

সহকারী বাস্তুকারের করণ,
(পূর্ত দপ্তর)
উলুবেড়িয়া নির্মাণ উপ-বিভাগ
গঙ্গারামপুর, উলুবেড়িয়া, হাওড়া- ৭১১৩১৬



Office Of The Assistant Engineer,
(P.W.D.)
Uluberia Construction Sub-Division
Gangarampur, Uluberia, Howrah- 711316

e-mail: aeucsdpwd@gmail.com

MEMO NO: - 892

DATE: - 21.08.2025

EXPRESSION OF INTEREST (EOI) FOR “Preparation of Detailed Project Report (DPR) in respect of State Disaster Mitigation Fund (SDMF) works in different blocks (Bally Jagatcha, Domjur, Jagatballvpur and Sankrail) in the district of Howrah” under WBSRDA Howrah Division - I

EOI NO: 01 of 2025-26/AE/PWD/UCSD

For and on behalf of WBSRDA, the Assistant Engineer, (PWD) Uluberia Construction Sub Division Sealed quotation are invited from reliable, resourceful and bonafide experienced consultants for “Preperation of Detailed Project Report (DPR) in respect of State Disaster Mitigation Fund (SDMF) works in different blocks in the district of Howrah”. Quotationers are requested to submit their Percentage Rate on the Estimated Cost of the works. Terms of Reference (TOR) / Scope of work is attached as Annexure-I with this EOI. Quotation will be received by the Assistant Engineer, (PWD) Uluberia Construction Sub Division in tender box kept in his chamber upto 2 : 00 P.M of 03.06.2025 and the same will be opened after 3.30 P.M. on the same date in the presence of quotationers, if available at the time of opening.

Section B – General Terms and Conditions

- B. 1.** Terms of Reference (TOR) / Scope of work is attached as Annexure-I with this EOI.
- B. 2.** Proposals shall be completed in all respect as per Terms of Reference (TOR) / Scope of work is attached as Annexure-I with this EOI and be submitted with requisite information. It shall be free from any ambiguity or overwriting.
- B. 3.** The Quotationer himself / herself or his / her authorized representative shall put his/her signature (may be initial signature) on all pages of the proposal. The authorized signatory shall have to produce proper authorization from the Quotationer.
- B. 4.** For preparation of proposals, quotationers are expected to examine the Quotation documents in detail and to provide all information requisitioned for.
- B. 5.** The Quotationer should mention in detail his / her postal address, e-mail address, and contact Phone no. (Both Office & Residence) including the phone number & e-mail ID of the entrusted contact persons and also to mention modalities by which quick response in emergency situation can be received from them. The post implementation response time should be as per provisions of the contract agreement to be executed after acceptance of the quotation & till the last date of execution of Contract agreement. The terms and conditions hereby referred to shall be the binding between the successful Quotationers and WBSRDA.

B. 6. Credentials and pre-qualifications of the Quotationer

The Quotationer shall furnish the documentary evidence that he / she has adequate capacity for performing the quoted work. The primary Quotationer shall have to fulfill the qualification criteria and may have other partners for which all relevant documents have to be submitted.

Important Information:

1. Start Date for submission of Quotation: 22.08.2025

2. Closing Date and Time of Submission of Quotation: 01.09.2025 at 2:00 P.M.

3. Opening Date and Time of Quotation: 01.09.2025 at 3:30 P.M.

4. Place of Submission of Quotation: Office of Assistant Engineer, (PWD) Uluberia Construction Sub Division

THE FINANCIAL BIDS SHALL BE SUBMITTED IN SEPARATE SEALED ENVELOPE, WHICH WILL BE OPENED ONLY AFTER ACCEPTANCE OF THE SAMPLES OF SPECIFIED ARTICLES IF FOUND AT PAR WITH THE SPECIFICATIONS STIPULATED IN THE QUOTATION.

The envelope containing the bids must be inserted in a separate larger envelope and the same must be submitted in sealed condition.

Any quotation, received after the specified date & time of receipt of bids, will not be considered. In case of sudden closure of Office due to reasons beyond control and understanding, the last date as indicated in the quotation document may be extended up to the next working day (up to 2pm.) without further separate notice.

B. 7. 1. The Quotation documents should be properly bound and separators should be used to mark each section of the Quotation. Any loose sheet enclosed with the Quotation will be treated as not a part of the Quotation.

B. 7. 2. Each proposal should be marked 'original' or 'copy', whichever is appropriate. If there are discrepancies in the 'original' and the 'copy', the original shall prevail.

B. 8. Propriety Information/Public Disclosure

B. 8. 1. Materials submitted in response to this NIT shall become the property of the WBSRDA.

B. 8. 2. All proposals received shall remain confidential until the quotations are opened.

B. 9. Validity of Offer

The proposal shall remain valid for a period of **1 (One) Month** from the date of finalization of the Quotation. All prices quoted shall not be affected by any escalation in prices of labour or materials, equipment, etc. during the validity period whatsoever.

B.10. Taxes and duties

Any "FORM" for availing of concessional rate of GST will be issued by WBSRDA, if applicable. The quoted rate shall be rate + applicable GST in lumpsum basis. WBSRDA shall be authorized to deduct GST, Cess, Taxes and Duties if any at applicable rates from the bill of successful Quotationer.

B.11. Income Tax and GST Certificates

Self-attested copies of the following documents must be submitted along with the Tender:

- Latest Income Tax Clearance Certificate (the original of which may have to be produced by the successful Quotationer before the issue of the work order)
- Valid GST Registration Certificate and Clearance Certificate (if applicable).
- Trade License Certificate (if applicable).

B.12. Quotation Opening Date and Venue

Quotationers will be opened at the appointed date & time and at the venue mentioned in Section A of this Notice in presence of the Quotationers or their authorized representatives, if they are willing to remain present at the time of opening. The Assistant Engineer, (PWD) Uluberia Construction Sub Division will scrutinize the quotation documents on the same day in presence of all the Quotationers. The scrutiny will cover the mandatory compliance criteria only as mentioned in the quotation document. The Quotationers, which are found complete and conforming to the mandatory compliance criteria, shall be declared valid Quotations.

B.13. Discrepancies in Quotation

In case of discrepancies in quotation, the following measures will be adopted to correct the errors for the purpose of evaluation.

- In case of discrepancy between the original and copies of quotation, the original quotation will be considered valid for acceptance.
- In case of discrepancy between figures and words, the words will be considered for acceptance.
- Arithmetical error may be corrected keeping intact the unit price and the quantity.

B.14. Quotation Acceptance & Rejection

- Quotationers must provide response to all sections and requirements of this document so as to be considered complete. Failure of the quotationer to comply with any part of this document may result in that his/her proposal being disqualified for non-responsive to the asking of the Assistant Engineer, (PWD) Uluberia Construction Sub Division.
- Assistant Engineer, (PWD) Uluberia Construction Sub Division reserves the right to reject any Quotation or the entire quotation process without assigning any reason whatsoever.

B.15. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed may be taken or executed by the officials authorized for the purpose.

B.16. Quotation Evaluation Process

A single step quotation procedure will be used for the evaluation. Under this process, the WBSRDA shall examine the quotation and may make shortlist of quotations taking into consideration the completeness of the quotation.

B.16.1. The selection / acceptance of the Quotation shall be made by the Tender Committee of Assistant Engineer, (PWD) Uluberia Construction Sub Division.

B.16.2. The accepting authority reserves the right to reject any or all of the Quotations received, without assigning any reasons whatsoever to the intending participants including the lowest bid offer received.

B.16.3. The lowest rate / fee would not be the sole criteria for selection of Consultant / Firm / Individual. Assistant Engineer, (PWD) Uluberia Construction Sub Division will select the Consultant / Consultancy Firms / Individual on the basis of their profile, previous work and experience in this field and finally rate offered.

B.17. Payment

B.17.1. Payment is likely to be made after submission of the Bill/Claim as per accepted rate.

B.17.2. GST: Any additional Tax on account of GST shall be borne by the Quotationer.

B.17.3. Quotationers will be fully responsible to labor payments, accident, mishappening, damages & other labor welfare & safety measures.

B.17.4. 100% payment will be made after final acceptance by the competent authority through WBSRDA.

B.18. Award of Contract

Letter of Intent (LOI) will be issued to the successful Quotationer after evaluation of the financial bid.

Before issue of the formal work Order, Assistant Engineer, (PWD) Uluberia Construction Sub Division will enter into a contract with the selected Quotationer on the terms and conditions provided herein.

B.19. Work Completion

If any part of the service in respect of the work assigned and undertaken by the Successful Quotationer for which contract agreement will be entered into is not rendered in time, the Assistant Engineer, (PWD) Uluberia Construction Sub Division shall be entitled to levy and recover Liquidated damages/penalty at 1% per week or part thereof of the delay subject to 5% maximum, on the payment due to the Quotationer for the particular stage. Any delay beyond five weeks will attract higher penalty to be decided by the WBSRDA Howrah Division- II, maximum to the tune of 10% of the billed amount.

B.20. Other Terms & Conditions

B.20.1. The Quotationer shall commence and complete the work as per direction of the Assistant Engineer, (PWD) Uluberia Construction Sub Division.

B.20.2. Other terms, if required for good performance of the work and as shall be mutually agreed upon, shall be laid down in the contract agreement.

B.20.3. In addition to above there shall be a termination clause in the contract agreement for bad and negligent performance of the Quotationer.

B.21. Governing Laws

This Quotation Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The Courts in Kolkata shall have exclusive jurisdiction in all matters arising as disputes under the contract.

B.22. Termination for Default

In the event the Quotationer fails and or neglects the terms and conditions laid down here in above or hereinafter and or fails and neglects to complete the work within the time schedule or extended period, if allowed, the Assistant Engineer, (PWD) Uluberia Construction Sub Division shall be at liberty to terminate and or cancel the Work Order/Contract agreement, as the case may be, giving 7 (Seven) days' notice.

B. 23 Payment will be made as per approval of competent authority and availability of fund.

SD/- Avijit Bhattacharjee
ASSISTANT ENGINEER, (PWD)
ULUBERIA CONSTRUCTION SUB DIVISION

MEMO NO: - 892/1(6)

DATE: - 21.08.2025

Copy forwarded for kind information and wide publication to: -

1. The Additional Secretary, P&RD Department & ACEO, WBSRDA
2. The Chief Engineer, P&RD Department, Govt. of West Bengal
3. The Superintending Engineer, Bridge Division, P&RD (H.Q.), Govt of WB & SQC, WBSRDA.
4. The Superintending Engineer, Presidency Circle II, P&RD Dept (HQ)
5. The Executive Engineer, WBSRDA, Howrah Division - I
6. Office Notice Board.

SD/- Avijit Bhattacharjee
ASSISTANT ENGINEER, (PWD)
ULUBERIA CONSTRUCTION SUB DIVISION

ANNEXURE-I

TERMS OF REFERENCE (TOR)

SCOPE OF WORK FOR BRIDGE/CULVERT DPR PREPARATION

The consultant engaged for DPR preparation for Bridges/Culvert shall be rendered the following services.

1. Survey Work (Maps & Plan)

The survey comprise of the following:

- a) Name of the channel / river, name of road, road code, location of the CD Structure chainage of the road with corresponding km), block, police station and district. the latitude and longitude of the CD Structure site should also be furnished.
- b) The long section and cross section of the approach road for at least 500 m for both U/S and D/S side should be surveyed for bridges only.
- c) The consultant,should prepared an Index Map drawn into a scale of 1 cm - 0.5 km (1:50,000) showing the catchment area at the site of proposed CD Structure all topological features including bridge & hydraulic structures within 5 km. u/s and d/s of the proposed site should be clearly mentioned with dimension.
- d) A site plan should be prepared to a suitable scale showing details of the site selected and the extent of which not less than 100 m on u/s and d/s side. The extent of the boundary should be selected as per the catchment area of the CD Structure. The following table may be referred (Table 3.1 of SP-13-2004).

The site plan should compromise of the following

- i) Outlines of the banks.
- ii) High water Channels.
- iii) Low water channels.
- iv) Direction of the flow at maximum discharge.
- v) Location and alignment of the existing bridge crossing the stream.
- vi) Proposed alignment of the existing bridge preferably normal crossing the stream.
- vii) The locations of the long section & cross sections taken with section number viii) The plan of proposed approach road along with location / marking of long & cross section. the cross section of existing approach should be taken at 30 m interval.

2. Collection of Hydrological data of the catchment

- a) Highest flood level;
- b) Ordinary flood level
- c) Low water level
- d) Maximum velocity corresponding to highest flood discharge.

e) The level of deepest Scour hole observed at site/maximum scour during highest flood discharge as per record of 1 & WD.

f) Silt factor of bed material.

g) The river long section data starting from upstream side from the extent of boundary demarcated in site plan up to the extent of downstream side along the approximate centre line of the river/channel.

h) Longitudinal slop (Energy Slop) i.e. the equivalent stream slop/ statistical mean stream slope of the river or channel showing HFL, LWL and bed level at suitable interval.

i) The c/s of the river/stream to be furnished at 30 m interval for both upstream and downstream side upto the extent of the boundary located in site plan. The data related to the catchment should be furnished as follows.

j) The slope of the catchment both longitudinal and cross slope.

k) The fall in level from the extreme point to the bridge point.

l) The nature of the catchment whether under forests or under cultivation. This parameter is essential for assuming approx. Correct value of drainage co-efficient.

3. On the basis of hydrological survey the design discharge at the bridge site shall be fixed up. The following criteria shall be verified at site.

a) Site Selection

Normally selection of site for bridges guided by existing road alignment for minimize the land acquisition however the following point should be verified.

- The site should be situated on a straight reach to stream, sufficiently downstream at the bends.
- The site should be sufficiently away from the confluence of large tributaries as to be beyond their disturbing influence.
- The site should have a well defined banks.
- The site shall make approach roads feasible on the straight.
- It should be properly verified whether the stream have a tendency to change the course to ascertain proper protection work if required.
- The site should offer a normal crossing.

b) Existing Drainage Structure:

If there is an existing structure than it should be carefully verified for maximum flood level mark, occurrence of afflux, the tendency of scour and development of scour hole, the likely hood of collection of brushwood during floods and if any other special features available which could be effect the design.

c) Channel Condition The condition of channel should also verified carefully for obtaining data regarding the slit factor and rugosity co-efficient. All the reports shall be noted during site inspection and which shall be included in the body of Preliminary Project Report.

4. Preliminary Project Report The consultant who will engage for DPR preparation shall submit the preliminary project report. The preliminary Project report shall be comprises of the following.

- a) Connectivity requirement of the bridge along with the habitations benefited topography of the site and surrounding, social and economical aspect of the area, traffic survey data, PCU calculation, description of the channel, location of the bridge along with geo-referenced co-ordinator, condition of existing road, description of catchment and other relevant points connected with the preliminary design.
- b) Hydraulic calculation at the proposed bridge site for calculating the design discharge. The hydraulic calculation shall be made as per the following three steps.
 1. Using the any one of the empirical formula as per Article 4 of IRC: SP-13-2004 suitable for the respective catchment. The catchment area should preferably be estimated from the Top-Sheet of G.S.I. In case of non availability of the topo sheet the catchment area shall be obtained from the record of respective Irrigation sub-divisional office by actual boundary determined by the consultant during survey work. In such cases the catchment area shall be verified by local irrigation sub-division.
 2. Using the rational formula for peak run-off through the catchment as per Article 4, cl 4.7.9. of IRC: SP-13-2004.
 3. Using the method of conveyance factor and slop of the stream as per cl 5.5 of IRC: SP-13-2004

The design discharge shall fixed up as per cl 6.2.1 of IRC: SP-13-2004. The design discharge should be prepared in consultant of local irrigation sub divisional office.

- c) On the basis of the design discharge calculation of Lacey's regime linear waterways shall be made. If the construction of waterways is made than the amount of afflux generated should be calculated.
- d) A preliminary scour calculation should be furnished in the PPR on the basis of silt factor obtained from the local irrigation sub division or as per IRC: 78-2014. The design discharge should be enhanced as per recommendation of IRC: 78-2014 depending upon the catchment area. The scour calculation must be made on the basis of restricted waterway
- e) On the basis of span Arrangement adopted and other data calculated in PPR the General Arrangement Drawing shall be prepared. In GAD both long section / Elevation. Cross view, plan should clearly mention. All important levels with RL should be clearly mentioned in GAD.
- f) A preliminary cost estimate should be provided in PPR.