



# ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

A Statutory Authority of the Government of West Bengal  
(Under Urban Development & Municipal Affairs Department)

1<sup>st</sup> Administrative Building,  
City Centre,  
Durgapur – 713216.

Vivekananda Sarani, Senraleigh Road,  
Near Kalyanpur Housing More,  
Asansol -713305.

Memo. No. ADDA/DGP/ED/G-57(XXXI)/23-24/738

Date: 28.02.2024

DETAILED e-NOTICE INVITING TENDER NO.: ADDA/DGP/ED/N-109 OF 2023-2024

INVITED by THE EXECUTIVE ENGINEER (CIVIL), ADDA, DURGAPUR.

Asansol Durgapur Development Authority (here in after call it as ADDA), A Statutory Authority of the Government of West Bengal, under Urban Development & Municipal Affairs Department constituted in compliance the West Bengal Town and Country (Planning and Development) Act, 1979 and the rules made there under and any direction which the State Government may give, from time to time. The powers and functions of ADDA shall be in accordance with the section 13 of the WBT&C (P&D) Act, 1979. The Act to provide for the planned development of rural and urban areas in West Bengal and for matters connected therewith or incidental thereto. It is expedient in the public interest to provide for the planned development of rural and urban areas in West Bengal and for matters connected therewith or incidental thereto. Roles, responsibilities and duties of the organization chart specifically enumerated in the web site of UD&MA Department in hierarchy basis. The aspirant agency should go through the same before taking part in tender process of this Development Authority.

For and on behalf of ADDA, The Executive Engineer (Civil), ADDA, Durgapur, invites percentage rate e-Tender for the work detailed in the table below, from eligible bonafide, reliable and resourceful tenderers having sufficient experience in execution of similar type of works. Intending bidders are specifically requested to note the time allowed to complete the project. Extension of time will be allowed unless of otherwise exceptional reasons beyond the control of the executing agency to complete the work. The intending agency should visit the site to acquaint with the site & speculate themselves the difficulties that may arise during construction at the site. Works that can be executed simultaneously should be taken up simultaneously to adhere the stipulated time line to complete the work. You should refer to the **Clause 2 & Clause 3** (Page No. 11 & 12) of the ADDA Printed Tender Form as ready reference as the case may be.

Sl. No.	Name of Work	Amount Put to Tender (Rs.)	Earnest Money (Rs.)	Time allowed for the Work	Price of Contract Documents, 02 (Two) set. (Rs)	Defect liability period
1.	Renovation works at Durgapur Sub-Divisional Court Building (Toilet Block, Stair case & Front Corridor) at 2 <sup>nd</sup> Administrative Building, City Centre, Durgapur.	12,72,971.00	25,459.00	4 (four) Months	1,000.00 (Only applicable for the Successful Tenderer at the time of execution of Formal Agreement)	6 (Six) Months
2.	Repair and renovation of the Chambers of AEO(L), AEO(Admin.), Vice-Chairman, and Anti chamber of Board Room of 1 <sup>st</sup> floor at 1 <sup>st</sup> Administrative Building, City Centre, Durapur.	4,18,175.00	8,363.00	2 (Two) Months	750.00 (Only applicable for the Successful Tenderer at the time of execution of Formal Agreement)	6 (Six) Months

1. In the event of participating in the e-NIT, intending bidder should have to download the tender documents from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate and follow the standard procedure of e-Tendering to submit Technical Bid as well as Financial Bid simultaneously.

**2. Submission of Tenders.**

**General process of submission:-** Tenders are to be submitted online following standard procedure laid down in relevant Govt. Order before the prescribed date and time as stipulated latter on using the Digital Signature Certificate (DSC). The documents which are to be uploaded should be virus scanned and duly Digitally Signed. The documents will get encrypted (transformed into non readable formats) as per the standard procedure of bidding.

**A. Technical proposal**

The Technical Proposal should contain scanned copies of the following documents which are to be submitted in respective designated Folder. The bidders are requested to restrain themselves to upload superficial documents which are not asked to submit. **The bidders are specifically requested to upload the credentials of similar nature of works of appropriate work done amount.**

**Folder-1 Contains**

- I. Substantial document to be uploaded towards payment of earnest money (EMD) as prescribed in the e-NIT.
- II. Prescribed ADDA tender form.
- III. e- NIT with Annexure-I.
- IV. Technical Bid comprising other relevant documents as stipulated in the **Point No.6** of this e-NIT.

**Folder-2 Contains only**

- I. **Financial bid (BOQ) in percentage above, below or at per.**

**Note: Failure of submission of any of the above mentioned documents as stated above in 'Folder-1 & 2' will render the tender be summarily rejected.**

3. As per notification no.- 199-CRC/2M-10/2012 dt.21.12.2012 of the Secretary, Public Works Department, 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 execution of **Formal Agreement**.
4. As per Memorandum of Government of West Bengal, Finance Department, Audit Branch No. 3975-F(Y), Dated-28/07/2016, Online receipt and refund of EMD of e-procurement through State Government e- Procurement portal will be considered. Bidders are 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.
5. EMD of the bidders other than that of the L<sub>1</sub> and L<sub>2</sub> tenderer will be refunded instantly as soon as Technical Evaluation done and outcome of Financial Bid Uploaded in the tender portal through an automated process to the respective bidders' bank account from which they had made the transaction. As soon as the L<sub>1</sub> bidder received the Award of Contract (AOC) and the same is uploaded electronically in the e- Procurement portal, EMD of the L<sub>2</sub> bidder will be refunded through an automated process, to his bank account from which he made the transaction.

**6. Eligibility criteria for participation in tender :**

The prospective Bidder shall have satisfactorily completed and should produce credentials of similar nature of completed work:-

- a) Minimum value of 40% of the estimated amount put to tender during 07 (Seven) years prior to the date of issue of the tender notice; or
- b) Of two (2) similar nature of completed work, each of the minimum value of 30% of the estimated amount put to tender during 07 (Seven) years prior to the date of issue of the tender notice; or
- c) Of one (01) single running work of similar nature of work has been completed to the extent of 80% or more and value of which is not less than the desire value at (a) above.

Satisfactorily completed or in case of running work, only those bidders who will submit the certificate from the concerned Executive Engineer or equivalent competent authority, will be eligible to take part in the tender. In the uploaded certificate it should be clearly stated that the work is in progress or completed satisfactorily and also no penal action has been initiated or imposed against the executed agency, i.e. the intending bidder in this case.

N.B.:- Estimated amount, Date of completion of project and detail communicational address of the bidder must be indicated in the Credential Certificate. No conditional contract shall be accepted under any circumstances and the bid will be rejected without showing any reason for such rejection. **Payment certificate will not be treated as credential.**

**Legible documents such as Pan Card, Professional Tax submission challan, Trade License, Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017, Income Tax (Saral) Acknowledgement Receipt for the last two years are to be submitted in respective folders earmarked for the same.**

Apart from above noted statutory documents following documents are to be submitted from the bidder if applicable.

1. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Registered Article of Association and Memorandum.
2. 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, Resolution of latest Annual General Body Meeting.
3. No Joint venture Firm/Consortium will be allowed to take part in the tender.

**7. Date & Time Schedule :-**

Sl.	Particulars	Date & Time
1.	Online Document Download and Bid Submission start Date	On 01.03.2024 from 10:00 Hrs. IST
2.	Online Document Download and Bid Submission end Date	On 16.03.2024 at 15:00 Hrs. IST.
3.	Bid opening Date at the office of the Executive Engineer (Civil), ADDA, Durgapur	On 19.03.2024 at 15:30 Hrs. IST

8. **Constructional Labour Welfare Cess @** 1% of the cost of construction works shall be deducted from the Gross Value of the Bill in terms of Finance Department Order G.O. no. 599A/4M-28/06 dated 27/09/2006 and No.853-F dated 01.02.2006. Also it is instructed to register his Establishment under the Act, with competent registering Authority, i.e. Assistant Labour Commissioner / Deputy Labour Commissioner of the region concerned as applicable.
9. The Bidder is encouraged to visit and examine the site of work 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 at his own cost and risk. He shall satisfy himself regarding the condition and nature of works and ascertain difficulties that might be encountered during execution of the aforementioned work, carrying materials to the site of work, availability of palatable water and other requirements required for construction workers and visiting staffs of the Department. The bidder should ensure safety and security of the construction workers as well as the materials brought to the site for construction. Department shall no way responsible for theft or other incidents as the case may be. The contractor will not be entitled to any claim or extra rate on any of these incidents or accounts.
10. The Executive Engineer (Civil), ADDA, Durgapur reserve the right to cancel the e-N.I.T. at any point of time due to unavoidable circumstances without showing any reason thereof and no claim in this respect will be entertained under any circumstances. The tender accepting authority reserves the right to accept or reject any Bid and to annul the Bidding processes and also reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground of such rejection.
11. During scrutiny, if it is come to the notice of the tender inviting authority that the credential(s) or any other documents those are uploaded from the end of the participating bidder found incorrect / manufactured / fabricated or distorted, the matter may be referred to the appropriate authority for prosecution as per relevant Govt. Order prevailing at that time and/or IT Act for further penal action that may be taken as per rule. Before issuance of the work order, the tender inviting authority may verify the credential and other documents of the lowest bidder if found necessary and the bidder compelled to do so.
12. If any discrepancy arises between two similar clause(s) on different bidding documents uploaded from this end, the clause as started in later notification will supersede former one in following sequences :-
  - i) Prescribed ADDA tender form
  - ii) NIT
  - iii) Technical Bid
  - iv) Financial Bid
13. Prospective tenderer whether he must not have failed to execute any work under any of the Govt. Department 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 during the preceding of last five (05) years w.e.f. date of this e-N.I.T. **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 in the format attached here with the tender as Annexure-I.**

14. 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. The Bank Guarantee should valid through the contract period.**
15. ADDA shall not be held liable to pay any compensation due to idle of machines and labours incidences beyond control of this Development Authority such as untimely rains, other natural calamities, Local agitation/problems, strike, etc. It is also to mention that no compensation or extra amount to be paid to the agency for increase in labour rate, additional establishment cost, cost of Toll and Extra cost for hire and labour charges of tools and plants, railway freight etc. under any circumstances. The bidder should speculate the additional cost that may occur during execution of the project and quote the rate accordingly.
16. The description of items in the BOQ are taken from the prevailing schedule of rates (SOR) of P.W.D. with effective from 01.11.2017 of Paschim Bardhaman District comprising latest addenda and corrigenda at the time of preparation of the Detailed Project Report (DPR). The agency should comply all the provisions enumerated there in such as General Conditions, General specifications (Including modes of measurement), specification, Requirement of testing of the materials required for construction.
17. All the work must have to be completed in all respects within the time specified in Notice Inviting e-Tender from the date of commencement as mentioned in work order. Time for completion as specified in the tender shall be deemed to be the essence of the contract. You should refer to the **Clause 2 & Clause 3** of the tender agreement specified in ADDA printed Tender Form as ready reference such an event. The work shall throughout the stipulated period for contract be proceeded with all due diligence (time being deemed to be the essence of the contract, on the part of the contractor) any case in which under any clause or clauses of this contract the contractor shall have rendered himself liable to pay compensation amounting to the whole of his security deposit (whether paid in one sum or deducted by installment) the Executive Engineer, on behalf of the ADDA shall have power to adopt any of the following course as he may deem best suited to interest of ADDA. To rescind the contract (of which rescission notice in writing to the contractor under the hand of the Executive Engineer shall be conclusive evidence) and in which case the security deposit of the contractor shall stand forfeited, and be absolutely at the disposal of ADDA. It is reiterated that works that can be executed simultaneously should be taken up simultaneously to adhere the stipulated time line to complete the work.
18. During the scrutiny at any stage of tender Procedure, if it come to the notice to tender inviting authority that the credential or any other documents found incorrect/manufactured/fabricated/forged, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof and **legal action may be imposed as per G.O. No. 547-W(C)/1M- 387/15, dated 16.11.2015 by the Joint Secretary to the Government of West Bengal, Public Works Department.** Also if any Bidder withdraws his/her/their bid without assigning any reasonable grounds within the Bid validity period, his/her/their EMD will be forfeited and legal action may be imposed as per norms.
19. All incidental charges, such as cost of soaking, curing, screening, staging, scaffolding, precautionary safety measure and similar other allied elements of work are also to be taken as included in the contractor's rate quoted in his tender although these might have

not been mentioned in the relevant items or clause of the tender document through oversight.

20. In case of any discrepancy, ambiguity, dispute of specifications and interpretations of any clauses as enumerated in different clauses of uploaded in tender documents, decision of **the Executive Engineer (Civil), A.D.D.A. Durgapur** will be final and binding to all.
21. In connection with the work, Arbitration will not be allowed. The Clause 25 & 25(B) of ADDA printed tender form is to be considered as deleted vide Gazette notification no 558/SPW-13th December, 2011of CONDITIONS OF CONTRACT and be substituted by order no. 8182-F(Y) dated 26.09.2012 of Govt. of WB. Finance Department, Audit Branch.
22. Clause 17 of ADDA printed tender form is to make partial modification vide Notification No. 5784-PW/L&A/2M-175/2017 Dt. 12/09/2017 of Public Works Department, Law & Arbitration Cell, Govt. of W.B.
23. In case of inadvertent typographical error found in the specified schedule of rates / BOQ, the same will be treated to be so corrected as to conform to the relevant schedule of rates prevailing at the time of floating of tender and / or technically sanctioned estimate. No clam whatsoever for such inadvertent typographical mistake will be entertained.
24. Bidder of lowest rate quoted i.e. L<sub>1</sub> bidder notified digitally by system generated format without manual intervention immediately after opening of Financial Bid.
25. Contract to be executed between the successful bidder and ADDA in Prescribed Printed tender form of ADDA uploaded in the floating of the tender incorporating all the documents such as e-NIT & BOQ, documents uploaded by the bidder, Work Order etc. will be the part of the contract document.
26. The prospective Tenderer shall establish field testing laboratory equipped with necessary instruments and technical staff according to the requirements of works to be executed following respective latest Govt. Order(s).
27. In pursuance of the Memo No. 1M-21/2017/06-R/W(N), dated 16.06.2017 by the Joint Secretary, (Projects & Coordination) PWD, Govt. of West Bengal. Bidders should strictly follow the Pollution control guidelines at construction sites.
28. The Agency will liable to maintain the work site at appropriate working service level to the satisfaction of the Engineer-in-Charge at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
29. All machineries as required as per existing Govt. norm & regulation shall be provided by the contractor.
30. The successful Tenderer has to be engaged Engineer(s) at work site depending upon the value of the job as per existing Govt. rule & regulations of PWD, UD & MA or other Govt. Departments during execution of the work.
31. **You shall have to abide by the Finance Audit Branch order no. – 8182 F(Y), dated 26.09.2012 G. O. No. – 5784 PW / L&A/2M – 175/2017 dated 12.09.2017 of Public works Departments, Law & Arbitration cell and G.O. no. : 5322/UDMA-24011(99)/131/2022 – O/o ADLSS (UDMA) – Dept. of UDMA. You shall have to be engage local unskilled laboures as much as possible.**

32. The tender will be opened by a committee for opening and verification of tender documents as per date and time. The intending tenderer or their authorized representative may be present at the time of opening of the tender.
33. Should this tender be accepted I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract annexed hereto so far as applicable, or in default thereof to forfeit and pay to the ADDA or his successors in office the sums of money mentioned in the said conditions.
34. If the contractor desires an extension of the time for completion of the works on the grounds of his having been unavoidable hindered in its execution, the contractor shall give an immediate report of such hindrance to the Executive Engineer in writing and if he desires an extension of time for completion of the work on the ground thereof, he shall apply in writing to the Executive Engineer within 7 days of the date of cessation of such hindrance on account of which he desires such extension as aforesaid and the Executive Engineer shall (if in his opinion which shall be final reasonable grounds be shown thereof) granted such extension of time, as may, in the opinion, be necessary or proper.
35. No payment shall be made for work without submission of bill in prescribed format then approved and passed by the Engineer-in-charge whose certificate of such approval and passing of the sum so payable shall be final and conclusive against the contractor. But all such intermediate payments shall be regarded as payment by way of advance against the final payment only and not as payment for work actually done and completed, and shall not preclude the requiring of bad, unsound, and imperfect or unskilful work to be removed and taken away and reconstructed, or re-erected, or be considered as an admission of the due performance of the contract, or any part thereof in any respect of the accruing of any claim nor shall it conclude, determine, or affect in any way the powers of the Engineer-in-charge under these conditions or any of them as the final settlement and adjustment of accounts or otherwise or in any other way very effect of the contract. The final bill shall be submitted by the contractor within one month of the date fixed for completion of the work; otherwise the Engineer-in-charge's Certificate of the measurement and of the total amount payable for the work accordingly shall be final and binding on all parties.

• Note :- Any Corrigendum and addendum will be published through ADDA website: [www.addaonline.in](http://www.addaonline.in)

*bhumond 28.02.24*

Executive Engineer (Civil)  
Asansol Durgapur Development Authority,  
Durgapur.

Memo. No. ADDA/DGP/ED/G-57(XXXI)/23-24/738

Date: 28.02.2024

Copy forwarded for information to:-

1. The Hon'ble Chairman, Asansol Durgapur Development Authority.
2. The Chairperson, Board of Administrator, Durgapur Municipal Corporation.
3. The Hon'ble Vice-Chairman, Asansol Durgapur Development Authority.
4. The District Magistrate, Paschim Bardhaman, Asansol-713305.
5. The Chief Executive Officer, Asansol Durgapur Development Authority.
6. The Assistant Executive Officer (Administration), Durgapur, Asansol Durgapur Development Authority.
7. Shri Atanu. Ghosh, Deputy Magistrate & Deputy Collector – Member Tender Committee, Sub-Divisional Office, Durgapur.
8. The Assistant Engineer, Asansol Durgapur Development Authority, Durgapur.
9. The Sub Assistant Engineer, Asansol Durgapur Development Authority, Durgapur.
10. Sri Pradip Banerjee, System Manager, ADDA, Durgapur-- with a request to upload the same on website of ADDA.
11. Notice Board, Asansol Durgapur Development Authority, Durgapur office.
12. File Copy ADDA/DGP/ED/MN-7/23-24
13. File Copy ADDA/DGP/ED/MN-11/23-24

*bhumond 28.02.24*

Executive Engineer (Civil)  
Asansol Durgapur Development Authority,  
Durgapur.

**ANNEXURE-I**

**DECLARATION IN THE FORM OF AN AFFIDAVIT BEFORE NOTARY PUBLIC**

- I, the under-signed do certify that all the documents uploaded herewith are genuine and correct to the best of my knowledge. If any declaration submitted is found / ascertain to be incorrect/ fabricated / misrepresented / fraudulent etc. in later stage, even after issuance of Work Order the tender will be liable to be cancelled / terminated immediately & I / my firm / company shall also be liable to be prosecuted under section 197, 199 & 200 of Indian Penal Code, 1860 along with section- 71 & section 73 of Indian Information & Technology act 2008 & also in compliance with the order no. 547-W(C)/ 1M-387/15, dated 16 November, 2015, Public Works Department (PWD), Works Branch, Govt. of W.B
  
- I, the under-signed do certify that neither the undersigned nor our firm or any constituent firm in which I or my firm had been participated as a member of the consortium, debarred to participate as imposition of penalty in tender by **any Government/ Semi Govt./Autonomous Body/Institution etc.** during the last 5(five) years prior to the date of this NIT. **Clear provision should be made to the effect that the original documents verified by the tendering Authority at his discretion.**
  
- This is to certified that I have access to or have available liquid assets (aggregate of working capital, cash-in-hand, uncommitted Bank Guarantees) and/or credit facilities not less than 10% of the estimated amount put to tender. In this respect, I have attached necessary supporting documents with this application.
  
- I, the undersigned, also declare that all the machineries as stipulated In the order no. 44-W(C)/1M-24/15 dated 13/02/2015 of Public Works Department, Works Branch, Govt. of W.B. and required to execute the work In proper way provide at the site whenever required or instructed by Departmental Engineers.
  
- The undersigned clearly understood and agrees that at any point of time during tender or even after issuance of the Work Order any information(s)/documents that may be requested has to be submitted forthwith.
  
- Certified that I have applied In the Tender In the capacity of individual / as a partner of a firm and I have not applied severally for the same job.
  
- Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have applied to the works under this NIT restricted to maximum one no. works, If more than one work in the same NIT.

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Signed by an Authorised officer of the firm

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Title of the officer

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Name of the firm with seal

Dated \_\_\_\_\_