

# Siliguri Jalpaiguri Development Authority

AN IS/ISO 9001:2008 CERTIFIED ORGANISATION  
Tenzing Norgey Road, Pradhan Nagar, Siliguri-734003



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Memo No. 856 /IV/ENGG/24/19

Date: 15-09-2019

## Notice Inviting e-Quotation No. 021/ENGG/2019 -20 OF SJDA

The Chief Executive Officer, Siliguri Jalpaiguri Development Authority, invites lump-sum e-quotation for and on behalf of the Governor of West Bengal for the work detailed in the table below.

Sl No.	Name of work	Estimated Amount	Earnest Money	Period of completion	Eligibility of Bidder
		(In Rs.)	(In Rs.)		
1	Preparation of DPR for surveying, planning, designing, drawing etc. for the construction of RCC bridge over river Kumlai including approach road on both the sides at Demkujhora Thapa Busty under Mal Block, Dist. Jalpaiguri.	As quoted	NIL	90 days	All categories of contractor must have to produce credentials of executing similar nature of work under Govt/under taking /Zilla Parishad / Municipal Corporation / Statutory Body of value not less than 3 Crore in a

Rate should be quoted in figure and words inclusive of all taxes. However, in case of any discrepancy between quoted rate between figure and words, the rate quoted in words shall prevail.

- The Process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. has been stopped for e-tendering procurement w.e.f. 01.10.2015 as per order no 3975-F(Y) dated 28.07.2006 of Finance Department, Audit branch, Govt. of West Bengal. Necessary Earnest money will be deposited by the bidder electronically: online through their 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 number. 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, any working day before the bid submission closing date as it requires time for processing of payment of EMD.
- In the event of e-filling, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of digital signature certificate. EMD should be deposited by the bidder electronically (online) in favour of the "Chief Executive Officer, Siliguri Jalpaiguri Development Authority".

### 1. Eligibility criteria for participation in quotation:

The Application must be accompanied with the following documents.



a) Bonafied resourceful contractor who have satisfactorily completed as a prime agency during the last 5 (Five) years from the date of issue of this N.I.B at least one work of similar nature under the authority of State/Central Government State/Central Government undertaking, statutory bodies Constituted under the statute of the Central/State Government at least in the magnitude of 3 Crore.

b) Turn over 7 lakh in each year in this last 5 year in similar work.

c) 7 lakh bank solvency is required from any scheduled bank.

N.B:- Estimated amount, date of completion of project and details of communicational address including email address of the bidder/ contractor must be indicated in the Credential Certificate.

d) Current Tax return /Updated along with PAN Card, GSTIN., Trade Licence & P.T.

e) Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to sign on the Quotation documents (if applicable)

f) Completion Certificate of similar of nature of job of value stated in Para 4(a) from Engineer-in-Charge mentioning Actual Date of Completion from not below the rank of Executive Engineer.

g) The prospective bidder shall have full time engagement experienced technical personal, the minimum being one Architect, one Graduate/Post graduate Structural Engineer one graduate civil engineer & one civil engineer with diploma holder (Authenticated document in respect of qualification and engagement need to be furnished for technical evaluation), [Non-Statutory Document].

**h) Declaration regarding Structure and Organization duly signed by the applicant.**

1. Registered labour co-operative societies are required to furnish valid Bye Law, current audit report, along with other relevant supporting papers.
2. Joint venture(s) will not be allowed.
3. The partnership firm shall furnish the registered partnership deed also furnish the article of association and Memorandum.
4. There shall be no provision of Arbitration. Hence clause 25 of 2911 (ii) is hereby omitted.
5. Labour Welfare Cess @ 1 (One) % of cost of construction will be deducted from every bill, service tax, royalty & a other statutory levy/Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of a taxes & cess stated above.
6. Offer of bid shall remain valid for a period of 120 (One hundred twenty) days after the last date bid submission

#### **7. Date & Time Schedule.**

a.	Date & time of publishing NIB & tender documents	15.11.2019 at 6.00 P.M.
b.	Tender documents sale / download start date & time	15.11.2019 at 6.00 P.M.
c.	Bid submission / upload start date & time	15.11.2019 at 6.00 P.M.
d.	Tender documents sale/ download end date & time	29.11.2019 up to 4.00 P.M.
e.	Bid submission end date & time	29.11.2019 up to 4.00 P.M.
f.	Date of opening of technical proposals	02.12.2019 at 11.00 A.M.

In the event of any of the above-mentioned dates being declared as a holiday for the tender will be opened on the next working day at the appointed time.



8. Before quoting their rate(s), bidders are advised to visit the prospective site to acclimatise oneself about the all kinds of surroundings and contingencies as nothing of any sort about the site condition shall be entertained once the rate is quoted.
9. The Bidder, at the their own cost 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 Quotation, the cost of visiting the site shall be at the Bidder's own expense.
10. The Chief "Executive Officer, Siliguri Jalpaiguri Development Authority" 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 bidder at the stage of bidding.
11. Intending bidders are advised to note carefully the minimum qualification criteria as mentioned in Instructions to Bidders before bidding.

**11. NO CONDITIONAL/ INCOMPLETE QUOTATION** will be accepted under any circumstances.

12. The "Chief Executive Officer, Siliguri Jalpaiguri Development Authority" reserves the right to cancel the N.I.B. due to unavoidable circumstances and no claim in this respect will be entertained.

13. During scrutiny, if it comes to the notice to Bid Inviting Authority that the credential or any other papers found incorrect/manufactured/fabricated, that bidder will not be allowed to participate in the Bid and that Application will be out rightly rejected, without any further reference whatsoever..

14. Before issuance of the work order, the Bid Inviting Authority may verify the credential & other documents of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder either manufactured or false in that case, work order will not be issued in favour of the quotationer under any circumstances and may debar the bidder for future participation in bidding..

15. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later Notification will supersede former one in following sequence:-

- a. N.I.B. Special Terms & Condition & all Corrigendum & Addendum.
- b. Financial bid

The eligibility of a bidder will be ascertained on the basis of the digitally signed in support of the minimum criteria as mentioned in Mentioned above. If any document submitted by a bidder is either is either manufactured or false, in such cases the eligibility of the bidder/ quotationer will be out rightly rejected at any stage without any prejudice.



## **INSTRUCTION TO BIDDERS**

### **SECTION – A**

#### **1. General guidance for e-Bidding**

Instructions/ Guidelines for bids for electronic submission of the Bids have been annexed for assisting the contractors to participate in e-Bidding.

#### **2. Registration of Contractor**

Any contractor willing to take part in the process of e-Bidding will have to be enrolled & registered with the Government e-Procurement System; through logging on to <https://wbtennders.gov.in> (the web portal of Siliguri Jalpaiguri Development Authority).

#### **3. Digital- Token**

Each applicant is required to obtain an e-Token for submission of bids from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web site stated in Clause 2 of Guideline to Bidder as a USB e-Token.

4. The applicant can search & download Bid Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the e- Token. This is the only mode of collection of Bid Documents.

#### **5. Submission of Bids**

General process of submission, Bids are to be submitted through online, stated in Cl. 2 in two folders at a time for the work, one in Application with Supporting Paper & the other is Financial Proposal before the prescribed date & time sign the e-Token the documents are to be uploaded virus Scanned copy duly e-Token Signed. The documents will get encrypted (transformed into non readable formats).

#### **6.A Technical Proposal**

The technical proposal should contain scanned copies of original documents with specific name over the file..

##### **A-1 Statutory Cover Container**

NIB. Special terms and condition, all corrigendum & addendum

**(properly downloaded & uploaded the same digitally signed)**

**Except quoting rate, quotation rate will only encrypted in the B.O.Q. under Financial Bid.**

##### **A-2.**

##### **Non statutory Cover Containing**

- i. Registration Certificate under Company Act (if any).
- ii. Registered deed of partnership firm/article of association & memorandum (if any)
- iii. Power of attorney (for partnership firm/private limited company)
- iv. Professional Tax (PT) Registration and deposit receipt challan (up-to-date). Pan Card, IT return (SARAL for last 3 year), GSTIN, Trade License.
- v. Credential for completion of at least one similar nature of work under the authority of state/central govt. statutory bodies under state/central govt. Constituted under the statue of the state/state govt. having a magnitude of 3 crore during the **last 5 (five)** years prior to the date of issue of this NIB is to be furnished for labour co-op (S) Ltd and bonafied resourceful outsider contractor/quotationer/bidder.
- vi. Turn over 7 lakh in each year in this **last 5 year** in similar work.
- vii. 7 lakh bank solvency is required from any schedule bank.
- viii. Scanned copy of original credential certificate as stated in NIB
- ix. The prospective bidder shall have in their time engagement experienced technical personal, the minimum being one architect. One structural Engineer and one Civil Engineer degree hold and one Civil Engineer diploma hold
- x. (Authenticated documents in respect of qualification and and engagement shall be furnished for the Technical evaluation).
- xi. A intending bidder should furnish all relevant documents of his own plants, machineries/equipments required for execution of this work. In case of lease, a notarized lease agreement to be furnished in this respect.



Sl. No.	Category Name	Sub Category Name	Sub Category Description
A	Certificate		
		A1. Certificates	i. Professional Tax (PT) Registration an deposit receipt challan (Up to date) ii. Pan Card iii. IT Return, Saral for last 3 years. iv. GSTIN v. Trade Licence
B	Company Details	B1. Company Details	i. Registration Certificate under Company Act. (If any). ii. Registered Deed of Partnership Firm/ Article of Association & Memorandum (if any) ii. Registered Labour Co-Operative Societies Ltd. are required to furnish valid Bye Law.
C	Credential		
		C1. Crendital	i. Credential for completion of at least one similar nature of work under the authority of State/ Central Govt. Statutory bodies under State/ Central Govt. Constituted under the statute of the State / State Govt. Having a magniture of 3 Crore during the last 5 (Five) years prior to the date of issue of this NIB is to be furnished for labour Co-op. (S) Ltd. and Bonafied resourceful Outsider Contractor / Bidder. ii. Scanned copy of Original Credential Certificate 4(a) of NIB.
D	Declaration	Declaration-I	
E	Financial Info		i. Turn over 7 lakh in each year in this last 5 (five) year in similar work. ii. 7 lakh bank solvency is required.
			P/L & Balance Sheet 2014-2015 P/L & Balance Sheet 2015-2016 P/L & Balance Sheet 2016-2017 P/L & Balance Sheet 2017-2018 P/L & Balance Sheet 2018-2019
F	Manpower	Technical Personal	Technical Personal Engagement Document.

**Note.** Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the bid liable to be summarily rejected for both statutory & non statutory cover. Bid documents will be opened by the Superintending Engineer, SJDA or his authorized representative electronically from the web site stated in Cl. No. 2 using their digital signature certificate.

- Non-statutory cover documents (vide Cl. No. 6 A-2) shall be opened for technical evaluation and if found in order then subsequent action shall be taken for financial evaluation. However, in case of any deficiency/ discrepancy in the non-statutory documents, the bid will summarily be rejected.
- Technical bid evaluation summary shall be uploaded after the technical evaluation is over.
- Pursuant to scrutiny & decision of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority the summary list of eligible bids & the concerned work for which their proposal will be considered will be uploaded in the web portals.



## **B. Financial proposal**

- i. The Financial proposal should contain the following documents in one cover i.e. bill of quantities (BOQ), applicant is to quote the value online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed contractor.

## **Penalty for suppression/distortion of facts**

If any bidding fails to produce the original hard copies of any documents on demand of the Bid Inviting Authority i.e. CEO, SJDA within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of documents, the bidder will be suspended from participating in the bid on e-bid platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Department may take appropriate legal action including blacklisting against such defaulting bidder.

## **viii. REJECTION OF BID**

The Bid inviting Authority i.e. the Chief Executive Officer, Siliguri Jalpaiguri Development Authority reserves the right to accept or reject any bid or cancel bidding process prior to the award of contract with or without assigning any reason thereof. No claim in this by the bidder(s) for such action will be entertained by the Chief Executive Officer, Siliguri Jalpaiguri Development Authority without any liability whatsoever.

## **ix. AWARD OF CONTRACT**

The Bidder who's bid has been accepted as lowest bidder, will be notified by the bid inviting & accepting authority through acceptance letter. The notification of award will constitute the formation of the Contract. The agreement in W.B.F.No.-2908 will incorporate all agreements between the bid accepting authority and the successful bidder. All the bid documents including NIB will form the part of the Contract Document.

## **x. SCOPE OF WORK**

- a. Surveying of river course and approach road on both sides & other related survey required for construction of bridge.
- b. Planning
- c. Soil exploration and testing.
- d. Proposed waterways over the river should be got vetted from the competent authority of I & W department, Govt. of West Bengal.
- e. Drawing and design (Structural) for sub-structure and super-structure should be got proof-checked from the institute of Jadavpur University or its equivalent.

## **xi PERIOD OF EXECUTION**

Time allowed for completion of the job shall be 90 days to be reckoned from the date of issuance of the work order.

## **xii. SUBMISSION OF draft DPR**

Before submission of final DPR, a draft DPR needs to be submitted for appraisal of the SJDA for any kind of incorporation or deletion. Any decision of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority shall be final and binding.

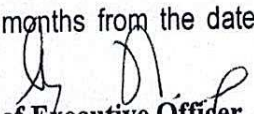
Final DPR shall have to be submitted within or upto 15 days from the date of final approval of the draft DPR.

## **xi. MODE OF PAYMENT**

Payment would be made in percentage of the Total quoted / accepted fee inclusive of all taxes as mentioned, against each item of work as per following stages:



- 10 % for Detail Survey & Soil Testing.
- 40 % on Submission of Vetted Final DPR.
- 20 % after submission of working Layout Drawing.
- Balance 30 % on completion of work.
- Security Deposit as deducted in the RA / Final Bill(s) will be refunded after six months from the date of final payment.


  
**Chief Executive Officer**  
Siliguri Jalpaiguri Development Authority


**Memo No.: 856/1(19)/IV/ENGG/23/19 of SJDA**

**Dated: 15.11.2019**

**Copy to:** With request to display in their Notice Board for wide circulation

1. District Magistrate, Darjeeling.
2. District Magistrate, Jalpaiguri.
3. Superintendent of Police, Darjeeling.
4. Superintendent of Police, Jalpaiguri.
5. Chairman, Jalpaiguri Municipality, Jalpaiguri.
6. Addl. Executive Officer, Siliguri Mahakuma Parishad.
7. Commissioner, Siliguri Municipal Corporation.
8. Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
9. Superintending Engineer, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
10. Executive Engineer, Northern Circle, PWD, Jalpaiguri.
11. Executive Engineer, North Bengal Development Department, H. C. Road, Siliguri.
12. Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
13. Executive Engineer, Construction Board, North Bengal Division, PWD (TE), Shaktigarh, Siliguri.
14. Executive Engineer, Darjeeling Division, PWD.
15. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
16. Concern Assistant Engineer, Siliguri Jalpaiguri Development Authority, Siliguri.
17. D.I.O., NIC, Siliguri for uploading in official website.
18. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
19. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.

  
**Chief Executive Officer**  
Siliguri Jalpaiguri Development Authority

  
15/11/19

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By upland.*

*19/11/19*