N.I.T. and other tender documents shall not constitute a ground for preferring a claim of any nature.

33. All duties, Taxes, Royalties, Cess, GST including 1% Cess under West Bengal Building and other construction workers (Regulation of Employments Conditions of Service). Act 1996, Toll Taxes and other levies, duties payable by the contractor under the contract to the State/Central Govt. for any other cause shall be included in the rates, prices and total bid price submitted by the bidder. **Taxes will be deducted from the Running/Final bill as per norms in vogue.**

34 a) If the accepted bid value is 80% or less of the estimate put to tender, the successful bidder shall be submitted the additional Performance security @ 10% of the tendered amount and the same should be submitted within 07(seven) working days from the date of issuance of letter of acceptance. Only on prior receipt of such additional security, work order will be issued to the concerned successful bidder. Otherwise, his earnest money will be forfeited and other necessary actions as per terms of NIT including black listing of the contractor etc. will be taken.

b) The additional security shall be returned immediately on successful completion of the contract. If the bidder fails to complete the work successfully, the additional 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 shall in no way be altered/ affected by provision of this additional security.

c) The additional security shall be in the form of Bank Guarantee and in that case, the Bank Guarantee shall have to be valid up to end of the contract period and shall be renewed accordingly. The Bank Guarantee should be in favour of **The West Bengal Comprehensive Area Development Corporation, Mrityika Bhavan, Plot no-18/9, Sector-I, Salt Lake, Kolkata-700064.**

35. In case if there be any objection regarding Prequalifying criteria of the Agency, that should be lodged to the Undersigned, within 48 hours from the date of publication of list of qualified Agency and beyond that time schedule no objection will be entertained.

36. This N.I.T. shall form a part of the contract document.


  
Administrative Secretary  
WBCADC

Memo no. 100/039/01/02/Part (Cafeteria & Retail Counter)/ 1002/1(5)

Date-06.03.2023

Copy forwarded for information and necessary action to: -

1. In-Charge, Engg. Cell, WBCADC (HQ), Kol-64
2. In-charge, Accounts Section, WBCADC, Kolkata-64
3. Convener, WBCADC Hd. Qrs Tender Committee
4. Office Notice Board WBCADC, Hd. Qrs.
5. P.A. to the Administrative Secretary, WBCADC, Kol-64

  
Administrative Secretary  
WBCADC