

Bid document consist of

1. N.I.Q. No. WBHB/DD(EW)-Diya HP/NIQ-01/2021-2022
2. Terms & Condition
3. BOQ.

C E R T I F I C A T E

I / we do hereby certify that I / we have gone through the notice  
Inviting Tender / Quotation Additional Terms and conditions to the N.I.T./  
N.I.Q. General information, scope of work / services, Terms and condition  
Of the work and understand that the above documents shall form part of  
the contract.

Signature of the Quotationer

Postal Address:-



**WEST BENGAL HOUSING BOARD**  
(ESTD. UNDER WB.ACT XXXII OF 1972)  
"A B A S A N"

105, S.N.BANERJEE ROAD, KOLKATA – 700 014.

Phone : 2265-1965, 2264-1967/3966/8968/9974/0950; FAX: 2264/1480/0979 Email:

[wbhousingboard@gmail.com](mailto:wbhousingboard@gmail.com)

Website: [www.wbhousingboard.in](http://www.wbhousingboard.in)

Memo No. 639 /DD(EW)Diya HP/HB.

Dt. 08.12.2021

**NOTICE INVITING QUOTATIONS**

**NIQ No- WBHB/DD(EW)-Diya HP/NIQ-01/2021-2022**

Sealed item rate Quotations are invited from interested consultants / Contractors for following work:- in off line single folder system

S. No.	Name of work	Cost of Quotations (Rs.)	Earnest Money (Rs.)	Time allowed
1	Consultancy services for design, drawing Estimation and liaison with fire department for providing fire fighting, fire alarm, smoke detector system including underground pump room etc. at Diya HP Karunamoyee, Under WBHB.	During participation, cost towards quotation documents need not required to pay only successful bidder has to be paid cost of three copies of documents for agreement as per norms which will be communicated latter on i.e. through L.O.A.	8000/-	60 Days From the date of commencement.

Quotation documents (non-transferable) can be downloaded from WBHB web site [www.wbhousingboard.in](http://www.wbhousingboard.in) can be had, free of cost & from the office of Dy. Director (EW) Diya HP, as per above address on any working day from 10.12.2021-22.12.2021 No Quotation documents will be sent by post.

**2.Scope of Work:-** To design and prepare the detail drawing(at least 6 set) for providing fire detection, alarm & fire fighting system for Diya Housing Project, Karunamoyee so as to fulfill the requirements of West Bengal Fire Department as well as National Building Code of India: 2016 (amended as on date)

- ☐ To prepare detailed BOQ/Estimate including detail rate analysis, measurements, with detailed technical specifications both in hard & soft copy (word form).
- ☐ To prepare the Tender document & submit it in the form of soft copy and hard copy to WBHB and clearance from WBHB.
- ☐ Preparation of drawing & design should be done in consultation with fire department/approval of fire fighting authorities of West Bengal Fire Services with regard to the plans, drawings etc. for execution of work to meet the requirement of West Bengal Fire Services.
- ☐ The consultants are also required to furnish any other necessary

**details/assistance in technical matters as desired by WBHB.**

3. The Quotation documents shall be issued on the production of self attested photocopy of proof of their minimum average annual financial turnover of Rs. **50000/-** during the last 3 years ending 31<sup>st</sup> March of previous financial year and the certificate, for the similar work/ Installation of Fire protection works, from the concerned Govt. Department/Public Sector Undertaking/ Statutory bodies, having successfully completed under single contract multi-stored office/residential buildings, shopping malls, multiplexes, hotels and hospitals one similar work valued at least 40% of quoted amount in a single contract during last five years. Or ii) intending bidders should produce credentials of 2 (Two) similar nature of work, each of the minimum value of 30% of the quoted amount put to quotation during 5(Five) years period to the date of issue of the quotation notice. Similar work, means consultancy work for planning, designing and estimation of Fire Fighting works/Installation of Fire protection works. Contractor should submit application along with self-attested copies of the following (Original copies for each are to be produced for verification as & when asked for).

- i) Income Tax return with acknowledgement for the current year including PAN Card.
- ii) Professional Tax (PT) latest challan .
- iii) Employees provident Fund (PF) enrollment certificate with code no .if any
- iv) GST No.
- vi) Completion certificate from respective department.
- vii) Valid Trade license from respective Municipality/Panchayat,
- viii) Power of Attorney/Authority to sign the Tender documents and Articles/Memorandum of Association (in case of companies)
- ix) Partnership Deed- (In case of partnership firm.)

The Quotations is liable to be summarily rejected and EMD forfeited in case the credentials of the consultants/contractors in regard to annual Turnover and experience are found to be false.

**4. Quotation will be received only in the tender box** kept in the office chamber of Deputy-Director (EW)-Diya HP, West Bengal Housing Board. 105, S N. Banerjee Road, Abasan (3<sup>rd</sup> floor), Kolkata-700014 and nowhere else.

**5. Last date & Time for submission of Quotation- 24/12/2021 up to 2.30 PM**

and the same will be opened at **3.30 PM** on same day in the presence of the Quotationers who may wish to be present.

**6. Quotation must be accompanied by EMD** specified for the work in the shape of Bank Draft/Pay Order only on a Nationalized **Bank drawn/Scheduled Bank in favor of West Bengal Housing Board payable at Kolkata**. E.M.D. Should be kept in a sealed envelope with a clear description and should accompany the name of work and N.I.Q. No.

Quotations not accompanied by the Earnest Money (also for working contractors), financial turnover proof and Experience certificate shall be summarily rejected.

WBHB reserve the right to accept or reject any or all quotation without assigning any reason thereof.

**7. The Earnest money may be forfeited**

- a) If the bidder withdraw the bid during the period of bid validity
- b) In case of a L1 bidder if he fails within the specified time limit to sign the agreement.  
During scrutiny or at any stage of bidding or even after award of contract, if it is come to the notice to Quotation inviting authority the credential or any other papers found incorrect/manufactured/fabricated.

**8. Penal action:-** During scrutiny or at any stage of bidding or even after award of contract, if it is come to the Quotation inviting authority that the credential or any other papers are incorrect/manufactured/fabricated, that bid will be considered as non responsive & out right rejected & the firm/company shall also be liable to be prosecuted under section 197, 199 & 200 of Indian penal code, 1860 along with section 71 & section 73 of Indian Information & Technology act 2008 & any other applicable law for time being in force in addition to forfeiture of Earnest money/Security deposit. Action will also be taken as per provision of Govt. GO.  
All documents /paper submitted by the bidder must be legible

All the works must have to be completed in all respects within the time specified in notice inviting quotation from the date of commencement as mentioned in work order. Time of completion as specified in the Quotation shall be deemed to be the essence of the contract.

10. The work must be taken up within the date as stipulated in the work order and completed in all respect within the period specified in the notice inviting Quotation.

11. For cogent reasons over which the consultant will have no control and which will retard the progress, extension of time for the period lost will be granted on receipt of application from the consultant before the expiry date of contract. No extra claim whatsoever would not be entertained under any circumstances.

12. When the extension of time for completion of work is granted by the Engineer in charge for cogent reasons for which the consultant have no control, it will be taken for granted by the working consultant that the validity of the contract is extended automatically up to the extend period with all terms and conditions rates etc remaining unaltered, ie the quotation is revalidated up to the extended period.

13. Engineer in charge:- **Deputy Director (EW)-Diya HP**

**14. Released of EMD:** The Earnest Money of every technically disqualified Tenderer as well as that of every technically qualified tenderer other than L.1 (i.e. 1st lowest tenderer) and L2 (i.e. 2nd lowest tenderer) tenderers shall be released after the comparative statement has been prepared and approved.

The Earnest Money of L2 Bidder shall be released after 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 10% security deposit of the work which will be paid on successful completion of the job.

**15. Quotation must be delivered to Deputy Director (EW)-Diya HP** West Bengal Housing Board 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.

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

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

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

19. Joint Venture will not be allowed.

20. Further details can be seen in the Bid documents itself.

21. The agency should quote their rate inclusive all taxes in "Annexure A"



08/12/2021

Dy. Director (E W) Diya HP  
WBHB

DISTRIBUTION FOR WIDE PUBLICITY

i) [www.wbhousingboard](http://www.wbhousingboard)

ii) Notice board, WBHB

Copy to:- Housing Commissioner WBHB for information please.  
Director (Engg) WBHB for information please.



08/12/2021

Dy. Director (E W) Diya HP  
WBHB

### **SPECIAL CONDITIONS**

Name of Work:- Consultancy services for design, drawing, Estimation and liaison with fire department for providing fire fighting, fire alarm, smoke detector system including underground pump room etc. at Diya HP Karunamoyee, under WBHB.

1. Technical specification: For all the works, CPWD specifications shall be allowed with up dated amendments. The items which are not covered under CPWD specification shall be as per IS codes or National Building Code.
2. The drawings/estimates shall conform to any other details which may be deemed fit by the consultant for approval of the WBHB, shall be applicable with amendments.
3. In the case of premature termination of the contract, no extra compensation will be payable. The contract condition of WBHB shall be applicable with latest amendments.
4. All the documents and drawings approved by concerned authority of the assigned work will become the sole property of WBHB.
5. The firm will exercise all reasonable skill, care and diligence in the performance of the services under the agreement and shall carry out all the responsibilities for obtaining the approval of the Competent Authority in accordance with recognized professional standards.
6. In case, at any stage, the work is found unsatisfactory, WBHB reserve the rights to get it done from any other agency at the risk and cost of the consultant.
7. The total amount payable will be on the basis of the quoted rates for the complete job. Payment shall be made as per schedule attached.
8. **There will be no provision for arbitration** whatsoever in the contract.

The contractors before quoting the rates, must visit the site of work & study the nature & quantum of work .



08/11/2021

Name of Work:- **Consultancy services for design, drawing, Estimation and liaison with fire department for providing fire fighting, fire alarm, smoke detector system including underground pump room etc. at Diya HP.Karunamoyee, under WBHB.**

**SCHEDULE OF PAYMENT**

**STAGE-A:**

(75% of the W.O. amount) On submission of complete set of drawings / specifications/ Estimate & Tender documents both in the form of hard copy and soft copy to WBHB and clearance from WBHB.

**STAGE-B:**

( Balance 25% of the W.O. amount) After approval of the drawings/specification from West Bengal Fire Services .

A handwritten signature in black ink, followed by the date "08/12/2021" written in a similar style.

Dy. Director (EW)  
Diya HP/ WBHB


**West Bengal Housing Board**  
(ESTD. UNDER WB.ACT XXXII OF 1972)  
"A B A S A N"  
105, S.N.BANERJEE ROAD,KOLKATA – 700 014.

**NAME OF WORK:** :- Consultancy services for drawing design, Estimation and liaison with fire department for providing fire fighting, fire alarm, smoke detector system including underground pump room etc. at Diya HP. Karunamoyee, under WBHB.

**SCHEDULE OF QUANTITIES**

S.NO.	DESCRIPTION	QTY.	UNIT	RATE(inclu sive of all taxes)	AMOUNT
1.	<p>The following works are included in the consultancy:</p> <p>(a) Detailed layout with complete, design, preparation of tender with specification for the fire hydrant system, sprinkler system &amp; fire alarm &amp; Smoke detection system, wet riser, signages boards, electrical cables including structural drawings for fire fighting system from water tank, installation of motors and pumps pipe line, pump room etc. for the entire complex in accordance with National Building Code (amended as on date) and West Bengal Services requirement.</p> <p>(b) Detailed estimate for the work.</p> <p>(c) Approval from Fire Officer, West Bengal Fire Department in respect of the design, drawings etc.</p>	One Job	Each Job		

**NOTE:** The rate should be inclusive of GST and should mention in figure & words both.

 08/12/2024

Dy. Director(EW)/Diya HP

**Signature of CONSULTANT  
/Contractor**