

ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

(A Statutory Authority of the Government of West Bengal)

Durgapur Office :

1st Administrative Building, City Centre
Durgapur - 713216,
Ph. No. (0343) 2546716, 2546815
Fax No. : (0343) 2545793
e-mail : adda.dgpr@gmail.com
ceoadda.ud@gmail.com

Website : www.addaonline.in

Asansol Office :

Vivekananda Sarani (Senraleigh Road)
Near Kalyanpur Housing More, Asansol - 713305
Ph. No. (0341) 2257377
Fax No. (0341) 2257379
e-mail : adda.asl@gmail.com
ceoadda.ud@gmail.com

Ref. No. ADDA/DGP. Notice Inviting Quotation No.: ADDA/DGP/ED/Q-15/2016-17 :
(Two-Cover Online Bid System)

Executive Engineer, ADDA, Durgapur invites **Quotation on Lump-Sum Basis** for the work noted below under TWO COVER BID SYSTEM from reputed and resourceful consultant who have executed similar type of work of consultancy fee not less than 4 (four) lakhs in a single contract during the preceding 5 (five) years in any Govt./Semi Govt./Undertakings/Autonomous Body/Statutory Body. Detail information can be had from ADDA, Durgapur Office during office hours. Contact person : S.Dutta, SAE (Civil), ADDA, Durgapur. For this Quotation visit our website www.addaonline.in

Sl.No	Name of work	Initial Earnest Money (in Rs.)
1.	Consultancy services for Construction of Two storied CEO's Bunglow at City Centre, Durgapur.	8,000.00 (Eight thousand)

Architectural plans, Sections and Elevations up to the level of working drawings and subsequent consultancy services in engineering design with detail estimate slandered drawing for construction details, specification up to the preparation of complete tender documents and complete set of working drawings for the proposed project required to be prepared.

Detailed Terms & Conditions

A) Scope of work:

- 1) Consultant will prepare necessary architectural plans and engineering sections and drawings.
- 2) Soil investigation for structural drawing & design.
- 3) Structural design and preparation of structural drawings.
- 4) Design and drawing with detail for electrification of entire building including electrical fittings and street lighting within the premises including arrangement of power supply from the existing source.
- 5) Detail working drawings covering all engineering aspects.
- 6) Vetting of all design and drawing from Jadavpur University / IEST Shibpur/ NIT, Durgapur and subsequent approval from ADDA.
- 7) Detail estimate (Civil, Electrical, S&P) with BBS, Calculation sheet & material specification it is to be furnished. Current West Bengal Govt. Schedule of rates should be followed wherever possible. Otherwise rate should be derived by rate analysis from present market value with proper reasons. Total project should be vetted from PWD / Any other similar Govt. Deptt. as per norms.
- 8) Consultant must render service of furnishing drawing (5 set) and report (3 set) with hard and soft copies covering all the aspect of construction of this Bunglow.
- 9) Time to time visit of site during execution as per requirement of the office.
- 10) Preparation of Tender document (heard copy & soft copy)

B. Payment terms.

1. 20% of quoted fee after approval of draft of all documents.
2. 20% of quoted fee after Vetting of draft of all documents
3. 30% of quoted fee after submission of final DPR.
4. 15% of quoted fee after evaluation of tender.
5. 15% of quoted fee after issuing of work order to the executing agency.
6. Security deposit (10% of quoted fee) will be released after two years or completion of the project which ever is earlier.

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Ref. No. **ADDA/DGP.**

Date :

Draft of all documents will have to be submitted within 30 days of issue of work order. Final documents will have to be submitted within 30 days of approval of draft documents by ADDA.

Technical bid shall contain: Self attested copy of

- (1) Credentials (Completion certificate) possessed by the firm,
- (2) Trade Licence
- (3) PT Registration certificate,
- (4) ST Registration certificate,
- (5) PAN Card,
- (6) Registration Certificate as an Architectural Firm
- (7) Audited Balance sheet of last three financial years.
- (8) Earnest money, in the form of DD/Pay Order in favour of Asansol Durgapur Development Authority payable at Durgapur,

Financial bid should contain the price bid quoted in Financial Bid document. The rate quoted should include all sorts of taxes, duties, Cess as applicable. Technical bid will be opened first and if specific documents are found acceptable as per terms and conditions laid down above, the second part that is financial bid will be opened on the same day or at a later date subject to clarification of any points related to technical bid. As per Govt. of West Bengal order No. HF/BHP/KFW/156/2007/311 dated 17.08.2007 Cess @ 1% of bill value will be deducted at source from the bill of the consultant engaged in the work. No conditional quotation will be accepted and the Executive Engineer, ADDA reserves the right to reject it without showing any reason. The Executive Engineer, ADDA reserve the right to cancel the NIQ due to unavoidable circumstances and no claim in this respect will be entertained. Prospective quotationers should visit the office/site of work and get themselves fully acquainted with site conditions and accordingly quote their rates.

The schedule of dates: -

The above Quotation will be received in tender box up to **3.00 p.m.** on **22.12.2016** at the chamber of The Executive Engineer, ADDA at Durgapur office and will be opened on same day at **3.30 p.m.** in presence of tenderers who may like to be present at that time.

The quotation should be submitted in sealed cover mentioning name of work and quotation Notice No. at the top of envelop along with Self attested copy of (i) Credentials (Completion certificate) possessed by the firm, (ii) Trade Licence, (iii) PT Registration certificate, (iv) ST Registration certificate, (v) PAN Card, (vi) Registration Certificate as an Architectural Firm (vii) Audited Balance sheet of last three financial years.(viii) Earnest money, in the form of DD/Pay Order in favour of Asansol Durgapur Development Authority payable at Durgapur. The rate quoted should be inclusive of all taxes, duties, incidentals charges etc. as applicable.

The authority reserves the right either to accept or to reject any or all Quotations without assigning any reason thereto.

- NOTE:**
- (1) In case of any **Unscheduled Holiday** on the aforesaid dates, the next working date will be treated as scheduled prescribed date for the same purpose.
 - (2) The Authority reserves the right either to accept or to reject any or all tender without assigning any reasons thereto.
 - (3) The right of final acceptance of the proposal of consultant is entirely vested with the Executive Engineer, ADDA, Durgapur who reserves the right to accept or reject any or all the financial and technical bid in full or parts without assigning any reason whatsoever. The decision of this authority in respect of opening of the financial bid shall be final.
 - (4) The successful bidder will have to deposit the balance earnest money (2% of quoted fee – Initial Earnest money)before issue of Work Order and 8% will be deducted from the bill as Security Money time to time.

Sd/-

Executive Engineer,
Asansol-Durgapur Development Authority

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Ref. No. ADDA/DGP.

Date :

Memo No. ADDA/DGP/ED/G-57 (Pt. XXIV)/2016-17/ 410/12

Dated: 13.12.2016

Copy forwarded to:

- (1) The Hon'ble Chairman, ADDA for kind information,
- (2) The District Magistrate, Burdwan, for kind information,
- (3) The Chief Executive Officer, ADDA for kind information.
- (4) The Mayor, Durgapur Municipal Corporation, City Centre, Durgapur - 16,
- (5) The Sub-Divisional Magistrate, Durgapur,
- (6) The Assistant Executive Officer (Admn.), ADDA, Durgapur,
- (7) The Assistant Executive Officer, ADDA, Asansol,
- (8) The Executive Engineer, ADDA, Asansol,
- (9) The F.O., ADDA, Durgapur - with a request to be present at the time of Tender opening,
- (10) The Cashier ADDA, Durgapur,
- (11) The Assistant Engineer, ADDA, Durgapur,
- (12) The System Manager, ADDA - with a request to upload the matter in the website of ADDA,
- (13) The Sub-Assistant Engineer, ADDA, Durgapur.
- (14) A. Bhattacharyya, Sub-Assistant Engineer, ADDA, Durgapur - with a request to be present at the time of opening of tender.
- (15) The Notice Board, ADDA, Durgapur.
- (16) The Notice Board, ADDA, Asansol,
- (17) File no.: ADDA/DGP/ED/CN-87/16-17


Executive Engineer,
Asansol Durgapur Development Authority.