



# 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 (Pt. XXXIII)/2025-26/ 672

Dated: 08/12/2025

**Notice Inviting Tender (N.I.T. – Online) No.: ADDA/DGP/ED/N-54/2025-26**  
(Online Bid System)

Executive Engineer (Electrical), ADDA invites **Item Rate Tender** for the work noted below under ON LINE BID SYSTEM in Authority's contract form from reputed and resourceful electrical license holder contractor who have executed similar type of work (i) worth 40% of the estimated amount in a single contract or (ii) 2 (two) similar nature of completed work, each of the minimum value of 30% of the estimated amount or (iii) one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value as mentioned in (i) above during 7 (Seven) years prior to the date of issue of the tender notice in any Govt./Semi Govt./Undertakings/Autonomous Body/Statutory Body (except joint venture firm / consortium). 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 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. Detail information can be had from ADDA, Durgapur Office during office hours. For this N.I.T. visit our website [www.addaonline.in](http://www.addaonline.in) or <http://wbttenders.gov.in>. For any help on e-tendering contact System Manager, ADDA (Ph. No. 9932802967).

Sl. No.	Name of work	Estimated Amount (Approx.) (in Rs.)	Initial Earnest Money (in Rs.)	Price of Technical, Financial Bid documents and other annexure	Time allowed for the work
1.	DG Backup for ADDA Office, City Centre, Durgapur-16, Dist. Paschim Bardhaman.	Item Rate	10,320.00	1,000.00 (applicable for successful tenderer at the time of formal agreement)	12 (twelve) months

Technical bid shall contain: Copy of (1) Credentials (Completion certificate) possessed by the firm, date of completion of the project, final work done amount of the project must be indicated in credential certificate. (2) Trade Licence (3) GST No. / registration certificate (4) PAN Card. Necessary Earnest Money will be deposited by the bidder electronically: Online – through his / her net banking enabled bank account, maintained at any bank or Offline – through any bank by generating NEFT /RTGS challan from the e-tendering portal (5) All participating bidders should mandatorily follow page 74 to page 76 (UNDERTAKING, Annexure-1) of ADDA Tender Book. It may be noted that bidder has to be shorn before the Notary Public where estimated amount is below one crore. Otherwise the bidder has to be shorn before the 1<sup>st</sup> Magistrate only. 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 Statutory bid documents and will be applicable only in supply works as per Govt. norms.

Additional performance security @10% of the tendered amount must be submitted by successful bidder if the accepted bid value is 80% or less from the estimated value put to tender (According to the memo No. 4608-F(Y), dated 18<sup>th</sup> July 2018 of Finance Department, Audit Branch). The Additional performance security shall be submitted in the form of Bank Guarantee from any scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional performance Security within seven working days from the date of issue of letter of Acceptance, his Earnest Money will be forfeited and other necessary actions like blacklisting of the contractor etc. may be taken. The Bank Guarantee shall have to be valid up to the end of the contract period and shall be renewed accordingly, if required. All other provision of rules & regulations will be maintained according to vide memo No. 4608-F(Y) dated 18<sup>th</sup> July 2018 of Finance Department, Audit Branch.

Financial bid should contain the price bid quoted in Financial Bid document. The rate quoted should include GST and all sorts of taxes, duties, Cess etc. as applicable. Standard Tender Form of ADDA to be downloaded first and signed as acceptance of the contains there in and upload the same in proper place. 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 on 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 cost of construction will be deducted at source from the bill of the contractor/supplier engaged in the work. In case of Registered Labour/Engineers Co-operative society, they should produce a photocopy of resolution of meeting of Board of Director empowering members to be Authorized Signatories of respective Co-Operative Society along with their application with the original resolution for verification. No conditional tenders will be accepted and the Executive Engineer (Elect.), ADDA reserves the right to reject it without showing any reason. The Executive Engineer (Elect.), ADDA reserves the right to cancel the e-NIT without assigning any reason and no claim for losses in this regard will be entertained. Prospective tenderes should visit the site of work and get themselves fully acquainted with site conditions and accordingly quote their rates.

**The schedule of dates:-**

1. Date of availability of Tender papers online from 10.00 a.m. on 12.12.2025.
2. Last date of online submission of Tenders 3.00 p.m. on 13.01.2026.
3. Opening of Technical Bid online at 3.30 p.m. on 15.01.2026 and Financial Bid will be opened after evaluation of Technical Bid.

The Authority reserves the right either to accept or to reject any or all tender without assigning any reasons thereto.



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**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. Bidders will have to download the template for Price Bid (Excel sheet) and fill up the proforma for quoting rates and then upload in appropriate place.

3. Bidders will also have to upload scanned copies of the following within scheduled date:

(i) Credential Certificate, (ii) Trade licence (iii) GST No. /registration certificate, (iv) PAN Card

4. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequences:-  
(i) Prescribed ADDA tender form (ii) NIT (iii) Technical Bid (iv) Financial Bid. (v) UNDERTAKING, Annexure-I of ADDA Tender Book. Only scanned copies of above documents should be uploaded.

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

6. Where there is a discrepancy between the rate in figures and words the rate in words will govern.

7. 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.

8. Any change of BOQ will not be accepted under any circumstances.

*S. S. S.*  
08.12.2025

Executive Engineer (Elect.)  
Asansol Durgapur Development Authority

Memo No. ADDA/DGP/ED/G-57 (Pt. XXXIII)/2025-26/ 672 (12)

Dated: 08/12/2025

Copy forwarded to:

- 1) The Hon'ble Chairman, ADDA for kind information.
- 2) The Hon'ble Chairperson, Board of Administrator, Durgapur Municipal Corporation.
- 3) The Chief Executive Officer, ADDA for kind information.
- 4) The Sub-Divisional Magistrate, Durgapur,
- 5) All Members of Technical Bid Evaluation Committee
- 6) The Assistant Executive Officer (Admn.) ADDA, Durgapur,
- 7) The F.O., ADDA, Durgapur – with a request to be present at the time of Tender opening.
- 8) The Assistant Engineer (Elect.), ADDA, Durgapur.
- 9) The Sub-Assistant Engineer (Elect.), ADDA, Durgapur
- 10) The System Manager, ADDA – with a request to upload the matter in the website of ADDA.
- 11) The Notice Board, ADDA, Durgapur.
- 12) File copy. ADDA/DGP/ED/CN-92/25-26

*S. S. S.*  
08.12.2025

Executive Engineer (Elect.)  
Asansol Durgapur Development Authority