



Asansol Durgapur Development Authority

(A Statutory Body of the Government of West Bengal)

Asansol Office: Vivekananda Sarani, (Senrleigh 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/NIQ-05 (2018-19)/ 799

Date:- 05.09.2018

E-NOTICE INVITING QUOTATION NO. -05 OF 2018-2019

THE EXECUTIVE ENGINEER, ADDA, ASANSOL.

For and on behalf of ADDA, The Executive Engineer, ADDA, Asansol, invites quotation e-Tender for the work detailed in the table below. (Submission of Bid through **online**).

Sl. No.	Name of Work	Initial Earnest Money (Rs.)	Period of Completion	Price of Technical, Financial Bid documents and others Annexure (Rs)	Defect liability period	Eligibility of Bidder
1.	Supply, Installation & Commissioning of one (1) nos 62 KW, 36 Mtr. head and 330 M ³ /H discharge pump with motor sets (Submersible type) make KSB, Texmo, Crompton with star delta control panel system, including pipeline works complete upto existing manifold with all necessary materials complete as per Satisfaction of EIC at Ballavpur pump House Raniganj under ADDA. (2 nd Call)	Rs. 40,000.00 will be deposited online at the time of dropping of Quotation	3 (Three Months from the date of receipt of work order)	1000.00 (Only applicable for the Successful Tenderer at the time of formal Agreement)	2 (two) years	Bonafide Resourceful Electrical licensed with Electrical Supervisor holding Supervisor competency on the parts 6 (A, B),7 (A) as per I.E Rules. credential please follow the instruction as per sl. no 4 (Notification no. 04-A/PW/0/10C-02/14 dated 18.03.2015 Govt. Of WB).

- In the event of e-Filling intending Tenderer may download the tender document from the website directly by the help of Digital Certificate and necessary cost of tender document may be remitted through demand draft / pay order issued from any nationalized bank in favour of Asansol Durgapur Development Authority payable at Asansol and same may be documented along with **earnest** money through e-Filling, (Details of which has been narrated in "Instruction of Tenderers")
As per notification no.- 199-CRC/2M-10/2012 dt.21.12.2012 of the Secretary, Govt. of West Bengal, the intending tenders shall not have to pay the cost of tender documents in case of participation in e-tender except the lowest tenderer at the time of formal agreement.
- The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. will be stopped for e-tender procurement of this Division wef. 01.10.2015. Necessary Earnest Money will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e- tender portal with the help of Digital Signature Certificate and may transfer the EMD from their Respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank Name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for

processing of Payment of EMD. Bidders eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statuary bid.

3. Eligibility criteria for participation in tender :

A. For Sl. Nos.-1 the prospective Tenderers shall have satisfactorily completed as a prime agency

1. Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice ; or,
2. Intending tenderers should produce credentials of 2(two) similar nature of completed work, each of the minimum value of 25% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice ; or,
3. Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value a(i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer. **(As per notification no.04-A/PW/0/10C-02/14 dated 18.03.2015 Govt. Of WB).**

N.B.:- Estimated amount, Date of completion of project and detail communicational address of Client must be indicated in the Credential Certificate with work order which issued by the concerned Executive Engineer, or equivalent competent authority.

- a. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Registered Article of Association and Memorandum.
- b. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co-operative Societies are required to furnish valid Bye Law, Valid Register Certificate issued by the Co-operative Department. Current Audit Report, Annual General Meeting of 2013-2014 along with other relevant supporting papers.
- c. Where there is a discrepancy between the rate in figures and words the rate in words will govern.
- d. Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.
- e. Any change and attached specification of BOQ will not be accepted under any circumstances.
- f. No Joint venture Firm/ Consortium will be entertained.
- g. Tenderers should note that conditional tender will be rejected without showing any reason for such rejection.
- h. Globally renowned Manufacturer like OTIS, Schindler and Kone must have authorized service centre Asansol Durgapur Region

4. Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency, Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017, Royalty, GST & all other Statutory levy/ Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes & cess stated above.

5. The Agency may quote their rate as per attached specification and also B.O.Q.

6. No Mobilisation Advance and Secured Advance will be allowed.

7. Agencies shall have to arrange land for creation of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

8. Bids shall remain valid for a period not less than 120 (One Hundred Twenty) days after the dead line date for Financial Bid / Sealed Bid. "Bid valid for a shorter period shall be rejected by the 'Screening Committee' as non-responsive."

Date & Time Schedule :-

Sl.No.	Particulars	Date & Time
1	Date of start online downloading the document etc.	07.09.2018 from 10:00 Hrs. IST
2	Date of closing online downloading the document etc.	15.09.2018 at 17.00 Hrs. IST.
3	Date of closing online submission of Technical & Financial Bid.	15.09.2018 at 17.00 Hrs. IST
4	Date of opening of Technical Bid at Office of the Executive Engineer, ADDA, Asansol.	18.09.2018 at 13:00 Hrs. IST
5	Date of Opening of Financial Bid at the Office of the Executive Engineer, ADDA, Asansol.	To be intimated later.

10. As per order no. 4608-F(Y) dt. 18.07.18 of Finance Department, Govt. of West Bengal, additional performance security @10.00% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the estimated amount put to tender .i.e. if the successful bidder quotes a rate 20% or more less than the schedule of rates put in tender. The additional performance security will have to be deposited by the successful bidder in the form of Bank Guarantee drawn on any nationalized bank before issue of work order.
11. The Tenderer's 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, the cost of visiting the site shall be at the Tenderer's own expense.
12. The intending Tenderers shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. ADDA will have sole discretion to decide the eligibility of contractors on the basis of his submitted documents & reserves the right to reject any application for purchasing Bid documents 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 Tenderer at the stage of Bidding.
13. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Tenderers' before bidding.
14. In case of Ascertaining Authority at any stage of application or execution of work necessary registered power of attorney is to be produced.
15. No **CONDITIONAL / INCOMPLETE TENDER** will be accepted under any circumstances.
16. In case of Quoting rates no multiple lowest rate will be entertained by the Department.
17. The Executive Engineer, ADDA, Asansol. reserve the right to cancel the e-N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
18. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect / manufactured / fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
19. Before issuance of the work order, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacture of false in that case, work order will not be issued in favour of the lowest tenderer under any circumstances.
20. If any discrepancy arises between two similar clause on different notifications, the clause as started in later notification will supersede former one in following sequences :-
 - a. Prescribed ADDA tender form
 - b. NIT
 - c. Technical Bid
 - d. Financial Bid
21. **All materials and also necessary tools & plants will be supplied by concerned agency for above mentioned work as per requirement.**
22. Prospective Tenderers shall have to execute the work in such a manner so that appropriate service level of the road shall have to be maintained both during progress of work and also during the Defect liability period from the date of successful completion of the work as per **Clause-17** of Prescribed ADDA tender form.

23. Prospective Tenderer whether himself must not have failed to execute any work under any of this Directorate and has got this tender terminated consequently or any of his Partner or Director not have been his tender terminated by any of the Directorate Offices P.W.D. during the preceding five (5) years w.e.f date of this e-N.I.T. such termination of tender shall be disqualification for the concern tenderer for participating this tender.
24. One affidavit before Notary will have to be submitted declaring that penalty, debarment etc. has not been faced by him under any Govt/Semi-Govt/Autonomous body/institution/local body in scanned soft copy along with credential documents within stipulated date & time.
25. All materials should be approved by E.I.C. and also as per requirement, the cost of testing and other incidental charges will be borne from end of the concerned executing Agency.
26. Agencies shall have to arrange land for erection of plant & Machineries, storing of materials, labour shed laboratory etc. at their own cost and responsibility if required.
27. Participator should have own Sales and Service centre within Asansol Municipal Area.
28. Participant should have experience to supply and installation of similar type of pump and motor in govt. sector

INSTRUCTION TO TENDERER

SECTION - A

1. General guidance for e-Tendering

Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

2. Registration of Contractor

Any contractor willing to take part in the process of e-Tendering will have to be enrolled and registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> (the web portal of West Bengal State Government) the contractor is to click on the link e-Tendering site as given on the web portal.

3. Digital Signature Certificate (DSC)

Each contractor is required Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount. Details are available at the said Web Site.

4. The contractor can search & download e-NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

5. Submission of Tenders.

General process of submission, Tenders are to be submitted online through online the website stated in Clause 2 of section-A in two folders at a time for each work, one in Technical Proposal and the other is Financial Proposal before the prescribed date and time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. Technical proposal

The Technical proposal should contain scanned copies of the following further two covers (folders).

Folder-1 Contains

- I. Demand Draft / Pay Order towards earnest money (EMD) as prescribed in the e-NIT.

- II. Prescribed ADDA tender form.
- III. e- NIT.
- IV. Technical Bid (as prescribed in the e-NIT).

Folder-2 Contains

- I. Financial bid (BOQ)

Note: Failure of submission of any of the above mentioned documents as stated in as 'Folder-1&2' will render the tender liable to summarily rejected for both statutory & non-statutory cover.

B. Tender Evaluation Committee (TEC)

- i. Opening of Technical proposal :-

Technical proposals will be open by the Executive Engineer, ADDA, Asansol or his authorized representative electronically from the web site stated in Cl. No.-3of section-A. using their Digital Signature Certificate.

- ii. Folder-1.I (vide Cl. No.- 5 of section-A) should be open first & if found in order, Folder-I.II,III & IV (vide Cl. No.- 5of section-A) will be opened. If there is any deficiency in the documents, tender will summarily be rejected.
- iii. Decrypted (transformed in to readable formats) documents of the Folder-1 as per Cl. No. 5 of section-A. will be downloaded and handed over to the tender evolution committee.
- iv. Uploading of summary list of technically qualified tenderers.
- v. Pursuant to scrutiny and decision of the screening committee the summary list of eligible tenders of work will be uploaded in the web portals before 48 hours of opening of financial bid.
- vi. While evaluation the committee may summon of the tenders and seek clarification / information or additional documents of original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- vii. Intending tenderers may remain present if they so desire.

C. Financial Proposal

- i. The financial bid should contain the following documents in folder-2 i.e. Bill of quantities (BOQ) the contractor is to quote the rate (Presenting Above / Below / At per) online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies (".xls" file with same name) of the above documents are to be uploaded after virus scanned and Digitally Signed by the contractor. Intending tenderer may remain if they so.

6. Rejection of Bid

The Employee reserves the right to accept or reject any bid and to cancel the Tenderer process and reject all bids at any time prior to the award of contract without there by incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the ground for Employee's action.

7. AWARD OF CONTRACT


The Tenderer whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter.

The notification of award will constitute the formation of the Contract.

The Agreement in Prescribed ADDA tender form will incorporate all agreement between the Tender Accepting Authority and the successful Tenderer. All the tender documents including e-NIT & BOQ will be the part of the contract document.

Note : 1. Undersigned is not disbursing authority of the following works.

2. Any Corrigendum and addendum will be published through ADDA website: www.addaonline.in

 05/09/18


**Executive Engineer
Asansol Durgapur Development Authority
Asansol.**

Memo No.:- ADDA/ASN/ED/ NIQ-05(2018-19)/ 799 (12)

Date: 05.09.2018

Copy forwarded for information and necessary action please:-

1. The Hon'ble Chairman, ADDA.
2. The Hon'ble Vice-Chairman, ADDA.
3. The C.E.O, ADDA.
4. The ADM, Asansol.
5. The S.D.O, Asansol.
6. The A.E.O. ADDA, Asansol & Durgapur.
7. The F.O, ADDA, with a request to be present or send his representative during tender opening on specified date & time.
8. The Assistant Engineer (Electrical), ADDA, Asansol.
9. The S.AE.(B.Patra), ADDA, Asansol
10. Notice Board, ADDA, Asansol.
11. Sri Pradip Banerjee with the request to upload the same on ADDA website.
12. File Copy

 05/09/18

**Executive Engineer
Asansol Durgapur Development Authority
Asansol.**



(To be filled in by the tenderer/Bidders & to be submitted with the technical bid)

ANNEXURE-I

Name of the Work/Tender:.....

1. N.I.T No. & Sl. No. with date :.....

2. Name of the contractor/ Agency/ Bidder :.....

3. Address:

• Head Office :.....

• Branch Office :.....

• Correspondence Address :.....

4. Contact No.

• Mobile No. :.....

• Telephone No. :.....

• Fax No. :.....

• E-mail Address :.....

5. PAN No. :.....

6. GSTIN NO. :..... Valid Up to.....

7. Sales Tax Registration :..... Valid up to.....

8. PF Registration No. :.....

9. ESI Registration No. :.....

10. List of Credential Submitted with the Tender Documents in technical part :-

i.

ii.

iii.

iv.

Name of the Contractor/tenderer

Full Signature of
The authorized signatory.

Initial of contractor/Tenderer