OFFICE OF THE CHIEF ENGINEER
KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY (HOUSING SECTOR)
(ERSTWHILE KOLKATA IMPROVEMENT TRUST)
Unnayan Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake, Kolkata-700 091

MEMO NO. 70/KIT/CE/ HOUSING SECTOR/KMDA/T-1 (13-14)  Dt: 06.12.2019

Abridged e-Tender Notice No. KMDA/ HOUSING/ EE/ DIV V/Circle II/NIT-37/2019-2020

The Executive Engineer, Division V, Circle II, Housing Sector, KMDA (Erstwhile KIT) invites online e-tender from reliable, resourceful, bonafide and experienced firms/companies/individual contractors in any Govt/ Semi-Govt/ Govt. Undertakings/ Autonomous Bodies/ Statutory Bodies and Local Bodies is eligible for the under mentioned works:-

<table>
<thead>
<tr>
<th>Tender No.</th>
<th>Name of Work</th>
<th>Estimated Amount (Rs.)</th>
<th>Earnest Money (Rs.)</th>
<th>Time of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>KMDA/ HOUSING/ EE/ DIV V/Circle II/NIT-37/2019-2020 dated 06.12.2019</td>
<td>Design &amp; Development of a Single Window Platform comprising of Native Android Mobile Applications and Web Portal with Dash Board Functions with regional language support for digitization and geotagging of KMDA Assets, inclusion of various stakeholders, providing various G2C services through that platform (2nd Call)</td>
<td>Rate to be quoted by the Bidder</td>
<td>20,000.00</td>
<td>2 (two) months</td>
</tr>
</tbody>
</table>

Bid Submission Last Date & Time :: 20-12-2019 upto 15.30 hrs.

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Executive Engineer, Division V, Circle II, HOUSING SECTOR, K. M. D. A.

MEMO NO. 1(1)/ 70/KIT/CE/ HOUSING SECTOR/KMDA/T-1 (13-14)  Dt: 06.12.2019

Copy forwarded for information and necessary action to:--
1. The Deputy Secretary, P.R.O., KMDA with request to publish the Notice in the leading News Papers and display in KMDA Web Site.

Executive Engineer, Division V Circle II, HOUSING SECTOR, K. M. D. A.
OFFICE OF THE CHIEF ENGINEER  
KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY (HOUSING SECTOR)  
(ERSTWHILE KOLKATA IMPROVEMENT TRUST)  
Unnayan Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake, Kolkata- 700 091

MEMO NO. 71/KIT/CE/ HOUSING SECTOR/KMDA/T-1 (13-14)  
Dt: 06.12.2019

Detailed e-Tender Notice No. KMDA/HOUSING /EE /DIV V/Circle II/NIT-37/2019-2020

e-Tender Reference No. KMDA/HOUSING /EE /DIV V/Circle II/NIT-37/2019-2020

1. Invitation: The Executive Engineer, Division V, Circle II, Housing Sector, KMDA (Erstwhile KIT) invites online e-tender from reliable, resourceful, bonafide and experienced firms/companies/individual contractors having credentials as detailed below for the under mentioned works:-

<table>
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<tr>
<th>Tender No.</th>
<th>Name of Work</th>
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<td>Rate to be quoted by the Bidder</td>
<td>20,000.00</td>
<td>2 (two) months</td>
</tr>
</tbody>
</table>

2. Intending bidder may download the tender documents from the website https://wbtenders.gov.in directly with the help of Digital Signature Certificate and Earnest Money should be deposit online as per requirement of the system.

3. Submission of Tender- a) Pre-qualification/Technical Bid and Financial Bid both will 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 prospective tenderers will be opened only if the tenderer qualifies in the Technical Bid. The decision of the Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.

4. Intending bidder should quote the rate including all Government, Statutory taxes including GST and Labour Cess as applicable. GST & Labour Cess, as applicable as per rules, will be deducted from the bill. The Tax invoice(s) need to be issued by the agency/supplier for raising claim under the contract showing separately, the tax charged in accordance with the provisions of GST Act, 2017.
Tenders will be opened by the **Executive Engineer, Division V, Circle II, Housing Sector, KMDA (Erstwhile KIT)** or his authorized representative in presence of tenderer or their authorized representatives who may like to be present.

**a) Earnest Money:** The tenderer shall have to deposit requisite earnest money along with the tender document in prescribed manner failing which the tender shall be rejected. The balance earnest money if any to fulfill 2(two) percent of the tender value is to be deposited at the time of execution of formal agreement.

<table>
<thead>
<tr>
<th>Data Sheet:</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Location of the work</td>
</tr>
</tbody>
</table>
| 2 | Eligibility to participate in the Bid | Proposal may be submitted by interested bidders as a single entity or a group of entities (“Bidding Consortium”). In case of Consortium, the maximum numbers of entities is limited to 2 (two) including the Lead Member. For eligibility, the Bidder shall have at least: a. The Entity / Bidder should be a Company registered under Indian Companies Act, 1956 or the Partnership Act 1932 or a Proprietorship Firm. b. The Bidder should have Articles of association (In case of Registered Firms) by Law and Certification of Registration (In case of Registered Co-operative Societies), Partnership Deed (In case of Partnership Firms), or as may apply. c. The Bidders must have an understanding of the Project. d. Experience in the development of Mobile App / Web based in any Government Department is desirable but not essential and should preferably have executed at least two such development projects during the period of last 10 (Ten) years in the Urban Sector at Government levels (Central / State / Municipal). Bidder should mention reference to URL / App Name in this regard, if any. e. The minimum turnover must not be less than 8.00 Lakh. f. Having sufficient qualified technical personnel with sound knowledge and experience in their relative fields. g. Three years audited balance sheet, PAN card, GST Registration and Professional Tax Registration. h. To meet the research requirements of the project in terms of statistical algorithm development and computing the metrics of Key Performance Indicators (KPI) the bidding company should, preferably, have mentorship from researchers / Professors of Institute of National / International Importance with Specialization in the relevant field. i. Bidders must adhere strictly to all requirements of this RFP. j. No changes, substitutions or other alterations to the
technical specifications of requirements stipulated in this request for Proposal, document will be accepted at a later date unless approved in writing by the CEO, KMDA.

k. Documents in support of the above prequalification condition must be submitted for consideration of the bids in the cover containing Technical Bid.

l. Power point presentation will have to be made by the bidder.

3. Documents to be produced in support of Credentials for Bid submission

Following documents shall have to be furnished in two separate covers:

1. Technical Proposal

   a. **Covering Letter** (Refer Annexure A)

   b. **Average Annual Turnover of the bidder** over the last three financial years (2014-15, 2015-16 and 2016-17) certified by a practicing Chartered Accountant (Refer Annexure A No. II)

   c. **Statement of Legal Capacity** (Refer the “SLSC” in Annexure A No. III)

   d. **Details about the Bidder Agency** (Refer “Structure and Organization” in Annexure A No. IV)

      i. Lead Agency in case of consortium (Annexure IV A)

      ii. Details about each of the consortium partners (Annexure IV B)

   e. **Company Certificates** like

      i. Certificate of incorporation highlighting registration details along with the composition of Board of Directors and

      ii. GST Registration No, PAN No. and TAN No. (Please refer Table-1 of “Non Statutory Folder” of Section A). IT return for last three years. EPF and ESI registration Certificates.

   f. **Statement of any Indictment**: The Bidders should not be under active prosecution for criminal offence, litigation, court receivership or similar proceedings

      i. It may please be noted that non-provision of this declaration in this proposal **will lead to rejection** of the same.

      ii. Declaration that the Bidder or any of its staff had not been at any point of time **blacklisted** by any Government or its agencies or court of law or any other organization (Please refer Annexure A No. V)

      iii. Brief of court / legal cases pending, if any.

      iv. Brief write up on understanding of the Terms of Reference (ToR) including Approach & Methodology, work plan, manpower planning etc (write up should
be limited to one sided A4 sheet of maximum 5 pages]

v. Work Completion Certificates / Payment
   Certificates issued by competent authority
vi. Project experience during the period of last 10
   years (Refer Annexure A No. VI).
vi. Detailed project experience during the period of
   last 10 years (Refer Annexure B).
viii. Letter of Association from Consortium partner/ 
     individual specialists (Refer Annexure B No. II & 
     B No. III).

2. Financial Proposal
   a. Financial Proposal Submission Form (Refer Annexure C).
   b. BOQ.

   *Note: All documents in original shall have to be 
   produced in due course of time as & when asked by 
   Kolkata Metropolitan Development Authority.*

| 4. Earnest Money Deposit | Rs.20,000/- (Rupees twenty thousand only) as an 
                          | Earnest Money Deposit shall be paid through online mode of 
                          | payment (Payment link will be available in the website). 
                          | This amount will be converted to security deposit for the 
                          | successful bidder.
                          | Balance Earnest Money beyond ,if any, to fulfill 2% of 
                          | amount offered) shall be deposited by the successful Bidder 
                          | prior to acceptance of tender in the form of a Bank Draft 
                          | obtained in favour of "Kolkata Metropolitan Development 
                          | Authority , from any nationalized bank payable at Kolkata.
                          | The EMD for the successful Bidder will be converted to 
                          | Security Deposit and additional amount of 8% will be 
                          | deducted towards Security Deposit from each monthly 
                          | invoice. Such deducted total amount will be refunded after 3 
                          | months on expiry of the Contract. No interest shall be 
                          | payable on the deducted amount.
                          | *Note :*
                          | If any bidder is exempted from payment of EMD, scanned 
                          | copy of original EMD exemption document needs to be 
                          | uploaded, at the time of on-line submission and also 
                          | submitted when called for.

| 5. Refund of Earnest 
  Money | The EMD is interest free and will be refundable to the 
      | unsuccessful bidders within 15 days of signing of agreement 
      | with the Successful Bidder.

| 6. Cost Price of Bid 
  Document | NIL |

| 7. Goods and Service Tax 
  (GST) | The Consultant / Bidder should include GST in the cost of 
       | consultancy. However, the Employer / Authority will pay to 
       | the Consultant / Bidder, GST or any other tax replaced with 
       | it at the prevalent rate at the time of actual payment to the 
       | Consultant / Bidder.

| 8. Currency | Consultant/Bidder shall express the price of their 
              | assignment/job in Indian Rupees. |
9. Tender Schedule as follows:

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Particulars</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Date of uploading of Bid Document and Tender Documents (Online Publishing Date)</td>
<td>10.12.2019</td>
</tr>
<tr>
<td>B.</td>
<td>Documents download start date (Online)</td>
<td>10.12.2019, 17-00 hrs.</td>
</tr>
<tr>
<td>C.</td>
<td>Documents download end date (Online)</td>
<td>20.12.2019, 15-00 hrs</td>
</tr>
<tr>
<td>D.</td>
<td>Date and time of Pre-bid meeting with the intending bidders in the office of the Chief Engineer, Housing Sector, Unnayan Bhawan, 1st floor, Salt Lake, Kolkata- 700 091</td>
<td>12.12.2019, 14-00 hrs</td>
</tr>
<tr>
<td>E.</td>
<td>Bid submission starting (Online)</td>
<td>10.12.2019, 18-00 hrs</td>
</tr>
<tr>
<td>F.</td>
<td>Bid Submission closing (Online)</td>
<td>20.12.2019, 15-30 hrs</td>
</tr>
<tr>
<td>G.</td>
<td>Bid opening date for Technical Proposals (Online)</td>
<td>23.12.2019, 15-30 hrs</td>
</tr>
<tr>
<td>H.</td>
<td>Date of uploading list for Technically Qualified Bidders (Online)</td>
<td>To be notified</td>
</tr>
<tr>
<td>I.</td>
<td>Date of Opening of Financial Proposal (Online)</td>
<td>To be notified</td>
</tr>
<tr>
<td>J.</td>
<td>Date of uploading of list of bidders along with the financial quotes (Online)</td>
<td>To be notified</td>
</tr>
</tbody>
</table>

10. Duration of Contract: The tenure of such contract will be for an **period of 02 (Two) months** from the date of entering into / execution of the contract.

11. General Information: KMDA under Urban Development & Municipal Affairs Department has numerous assets scattered in and around Kolkata which includes and not limited to Commercial Buildings comprising of appx. 1000 shops & stalls, Recreational Properties including 3 Auditoriums & 3 Large Parks, 7746 Residential Plots and Land etc. It is the vision of the KMDA to develop an all-inclusive, expandable, interoperable and flexible single window platform for Creation of Assets Register and creation of a platform for providing various online G2C services for the residents/
beneficiaries of KMDA assets with the primary objectives towards Digitization of Assets, Real Time Monitoring, Data Analysis, Geo-tagging as well as Data Updating by field functionaries so as to engineer a communication channel for the residents / beneficiaries in respect of the Government Services and to provide equal opportunity and access to information as well as better service delivery for the KMDA Stakeholders, giving them a reasonable space to offer complaints / feedbacks / suggestions on KMDA functioning on different critical issues so as to improve overall quality and performance of governance.

To objectify such vision, KMDA intends to develop a digital environment which involves hierarchical supervision - from field-level up to apex level - of officers and employees of KMDA including creation of assets register besides providing all with a rational platform / opportunity to share their feedbacks / complaints / grievances on KMDA assets; moreover, the system should have provision for field-level surveillance of KMDA assets so as to develop an organic geo-tagged database of KMDA assets and to orient different citizen centric services in respect of the said assets - all through a single window platform, and monitoring of citizen’s feedback and service delivery status from each of them towards the constitution of a comprehensive, verified and dynamic database for the residents and an index of Citizen-Centric services available for each assets.

Thus, authority intends to develop a mobile application (mobile-App) and Web Portal with Dashboard and MIS facility (KMDA Assets) in English with regional language support for locating assets under KMDA through Androids OS (built-in native android app) with provision for Security Audit.

The proposed system should enable officials to send/collect/display different data from field level for
different sectors including and not limited to Commercial Buildings, shops & stalls Recreational Properties, Large Parks, Residential Plots, Co-operative Societies, Lands - Vacant / Encroached and other data such as creation of owners database plus services delivery index. The main role of this Mobile App is to improve performance of administrative functionaries by working out different KPI (Key Performance Indicators) which includes daily / periodic monitoring of citizen's feedback, monitoring of their service delivery as well as tracking/displaying different asset status towards ensuring good Governance before the residents. The mobile application should also allow citizens to send messages to the concerned authority on different citizen centric services plus assets under control of KMDA.

Thus, Request for Proposals [RFP] are invited from organisations/ companies/ Firms that deal in mobile application development using open source technologies. Technical specifications for the mobile application development are given elsewhere in tender document .Proposal must be submitted in the English language on the requirements specified in this RFP.

Bidders must provide all requisite information under this RFP and clearly and concisely respond to all points set out in this RFP. Any proposal, which doesn't fully and comprehensively address this RFP, may be rejected. Prices must be stated in Indian Rupees and Taxes (if, any) should be specified clearly and separately.

Submission of the proposals and after their final evaluation, the CEO, KMDA reserves the right to retain unsuccessful proposals. It is the responsibility of the bidder to identify any information of a confidential or proprietary nature contained in its proposal so that it may be handled accordingly. However, the CEO, KMDA cannot guarantee confidentiality. The technical and
financial bids, duly completed in all respects, in separate sealed covers should reach on or before the closing time on the closing date. Tenders received late and/or both bids in the same cover will not be considered.

| 12. Bid Document | A complete proposal document consists of 2 parts. These are:
|                  | **1. Technical Bid**: containing:
|                  | Section A: Detailed NIT, & Description of the Project
|                  | Section B: General Tender Conditions and Instruction To The Bidders
|                  | Section C: Special Conditions
|                  | Annexure - I - Contract Agreement
|                  | Annexure - II - Self declaration
|                  | Annexure-III - Certificate of Conformity
|                  | Annexure-IV - Tender Form
|                  | Annexure-V - Check List
|                  | **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 on line at desired location. b) Tenderer must upload and submit duly digitally signed a declaration as per prescribed format for confirmation of his awareness of the contract. For any queries related to work, the intending agency may contact the office of the undersigned.
|                  | **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. v. GST registration certificate. vi. Valid Renewed Trade License. vii. Technical Credential. viii. Work Order for the work payment certificate in support of value of work executed. ix. Qualification Application x. Financial Statement xi. Statement of Legal Capacity xii. Structure and Organization xiii. Statement of any Indictment xiv. Project experience in last ten years
|                  | Detailed project experience during the period of last 10 years
|                  | **Letter of Association from individual specialists / consortium partners**
|                  | **Financial Bid**
|                  | Financial Proposal submission form as per format given.

| 13. Bid Evaluation | The technical bid shall be opened at a date & time as specified in this tender document in presence of the authorised representatives of the Contractor, who wish to be present at that time. All the technical bids will be
scrutinized, relevant documents checked for their authenticity and marks will be awarded towards technical evaluation. The Contractor whose technical tenders are accepted will participate in the financial bids on date & time as stipulated elsewhere in this tender document. The bidder will have to give a presentation in PowerPoint explaining their ideas and understanding of the project requirements, if asked to do so by the KMDA. The bidders should refer to live Web Applications & Mobile App as sample work of similar nature already executed by them. The bidders having previous work experience in development of software / web applications / mobile app in different Government Departments are preferred.

Detailed Bid Evaluation Criteria is given in the data sheet, Sl. No. 15. The minimum qualifying technical score is 60. Financial proposal of only those bidders will be opened who scores 60 or more marks in the Technical Evaluation. The Authority will select the Consultant / Bidder with the lowest quoted price among those Consultants / Bidders who achieve the minimum Technical Score.

| 14. Form of Financial Proposal | Financial Bid shall be (as per BOQ) offered by the Consultant/Bidder for undertaking the Services as mentioned in this document.

i. The financial bids shall indicate the price for Mobile Application Development, Web Application Development and costs towards domain name registration, server space, security tools, positive SSL, backup tools etc. Total cost towards design, developments plus hosting and other services including total man power requirement for geotagging of KMC assets, uploading data etc is to be clearly mentioned in the tender document both in figures and words.

ii. A bid submitted with an adjustable price/ quotation will be treated as non-responsive and will be rejected.

iii. The Bid may however contain discounts, if any, offered by the Bidder.

iv. All prices and other information having a bearing on the price shall be written both in figures and words in the offer form. If there is any discrepancy between the price/information quoted in words and figures, the price/information in words would be treated as final.

v. The price quotes shall be free of any tax (as applicable from time to time) and duty. These taxes (if applicable) should be itemised separately. Prices shall be final and not subject to revision from the time of entering into force of the contract until the end of contractual obligations. |
15. Bid Evaluation Criteria

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Parameter</th>
<th>Maximum Marks allotted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Understanding the proposed assignment</td>
<td>25</td>
</tr>
<tr>
<td>1a</td>
<td>Sub Criteria</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>Approach &amp; Methodology - 15 marks</td>
<td></td>
</tr>
<tr>
<td>ii.</td>
<td>Work plan &amp; Manpower planning - 10 marks</td>
<td></td>
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<tr>
<td></td>
<td>---- Decision of The Expert Committee formed by the Department (KMDA) will be final &amp; binding</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Firm's General Experience and Experience in similar Assignments</td>
<td>45</td>
</tr>
<tr>
<td>2a</td>
<td>Number of Years of Experience</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>More than 04 years to 08 years: 15 marks</td>
<td></td>
</tr>
<tr>
<td>ii.</td>
<td>More than 08 years to 12 years: 20 marks</td>
<td></td>
</tr>
<tr>
<td></td>
<td>i. 5 marks per project with maximum marks allotted is 25</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Power Point Presentation</td>
<td>20</td>
</tr>
<tr>
<td>3a</td>
<td>Decision of The Expert Committee formed by the Department (KMDA) will be final &amp; binding</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Financial capacity of the firm</td>
<td>10</td>
</tr>
<tr>
<td>4a</td>
<td>Average Annual Turnover of the Firm for the last 3 Financial years (2016-17, 2017-18 &amp; 2018-19) from Consultancy Services</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- 1.0 mark per additional of Rs. 1.00 Lakh over and above of Rs. 10.00 Lakh subject to a maximum of 10 marks</td>
<td></td>
</tr>
</tbody>
</table>

| Total | 100 |

16. Validity of Bid 180 days from the date of opening of the Financial part of the Bid.

17. Withdrawal of Bid A Bid once submitted shall not be withdrawn within the validity period.

18. Acceptance of Bid Kolkata Metropolitan Development Authority (KMDA), reserves the right to accept or reject any or all proposals without assigning any reason thereto. KMDA reserves the right to withdraw from the process or any part thereof, to accept or reject any/all offer(s) at any stage of the process.
and/or modify the process or any part thereof or to amend any terms without assigning any reasons. Since this is an e-tendering process, **all the required documents are to be submitted through online only.** KMDA shall not entertain any other mode of submission (post/courier/fax etc.) of proposal other than e-tender mode.

<p>| | |</p>
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<tr>
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</thead>
<tbody>
<tr>
<td>19. Intimation</td>
<td>The qualified Bidder(s) will be notified through email of the acceptance of their Bid. If at any time during the evaluation process, KMDA requires any clarification, they reserve the right to request such information from any or all of the agencies and the agencies will be obliged to provide the same within a reasonable timeframe. KMDA may also call for a presentation on the proposal from any or all of the Bidders who have submitted their proposals.</td>
</tr>
<tr>
<td>20. Influence</td>
<td>Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render their Bid liable to rejection.</td>
</tr>
<tr>
<td>21. Name and address of the Tender Inviting Authority</td>
<td>Executive Engineer, Division – V, Circle –II, KMDA (Erstwhile KIT), Unnaya Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake Kolkata – 700091</td>
</tr>
<tr>
<td>22. Placement and/or Substitution of Specialists</td>
<td>Though at the Proposal Stage, no CVs are required to be placed or evaluated, but it is made abundantly clear that upon selection, the Bidder has to place all the required CVs for approval of KMDA. KMDA shall approve the CVs based on minimum qualification and minimum years of experience as stipulated in this Tender document. Once CVs are approved, no change or substitutions may be made to any of the team members without prior written consent of KMDA / Authority. Replacement of the personnel will only be considered under exceptional circumstances (e.g.: death, prolonged illness and other issues beyond the control of the Consultant/Bidder) and such substitutes will need to satisfy the same or higher qualification and experience criteria. In case of substitution of a person, KMDA / Authority reserves the right to interview the person proposed to be provided as replacement.</td>
</tr>
<tr>
<td>23. Execution of Work</td>
<td>Bidders are liable to execute the service as mentioned in “Terms of Reference” in Section-B.</td>
</tr>
</tbody>
</table>
| 24 Evaluation | **Opening of Bid:** - Proposals will be opened by KMDA electronically from the website using Digital Signature Certificate. 

Cover (folder) of statutory documents shall be opened first and if found in order, cover (Folder) for non-statutory documents will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded and handed over to the State Level Selection Committee (SLSC).

Scrutiny of proposal, evaluation of the same and recommendation thereafter will be made by KMDA. |
25. Disqualification

A proposal that has been found to be incomplete in content or attachments or authenticity shall not be considered for the purpose of qualification. If any information (false/unacceptable) is received by KMDA after the Bidder has been qualified to receive the Request for Proposal, KMDA reserves the right to reject the Bidder at that time or at any time after such information becomes known. The bidders not satisfying the requisite qualification criteria specified in the above sections are not eligible.

26. Execution / Entering into Contract

KMDA shall issue a Letter of Intent (LOI) / Letter of Acceptance (LOA) to the selected Consultant and promptly notify all other Consultants who have submitted proposals about the decision taken.

The consultant/(s) will sign the contract after fulfilling all the formalities/pre-conditions, within 30 days of issuance of the Letter of Intent / Letter of Acceptance.

The Consultant is expected to commence the Assignment/job on the date and at the location as mutually agreed upon.

27. Special Terms and conditions

This notice constitutes no form of commitment on the part of KMDA other than to provide further information on the specific tasks to be undertaken as part of the proposal. Furthermore, this notice confers neither the right nor an expectation on any party to participate in the proposed process. Mere submission of proposal shall not entitle the participant for being shortlisted.

KMDA will not normally consider any request of the Bidder for substitution of the specialists after signing of the Consultancy Agreement. Without prior written consent of KMDA. Replacement of the personnel will only be considered under exceptional circumstances (e.g.: death, prolonged illness and other issues beyond the control of the Consultant) and such substitutes will need to satisfy the same or higher qualification and experience criteria.

The Bidder shall bear all costs associated with the preparation and submission of the proposal. KMDA shall not, under any circumstances, be responsible or liable for any such costs, whether direct, incidental or consequential.

Only the courts at Kolkata (with exclusion of all other courts) shall have the jurisdiction to decide or adjudicate on any matter, which may arise out of or in connection with the bidding procedure.

Intending bidder may download the tender document from the website http://wbtenders.gov.in directly by the help of Digital Signature Certificate as necessary through e-Filling. Scanned copy of credentials to be submitted, details of which have been narrated in Section A under “Instruction to Bidders”. Technical Bid & Financial Bid both will have to be submitted concurrently duly digitally signed in the website http://wbtenders.gov.in as per Tender Schedule.
Prospective Bidders are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.

At any stage of bid process and before issuance of the LOI / LOA, the bid inviting authority may verify the credential & other documents with the original of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is false or misleading; in that case, LOI / LOA will not be issued in favor of the bidder under any circumstances and if issued it will be withdrawn with necessary consequences under law.

Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favor, by the rest of the directors of such company or the partners of such firm, to upload such tender.

Bidder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Tender documents before the Tender Inviting Authority during Pre Bid Meeting, beyond such period no representation in that behalf will be entertained by the bid Inviting Authority. No further clarifications will be entertained from the bidders after the completion of pre-bid meeting.

The Bid Inviting Authority reserves the right to have pre Bid meeting with the intending Bidders if deemed necessary depending upon the nature of clarifications sought from Bidders within stipulated deadline.

| 29 | Confidentiality | Information relating to evaluation of Proposals and recommendations concerning the selection of Consultant / Bidder shall not be disclosed to the Consultants / Bidders who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the executed Contract. The undue use by any Consultant of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the Employer / Authority's antifraud and corruption policy. |

| 30 | Number of Proposals | A Bidder / Consortium can submit only one proposal. If multiple proposals are submitted, all the proposals shall be out-rightly rejected. In case of Consortium, the members cannot be part of any other applying Consortium. If this is not followed, all proposals wherein the any/all consortium members are part of another separate applying consortium, all the proposals shall be out rightly rejected. |

The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

Copy forwarded for information and necessary action to:-

1. The C.E.O. / KMDA.
2. The Secretary / KMDA.
3. The Chief Engineer / Water & Sanitation Sector
4. The Chief Engineer / Road & Bridge Sector
5. The Chief Engineer / Estate & Asset Management Sector
6. The Chief Engineer / Electrical Sector
7. The Chief Engineer / Housing Sector
8. The Director of Finance, KMDA
9. The Additional Chief Engineer, Housing Sector, KMDA - Sri Prantik Roy
10. The Superintending Engineer, Housing Sector, KMDA - Sri D. Roy
11. The Executive Engineer, Housing Sector, KMDA - Sn K. Chaudhury
12. The Head Estimator, Housing Sector, KMDA.
13. The Deputy Secretary, P.R.O., KMDA with request to publish the Notice in the leading News Papers and display in KMDA Web Site.
14. The Notice Boards, Unnayan Bhawan, DJ-11, Sector-II, 1st Floor, Block-A, Salt Lake, Kolkata- 700 091

Executive Engineer, Division V, Circle II,
HOUSING SECTOR,
KMDA
K. M. D. A.