



OFFICE OF THE EXECUTIVE ENGINEER
WEST BENGAL STATE RURAL DEVELOPMENT AGENCY,
Howrah Division - I
2, MAHATMA GANDHI ROAD, (1ST FLOOR), HOWRAH – 711 101
Email – wb-how@pmgsy.nic.in

MEMO NO: - 471

DATE: - 03.09.2025

NOTICE INVITING E-TENDER NO. – WBSRDA/EE/HOW-1/NleQ_01 of 2025-26 of Executive Engineer, WBSRDA, Howrah Division-I

The Executive Engineer, WBSRDA Howrah Division - I invites E-Tender in item rates for App based survey works by two cover system from Resourceful and Bona-fide consultant of Government/Semi Government/ Undertaking/ Autonomous Bodies / Statuary Bodies who satisfy the terms and conditions set out in pre-qualification document and having registration in e-procurement portal (www.wbtenders.gov.in) under Govt. of West Bengal may submit their bids. The pre-qualification documents are to be uploaded in two separate folders. One of the folders shall contain Technical documents. Financial Bids are to be uploaded in another folder. The Tenders shall be available for viewing in our website www.wbtenders.gov.in

List of Work for which tender is invited

Sl. No.	Name of the work	Earnest Money (Rs.)
1	App based survey of roads for 4 nos. blocks (Bally Jagacha, Domjur, Jagatballvpur and Sankrail) in the jurisdiction of WBSRDA Howrah Division - I	15000.00

- Intending bidders may download tender documents from e-procurement portal of our website : www.wbtenders.gov.in **from 03.09.2025 17:00 Hours to 12.09.2025 (up to 17:00 Hours)**. The pre-qualification bid documents duly filled and digitally signed in all respect may be submitted online before **17:00 hrs (as per server clock) on 12.09.2025**
- Tender Inviting Authority will not take any responsibility for the delay caused due to non-availability of internet connection or traffic jam etc. for on-line bidding.
- **Earnest Money @ 2% of quoted bid shall be deposited by the bidder in online mode only** following memorandum of the Finance Department Audit Branch Memo No-3975-F(Y) dated: 28th July, 2016 (GRIPS).
Initially the bidder should be deposited an amount of Rs. 15000.00 as EMD for participating in bid. Balance EMD if required to fulfill 2% of Quoted bid is to be submitted by the L1 bidder before issuing of LOA / W.O.
- The pre-qualification (Technical Bids) documents will be opened on **15.09.2025 at 17:00** hours by the authorized officers.
- Tender Inviting authority reserves the right to call for original document for verification from successful bidder(s) only in case of exceptional circumstances.
- The results of the technical evaluation shall be made public on e-procurement systems following which there will be a period of **48 Hours** during which any bidder may submit **complaint** which shall be considered for resolution before opening the financial bid.
- The Financial bid of the technically qualified bidders will be opened for evaluation and the financial

bid of non- qualified bidders will remain unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given on-line only.

- Tender Inviting authority reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any point of time prior to the issuance of work order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the authority's action.
- Acceptance of Tender (AOT)/ LOA will be issued after approval of competent authority.
- GST, Cess, Taxes and Duties if any at applicable rates will be deducted from the bill of the contractor.

(A) Eligibility Criteria of bidders

- Bidder must achieve turnover of at least 5 lakhs in any of the Financial Year during last 5 FY (2019-2020, 2020- 2021, 2021-2022, 2022-2023, 2023-2024. [PL Balance sheet (audited or unaudited as applicable depends on turnover) CA certificate to be attached]
- Bidder must have office in West Bengal [Address must be mentioned in Trade License]
- Bidder must have valid Pan card, GST registration certificate, P Tax registration certificate & Trade License
- Bidder must have sufficient technical manpower to execute the job.[1 BE/ B. Tech in civil engineering with 5 years experience in road as Team leader, 1 BE/ B. Tech (Civil Engg.) with 3 years Experience, 1 BE/ B. Tech/ Diploma Holder (Civil Engg) with 2 years experience][Degree/ Diploma certificate and Curriculum Vitae to be uploaded.
- Organization Chart of Key Personnel of the firm to be uploaded.

(B)List of Important Dates of Bids:-

Sl No.	Particulars		Date	Time
1	Published Date		03.09.2025	17:00Hrs
2	Documents Download/Sale Start Date	From	03.09.2025	17:00Hrs (as per Server Clock)
3	Documents Download/Sale End Date	To	12.09.2025	17:00 Hrs (as per Server Clock)
4	Bid Submission Start Date		03.09.2025	17:00Hrs (as per Server Clock)
5	Bid Submission End Date		12.09.2025	17:00 Hrs (as per Server Clock)
6	Bid Opening Date (Technical)		15.09.2025	17:00 Hrs (as per Server Clock)
7	Bid Opening Date(Financial)		After Evaluation of technical Bid	
8	Place of Opening Bid	Office of the Executive Engineer, WBSRDA Howrah Division - I,		
9	Officer Inviting Bid	Executive Engineer, WBSRDA Howrah Division - I		
10	Last Date of Bid Validity	120 days from the date of opening		

No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given on-line. No individual intimation will be given.

Instructions to Bidders (ITB)

- A. Scanned copies of the following documents to be up-loaded in PDF format in e-portal website <https://www.wbtenders.gov.in>

1. Copy of Earnest money deposit challan with clearly written UTR / Txn number
2. GST registration certificate(GSTIN)
3. Pan card (IT)
4. Trade license (latest valid)
5. Income tax return for last 5 years
6. Professional Tax registration certificate
7. Financial statement and Balance sheet of last 5 years (Audited if applicable).
8. Tender form and NIT with all addendum and corrigendum to be uploaded will be (download and digitally signed. Quoting rate will only encrypted in the B.O.Q under financial bid. In case quoting any rate in printed tender form, the tender will be summarily rejected)
9. Partnership firm shall furnish **partnership deed** and company shall furnish the Article of Association and Memorandum.
10. Power of attorney (in case of Partnership firm / Registered Co-Operative Society / company) to be uploaded.
11. Details of the technical personnel proposed to be employed for the Contract having the qualifications as per ITB. Qualification Certificate and appointment letter of the technical personnel to be uploaded.
12. Letter head of the agency / consultant containing name addresses and contact details.

B. Scope of Work

1. Detailed field investigation for alignment of road, Detailed Soil survey, and Analysis of Survey data as per apps requirement
2. Social and Environmental safe guard assessment (if required)
3. To provide support to technical staff of the division for finalization of alignment and any other related work as required from time to time.

C. Terms and Conditions:

1. As the PMGSY works is based on GIS platform, Agency should have sufficient knowledge of GIS and Geo-Tagging projects in West Bengal.
2. Time allowed for completion of work is 15 days from the date of issue of work order.
3. All duties, taxes, royalties, toll taxes other levies payable by the Contractor under the contract to the State/Central Govt. For any other causes, shall be included in the rates, prices and total Bid price submitted by the bidder.
4. Relevant Clause No. 41 of West Bengal Form No. 2911 will be applied it required for suspension and debarment of consultants.
5. Authority reserves the right to accept or to cancel any or all the bids without assigning any reasons thereof. Also the undersigned reserved the right to distribute the works among the L1, L2 & L3 based on the volume of works. In that case L2 & L3 shall have to execute the work at the rate L1.
6. Joint venture is not allowed for this work.

D. Special Terms and Condition:

1. Agencies should arrange his / their own machinery and transportation for survey.
2. GST to be included as per rule.
3. The successfully Agency will have to install a camp office with technical representative at Howrah for enabling regular communication and maintaining liaison with the office of the undersigned,
4. Agency should be well acquainted with Howrah District especially in rural roads network, so that consultant can conduct road survey independently.

5. Executive Engineer, WBSRDA, Howrah Division - I has reserves the right to accept or to reject any or all Tenders or can distribute a part or whole of any work to any or among more than one Tendered without assigning any reason
6. The consultant should have knowledge under New Technology of R & D which is to be incorporate in survey & when intimated by WBSRDA Howrah Division - I/GOI/STA including carrying out instruction of higher authorities

Sd/- Biswanath Halder
Executive Engineer
WBSRDA, Howrah Division – I

Copy for favour of his kind information to:-

1. Hon'ble Sabhdhipati, Howrah Zilla Parisad,
2. The Additional Secretary P&RD Department & Additional Chief Executive Officer, WBSRDA.
3. The Chief Engineer, P &RD Deptt.
4. The Superintending Engineer, Presidency Circle - II, P&RD Deptt.
5. The District Magistrate. Howrah .
6. The A.D.M. (Panchayet), Howrah.
7. The Purta Karmadhakshya. Howrah Zilla Parishad

Sd/- Biswanath Halder
Executive Engineer
WBSRDA, Howrah Division – I