



Asansol Durgapur Development Authority

(A Statutory Body of the Government of West Bengal)

Asansol Office: Vivekananda Sarani, (Senraleigh Road), Near Kalyanpur Housing More, Asansol -713305

Phone no: (0341) 225-7377, 225-7378; Fax: (0341)-225-7379

Durgapur Office: 1st Administrative Building, City Centre, Durgapur-16

Phone no: (0343) 254-6815, 254- 6716, 254-6889; Fax: (0343) 254-6665, 254-5793

Website: www.addaonline.in

e-mail: ceo_adda@yahoo.com , ceoadda.ud@gmail.com, adda.asl@gmail.com , adda.dgpr@gmail.com

Memo No: ADDA/ASN/ED/ N-2016-17/1037

Dated. 11.01.2017

**Notice Inviting Quotation No.: 31 of 2016-17
(Two-Cover Bid System)**

Executive Engineer, ADDA, Asansol invites **Sealed 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 Rs. 60,000.00 (**Sixty thousand**) 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, Asansol Office during office hours. For this N.I.T. visit our website www.addaonline.in

Sl.No	Name of work	Initial Earnest Money (in Rs.)
1.	Preparation of DPR for Construction of Twin Electric Crematorium at Ballavpur Ghat under Raniganj Block.	3,000.00
2.	Preparation of DPR for Construction of Twin Electric Crematorium at Dishergarh Ghat under A.M.C	3,000.00

This work includes architectural consultancy and subsequent consultancy services in engineering design and drawing along with detail estimate for the proposed project.

Detailed Terms & Conditions

A) Scope of work:

- 1) Preparation of full set of Architectural drawings.
- 2) Structural design and preparation of structural drawings.
- 3) Estimate for electrical works.
- 4) Detail of quantity analysis for all items.
- 5) Vetting of all design and drawing from Jadavpur University/IIEST Shibpur/NIT Durgapur and subsequent approval from ADDA.
- 6) Final vetted drawing & design, both Architectural and Engineering, should be submitted in 6 (Six) hard copies. Besides soft copies need to be submitted. Hard copy and soft copy of detail estimate is to be submitted.
- 7) Addition/alterations will have to be done by the consultant during execution if necessary.

D. Payment terms.

1. Payment will be released after completion of scope of work. Addition/alterations will have to be done by the consultant during execution if necessary.
2. Security deposit (10% of quoted fee) will be released after two years or completion of project whichever is earlier.

E. Time Frame:

1. Draft of all documents will have to be submitted within 10 days of issue of work order. Final documents will have to be submitted within 3 days of approval of draft documents by ADDA. Structural design and drawing to be got vetted and submitted to ADDA within 10 days of approval of draft document.

F. Submission of sealed quotation:

1. Consultant must submit, in separate sealed covers the following documents.
 - a) Technical Bid - Technical bid should contain PAN, P. Tax registration certificate, Trade license, Service Tax registration certificate, Earnest Money of Rs.3,000/- each work in the form of DD / Pay Order drawn in favour of ADDA payable at Asansol, Credential (Completion Certificate). The consultant must be a registered architectural firm and must be operating for more than 3 (Three) years in consultancy services. Document in support of this should be submitted.

- b) Financial bid should contain only the price bid. The rate quoted should include all sorts of taxes, duties, including service tax as applicable.
- c) 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. No conditional quotation will be accepted and the Executive Engineer, ADDA reserves the right to reject it without showing any reason.
- d) The sealed envelope should be properly super scribed as "Technical Bid & Financial Bid for Architectural & Engineering Consultancy" respectively.
- e) Financial bid of only technically qualified bidders will be opened.

G. Schedule of dates:

1. Last date of submission of Quotation up to **2:00 p.m.** on 17.01.2017
2. Opening of Technical and Financial Bid at **3.00 p.m.** on 18.01.2017

The right of final acceptance of the proposal of consultant is entirely vested with the Executive Engineer, ADDA, Asansol 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.

- 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. Before quoting rate the bidder should visit the site and should be fully acquainted with it.
 3. For any details the bidder can visit ADDA Office, Asansol.


 Executive Engineer,
 Asansol-Durgapur Development Authority
 Asansol

Memo No. ADDA/ASN/ED/EN-2016-17/1037 (13)

Dated. 11/01/17

Copy forwarded to:

1. The Hon'ble MIC of Labour Dept., Govt. of W.B.
2. The Hon'ble Chairman, ADDA.
3. The Hon'ble Vice-Chairman, ADDA.
4. The Chief Executive Officer, ADDA
5. The ADM, Asansol.
6. The S.D.M, Asansol.
7. The A.E.O. ADDA, Asansol & Durgapur.
8. The F.O, ADDA, with a request to be present or send his representative during tender opening on specified date & time.
9. The Assistant Engineer/Project Engineer, ADDA, Asansol.
10. The S.A.E.(D.Paul /C.Mukherjee), A.D.D.A, Asansol
11. Notice Board, ADDA, Asansol/Durgapur.
12. Sri Pradip Banerjee with the request to upload the same on ADDA website.
13. File Copy


 Executive Engineer,
 Asansol-Durgapur Development Authority,
 Asansol