

West Bengal Police Housing and Infrastructure Development Corporation Limited

CIN NO: U70109WB1993SGC058358

GSTIN: 19AAACW6099C2Z1

Office of the Chairman and Managing Director

Araksha Bhawan, 3rd Floor, Block – DJ, Sector – II,
Salt Lake City, Kolkata – 700091.Ph. & FAX . 033 – 23586188, E-mail : tenderofhousing@gmail.com

Memo No. ENGG/Maint.-KP/Works/120048/2020/05

Date. 05.01.2021

**NOTICE INVITING TENDER NO. – WBPHIDCL/EE(HQ-I)/NIT- 138/2020-2021
of the Executive Engineer (HQ-I), W.B.P.H&I.D.Corpn. Ltd.**

The Executive Engineer (HQ-I), W.B.P.H&I.D.Corpn. Ltd. invites Tender for the work detailed in the table below.
(Collection and Submission of Tender is to be made through offline only)

List of work:-

Sl. No	Name of the work	Estimated Amount put to tender (Rs.)	Amount of Earnest Money (Rs.)	Cost of Tender Documents (Tender fees) (Rs.)	Period of completion of the work	Eligibility of Tenderer
1.	2.	3.	4.	5.	6.	7.
1.	Annual Maintenance & Servicing of 1(One) Nos. 6 passenger lift for (G+4) storied building at Gariahat Police Station, Kolkata. (Up to 31.03.2021). (2nd Call)	23,240/-	465/-	255/-	Upto 31.03.2021.	'Eligibility criteria for participation in the tender' as stated in Sl. No. 5

- The intending tenderers shall have to pay the cost of tender documents for the purpose of participating in tendering
- Intending bidder may purchase the tender documents from the office directly by paying the cost of tender documents. Necessary **earnest money** should be remitted through offline process by DD/BC drawn in favour of '**West Bengal Police Housing and Infrastructure Development Corporation Limited**' payable at '**Kolkata**'.
- Technical Bid and Financial Bid both will be submitted concurrently and duly signed. Submission of Tender should be done as per time schedule stated in this NIT. The documents submitted by the bidders should be properly indexed & signed by the authorized signatory.
- The Financial Offer of the prospective tenderer will be considered only if the Technical Document of the tenderer found qualified by the Tender Inviting Authority. The decision of the Tender Inviting Authority will be final and absolute in this respect. The both list of Responsive and Non-Responsive Bidders will be displayed in the Notice Board of the office of the **West Bengal Police Housing & Infrastructure Development Corporation Limited**, on the scheduled date and time.
- Eligibility criteria for participation in the tender:**
 - Valid PAN issued by the IT. Dept, Govt. of India, Valid Professional Tax Receipt Challan, Trade Licence, Valid 15-digit Goods and Service Taxpayer Identification Number (GSTIN) under GST Act, 2017, are to be accompanied with the Technical Bid document. Income Tax Acknowledgement Receipt for assessment year(2019-2020) to be submitted.
 - All intending Tenderers under this category shall have satisfactorily completed as a prime agency during the last **5 (Five)** years prior to the date of issue of this Tender Notice at least one building construction/maintenance work or supply of manpower having a Value not below **40% (forty percent)** of the Estimated Amount put to Tender in a single Tender under the authority of Government Department, Zilla Parisad, Government undertaking / Statutory Bodies constituted under the statute of the Government

or Reputed Private Company. **The Completion Certificate** indicating Value of work-done as per final bill, Date of Commencement of work, Actual Date of completion of the work and detail communicational address along with contact number of the Client should be treated as valid Credential. **(ITB, Section-B, Form – III).**

N.B. Work Completion Certificate without Signature & Date of the concerned officer not below the rank of Executive Engineer or equivalent officer or Drawing and Disbursing Officer will not be entertained.

- (iii) The partnership firm shall furnish the Registered Partnership Deed and the Company shall furnish the Memorandum of Association (MOA) and Article of Association (AOA).
- (iv) **The Contractor shall not sublet any portion of the work. If it is found that the contractor has sublet the whole or any part of the work the contract will be cancelled and the EMD of the contractor will be forfeited.**
- v) **Lending of Credential is not allowed.**
6. A prospective Tenderer shall be allowed to participate in single job either in the capacity of individual or as a partner of a firm. If he is found to have applied severally same job, all his applications will be rejected for that job.
7. No conditional / Incomplete Tender will be accepted under any circumstances.
8. **Bidders should submit PF registration as per Govt. norms and requirement before issuance of work order.**
9. No mobilization /secured advance will be allowed.
10. If required, the agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, Laboratory etc. at their own cost and responsibility.
11. All materials including bitumen (of all grade), bitumen emulsion, cement, Reinforcement etc. shall be of reputed brand as approved by the Engineer-in-Charge in accordance with relevant code of practice and manufacture accordingly and shall be procured and supplied by the agency at their own cost. Authenticated evidence for purchase of bitumen, bitumen emulsion, cement should be submitted along with challan and test certificate. If required by the Engineer- in-Charge, further testing from any Government approved Testing laboratory shall have to be conducted by the agency at their own cost.
12. Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency, GST, 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. **The quoted rate should be inclusive of GST.**
13. In connection with the work, Arbitration will not be allowed.
14. Bids shall remain valid for a period not less than 120 (One hundred twenty) days after last date of submission of bid. Bid valid for a shorter period shall be rejected by the Tender Inviting Authority as non-responsive. If the tenderer withdraws the bid before the period of bid validity without giving any satisfactory explanation for such withdrawals, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
15. Technical evaluation will be made on the basis of submitted documents.

16. Date & Time schedule:-

Sl. No	Particulars	Date & Time	
1.	Date of Publishing of NIT (Offline)	05.01.2021 at 16:00 Hrs	
2.	Date & Time for collecting of Tender Documents from the office	Start	05.01.2021 at 16:00 Hrs
		End	15.01.2021 at 16:00 Hrs

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3.	Date & Time of Submission of Tender (offline)	Start	07.01.2021 at 11:00 Hrs
		End	15.01.2021 at 16:00 Hrs
4.	Date, Time & Place of opening of Technical Bid	15.01.2021 at 17:00 Hrs Office of the West Bengal Police Housing And Infrastructure Development Corporation Limited Araksha Bhawan, 3rd Floor, Block – DJ, Sector – II, Salt Lake City, Kolkata – 700091.	
5.	Date of publishing the Final List of Technically Qualified Bidders after Technical Bid Evaluation	To be informed later	
6.	Date, Time & Place of opening of Financial bid	To be informed later	

Note:- If the dates fall on holidays or in a day of natural calamity or in a day of Lockdown the dates will be deferred to next working days.

17. **Defect Liability Period:** The contractor will be liable for maintenance of the work till completion of the work as certified by the Engineer-in-charge to the satisfaction of the Engineer-in-Charge at his own cost.
18. All Tenderers are requested to be present at the Office of the WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED during opening of the Tender.
19. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
20. **Earnest Money :** Necessary **earnest money** should be remitted through offline process by DD/BC drawn in favour of 'West Bengal Police Housing and Infrastructure Development Corporation Limited' payable at 'Kolkata'.
21. **Additional Performance Security:** If the quoted rate by the successful bidder is found to be **80(eighty) % or less on the estimated amount put to tender, an additional performance security** in the form of bank guarantee from any scheduled bank **amounting to 10 (ten) % of the tendered amount** shall be submitted by the successful bidder **within 7 (seven) days from the issuance of AOC (or LOA) through online process.** Work order may be issued only after submission of the said performance bank guarantee. If the lowest bidder fails to submit the said additional performance security within the prescribed time, his bid may be cancelled and his earnest money deposit may be forfeited without any further communication. The said bank guarantee shall be valid up to the end of the Contract Period and shall have to be renewed in accordance with the extension of time granted, if any. The said bank guarantee shall be returned to the contractor after successful completion of the work. If the contractor fails to complete the work successfully, the additional performance security shall be forfeited at any time during the pendency of the contract after serving notice to the contractor. **In case of non-deposit of additional performance security by the successful bidder, the tender will be cancelled. The defaulting bidder may be black listed and debarred from participating in future tender process of this corporation for 3 (three) years.**
22. **Security Deposit:** In respect of successful Tenderer, the Earnest Money after acceptance of Tender shall be converted as a part of the Security Deposit. The successful Tenderer who deposited Earnest Money @ 2% of the amount put to the Tender, balance of necessary 10% (Ten percent) Security Deposit shall be realized by recovering from the progressive bill @ 8% (Eight percent) of the amount of each such bill. In all cases the amount of recovery of the Final Bill will be so adjusted as to make the total amount of Security Deposit equivalent to 10% (Ten percent) to the Value of work so executed.
23. 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 Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
24. The Tender Inviting Authority reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the Bidding stage.

25. **Refund of EMD** : The Earnest Money of all the unsuccessful Tenderers deposited along with the Tenders will be refunded on receipt of application form the respective bidder without any interest.
26. **Refund of Security Deposit:**
100% of the security deposit shall be refunded to the contractor on expiry of the defect liability period.
- The **defect liability period** will be considered to be expired on the date of completion of the work as recorded in the Measurement Book & certified in the final bill’.
27. All the forms attached with this NIT should be filled up properly.
28. 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(d) the employee provident funds and Miscellaneous provision act 1952 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
29. Guiding schedule of rates: the PWD (W.B.) Schedule of Rates for the working area published by Public Works Department, Government of West Bengal including upto date addenda and corrigenda, if any, to be applicable on the date of issue of this notice.
30. Unless otherwise stipulated all the works are to be done as per General Conditions and General Specifications in the relevant PWD (W.B.) Schedule of Rates for the working area including upto date addenda and corrigenda, if any, published by Public Works Department, Government of West Bengal. The project should be executed as per IS CODE /IRC/MOST/MORTH standards regarding the quality of materials and execution of various item of works.
31. In case of ascertaining authority of intending bidders at any stage of tender process or execution of work, necessary registered irrevocable power of attorney is to be produced as and when asked for by the Tender Inviting & Accepting Authority / Engineer -in-Charge.
32. During the scrutiny, it come to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not 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 without assigning any reason, whatsoever, to the bidders and no claim in this regard will be entertained.
33. List of Technically Qualified Bidders will be published in the Office Notice Board only. Financial Bid will be opened within a short period after such publication. Therefore Bidders are requested to view the Office Notice Board on a regular basis. In case if there be any objection regarding prequalification/ list of “Technically Qualified Bidders”, that objection should be lodged through e-mail tenderofhousing@gmail.com to the Chairman of Tender Committee **within 48(forty-eight) hours** from the time of initial publication of list of Technically Qualified Bidders and beyond that time schedule no objection will be entertained. Objection send via any other means than e-mail to the given e-mail ID shall not be entertained.
34. Before issuance of he WORK ORDER, the tender inviting authority may verify the credential and other documents in original of the lowest tenderer if necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case the work order will not be issued in favour of the said Tenderer under any circumstances and the Earnest Money deposited by the Tenderer will be forfeited by the Tender Inviting Authority without assigning any reason thereof.
35. Work Order & Payment of work will depend on availability of fund. Intending tenderers may consider this criteria while submission of tender and quoting their rate through offline.
36. The successful Tenderer will have to submit **Four** sets of all the Tender Documents along with BOQ in connection with this Tender in hard copy within 10 (Ten) days from the date of receipt of Letter of Acceptance for the Tender. Failure to do so will be liable to termination/rejection of Tender with forfeiture of Earnest Money without any reference to the Contractor.

37. The successful Tenderer will have to start the work as per work order to commence the work. Failing to do so will constitute a violation of the contract stimulation as regards progress and timely completion of the work and the contractor will thereby make himself liable to action as per stipulation of this Notice Inviting Tender.
38. For electrical work the agency should engage Electrical Supervisor, who will hold the valid and requisite part of Supervisory Competency Certificate (SCC) issued by the West Bengal Licensing Board under the department of Power and Renewable Energy Source, Govt. of West Bengal. The agency should show the said the Supervisory Competency Certificate (SCC) as and when required by the corporation.
39. Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax changed in accordance with the provisions of GST Act, 2017.
40. **The quoted rate should be inclusive of GST.**
41. **All disputes arising out of or in any way connected with this contract/ tender shall be deemed to have arisen in Kolkata and only courts in Kolkata shall have jurisdiction to determine the same.**

**Executive Engineer (HQ-I),
W.B.P.H.I.D.Corpn. Ltd**

Memo No. ENGG/Maint.-KP/Works/120048/2020/05/1(12)

Date. 05.01.2021

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

01. The Director General & Inspector General of Police, West Bengal, Bhawani Bhawan, Alipore, Kolkata – 700027
02. The Chairman & M.D. WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED. Araksha Bhaban, 3rd floor, Block – DJ, Sector – II, Salt Lake City, Kolkata – 700091.
03. The Inspector General of Police, (Mod. & Co-ord), W.B., Bhabani Bhawan, Kolkata – 700 027.
04. The Commissioner of Police, Kolkata.
05. Shri N.Ghoshal, The Commissioner Home & Hill affairs in Govt. of West Bengal, Home Department, Nabanna,325,Sarat Chatterjee Road, Mandirtala, Howrah – 711102.
06. The Chief Engineer, WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED. Araksha Bhawan, 3rd Floor, Block – DJ, Sector – II, Salt Lake City, Kolkata – 700091.
07. The F.A. & C.A.O. WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED. Araksha Bhaban, 3rd floor, Block – DJ, Sector – II, Salt Lake City, Kolkata – 700091.
08. The Executive Engineer-(Zone-VII), WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED.
09. The Executive Engineer (Electrical-I), WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED.
10. The Assistant Engineer (System), WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED.
11. Notice Board.
12. Office Copy.

**Executive Engineer (HQ-I),
W.B.P.H.I.D.Corpn. Ltd**

FORM-I

**INSTRUCTION TO BIDDERS (ITB)
SECTION – B**

APPLICATION

To
Executive Engineer (HQ-I),
W.B.P.H&I.D. Corpn. Ltd

Subject : Tender for the work -----

(Name of work)

Ref :- N.I.T. No -----

Dear Sir / Madam,

Having examined the Statutory, Non statutory and NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents are attached herewith.

I / We are interested in Bidding for the work mention above subject.

I / We understand that : -

- a) Tender Inviting and Accepting Authority can amend the scope & Value of the contract bid under this NIT.
- b) Tender Inviting and Accepting Authority reserve the right to reject any Tender without assigning any reason.

The application is made by me / us on behalf of..... In the capacity..... duly authorized to submit the Tender.

Thanking you,

Encl : -

- a) Technical Bid.
- b) Financial Bid.

Dated : _____

Signature of applicant including title
and capacity in which application is made and
the name of the Firm with Seal.

Form-II

SELF DECLARATION BY THE TENDERER

1. The undersigned also hereby certifies that neither our firm M/S. _____
_____ nor any of constituent partner had been debarred to participate in tender by any Government Department during last 5 (five) years prior to the date of this N.I.T.
2. The undersigned would authorize and request any Band, person, Firm or Corporation to furnish pertinent information as deemed necessary and / or as requested by WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED to verify this statement.
3. The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of WEST BENGAL POLICE HOUSING & INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED
4. Certified that I have applied in the tender in the capacity of individual / as a partner of a firm & I have not applied severally for the same job.
5. The undersigned do certify that I/we shall not sublet any portion of the work.
6. The undersigned do certify that all the statements made in the attached documents are true and correct. If any declaration submitted is found/ascertain to be incorrect/fabricated/misrepresented/fraudulent etc. accordingly tender will be liable to be cancelled/terminated immediately & I/my firm/company shall also be liable to 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 the time being in force in addition to forfeiture of Earnest Money/Security Deposit.

Dated : _____

Signature of applicant including title
and capacity in which application is made and
the name of the Firm with Seal.

FORM-III

EXPERIENCE PROFILE

LIST OF COMPLETED PROJECTS OF SIMILAR NATURE HAVING PROJECT COST MORE THAN 40 % OF ESTIMATED AMOUNT PUT TO TENDER EXECUTED DURING THE **LAST FIVE YEARS**.

Name of Client	Name, Location & nature of work	Name of project Engineer (Client) responsible for Supervision	Estimated Value Rs.	Tendered Amount Rs.	Value of work done Rs.	Original date of start of work	Original date of completion of work	Actual date of starting the work	Actual date of completion of work	Reasons for delay in completion of work (if any)

- Note :
- a) Certificate from the Employers to be attached.
 - b) Non-disclosure of any information in the Schedule will result in disqualification of the firm.

Dated : _____

 Signature of applicant including title and capacity in which application is made and the name of the Firm with Seal.

TENDER FOUND TO HAVE SUBMITTED UNDER FALSE NAME : When a Contractor, whose tender has been accepted under a given name is subsequently discovered to have given a false name, his contract may at the discretion of the Authority accepting the tender be annulled and his Security Deposit will be forfeited.

FORM-IV (A)

CONTRACTOR'S DETAIL

1. Name of Applicant (Tenderer) :

2. Office Address :

3. Telephone No. :

4. Mobile No. :

5. Fax No. :

6. Email ID. :

7. Whatsapp No. :

8. PAN No. :

9 GSTIN :

Dated : _____

Signature of applicant including title
and capacity in which application is made and
the name of the Firm with Seal.

DECLARATION BY THE TENDERER

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed construction as per drawings referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and to carry out and complete the work to the full satisfaction of the Engineer-In-Charge.

I/We also agree to procure tools and plants, at my/our own cost required for the work.

Signature and Address
Tenderer

Signature of Tender of the
Accepting Authority