

**WEST BENGAL HOUSING BOARD****(Estd. under W.B.  
Act XXXII of  
1972)****‘A B A S A N’, 105, S. N. Banerjee Road, Kolkata – 700014,  
Phone : (033) 2265-1965, 2264-1967 / 3966 / 8968 / 4974 / 0950.****Fax : (033) 2264-1480 / 0979, Web****site : [www.wbhousingboard.in](http://www.wbhousingboard.in) Email : [wbhousingboard@gmail.com](mailto:wbhousingboard@gmail.com)****Memo .No:- :- 640 /JD(EP) /HB****Dated:- 04.04.2018****NOTICE INVITING e-QUOTATION****NIQ No:-WBHB/JD(EP)/NIQ-01 /2018-19**

The Joint Director (EP)-West Bengal Housing Board, invites e-Quotation(as ordered by Housing Commissioner, WBHB) for the work detailed in the table below. (Submission of Bid through online).for &on behalf of West Bengal Housing Board.

<b>Name of Work</b>	<b>Earnest Money</b>	<b>Cost of Bidding documents (Non- refundable)</b>	<b>Time limit for submission of report :</b>	<b>Officer in-charge of the</b>	<b>Eligibility of Bidder</b>
Special Audit on accounts of the 8 nos. Joint Sector Cos. (JSCs) & 2 nos. Assisted Sector Cos. (ASCs) ie. 1) M/s. Bengal Ambuja Housing Dev. Ltd. 2) M/s. Bengal Peerless Housing Dev. Co. Ltd., 3) M/s. Bengal Shrachi Housing Dev. Ltd., 4) M/s. Bengal D.C.L. Housing Dev. Co. Ltd., 5) M/s. Bengal Green Field Housing Dev. Co. Ltd., 6) M/s. Bengal Shelter Housing Dev. Ltd., 7) M/s. Bengal Emami Housing Ltd., 8) M/s. Bengal Park Chambers Housing Dev. Ltd., 9) M/s. Bengal Merlin Housing Ltd. 10) M/s. Bengal Kyal Housing Dev. Ltd. and report thereon <b>from the financial year from which the 1<sup>st</sup> project was commenced to till completion of the project as well as sale out of the property /flats</b>	<b>Rs.1,00,000.00 to be paid in the form of Bank Draft / Pay order from any nationalize d/ Scheduled Bank drawn in favour of ‘West Bengal Housing Board’.</b>	<b>Cost of Bidding documents (which will be communicated later on)</b> deposited by the successful Bidder during formal agreement after issuance of LOA. Cost of Bidding document is not required during participation in NIT.	3 (Three) to 10 (Ten) Months as detail bellow Bengal Ambuja Housing Dev. Ltd. Bengal Sharchi Housing Dev. Ltd Bengal Shelter Housing Dev. Ltd } <b>Draft Report- 3 months</b> Bengal DCL Housing Dev. Ltd. Bengal Greenfield Housing Dev. Co.Ltd, Bengal Merlin Housing Ltd. <b>Draft Report- Within next 3 months</b> Bengal Peerless Housing Dev. Co. Ltd. Bengal Park Chambers Housing Dev. Ltd Bengal Emami Housing Ltd. Bengal Kyal Housing Dev. Ltd. <b>Draft Report- Within next 3 months</b> <b>Final Report-Within next 1 month</b>	D.F.A Cum C.A.O WBH B.	Bonafied and Resourceful CAG empanelled CA. firm having experience in similar nature of service fulfilling requisite eligibility criteria as stated in the NIQ Eligibility.

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 & 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 (i.e..demand draft/ pay order in original) to the tender inviting authority with its 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 accordingly will be legally dealt with including blacklisting of the bidder.

**EMD shall be documented as soft copy (scan copies of the originals) through e-filing, in Technical Cover otherwise the tender will be rejected.**

2. **Technical bid and Financial Bid** are to be submitted in technical folder and financial folder

concurrently duly digitally signed in the website <http://e-tender.wb.nic.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 of the Bidder found qualified.

. The decision of the Tender committee, W.B.H.B. will be final and absolute in this respect.

4. For any queries and clarification, interested Audit Firms may visit the office and may contact with DFA cum DCAO or his authorised person in the accounts wing at the address mentioned below.

5. **Address for Communication :** Deputy Financial Adviser cum Deputy Chief Accounts officer

**WEST BENGAL HOUSING BOARD**  
'A B A S A N', 105, S. N. Banerjee Road, Kolkata –  
700014,  
1480/0979.  
Phone : (033) 2265-1965, 2264-1967. Fax : (033)2264-  
Web site : [www.wbhousingboard.in](http://www.wbhousingboard.in)  
Email : [wbhousingboard@gmail.com](mailto:wbhousingboard@gmail.com)

**WBHB reserves the right to accept/reject any or all proposals** without assigning any reason thereof.

6. **Eligibility Criteria For Participation In The Quotation.**

- a) Experience of CA Firms – The firm should have a minimum professional experience of 10 (Ten) years. *preferably in housing or real estate companies* and should be empanelled with CAG of India. having I.T. Regd. No., P. Tax certificate, PAN Card No., GST Registration No/ The agency should possess **GST Registration number** and copies of necessary documents to this effect is to be submitted
- b) No. of Partners of the Firms – The firm should have minimum 5 (five) nos. of Partners.
- c) Annual Turnover of the Firm – The firm should have a minimum average annual turnover of 100.0 lacs (average of last three years)
- d) No. of Statutory Audit / Internal Audit – The firm should have an experience of carrying out minimum 05 (Five) nos. Of Statutory Audit/ Internal Audit of *housing or real estate companies/ State/ Central Govt., State / Central Govt. undertaking/ Statutory Bodies Constituted under the Statute of the Central/ State Govt. / Limited Company/Public Ltd. Co. having a minimum turnover of 100.00crore in any of the last 3 Financial Years.*
- e) No. of qualified CA's with the Firm - The firm should have at least 3 employee Chartered Accountants on the date of Tender submission.
- f) Conflict of Interest – The firm should not be associated in professional capacity with the above mentioned 8 nos. Joint Sector Cos. (JSCs) & 2 nos. Assisted Sector Cos. (ASCs) /perform any job /or any other Group of Co attached with them for the period under review and upto submission of final report so as to have any conflict of interest. **(Declaration in this respect has to be submitted)**
- g) The Firm should have Head Office / Branch Office in Kolkata **(Declaration in this respect has to be submitted)**

**Bidding Process:**

The Technical Bid consisting of documents in support of eligibility criteria are required. Financial bid will be called from successful technically qualified firms. The Technical Bid will be evaluated w.r.t. eligibility criteria and on the basis of marks stated below.

Evaluation of Technical Bid for the empanelment of Independent Auditors shall be made on the following basis: -

Sl. No	Particulars	Maximum Marks.	Marks
1	<b>Experience of CA firms</b>	20	
	<b>At least 10 years</b>		15
	>10 to 15 years		17
	>15 years .		20
2	<b>Number of partners in CA firms</b>	20	
	<b>At least 5 partners</b>		14
	>5-10 partners		17
	>10 partners .		20
3	<b>Annual Turnover of the Firm (Average of last 3 years)</b>	20	
	<b>At least INR 100 lacs</b>		14
	>INR 100 lacs To INR 200 lacs.		16
	>INR 200 lacs To INR 300 lacs.		18
	>INR 300 lacs .		20
4	<b>No of companies (registered under Companies Act ) housing or real estate companies /GOVT/Statutory bodies audited in the capacity of statutory auditors and / or Internal Auditor having a minimum turnover of <u>100.00</u> crore (At least 5 companies/GOVT/Statutory bodies ) in any of the last 3 Financial Years.</b>	20	
	At least 5 companies including /GOVT/Statutory bodies <i>Did not deal with housing or real estate companies</i>		8
	At least 5 companies( <i>dealt with housing or real estate companies</i> )		12
	More than 5 to 10 companies including /GOVT/Statutory bodies <i>Did not deal with housing or real estate companies</i>		12
	More than 5 to 10 companies <i>( dealt with housing or real estate companies)</i>		14

	More than 10 companies including /GOVT/Statutory bodies <i>Did not deal with housing or real estate companies</i>		16
	More than 10 companies <i>dealt with housing or real estate companies</i>		20
5	<b>No. of qualified CA in the full time employment with the CA firms</b>	20	
	<b>At least 3 CA's</b>		12
	> 3-6 CA's		16
	>6 CA's .		20
		<b>100</b>	

Each Technical Bid having fulfil minimum criteria set for all 5 categories will be evaluated by the Tender Evaluation Committee on the basis of the points as mentioned above ie a maximum achievable score of 100.00.

Those securing average score of 75 or above in Technical Bid will qualify for financial bid (WBHB reserves the right to reduce the average qualifying marks up to 63.)

After opening the financial bids of the Technically qualified Bidders the Financial evaluation statement will be sent to Tender Committee and Technical-Cum-Works-Committee, for their consent/objection, if any,

**7) Documents to be submitted scanned copy (In the E-Portal Only): -**

- (i) In respect of eligibility criteria Serial No. 1 & 2 scanned copy of Certificate issued by The Institute of Chartered Accountants of India on or after **1st January, 2017** duly certified by 2 partners.
- (ii) In respect of eligibility criteria Serial No. 3, scanned Copy of

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 3 (Three) 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.

- (iii) In respect of Serial No. 4 list of companies audited as on 31<sup>st</sup> March, 2015, 31<sup>st</sup>

March, 2016 and 31st March, 2017 duly certified by two partners of the bidder in the following format.

Sl. No.	Name of the Company /GOVT/Statutory bodies	Whether as Auditor/ Auditor	Internal Statutory	Year of auditing	Turnover of the Company/ GOVT/Statutory bodies
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- (iv) In respect of Serial No. 5, list of CA employees duly certified by 2 (two) partners.
- (v) A copy of GST Registration No.
- vi) Income Tax return with acknowledgement for the current year including PAN Card.
- vii) Professional Tax (PT) certificate( If any)
- viii) Valid Trade license (If any)
- ix) Power of Attorney ( Authority to sign the Tender documents)
- x) Partnership Deed (In case of partnership firm.) Memorandum of Association (in case of companies)

#### 8) A) Scope of Work

- i) Scrutinize/verify the audited accounts of the 8 (eight) Joint Sector and 2 (two) Assisted Sector Companies since inception i.e from year of commencement of their first project.
- ii) Verify, the books of accounts of the company along with performance audit.
- iii) Shall assess whether the audited accounts of the company reflects actual financial position of the company.
- iv) Whether there have been under statement of revenue or overstatement of expenditure which in effect understates profit of the company and thereby reducing quantum of dividend.
- v) Whether there is any diversion of fund from the concerned JSC / ASC to it's subsidiary or related company. What is the dividend policy of the company and whether dividend has been declared in accordance with that policy? Whether dividend has properly received by WBHB as per statement.
- vi) Verify Project Accounts & project-wise cost analysis to find out the construction cost per sq.ft including selling rate per sq.ft.
- vii) Scrutinise, whether the cost of sales and selling price of flat in each project. Have the selling price of HIG flats differed from market rate prevalent during the period with reason if any.
- viii) Valuation of shares at the end of each Financial Year i.e 31<sup>st</sup> March every year.
- ix) List of shareholders along with nos. of share held by them against issued & paid up share capital.

- x) Whether there is any secured & unsecured loan taken by the JSCs/ASCs and also any repayment is ether made by the concerned JSCs/ASCs, if yes, then submit a complete detail with the present status.
- xi) Whether any subsidiary company, LLP/SPV has been created, if yes, then submit a detail report.
- xii) Whether any amount of fund has been diverted from one project to another.

**8) B) Work Information**

**BENGAL GREENFIELD HOUSING DEV. CO. LTD.**

**M.O.U :18.03.1997**

<b>SL NO</b>	<b>NAME OF PROJECTS</b>	<b>DATE OF DEVELOPMENT AGREEMENT</b>	<b>LAND AREA (IN ACRE)</b>	<b>LOCATION OF LAND</b>	<b>YEAR OF COMME NCE- MENT</b>
1	GREEN FIELD HIGHTS	05.08.2004	5.00 acre/ 302.50 kattah	AA-ID, NEW TOWN <b>Govt. Land</b>	2004
2	GREEN FIELD AMBITION	20.02.2007	5.00	AA-ID, NEW TOWN <b>Govt. Land</b>	2007
3	<b>GREEN FIELD CITY (ON GOING)</b>	<b>21.02.2007</b>	<b>45.69</b>	<b>MAHESHTALA Govt. Land</b>	<b>2010</b>
<b>SL NO</b>	<b>NAME OF PROJECTS</b>	<b>DATE OF DEVELOPMENT AGREEMENT</b>	<b>LAND AREA (IN ACRE)</b>	<b>LOCATION OF LAND</b>	<b>YEAR OF COMME NCE- MENT</b>
5	Greenfield Elegance Ghuni (ON GOING)	22.4.2008 Extn. Date of D.A 19.08.15 (to be completed within 4 yrs from 19.08.15)	3.62	<b>GHUNI Pvt. Land</b>	2008
6	Not yet finalised		209.5 decimal	Manikpur	
7	Approach Road of Greenfield city.	29.12.2009	3.756	<b>MAHESHTALA Govt. Land</b>	2006

**BENGAL PEERLESS HOUSING DEV. CO. LTD.****M.O.U :13.09.1993**

1	ANUPAMA PHASE-I				1998
2	ANUPAMA PHASE-II				2001
3	ANUPAMA PHASE-III	26.07.1996	18..88	VIP ROAD <b>Govt. Land</b>	2003
4	ANUPAMA PHASE-IV				2005
5	<b>ANUPAMA COMM. 35807 SFT @ RS.1150/SFT</b>				1999
6	AVISHIKTA PHASE-I				2003
7	AVISHIKTA PHASE-II	31.01.2003	7.2161	E.M.BYE PASS <b>Govt. Land</b>	2003
8	<b>AVISHAR COMM. 41036 SFT @ RS.2988/SFT</b>				2003
9	ANIMIKHA	22.08.2002	5	NEW TOWN <b>Govt. Land</b>	2003
10	ALAKTIKA	23.3.2005	4.9875	NEW TOWN <b>Govt. Land</b>	2005
11	ANAHITA	5.09.08	5	NEW TOWN <b>Govt. Land</b>	2008
<b>SL NO</b>	<b>NAME OF PROJECTS</b>	<b>DATE OF DEVELOP- MENT AGREE- MENT</b>	<b>LAND AREA (IN ACRE)</b>	<b>LOCATION OF LAND</b>	<b>YEAR OF COMME NCE- MENT</b>
12	AVIDIPTA (On going)	8.07.09 Extn. Date of D.A 24.09.15 3.00 Acres- Extended for 5 yrs from 24.09.15 & 9.67 acres to be extended upto July,17	3.00 9.67	E.M.BYE PASS <b>Govt. Land</b>	2011
13	AAHIRINI NEIGHBORHOOD CENTRE - COMM. 27933 SFT @RS.2037/SFT	19.07.2004	17 katha	NEW TOWN <b>Govt. Land</b>	2004

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14	AXIS MULTY UTILITY COMPLEX 522680 SFT@RS.3529/SFT	8.04.2005	4.75	NEW TOWN <b>Govt. Land</b>	2005
<b>BENGAL DCL HOUSING DEV. LTD.</b> <b>M.O.U :18.03.1997</b>					
1	SHREE HOUSING COMPLEX	25.03.2003	4.99/2.02 hect.	Plot No.AA-IA Premises no.01-077  NEW TOWN <b>Govt. Land</b>	2003
2	UTTARA HOUSING COMPLEX	23.09.2004	4.988	Plot No.AA-II D/3 Premises no.01- 0672 NEW TOWN <b>Govt. Land</b>	2005
3	MALANCHA HOUSING COMPLEX	15.02.07/ 1.04.09	4.94	Plot No.AA-II B Premises no.65- 0645  NEW TOWN <b>Govt. Land</b>	2007
4	SAMPOORNA (ON GOING)	17.08.12	4.045	AA-II D BLK-10  NEW TOWN <b>Govt. Land</b>	2013
<b>BENGAL SHELTER HOUSING DEV. LTD.</b> <b>M.O.U :01.10.2003</b>					
1	AKANKHA HOUSING COMPLEX	05.8.04/ 8.11.04	4.803	AA-IIC NEW TOWN <b>Govt. Land</b>	2005
2	SISIRKUNJA HOUSING ON GOING	15.2.06	12.70	BARASAT Madhyamgram <b>Pvt. Land</b>	2006 2007
3	SISIRKUNJA COMM. COMPLEX (ON GOING)				
4	TIN KANYA HOUSING ON GOING	17.1.07	5.00	AA-IIB NEW TOWN <b>Govt. Land</b>	2008
5	NEETDIGANTA	27.1.09	19.5208	BARASAT NILGANJE <b>Pvt. Land</b>	2011

6	GOURIKUNJA NOT YET FINALISED	30.12.2010	7.30	Gouripur <b>Pvt. Land</b>	
<b>BENGAL AMBUJA HOUSING DEV. LTD.</b> <b>M.O.U :13.09.1993</b>					
1	UDAYAN The Condovile (Completed)	30.05.1996	25.75	SANTOSH PUR <b>Govt. Land</b>	1996
2	UTSA The Condovile (Completed)	20.08.2002	5.00	NEW TOWN <b>Govt. Land</b>	2002
3	UJJALA The Condovile (Completed)	17.03.2005	5 (4.97)	NEW TOWN <b>Govt. Land</b>	2005
4	UPOHAR The Condovile	16.05.2005	18.62	E.M.BYE PASS <b>Govt. Land</b>	2007
5	COMM. COMPLEX CITY CENTRE-II (Completed)	16.04.2007	5.048 (4.719+0.281+ 0.048)	NOA PARA NEW TOWN <b>Govt. Land</b>	2007
6	UTSAV (Dulagarh)	15.05.2009	22.05	DOMJUR	
			15.59	SANKRILE <b>Pvt. Land</b>	
7	ECOSPACE TOWER (earlier known as SHREE VISWAKARMA) (Project under implementation)	16.06.2009 Extn. Date of D.A 07.10.15 (to be completed within 4 yrs from 07.10.15)	5.00	CHAKPACHURIA NEW TOWN- AA-II <b>Govt. Land</b>	
8	Ghuni		4.88		
<b>SL NO</b>	<b>NAME OF PROJECTS</b>	<b>DATE OF DEVELOP- MENT AGREE- MENT</b>	<b>LAND AREA (IN ACRE)</b>	<b>LOCATION OF LAND</b>	<b>YEAR OF COMME- NCE- MENT</b>
9	Utalika	31.12.2009 Extn. Date of D.A 09.09.15 (to be completed within 5 yrs from 09.09.15)	20.18	Mukundapur Purba Jadavpur <b>Pvt. Land</b>	2015

<b>BENGAL EMAMI HOUSING DEV. LTD</b>					
<b>M.O.U :07.08.2008</b>					
1	SWANHEIGHTS	24.08.2010	5.00	AA-IIB, BLK-VI NEW TOWN- Govt. Land	2016
<b>BENGAL SHRACHI HOUSING DEV. LTD.</b>					
<b>M.O.U :18.03.1997</b>					
1	GREENWOOD PARK	6.7.2001	5.00	Plot No.AG-1, AA- 1A, NEW TOWN <b>Govt. Land</b>	2002
2	GREENWOOD NOOK	12.8.2003	2.81	369/2, Purbachal, Kalitala Road, Kolkata <b>Govt. Land</b>	2002
3	GREENWOOD PARK EXT.	13.9.2004	3.00	Plot No.BA- 131,132 &133, AA- 1B, NEW TOWN Govt. Land	2006
4	GREENWOOD SONATA	6.10.2004	5.00	Plot No.2D/1, AA- IID, NEW TOWN <b>Govt. Land</b>	2006
5	GREENWOOD ELEMENTS	6.9.2007 / 20.12.2010	4.96 0.04	Plot No.AA- IID/BLK-6, AA- IID, NEW TOWN <b>Govt. Land</b>	2007
6	MARCHENTILE/1ACRE (Yet to start)	28.1.2008	0.98840	NEW TOWN <b>Govt. Land</b>	
7	CHAK-PACHURIA (Yet to start)	12.9.2008	7.45	CHAKPACHURIA/ BALIGURI <b>Pvt. Land</b>	
SL NO	NAME OF PROJECTS	DATE OF DEVELOP- MENT AGREE- MENT	LAND AREA (IN ACRE)	LOCATION OF LAND	YEAR OF COMME NCE- MENT
8	GREENWOOD NEST (ON GOING)	3.9.2009	4.45	GHUNI/HIDCO Planning area <b>Pvt. Land</b>	2010
9	BALIGURI (Yet to start)	24.12.09	4.96	BALIGURI <b>Pvt. Land</b>	
10	Synthesis Business Park	24.07.2006	5.00	AA-II, NEW TOWN Govt. Land	

11	DAKSHINATYA	27.8.2010	4.02	BARUIPUR 24 Pgs(S) <b>Pvt. Land</b>	2011
12	MATERIAL MALL/BLOCK BY BLOCK	5.12.2005	2.22	Plot No.BG-5, AA- 1B, NEW TOWN <b>Govt. Land</b>	2011
<b>BENGAL PARK CHAMBERS HOUSING DEV. LTD.</b>					
<b>M.O.U :17.10.2003</b>					
1	SUNRISE POINT	5.8.2004/ 8.11.2004	4.83	NEW TOWN-AA- IID Govt. Land	2005
2	SUNRISE SYMPHONEY	8.2.2007	5.00	NEW TOWN-AA- IIB Govt. Land	2005
3	SUNRISE GREENS	18.12.2007	459 kattah	JATRAGACHI, GHUNI	2008
4	SUNRISE JUNCTION	18.12.2007	356 K & 10 CH.	BARUIPUR (Pvt. Land)	2008
5	NOT YET FINALISED	8.3.2011	465 K 5 CH. & 33 Sq.Ft.	BALIGURI Pvt. Land	
<b>BENGAL KYAL HOUSING DEV. LTD.</b>					
<b>M.O.U :24.09.2007</b>					
1	BLOSSOM COUNTY	17.10.2008	1.49/4 Bigha & 10 Kattah	BUROCHIVTALA Pvt. Land	2011
<b>BENGAL MARLIN HOUSING LTD.</b>					
<b>M.O.U :23.03.2006</b>					
1	MERLIN TRINOYONI	29.10.2007	289.502 dem./ 8.75 bigha	SARSUNA Pvt. Land	2008
<b>SL NO</b>	<b>NAME OF PROJECTS</b>	<b>DATE OF DEVELOP- MENT AGREE- MENT</b>	<b>LAND AREA (IN ACRE)</b>	<b>LOCATION OF LAND</b>	<b>YEAR OF COMME NCE- MENT</b>
2	5TH AVENUE	01.03.2011	422 decm.	MOHISHBATHAN Pvt. Land	2016

		01.03.2011	102 decm. (Approval for 4 decm. yet to get from the appropriate authority)	TAKDARI Pvt. Land	2016
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8 C) **List of Deliverables as per scope of work**

1. Report on findings of the irregularities in the annual audited accounts of JVCs and ASCs having financial impact on WBHB as per scope of work in 8 A (i),(iii)& (iv).
2. Report on findings on performance audit, lacking if any along with its financial and social impact on WBHB as per scope of work in 8 A (ii).
3. Report on irregularities in dividend issues having financial impact on WBHB as per scope of work in 8 A (v),(ix) covering following point.(Accounting year wise)
  - a) Total issued capital, Nos. rate, amount, type b) Name of the institutions/persons holding the share c) percentage of dividend declared (year-wise). d) Whether dividend has been declared as per accepted principle of company law and financial position. e) Whether financial interest of the WBHB has been hampered. f) Whether any case of Preference share getting voting right due non declaration of dividend in any year
4. Report on valuation of shares at the end of each financial year i.e. on 31<sup>st</sup> March every year.
5. Report on loan taken as per scope of work in 8A (x) covering the following the following Information.(Accounting year wise)
  - a) Name of the institution/person giving loan. b) Amount of loan c) rate of interest d) tenure e) Terms and conditions f) secured or unsecured loan g) if secured, details of the security. h) Whether the taking of loan justified. i) Total interest paid for each loan j) whether the loan has been properly repaid. k) Outstanding loan if any, l) whether approval of WBHB was taken before such loan, m) whether any financial interest of the board has been affected.
6. Report on the findings on project accounts having financial impact on WBHB as per scope of work in 8A (vi) covering following information.
  - I) a) Date of Development Agreement, b) date of commencement, c) land area and location. d) Scheduled date of completion. e) Actual date of completion. f) Total cost of the project with details of land cost, construction cost and establishment cost with breakup of bank interest, salary, legal, advertisement, purchase of valuable like vehicles and others) g) total area of the construction as per plan. f) Total sale proceeds of the project, Flats, and car parking space. g) Total value of unsold stock in trade if any, details. h) Construction cost per sq. ft. j) Average construction cost during the period as per market. k) Sale price per sq. ft. of HIG flat l) IGR value of the HIG flat during the period of sale. m) What was the projected cost, projected sale, and projected surplus/profit n) whether any deviation if yes, state the details with justifications if any.
  - II) a) whether LIG and MIG policy of Govt. has been properly followed. b) Detail report of each lottery of selling LIG, MIG & HIG flat. c) Total Number of LIG, MIG, and HIG flat along with their ratio of total sq. ft. area of each category. d) Total no. of car parking space and their rate of sale
  - III) a) whether any commercial unit has been constructed, b) Total Sq. ft. of commercial unit, c) construction cost of commercial unit per sq. ft d)selling rate of commercial unit. e) Whether any clubhouse or community hall has been constructed if yes state its area and construction cost. f) Present status of community whether it is under possession and control of Flat Owners

association or under JVC/ASC g) if under control and possession of JVC/ASC the reason thereof with justification.

7. Report on creation of SPV /LLP or other form of subsidiary company having financial impact on WBHB as per scope of work in 8 A (xi) covering following points.

a) Whether approval for creation of SPV/LLP, subsidiary company has been taken from WBHB ,b) whether creation of SPV /LLP,S.C. is justified, c) If it is for arrangement fund why other alternate has not been taken. d) Whether the share value of the WBHB has been decreased after creation of SPV etc... d)

8. Report on diversion of fund from a) one project to another, b) from one JVC/ASC to any subsidiary or related company having financial impact of the WBHB as per scope of work in 8 A (v), (xii).

Any other report which is relevant to any point of scope of work and which auditor thinks necessary for the purpose.

(The reports as above are to be submitted in Tabular Format)

D) Time period for deliverables and schedule of payment

Sl. No.	Particulars	Time period	% of fees payable on Bid value
1.	Bengal Ambuja Housing Dev. Ltd. Bengal Sharchi Housing Dev. Ltd. Bengal Shelter Housing Dev. Ltd. } <b>Draft Report</b>	3 months	20%
2.	Bengal DCL Housing Dev. Ltd. Bengal Greenfield Housing Dev. Co.Ltd. Bengal Merlin Housing Ltd. } <b>Draft Report</b>	Within next 3months	20%
3.	Bengal Peerless Housing Dev. Co. Ltd. Bengal Park Chambers Housing Dev. Ltd. Bengal Emami Housing Ltd. Bengal Kyal Housing Dev. Ltd. } <b>Draft Report</b>	Within next 3months	25%
4.	<b>Final Report</b>	Within next 1month	35%

**Bidder should Quote their Rate inclusive all Taxes ( including GST as applicable ) and shall have to comply with the provisions of Minimum wages Act including all the Statutory Levis as per Govt. Order.**

9. **No Mobilisation 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 of Bid submission. If the bidder withdraws the bid during the period of bid validity, without any valid reason, the earnest money as documented will be forfeited forthwith without assigning any reason thereof or necessary appropriate legal action may be taken against the Bidder.

11. **Important Information: Date & Time schedule**

Sl.NO.	Particulars	Date & Time
1.	Date of uploading of N.I.Q. and Bid Documents (online) (Publishing Date)	04.04.2018 AT 18.00 HRS
2.	Date & time of start of downloading Bid Documents (Online)	04.04.2018 AT 18.00 HRS
4	<b>Date and Time of Pre-Bid meeting in the Board room of WBHB</b>	<b>18.04.2018</b> AT 14.30 HRS
5.	Date & time of start of Bid submission (On line)	24.04.2018 AT 11.00 HRS
6.	Date & time of closing of Bid Submission (On line)	<b>04.05.2018</b> AT 18.00 HRS
7.	Last date & time of submission of original documents of Earnest Money Deposit (Off line in sealed condition) in the office of the Quotation inviting Authority.	To be notified after evaluation Of Financial Bid
8.	Date & time of Bid opening for Technical Proposals (Online)	<b>07.05.2018</b> AT 11.00 HRS
9.	Date of uploading list of technically qualified bidders (online)	To be notified after evaluation of Technical Bid.
10.	Date & time of Bid opening for Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Bidders

12. The Quotation 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 Quotationer at the stage of Bidding.

13 **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. 1<sup>st</sup> lowest tenderer) and L2 (i.e. 2<sup>nd</sup> 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 indent)

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.

14. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in NIQ and various conditions in

“Conditions of Contract”, before Quotationing the bids.

15. No Conditional/ Incomplete Quotation will be accepted under any circumstances.  
In case of ascertaining the authority of the intending bidders at any stage of Quotation 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 Quotation Inviting & Accepting Authority / Officer -in- Charge.
16. During the scrutiny, if it comes to the notice to Quotation inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not be allowed to participate in the Quotation and that application will be out rightly rejected without any prejudice.  
The Quotation Inviting Authority reserves the right to cancel the N.I.Q. due to unavoidable circumstances without assigning any reason, whatsoever, to the bidders and no claim in this respect will be entertained.
17. During the process of scrutiny of Quotation document, the Quotation 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 Quotation Inviting Authority without assigning any reason thereof.
18. The set of Quotation/Bidding Documents comprises the documents listed below :
- i) Notice Inviting Quotation with all addenda & corrigendum, if any.
  - ii) Instruction to Bidders
  - iii) Financial offer
19. The documents forming the Contract shall be interpreted in the following order of priority :
- i) Agreement,
  - ii) Letter of Acceptance,
  - iii) Notice to proceed with the work (i.e. Work Order),
  - iv) Contractor’s Bid,
  - v) Contract Data,
20. **Qualification criteria.**  
The Quotation inviting & Accepting Authority through a ‘Quotation Evaluation Committee’ will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding :
- 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 NIQ. If any document submitted by a bidder is found either manufactured or false, in such cases the eligibility of the bidder/ Quotationer will be out rightly rejected at any stage without any prejudice with forfeiture of earnest money forthwith or will be debarred from participation in any Quotation within the jurisdiction of WBHB for a period of 1 (one) year or more as deemed fit by the Quotation Inviting authority.
21. “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 Quotation 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 Quotation. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1998”

22. Deduction of Taxes & duties:- As applicable, as per norms.

**Joint Director (EP)  
West Bengal Housing Board**

**Memo .No:- :- 640/1(7) /JD(EP) /HB**

**Dated:- 04.04.2018**

**Copy forwarded for kind information & wide circulation to the :-**

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place West, Kolkata — 700001.
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place West, Kolkata — 700001. .
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3rd MSO Building, 5th Floor, Block DF, Sector I, Salt Lake, Kolkata-700064
4. Vice-Chairman, HRBC, St. Georges Gate Road, Kol.
6. The Institute of Chartered .Accounts of India, ICAI Bhawan Anadilal Poddar Sarani (Rssell Street) Kolkata,70007
7. InstituteofCost Accountant of India,12,Sudder Street,Kolkata-700016

**Joint Director (EP)  
West Bengal Housing Board.**

**Memo .No:- :- 640/2(10) /JD(EP) /HB**

**Dated:- 04.04.2018**

Copy forwarded for kind information to the :-

1. Secretary, Housing Department, Govt of West Bengal, N.S. Building,1,K.S. Road, Kolkata -1
2. Engineer-in- Chief, Housing Dept. Govt. of West Bengal, N.S. Building,1,K.S. Road, Kolkata -1
3. Chief Engineer, Housing Dept. Govt. of West Bengal, N.S. Building,1,K.S. Road, Kolkata -1
4. Housing Commissioner, WBHB
5. JHC&Secretary, WBHB
6. Director (Engg.),WBHB
7. FA-Cum-CAO,WBHB
8. L.A.O./AHC-I/AHC-II, WBHB.
9. PRO Cell WBHB for information.  
in local Leading 3(Three) dailies(Bengali, English and Hindi)
10. Notice Board

**Joint Director (EP)  
West Bengal Housing Board.**