



## 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

☎ : 2244 1965/1967/8968/0950/3966/4974

Fax : (033) 2244 1480, e-mail : [wbbh@vsnl.net](mailto:wbbh@vsnl.net)

No :- 261/DD/SKHP/HB.

Dated: 10.08.2016

### NOTICE INVITING QUOTATION

#### NIQ No. 01 of 2016-17 of Deputy Director (EW)-SKHP.

Deputy Director (EW) –SKHP under West Bengal Housing Board invites sealed Quotation in prescribed form from eligible bidders for the works as per particulars below:-

|    |  |   |
|----|--|---|
| 1. | <b>Name of work:</b>   | The day to day maintenance work such as garbage collection, cleaning of the premises through brooming, sprinkling of bleaching powder, jungle cutting and met-up the sanitation, plumbing problem & operation if any of 24 nos. G+4 storied building (384 Dwelling units) and 40 nos. Duplex House at Shilpakanan Housing Project, Phase-III, Durgapur under West Bengal Housing Board.   |
| 2. | <b>Eligibility criteria:</b>                                 | Intending Bidders should produce credentials of a similar nature of services for at least one work under Govt. Sector, Semi Govt. Sector, Corporations, Govt. Companies, Boards, Autonomous/Statutory Bodies, Reputed Bank, Local Bodies, etc. and having a magnitude of <b>40%</b> ( Price updated @10% per annum, compoundable from the date of completion of work) of the <b>Work value</b> put to Tender during 5(five) years prior to the date of issue of this Tender notice of similar nature. |
| 3. | <b>Name of the Engineer-in Charge:</b>                       | Deputy Director (EW)- Shilpakanan Housing Project, Ph-III, Durgapur, under West Bengal Housing Board.   |
| 5. | <b>Earnest money:</b>  | 2%(Two percent) of the quoted amount to be deposited by Bank draft/ pay order on a Kolkata Branch Bank drawn in favour of West Bengal Housing Board.  |
| 6. | <b>Cost of Quotation documents per set (Non-refundable):</b> | Rs.750.00 per set. Only successes full Quotationer have to purchase 3 sets of Tender documents for formal only.   |
| 7. | <b>Last date of application for permission :</b>             | Till 16.08.2016   |
| 8. | <b>Date of sale of Quotation documents:</b>                  | 18.08.2016 & 19.08.2016(11.00 A.M. to 3.00 P.M.)  |
| 9. | <b>Last date and time for submission of Quotation:</b>       | 23.08.2016 up to 2.30 P.M   |

|     |  |   |
|-----|--|---|
| 10. | <b>Date and time for opening of Quotation:</b> | 23.08.2016 at 3.00P.M.                            |
| 11. | <b>Time allowed for completion:</b>            | 6(Six) months                                     |
| 12. | <b>Validity of Quotation:</b>                  | 90 days from the date of submission of quotation. |

**13. Contractor should submit application along with self-attested copies** of the following (Original copies for each are to be produced for verification during submission).

- Income Tax return for the current year including PAN Card
- Professional Tax (PT) challan.
- VAT registration particulars (Form no 3).
- The prospective bidder would also have documents in support of valid **Provident fund enrolment No.** issued by appropriate authority.
- Service Tax registration particulars.
- Valid Trade license.
- Power of Attorney/Authority to sign the Tender document & Article/Memorandum of Association (in case of Companies).
- Partnership Deed In case of Partnership firm.
- Credential of past experience of similar nature of works.

**14. Quotation documents can be available from** the office of the Deputy Director (EW)-SKHP, West Bengal Housing Board, , 105, S.N. Banerjee Road(ABASAN,4<sup>th</sup> floor) Kolkata-14. The Agency will quote the rate (in both words and figures) in the prescribed form of WBHB of the Quotation documents.

**15. Quotation must be accompanied by EMD** specified for the work in the shape of Bank Draft/Pay Order only on a Nationalized **Bank drawn in favor of West Bengal Housing Board payable at Kolkata.**

**16. Quotation must be delivered to Deputy Director (EW)-SKHP,** West Bengal Housing Board (As mentioned in sl. No.14) or in absence to any authorized officer of West Bengal Housing Board and will be opened on the same day in the presence of bidders or their authorized representatives.

**17. If the office happens to be closed on the date of receipt of tender** as specified in the NIQ will be received and opened on the next working day at the same time and venue.

**18. Service Tax on Maintenance work @ 10.50%** may be reimbursed by West Bengal Housing Board on receipt of relevant Document.

**19. The post tendering negotiation** if required may be made with all the eligible quotationers which may be instant or afterwards.

**20. The agency shall have to provide** everything necessary for proper execution of the work including labour, materials(Bleaching powder) , tools & tackles(Trolley van, baskets, buckets, brooms, sickles, spades, etc.) for providing conservancy services as specified in the item.

**21. There will be no provision for arbitration** whatsoever in the contract.

**22. Successful Quotationer would have to execute an agreement** as specified by the WBHB in non- judicial stamp paper of value Rs. 10/-only before issuing of formal work order by the WBHB.

**23. No conditional Quotation** will be accepted.

**24. Quotation will be received only in the tender box** kept in the office chamber of Deputy Director (EW)-SKHp ,West Bengal Housing Board, 105, S.N. Banerjee Road, ABASAN (4th floor), Kolkata-700014 and nowhere else,

**25. Submission of false misleading** and fabricated statement/ documents/information etc. found at any point of time will lead to cancellation of the Quotation.

**26. Acceptance of Quotation will rest entirely with the WBHB** which does not bind itself to accept the lowest tender and reserves the right itself the authority to reject any or all the **Quotations** received without assigning any reasons thereof.

**27. Bidder should Quoted their Rate**, shall have to comply with the provisions of Minimum wages Act. 1948 (vide Memorandum no 3687-F(Y), Dated 02.05.2012 and Memorandum no 3790-F(Y) Dated 21.07.2014) and also to comply the Minimum wages rate of Labour Commissioner, Govt. of West Bengal circulated vide no.1242/STAT/2RW/76/266/2000/LCS/JLC dated 02.07.15 with effect from 1st July 2015 including all the Statutory Levis as per Govt. Order.

**28. Refund of EMD:** The Earnest Money of all the unsuccessful Quotationers deposited along with the Quotations will be refunded by the Quotation Inviting Authority on receipt of application from tenderer for such refund after issuance of work order to the successful bidder.

**29. The Minimum Man Power Deployment should be :**

- |  |                |
|--|----------------|
| a) Plumbing Mistry(Skilled category) :                     | 01 (One) no.   |
| b) Methor Mazdoor(Un-Skilled category) :                   | 05 (Five) nos. |
| c) Cycle Van /Trolley operator :                           | 01(One) no.    |
| d) Supervisor(Skilled Category)for monitoring the system : | 01(One) no.    |

**30.** The employees of the agency shall be covered under the “Employee Rick Insurance scheme” and the charges shall be borne by the agency.

**31. No Mobilisation Advance and Secured Advance** will be allowed.

**32. Further details can be seen in the tender documents itself.**

Deputy Director (EW)-SKHP  
West Bengal Housing Board

No: - 261/DD /SKHP/HB.

Dated: 10.08.2016

Copy forwarded for information to the:

1. Housing Commissioner, West Bengal Housing Board
2. Director (Engineering), West Bengal Housing Board.
3. FA cum CAO, West Bengal Housing Board
4. CA cum AP, West Bengal Housing Board
- 5.-7. Joint Director (EW)-I/II/III/IV/V/EP/,EEW. West Bengal Housing Board
8. Asstt. Housing Commissioner-I ,W B H B . He is requested to please arrange for uploading the NIQ in the Website forthwith.
9. P.R.O., W.B.H.B. for information.
10. Notice Board.

Deputy Director (EW)-SKHP  
West Bengal Housing Board

## **SPECIFICATION**

**(Rate to be Quoted by the Quotationers).**

**Name of Work :-** The day to day maintenance work such as garbage collection, cleaning of the premises through brooming, sprinkling of bleaching powder, jungle cutting and met-up the sanitation, plumbing problem & operation if any of 24 nos. G+4 storied building (384 Dwelling units) and 40 nos. Duplex House at Shilpakanan Housing Project, Phase-III, Durgapur under West Bengal Housing Board.

| Sl.No. | Description of Item   | Unit  | Duration of service | Rate/month     |    | Amount |   |
|--------|---|-------|---------------------|----------------|----|--------|---|
|        |   |       |                     | Rs.            | P. | Rs.    | P |
| 1.     | Maintenance of the Common area means Roads, Drain (i.e. Three sides peripheral drains & internal drains), Park /lawn , Common space of 24 nos. G+4 –Storied building (384 Dwelling units) , 40 nos. Duplex House & one no. Management building through brooming, jungle cutting, Sprinkling of Bleaching powder in Drains and Roads sides etc. where necessary, Plumbing problem if any, operation of water line valve in every building , Door to Door collection of Garbage & disposal the same at D.M.C. Vat through Cycle Van/Trolley on every day basis in the premises of Shilpakananan Housing Project, Ph-III, Durgapur under West Bengal Housing Board as per direction of E.I.C. complete in all respect. | Month | 6.00 (Six)          |                |    |        |   |
|        |   |       |                     | <b>Total =</b> |    |        |   |

(Rupees

) only.

### **ACKNOWLEDGEMENT**

I hereby declare that all the submitted documents here with are authentic and true to my knowledge and belief. The Company shall be liable for any deviation from the quotation norms of above N.I.Q.

**Signature with Seal of Company.**