



WEST BENGAL HOUSING BOARD

(Estd. under W.B. Act XXXII of 1972)

'A B A S A N', 105, S. N. Banerjee Road, Kolkata – 700 014.

TENDER DOCUMENT FOR

“Construction of Boundary wall on Eastern and Western side of vacant land at Siliguri Satellite Township Project(SSTP), under West Bengal Housing Board”.

(NIT No. 01/2015-16/ JD(EW)-III/SLG/WBHB)

JOINT DIRECTOR(EW)-III/SLG, WEST BENGAL HOUSING BOARD.

September, 2015.



WEST BENGAL HOUSING BOARD

(Estd. under W.B. Act XXXII of 1972)

„A B A S A N“, 105, S. N. Banerjee Road, Kolkata – 700 014,

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Memo. No. : 788/JD(EW)-III/SLG/HB

Dated : 24.09.2015

NOTICE INVITING e-TENDER

NIT No. 01 / 2015-16 / JD(EW)-III/SLG/WBHB

The Joint Director (EW)-III/SLG, West Bengal Housing Board, invites e-tender for the work as detailed in the table below.(Submission of Bid through online).

Sl. No.	Name of the Work	Estimated Amount (Rs.)	Earnest Money	Cost of tender documents (Non- refundable)	Period of Completion	Engineer-in-charge of the work	Eligibility of Bidder
1.	Construction of Boundary wall on Eastern and Western site of Vacant land at Siliguri Sattellite Township Project (SSTP), Siliguri under West Bengal Housing Board. .	Rs. 10,97,650.00 (Rupees Ten lakh ninety seven thousand six hundred fifty)only.	Rs.21,953.00 in the shape of bank Draft/ Pay order from any nationalized/ Scheduled Bank drawn in favour of West Bengal Housing Board".	Rs.1,000 (per set) to be deposited by the successful Bidder during formal agreement after issuance of LOA. Cost of Tender document is not required during participation in NIT.	45 (Forty five) days.	Deputy Director (EW)- Siliguri H.P.	Bonafide & resourceful outsiders fulfilling requisite eligibility criteria as stated in the NIT.

1. In the event of e-filing, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate and necessary earnest money/bid security may be remitted through demand draft/pay order issued from any nationalized/ scheduled bank in favour of “**West Bengal Housing Board**” and the same shall be documented as soft copy (scan copies of the originals) through e-filing. Only the lowest (L1) bidder shall submit the hard copy of the EMD/Bid Security(i.e. demand draft/pay order in original) to the tender inviting authority with his acceptance letter of the LOI. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose, may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.
2. Both **Technical bid and Financial Bid** are to be submitted in technical (Statutory & Non-Statutory folder) and financial folder concurrently duly digitally signed in the website <http://wbtenders.gov.in> as per tender time schedule stated in **Sl. No. 11**. The documents submitted by the bidders should be properly indexed & digitally signed.
3. The FINANCIAL OFFER of the prospective Bidder will be considered only if the TECHNICAL Document (both statutory and non-statutory) of the Bidder is found qualified by the Tender committee, W.B.H.B. The decision of the Tender committee, W.B.H.B. will be final and

absolute in this respect. The both list of 'Qualified' and 'Non-Qualified' Bidders will be displayed in the website and also in the Notice Board of the Joint Director (EW)-III/SLG, W.B.H.B. on the scheduled date and time.

4. Eligibility criteria for participation in the tender.

- i) The intending bidders shall have to produce credentials of one completed work of similar nature of minimum value of **40 (forty) percent** (price updated @ 10% per annum, compoundable from the date of completion of work) of the amount put to tender during the last 5 (five) years from the date of issue of this Notice. Details of such work experience is to be furnished in Section-2, Form-VI. [Non statutory Documents]

N.B. :- 1) Completion certificate should contain a) Name of work, (b) Name and address of Client, (c) Amount put to tender, (d) Date of commencement of work (e) Date of completion of work (f) Reason for abnormal delay, if any (g) Final Bill Amount.

2) Credential certificate issued by the Executive Engineer or equivalent competent authority of a State / Central Government, State / Central Government undertaking, Statutory / autonomous bodies constituted under the Statute of the Central / State Govt, on the executed value of completed work will only be taken as credential.

- ii) The available **Bid Capacity** (to be calculated on the basis of prescribed format) of the prospective applicant shall not be less than the Estimated amount put to tender as Detailed in **Section-2, Form-II(Financial)**.
- iii) The prospective Bidders shall have in their full time engagement Technical personnel with adequate experience, the minimum being one Civil Engineering Diploma Holder with 3(three) year experience. The Bidder will furnish the documents of Qualification and experience of such Technical personnel for Technical Evaluation as per Form-IV, Section-2.) [Non statutory Documents]
- iv) The prospective Bidders should own or arrange through lease deed (lease hold agreement) the required plant and machineries of prescribed specifications as shown in format(Details as mentioned in Section-2, Form-V). Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted. [Non Statutory Documents]
- v) Copies of Trade License, Acknowledgement Receipt of Income Tax Return filed for the latest Assessment year / Professional Tax Deposit Challan for current Financial year / Pan Card / VAT Registration Certificate/ Voter ID Card for self identification are to be accompanied with the Technical documents [Non statutory Documents]
- vi) The Bidder should possess **Service Tax Registration number** and copies of necessary documents to this effect is to be submitted along with technical documents[Non statutory Documents]. The service tax may be reimbursed to the agency on production of necessary documents by him in due course.
- vii) Successful bidder would have to obtain **Cess Registration certificate** with the labour department, Govt. of West Bengal located in the area where the construction project /work is to be executed before issuance of work order [Non statutory Documents].
- viii) The prospective bidder would also have **Provident fund enrolment No.** issued by appropriate authority[Non statutory Documents].

- ix) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the **Article of Association and Memorandum**. [Non statutory Documents].
- x) In case of Proprietorship and Partnership Firms and Company the Tax Audited Report in **3CD Form** is to be furnished along with Balance Sheet & Profit and Loss A/c. and all schedules forming the part of Balance Sheet and Profit and Loss Account for the last 5 (five) years (year just preceding the current Financial Year will be considered as year-1). Tax Audit report, Balance Sheet and Profit and Loss Account including all schedules forming the part of Balance Sheet and Profit and Loss Account should be in favour of applicant.
No other name along with applicant name, in such enclosure will be entertained. [**Non Statutory Documents**]
- xi) Declaration in **Form –III** of “Qualification Information”(Section-2), regarding Structure and Organization duly digitally signed by the applicant shall be submitted along with application.
- xii) Financial Statement in **Form –II** of “Qualification Information”(Section-2) digitally signed by the applicant and authenticated by Statutory Auditor’s firm shall be submitted along with application.
- xiii) **Joint venture** will not be allowed to participate in the above NIT.
- xiv) A prospective bidder shall be allowed to participate in a single 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.
- xv) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
5. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility nearest to the work site.
6. All materials required for the proposed work including Cement, Steel etc. shall be of specified grade and approved brand in conformity with relevant I.S. code (latest revision) & manufacturer, and shall be procured and supplied by the agency at their own cost including all charges for carriage, taxes, royalties etc. **Only branded steel of SAIL/TATA/RINL brand duly test certified will be allowed to use.** Authenticated evidence for purchase of Steel and cement are to be submitted along with challan and test certificate. In the event of further testing opted by the Engineer-in-Charge, such testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost. All the clauses and additional conditions incorporated in **WBHB Tender Form** in connection with the issue of Departmental Materials and Machinery will not be applicable in this contract.
7. **Constructional Labour Welfare Cess @ 1(one) %** of cost of construction will be deducted from every Bill of the selected agency. Vat, Royalty & all other statutory levy/Cess will have to be borne by the contractor & the rate in the schedule of rates is inclusive of all such taxes and cess as stated above.
8. **Adjustment of Price(increase or decrease) shall not be applicable for the proposed work.**
Since the works under this N.I.T. is based upon the schedule of rates of Public Works Directorate with up to date Addenda & Corrigendum, the bidders shall quote their rate (percentage above / below / at par) accordingly considering that no escalation and / or price adjustment will be allowed by the department thereto under any circumstances.
9. **No Mobilisation Advance and Secured Advance** will be allowed.
10. Bids shall remain valid for a period not less than 120 (One hundred twenty) days after the dead line date for Financial Bid submission. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

11. **Important Information :**

Date & Time schedule

Sl. NO.	Particulars	Date & Time
1.	Date of uploading of N.I.T. and Bid Documents (online) (Publishing Date)	24.09.2015 at 14-00 hrs.
2.	Date & time of start of downloading Bid Documents (Online)	24.09.2015 at 16-00 hrs.
3.	Date of Pre Bid Meeting with the intending bidders in the o/o the Tender Inviting Authority	No pre-bid Meeting
4.	Date & time of start of Bid submission (On line)	05.10.2015 at 11-00 hrs.
5.	Date & time of closing of Bid Submission (On line)	14.10.2015 at 18-00 hrs.
6.	Date & time of Bid opening for Technical Proposals (Online)	15.10.2015 at 11-00 hrs.
7.	Date of uploading list of technically qualified bidders (online)	To be notified after evaluation of Technical Bid.
8.	Date & time of Bid opening for Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet.
9.	Further Negotiation, if required, for finalisation of rate (Offline).	To be notified later on.

12. **There shall be no provision of Arbitration. The Clause No. 25 of WBHB Tender Form/2911(ii) has been modified accordingly (vide Notification No. 558/SPW Dated: 13th December, 2011 of the Secretary, P.W. Department).**
13. Prospective bidders shall have to execute the work in such a manner so that appropriate service level of the Building is to be maintained up to a period of 3 (Three) years from the date of successful completion of the work to the entire satisfaction of Engineer-in-Charge. If any defect/ damage is found during the period as mentioned above the contractor shall make the same good at his own expense to the specification at par with instant project work, or in default, the Engineer-in-charge may cause the same to be made good by other agency and deduct the expense (of which the certificate the Engineer-in-charge shall be final) from any sums that may be then, or at any time thereafter become due to the contractor or from his security deposit. Refund of Security Deposit will only be made on the pro-rata basis i.e. release of such security deposit to the tune of 30% on expiry of 1st year (from date of completion of the work), another 30% on expiry of 2nd year & rest 40% on expiry of 3rd year. **Clause No. 17 of the conditions of contract of the Tender Form of West Bengal Housing Board** has been modified accordingly.
14. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

15. **Earnest Money** : The amount of Earnest Money @ 2% (two percent) of the Estimated amount put to tender for the work is to be submitted in the shape of Bank Draft/Pay Order of any nationalized/scheduled bank drawn in favour of „**WEST BENGAL HOUSING BOARD**“ against the work. This clause is applicable for all categories of applicants. Earnest money so deposited by the successful Bidder shall on issuance of work order be automatically converted into part security money and a balance of 8% of amount of each running account bill shall have to be deducted to make it a total 10 % of security deposit of the work.
16. 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 e-Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
17. The Tender Inviting Authority reserves the right to reject any application for participating in bidding process and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.
18. **Refund of EMD:** The Earnest Money of every technically disqualified Tenderer as well as that of every technically qualified tenderer other than L1 (i.e. 1st lowest tenderer) and L2 (i.e. 2nd lowest tenderer) tenderers shall be refunded to him within 3(three) days after the comparative statement has been prepared and approved.
The Earnest Money of L2 Bidder shall be refunded to him within 3(three) days after the L1 Bidder has accepted the LOI (i.e. Letter of Intent).
The Earnest Money of L1 Bidder shall, after he has accepted the LOI (i.e. Letter of Intent), be credited to the account of WBHB as 2% security deposit of the work.
19. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in the NIT, „Instructions to Bidders(ITB) and various conditions in “Conditions of Contract”, “Special Terms & Conditions” & other bidding documents before tendering the bids.
20. No Conditional/ Incomplete tender will be accepted under any circumstances.
21. 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 or the notifications thereof or any other laws relating thereto and the rules made and order issued there under from time to time pursuant to **Clause** 19 of “Conditions of Contract”.
22. Guiding schedule of rates: P.W.D. Schedule of Rates -2014 for Building, Sanitary & Plumbing works, materials and labour and Road works with up-to-date corrigenda and addenda applicable on the date of issue of this notice. Rate of items which are not available in above Schedule of Rates has been derived by proper analysis of rate based on market price.
23. In case of ascertaining the authority of the intending bidders at any stage of tender process or execution of work, necessary registered irrevocable power of attorney in original is to be produced for verification as and when asked for by the Tender Inviting & Accepting Authority / Engineer -in- Charge.
24. During the scrutiny, if it comes to the notice to 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 out rightly rejected without any prejudice.

The Tender Inviting Authority reserves the right to cancel the N.I.T. due to unavoidable

circumstances without assigning any reason, whatsoever, to the bidders and no claim in this respect will be entertained.

25. In case if there be any objection regarding Prequalifying the Agency, that should be lodged to the Chairman, Tender Committee within 48 hours from the date of publication of list of qualified Bidders and beyond that time schedule no objection will be entertained by the Tender Committee.
26. During the process of scrutiny of tender document, the tender inviting authority or his authorized representative may verify the credential and other related documents as submitted by the Bidders with the original, if necessary. After verification, if it is found that the documents submitted by the Bidders is either manufactured or false, the bid submitted by the Bidder will be summarily rejected and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof.
27. The set of Tender/Bidding Documents comprises the documents listed below :
 - i) Notice Inviting Tender with all addenda & corrigendum, if any.
 - ii) Instruction to Bidders (Section-1),
 - iii) Qualification Information (Section-2),
 - iv) Printed WBHB Tender Form,
 - v) Special Terms & Conditions (Section-3),
 - vi) Contract Data (Section-4),
 - vii) Technical Specification (Section-5),
 - Vii) Drawings, if any (Section-6),
 - ix) Bill of Quantities (BOQ),
 - x) Contractor's Bid (Documents furnished by Contractor),
28. The documents forming the Contract shall be interpreted in the following order of priority :
 - i) Agreement,
 - ii) Letter of Acceptance, Notice to proceed with the work (i.e. Work Order),
 - iii) Contractor's Bid,
 - iv) Contract Data,
 - v) Printed WBHB Tender Form including Special Terms & Conditions,
 - vi) Technical Specifications,
 - vii) Drawings,
 - viii) Bill of Quantities(BOQ),
29. **Qualification criteria.**

The tender inviting & 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 comprising of personnel & equipment capability.**
 - c)Experience/Credential.**

The eligibility of a bidder will be ascertained on the basis of the digitally signed documents 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 found either manufactured or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice.
30. "Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload 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, uploading such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1998”.

31. The successful bidder on receipt of Letter of Acceptance /Intent (LOA/LOI) will execute formal agreement as will be stated therein, in WBHB Tender Form /2911(ii) by paying usual cost of additional copies of Tender Documents. All the copies must be signed on every page by the lowest Bidder and submitted to the office of **the Employer / TIA** for execution of formal Tender agreement.

**Joint Director (EW)-III/SLG,
West Bengal Housing Board**

Memo. No. : 788/1(10)/JD(EW)-III/SLG/HB

Dated : 24.09..2015

Copy forwarded for information & wide circulation to the :-

1. Vice-Chairman, HRBC, St. Georges Gate Road, Kolkata-700021
2. Chief Engineer, Housing Directorate, Govt. of W.B. N.S.Building, 1, K.S. Roy Road, Kol-700001.
3. Chief Engineer-I, WB HIDCO, "HIDCO BHABAN", Premises No. 34-1111, Major Artil Road, 3rd Rotary, New Town, Kolkata -700156.
4. Chief Municipal Engineer, Dev. & Planning Deptt., K. M. C., S.N. Banerjee Road, Kol-700014.
5. Superintending Engineer (P.W.D), Presidency Circle.-I, N.S. Bldg, 1, K.S.Roy Road, Kol-700001.
6. Superintending Engineer (P.W.D), Presidency Circle.-II, Hestings, Kolkata-700027.
7. Superintending Engineer (P.W.D), Southern Circle. C.I.T. Bldg, P-16, India Exch. Place Extn, Kol-73.
8. Superintending Engineer (P.W.D), Bidhan Nagar Circle, Purta Bhawan, Salt lake, Kol-700091.
9. Superintending Engineer (P.W.D), Eastern Circle, 45, Ganesh Ch. Avenue, Kol-700013.
10. West Bengal Builder's Association, 119, Bepin Behari Ganguly Street, Calcutta - 700012

**Joint Director (EW)-III/SLG,
West Bengal Housing Board.**

Memo. No. : 788/2(15)/JD(EW)-III/SLG/HB

Dated : 24.09.2015

Copy forwarded for information & wide circulation to the:-

1. Housing Commissioner, WBHB
2. Director (Engg.),WBHB
3. FA-Cum-CAO,WBHB
4. CA-Cum-AP,WBHB
5. JD(EW)-I/II / V / (E.P.) / (EEW), WBHB
6. Senior Architect, WBHB.
7. JHC & Secy., WBHB
8. L.A.O., WBHB with the request to publish the Notice in BOARD's Web site (Soft copy is being sent on e-mail).
9. DD(EW)-SLG. H.P., WBHB
10. Estimator, JD(EW)-SLG, WBHB.
11. Notice Board.

**Joint Director (EW)-III/SLG,
West Bengal Housing Board.**