OFFICE OF THE SUPERINTENDING ENGINEER  
CRS CIRCLE, E&AM. SECTOR, KMDA  
UNNAYAN BHAVAN 8TH FLOOR, BLOCK-A  
KOLKATA-700 091

e-QUOTATION NOTICE  
Notice Inviting e-Quotation No: 02/KMDA/CIVIL/SE(CRS)/E&AM OF 2019-20  
Dated: 13.11.2019 (Abridged)

Quotation Reference No. - KMDA/CIVIL/E&AM/SE (CRS)/02 of 2019-20

SUPERINTENDING ENGINEER, CRS CIRCLE, E&AM SECTOR, KMDA for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites ONLINE e-QUOTATION in KMDA Form No: 1 from reliable, resourceful, bonafide, eligible firms/companies/individual/parent Venture agencies having excellent expertise, man power for consultancy services for preparation of DPR (Detailed Project Report) and who have successfully & satisfactorily completed the similar nature of works within last 5(five) years from the date issue of this NIQ in any Government/Semi Government/Undertaking/Autonomous bodies/Local bodies.

<table>
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<tr>
<th>Sl.no</th>
<th>Name of work</th>
<th>Estimated Cost (Rs.)</th>
<th>Earnest Money(Rs) through Online (Net Banking/NEFT/RTGS)</th>
<th>Cost of Tender Documents(Rs) during participatin in e-Tendering</th>
<th>Time of Completion (Submission of DPR)</th>
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<td>1</td>
<td>Preparation of Detailed Project Report (DPR) for the balance works of newly constructed Tele Academy Project at Baruipur, south 24 parganas</td>
<td>Rate to be quoted.</td>
<td>20,000.00</td>
<td>Not required</td>
<td>3 (three) months.</td>
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Note:
A. Bidders should quote the rate including all Govt. statutory Taxes.
B. Similar work means: The bidders should have credential for preparation of DPR on convention Centre/ Auditorium / Airport Terminal Building/Trade Fair Complex.
C. The consultants must have average turnover of 50 lakhs in the last three years

Last Date & Time for online request for participating in the tender is 30.11.2019 up to 15.00 hours.

Further details may be had from the detailed NIQ at the office of the undersigned or from the KMDA website: www.kmdaonline.org.

However, the detail tendering can be had from https://wbtenders.gov.in.

s/d-

Superintending Engineer,  
CRS Circle, E&AM Sector, KMDA
No. 37/1(29)/SE (CRS)/E&AM/KMDA/T-1/89

Copy forwarded for information & necessary action to:

1. The Secretary, KMDA.
2. The Chief Engineer, E&AM Sector, KMDA
3-7 The Chief Engineer, Housing/W & S/R&B/P&M/E-M Sector, KMDA.
8. The Director of Finance, KMDA.
9. The Dy. Secretary, P.R.O, KMDA-Publication as per KMDA rule and for display this
   NIQ in KMDA & Govt. of West Bengal Web site.
10. The Superintending Engineer, Construction Circle, E&AM Sector, KMDA
11-17. The Executive Engineer-BPPD-I,II/CRS/ECPD-I,II / CD-II/NSD, E&AM Sector, KMDA.
18. The A.C.F.A E&AM Sector, KMDA.
19. The Head Estimator, CRS Circle, E&AM Sector, KMDA
20. NOTICE BOARD.

Superintending Engineer,
CRS Circle, E&AM. Sector, KMDA.
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C. The consultants must have average turnover of 50 lakhs in the last three years

1. Intending bidder may download the tender documents from the website https://wbtenders.gov.in directly with the help of Digital Signature Certificate.

2. Earnest Money deposit (EMD) is to be remitted by the Tenderer through e-filling as mentioned in the column 4 above through Net- Banking/ RTGS/NEFT in respect of the Tender ID in favour of KMDA.

3. Submission of Tender:- a) Pre-qualification/Technical Bid and Financial Bid both have to be submitted online concurrently duly digitally signed in the website https://wbtenders.gov.in as per time schedule stated herein under. Time will be reckoned as per Server Clock. b) The Financial Bid of the Participant tenderers will be opened only if the tenderer qualifies in the Technical Bid evaluation.
5. Eligibility criteria for the bidders:

a) The bidders should have the credentials of similar nature of works with having experience and technical acumen in preparation of DPR during the last five years from the date of publication of this NtQ in any Government/Semi-Govt./Undertaking/Autonomous bodies/Local bodies etc.

Note: Preparation of DPR completed and approved from the competent authority will be treated as credential.

b) The bidder should have qualified technical personnel, either self or employed. (in case of employed the employee should be employed under the firm for at least 2 consecutive years) with sound knowledge and experience in Preparation of DPR.

c) The bidder should have completed at least one work in similar nature within last five years.

d) Scanned copy of PAN card, P. Tax, Valid Income tax (for last 3 yrs), GST, Last 3 yrs. audited balance sheet, Credentials, Work Order, Payment certificate, and other supporting documents, Registration Certificate and/or trade license of the company must be submitted duly digitally signed at desired location in the website https://wbtenders.gov.in.

5.1 Declaration on Notary

a) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through online at desired location.

5.2 Partnership Firm should submit necessary deed at desired location through online.

5.3 Particulars regarding Joint Ventures/Consortium: ---- Not allowed.
6) **Earnest Money**: The original document of EMD (Earnest Money Deposit) should be furnished before the Tender Inviting Authority only after opening of the financial bid by the successful bidder. However, the tenderer shall have to upload scanned copy of requisite earnest money.

7) a) **List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online**:  
   i. Income Tax e-Return (For last 3 yrs)  
   ii. Audited Balance Sheet (For last 3 yrs)  
   iii. Pan Card.  
   iv. Professional Tax Enrolment certificate with current year challan.  
   vi. Valid Renewed Trade License.  
   vii. Technical Credential.  
   viii. Work Order for the work in technical credential.  
   ix. Payment certificate of the said work.

b) **List of documents shall have to upload by a Partnership Firm in addition to Sl. No. 7.a)**  
   i) The power of Attorney for the firm for signing the tender by a partner.  
   ii) Partnership Deed.

8) **Language of Tender**: The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

9) **Others**: The Tender Notice along with other documents like Tender Form No. -1 KMDA, Technical Specification, Special Terms and Conditions, BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.

10) Intending quotationers shall inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of all relevant factors as might affect their rates and prices. They are also acquainted with relevant IS specifications, Clauses & Sub Clauses of the Quotation documents and to have fully acquainted with all details of work. Cost to be incorporated in the DPR for diversion of underground utility services, existing & proposed site levels, position and diversion of transportation and barricading if required to be studied, electricity and any other general information including topological condition & existing level and level pertaining to and needed for the work to be completed in time properly.

11) **Influence**: Any attempt to exercise undue influence in the matter of acceptance of quotation is strictly prohibited and any quotationer who resorts to this will render his quotation liable to rejection. There shall be no provision of arbitration.

12) **Escalation of Cost**: There will be no escalation in cost and the contract price mentioned in the contract stands valid till completion.

13) **Declaration**: Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract.

14) **Mode of Payments & Deductions**: The payment will be made as follows:-  
   - After preparation and submission of DPR followed by all necessary compliance including verification of project proposal at site by the quotation inviting authority or his authorized representative - 40% of offered rate.  
   - After necessary approval from the competent authority (State Govt.) and submission of draft tender document for execution work - 30% of offered rate.  
   - After execution of the project - balance 30% of offered rate.  
   - All usual deductions for taxes i.e. ST, IT, and Labour welfare Cess etc. as applicable will be made as per norms from the bills from time to time. Total Security Deposit @ 10% (earnest money + balance S.D) deducted from each bill will be released after expiry of security period (3 months
from the release of final payment). It is also to be noted that even after approval, minor technical and administrative compliance should have to be made by the consultant, if desired by the quotation inviting authority within security period.

15. The Quotationer own responsibility to examine the site of works and its surroundings and obtain all information that may be necessary for preparing the quotation and entering into a contract for the work as mentioned in the Notice inviting Quotation, the cost of visiting the site shall be at the Quotation's own expense.

16. Before issuance of the work order, the quotation inviting authority may verify the credential & other documents with the original of the lowest quotationer if found necessary. After verification, if it is found that such documents submitted by the lowest quotationer is either manufacture or false, in that case, L.O.A. / work order will not be issued and action will be taken against his as per norms.

17. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one.

18. Consultant shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

| Schedule | 1 | The detailed estimates of DPR are to be prepared following general specifications of WB PWD Schedule of rates (current schedule) for different circles as applicable for related ULBs or any approved schedule of W.B. Govt. and / or Semi-Govt. Organization with all corrigenda and addenda operative on the last date of dropping of the quotation if not available within PWD Schedule of rates. For non-schedules items the rate are to be established from current market rates.
| --- | --- | --- |
| General condition | 2 | Intending quotationers are required to see the proposed sites of town at their own cost for the identified schemes for which DPR is to be prepared and get them thoroughly acquainted with local conditions and all factors which may affect their rates.
| Tools and Plants | 3 | All instruments and equipment required for the work will have to be arranged by the quotationer at his own cost.
| Rate to cover enhancement etc. | 4 | Rates quoted by the agency will cover all the requirements said earlier.
| Idle Labour | 5 | No claim for idle labour will be entertained under any circumstances what so ever.
| Extension of Time | 6 | Time is the essence of the Offer, if however a quotationer desires an extension of time for no fault on his part, he should apply in writing for granting the extension.
| Bundh/Strike | 7 | In case of bundh/strike/holiday etc. falls on the schedule date as mentioned above, the same will be treated on the next working days on the same time.
This is the project of I & CA Department, Government of West Bengal which should have the provisions of ultra-modern Tele-Academy Institute at Baruipur with all ancillary facilities like guest house, faculty accommodation, canteen, workshop etc.

   - Ground Floor: Set Material & Carpentry Workshop
   - First Floor: Canteen
   - Second Floor: Staff Quarter
   - Third Floor: Official Residence


3. Balance work of five storied Tele-academy Block (Total Area: 7600Sq.m Sq.M.)
   - Interior layout
   - Service layout like Electric, ELV, HVAC etc.
   - Furniture selection
   - Specialized service like Acoustics, Smart class room etc.
   - Preparation of Estimate (As per PWD Schedule, Non PWD items with Analysis & supporting Quotation)

Note: The Tele-academy will have the following departments:

- Art Direction and Production
- Journalism
- Direction & Production
- Writing for Digital Medium
- Acting

The Tele-academy building will have Studios, Auditorium, Acting Classrooms, Smart Classrooms, Faculty Rooms, Library, Administrative Office, Production Rooms, Editing Rooms, Sound Recording Rooms, TV Production Rooms etc.

The civil part of the Tele-academy building is to complete with rudimentary Electrical, ELV, Fire & HVAC Facility.

4. Balance work of Two Storied Canteen Admin Block (Total Area: 1620Sq.m Sq.M.)
   - Interior layout
   - Service layout like Electric, ELV, HVAC etc.
   - Preparation of Estimate (As per PWD Schedule, Non PWD items with Analysis & supporting Quotation)

Note:

- All the layouts & selections to be approved by KMDA & I&CA Department.
- Structural drawings to be vetted from Government institutions like Jadavpur University/BESU/ IIT.

Special Conditions:
Bidder's experienced expertise (particularly in the field of acoustic, lighting with colour correction concept, I.T., smart class room, Electro-Mechanical works etc.) should be present during execution of the project so as to implement the work at field as per proposal made in DPR.
• Design & drawings including preparation of Plans, Elevations, Sections, Perspective Drawings, Architectural Details etc.
• Structural Design of the Buildings including vetting of the Structural Design of the building. The vetting would be done by IIEST, JU, IIT-Kharagpur or similar Institute as agreed upon by KMDA and the fees for the same would have to be borne by the Consultancy Firm.
• Detail design & drawings of Water Supply, Sewerage, Drainage, Electricals, ELV, Air conditioning, acoustics and other related ancillaries.
• Any change in Designs of the building as may be suggested by an Expert Panel must be done by the selected bidder free of cost. Also, any other unavoidable change is to be done by the selected bidder free of cost.
• The consultant will have to prepare the drawing & design of all facilities with all services, get it approved from individual committees of different departments & finally from I & CA
• Sanctioning of Building Plan from WBFES as per regulations and other relevant rules.
• Preparation of detailed estimate, bill of quantities for the building and ancillary works like electrical, sanitary, fire-fighting arrangements, air-conditioning etc.
• Preparation of Draft Tender Documents for inviting tender for execution of the work.
• Consultant must have city office in Kolkata

For any queries related to work, the intending agency may contact the office of the undersigned.
The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
For detail information please visits https://wbtenders.gov.in & www.kmdaonline.org

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