



Government of West Bengal
Public Health Engineering Directorate
Office of the Superintending Engineer, Mechanical Circle-III
81/2/7, Phears Lane, 3rd Floor Kolkata-700012
Ph No. 033 40673103, E-mail: se_mc3@wbphed.gov.in

Memo No. 229/MC-III

Dated Kolkata the, 08th March, 2019

**NOTICE INVITING ELECTRONIC TENDER No. 14/SEMC-III/WBPHED OF 2018-2019 OF THE
SUPERINTENDING ENGINEER, MECHANICAL CIRCLE-III, PHE DTE.**

The Superintending Engineer, Mechanical Circle-III, PHE Dte. on behalf of Governor of West Bengal invites e-Tender in **WBF-2911(ii)** on rate quoted basis from reputed and resourceful contractor /Company/Firm/Public Sector undertaking/Govt. Company having experience in Govt. Dept. for successful execution of similar type of Mechanical/Electrical works within last 5 years for the work listed in the table below (Submission of both Technical and Price Bid through **online**).

Sl. No.	Name of the work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Price of Technical & Financial Bid Documents and others Annexure (in Rs.)	Period of Completion
1.	Providing electrical equipments for substation of Water Treatment Plant under surface water based water supply scheme For AIIMS, Kalyani in the District of Nadia.	1,74,18,141/-	3,60,000.00	NIL	12 (Twelve) Months excluding O & M

1. In the event of e-Filing intending bidder may download the tender document from the website directly by the help of Digital Signature Certificate.

2. In the event of online submission, both technical Bid (Part-1) and Financial Bid (Part-II) should be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in>

3. Eligibility criteria for participation in tender:

i) The intending tenderer should have credentials of

a) A similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5 (five) years prior to the date of issue of this tender notice.

OR

b) 2 (two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5 (five) years prior to the date of issue of this tender notice.

OR

c) 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 at (a) above.

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 the tender. In the required certificate it should be clearly stated that the work is in progress

satisfactory and also that no penal action has been initiated against the executed agency, i.e., the tenderer. **(Please fill, sign and submit Annexure-II).**

- ii) The intending tenderer will have to produce the following information / data / credentials / certificates etc. to the undersigned along with the prayer for obtaining permission to participate in the tender **(Please fill, sign and submit Annexure-I):**
- a) Copy of valid PAN issued by the IT department Govt. of India.
 - b) Copy of valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
 - c) Copy of the Professional Tax clearance challan.
 - d) Copy of Trade License.
 - e) Copy of electrical contractor's license.
 - f) Copy of electrical Supervisor's certificate.

The documents as mentioned above will be examined in order to assess the eligibility of the applicant to participate in the tender. On being satisfied about the eligibility, necessary permission will be granted.

iii) Each tenderer shall submit their tender offer marked Part-I and Part-II. The Part-I shall contain "TECHNICAL PART OF THE OFFER & COMMERCIAL TERMS " and Part-II shall contain "PRICE BID ".In the Technical part of the offer each tenderer must submit all the calculations and filled in questionnaire as called for in the NIT. Failure to comply with the above requirement or submission of incorrect / incomplete information may call for rejection of the tender summarily without any further notice to the tenderer.

iv) Tenderers should quote their rates on item wise both in figures and in words.

v) The acceptance of the tender will rest with the accepting authority who does not bind himself to accept the lowest offer or all tenders received and to split up the work without assigning any reasons thereof.

4. Date & Time Schedule:-

Sl. No.	Particulars	Date & Time
1.	Date of uploading of NIT Tender Documents (online) (Publishing date)	08.03.2019 at 2:00 P.M.
2.	Document download for permission to participate in e-tender start date (online)	11.03.2019 at 09.00 A.M.
3.	Both Technical and financial bid submission starting date (online)	11.03.2019 from 10.00 A.M.
4.	Both Technical and financial bid submission closing date (online)	02.04.2019 upto 2.00 P.M.
5.	Date of opening of Technical Proposals (online)	04.04.2019 at 2.00 P.M.

5. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents]
6. Where there is a discrepancy between the rate in figures & words the rate in words will govern.
7. **Constructional Labour Welfare Cess @ 1(one) %** of cost of construction will be deducted from every progressive bill. All taxes and any other Statutory levy / Cess will have to be borne by the contractor & the rate quoted by them should be inclusive of all the taxes & cess etc.
8. Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017.
9. **Earnest Money** for the work to be submitted in the manner of-
 - i) Net Banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment gateway.
 - ii) RTGS / NEFT in case of offline payment through bank account in any Bank.

As per G.O. No. 3975-F(Y) dated 28.07.2016 of Finance Department, Govt. of West Bengal. No other form of “Earnest Money” will be accepted.
10. **Security Deposit:** Balance amount of security deposit @ 8% (Eight percent) will be deducted from each and every progressive bill to make 10% security deposit as per terms of the contract.
11. No **conditional/ incomplete tender** will be accepted under any circumstances.
12. **THE SUPERINTENDING ENGINEER, MECHANICAL CIRCLE-III, P. H. E. Dte.** reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
13. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other papers submitted are found incorrect / manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
14. The tender inviting authority reserves the right to accept or reject any bids and to cancel the bidding process without assigning any reason whatsoever to the Tenderer.
15. **Qualification Criteria**
The Tender Inviting & Accepting Authority through an ‘Evaluation Committee’ will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding:-
 - a) **Financial Capacity**
 - b) **Technical Capability comprising of personnel & equipment capability**
(NIT Part-I)
 - c) **Experience**
The eligibility of a bidder will be ascertained on the basis of the self attested documents in support of the minimum criteria as mentioned in **3(ii) a,b,c,d,e,f** above and the declaration executed through prescribed **affidavit** in non-judicial stamp paper of appropriate value duly **notarized**. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be rightly rejected at any stage without any prejudice.
16. The tenderer is advised to submit his prices in accordance with the following format only for the equipment, machinery and services offered in Technical part of the offer. The supply portion under Part-A of the BOQ, shall cover cost of materials including freight, handling for providing safe storage. The installation charges under Part-B of the BOQ shall cover supply of all erection materials

including nuts, bolts, washers, gaskets, fasteners, cable glands, cable lugs/sockets, grease, lubricants, wrapping-coating materials etc. and installation of all equipment in its respective position in accordance with the approved drawings, trial run and maintenance.

The installation price shall in no case be less than 10% of the supply price and the commissioning price shall not be less than 2.5% of supply price of equipment. In case of deviation, the purchaser may have the discretion to make the clause 16.0 of Section-I effective. All prices shall be in Indian Rupees and shall be inclusive of all taxes, duties and levies, freight, storage.

-sd-

Superintending Engineer
Mechanical Circle-III, PHE Dte.

Memo. No. 229/1-14/MC-III

Dated Kolkata the, 08th March, 2019

Copy forwarded for information, with request to circulate the notice through his office notice board, to: -

1. The Chief Engineer, Headquarters' / Mechanical & Electrical (Southern Zone)/ Mechanical/Electrical (Northern Zone)/ Planning & WQM,/ Western Zone, PHE Dte.
2. The Director of Information & Ex-Officio Joint Secretary, Department of I & CA, Nabanna, 325, Sarat Chatterjee Road, Shibpur, Howrah- 711 102.
3. The Superintending Engineer, Murshidabad Circle / Mechanical Circle-I/ II/ IV, P.H.E. Dte.
4. The Dy. Superintending Engineer, Mechanical Circle-III, PHE Dte. He is requested to make necessary arrangement for publishing the NIT in abridged form in one English, one Bengali and one Hindi National Daily Newspaper.
5. The Executive Engineer, Eastern Mechanical Division, PHE Dte. with the request to display the e-tender notice in the office notice board & provide desired information as may be sought for by the intending bidders.
6. The Head Estimator / Estimator, Mechanical Circle-III, P.H.E Dte.
7. Office Notice Board, Mechanical Circle-III, P.H.E. Dte.

-sd-

Superintending Engineer,
Mechanical Circle-III, PHE Dte

INSTRUCTION TO BIDDERS

SECTION – A

1. General guidance for e-Tendering

Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

2. Registration of Contractor

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <http://wbttenders.gov.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.

3. Digital Signature certificate (DSC)

Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, 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. DSC is given as a USB e-Token.

4. The contractor can search & download e-NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

5. Participation in more than one work

A prospective bidder shall be allowed to participate for a scheme either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single scheme, all his applications will be rejected for that scheme.

6. Neither prospective bidders nor any of constituent partner had been debarred to participate in tender by the P.H.E. Directorate during the last 5(five) years prior to the date of this NIT. Such debar will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format without which the Technical Bid shall be treated non-responsive).

7. Submission of Tenders.

General process of submission:

Tenders are to be submitted online through the website stated in Cl. 2 in two folders as per tender schedule, one is Technical BID (Part-I) & the other is Financial BID (Part-II) before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

(A) TECHNICAL PROPOSAL

The Technical proposal to be submitted in the following two covers (Folders):

(A-1). Statutory Cover Containing:

Following Scanned Documents are to be uploaded virus scanned and digitally signed by the Bidders:-

- (a) Prequalification Forms (Section-B Form-I, Form-II and Affidavit)
- (b) N.I.E.T.
- (c) Tender Documents [All Sections–BOQ, Section-I (Guide line), Section-II (Technical specification), Section-III (Questionnaire), Section-IV (Vendor List) and Layout drawing of Sub-station]
- (d) W.B.F. 2911 (ii) (No rates to be given)

[Note: At the time of submission of technical bid (online), bidders eligible for exemptions of Earnest Money (EMD) have to select exempted: yes and then upload the undertaking / exemption G.O.]

SECTION – A

(A-2). Non-Statutory Cover Containing:

Following Scanned Documents are to be uploaded virus scanned and digitally signed by the Bidder:-

- (a)** Copy of PAN / GSTIN. Copy of the Professional Tax clearance challan with validity. Copy of the Electrical Contractor's License with validity. Copy of the Electrical Supervisor's certificate with qualification, registration no. etc.
- (b)** Income Tax Acknowledgement Receipt for last assessment year.
- (c)** Affidavit duly notarized (Declaration by the Bidder)
- (d)** Valid Trade License.
- (e)** Registration Certificate under Company Act. (if any).
- (f)** Registered Deed of Partnership Firm / Article of Association & Memorandum.
- (g)** Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- (h)** Audited Balance Sheet & Profit & Loss A/c for last 3 (three) Financial Year [if applicable]
- (i)** Experience Certificate for completion/ Payment Certificate of similar nature of work.
- (j)** List of Technical staff along with structure & organization.
- (k)** Scanned copy of Original Credential Certificates.

Intending Bidders should upload Non-Statutory documents as per following folders :

Sl. No	Category Name	Sub Category Description	Details	Remarks
A.	CERTIFICATES	CERTIFICATES	1. GSTIN/ PAN / P. Tax Clearance Certificate 2. Income Tax Acknowledgement Receipt 3. Electrical License 4. Supervisor Certificate	
B.	COMPANY DETAILS	COMPANY DETAILS 1 COMPANY DETAILS 2	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License). 3. Ltd. Company (Incorporation Certificate, Trade License) 4. Power of Attorney 5. Society (Society Registration copy, Trade License)	
C.	CREDENTIAL	CREDENTIAL 1 CREDENTIAL 2	1. Similar Nature of Work Done & Completion Certificate	
D.	DECLARATION	DECLARATION FILE 1 DECLARATION FILE 2	1. Corrigendum and Addendum (if any). 2. Additional Documents If Any	
E.	EQUIPMENT	MACHINERIES 1	1. List of Machineries	

		MACHINERIES 2	And Equipments	
F.	FINANCIAL INFO	WORK IN HAND PAYMENT CERTIFICATE 1 PAYMENT CERTIFICATE 2	1. Payment Certificate only (Not TDS Certificate)	
	2015-2016	P/L AND BALANCE SHEET	1. Profit & Loss & balance Sheet (With Annexure And 3CD Form in case of Tax Audit) for 2013-2014	
	2016-2017	P/L AND BALANCE SHEET	1. Profit & Loss & Balance Sheet (With Annexure and 3CD Form in case of Tax Audit) for 2014-2015	
	2017-2018	P/L AND BALANCE SHEET	1. Profit & Loss & balance Sheet (With Annexure and 3CD Form in case of Tax Audit) for 2015-2016	
G.	MANPOWER	TECHNICAL PERSONNEL	1. List of Technical Staffs alongwith Structure & Organization.	
		TECHNICAL PERSONNEL ON CONTRACT		

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

All Corrigendum & Addendum Notices, if any, have to be digitally signed & uploaded by the Bidder in the Declaration Folder of My Documents.

SECTION – A

(B) Financial Proposal (Pat-II):

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

8. Bids shall remain valid for a period not less than **180 (One Hundred Eighty) days** after the dead line date for Financial Bid / Sealed Bid. “Bid valid for a shorter period shall be rejected by the ‘Screening Committee’ as non-responsive.”

9. Opening & evaluation of tender:

9.1 Opening of Technical proposal:-

- i) Technical proposals will be opened by the Superintending Engineer, Mechanical Circle-III, PHE. Dte. or his authorized representative electronically from the web site using their Digital Signature Certificate.
- ii) Intending tenderers may remain present if they so desire.
- iii) Cover (folder) for statutory documents (vide Cl. No. 5.A-1) should be open first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. – 5.A-2) will be opened. If there is any

deficiency in the statutory documents the tender will summarily be rejected.

- iv) Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the tender evolution committee.

9.2 Uploading of summary list of technically qualified tenderers:

- i) Pursuant to scrutiny & decision of the *Tender Evaluation committee* the summary list of eligible tenderers will be uploaded in the web portals.
- ii) While evaluation the committee may summon the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

9.3 Financial proposal

- i) Financial proposals of the tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal stated in Clause 2 on the prescribed date, by the Superintending Engineer, Mechanical Circle-III, PHE. Dte.
- ii) The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.
- iii) The Financial Proposal shall be evaluated by the Tender Inviting Authority i.e. the Superintending Engineer, Mechanical Circle-III, PHE Dte, for scrutiny and approval. Final summary result containing inter-alia, name of contractors and the rates quoted by them shall be uploaded provided he is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate.
- iv) However, if there is any scope for lowering down of rates in the opinion of the Tender Inviting Authority, further negotiation meeting with the lowest bidder may be held at the office of the concerned Superintending Engineer which will be done offline. The final negotiation statement shall be uploaded in the website.

10. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee 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, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the P.H.E. Directorate may take appropriate legal action against such defaulting tenderer.

11. Award of contract:

The tender accepting authority reserves the right to accept or reject any Bids and to cancel the Bidding processes and reject all Bids at any time or distribute the work 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 on the ground for tender accepting authority's action. The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter. The notification of award will constitute the formation of the Contract. The Agreement in **W.B.F. No. 2911(ii)** will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

-sd-

Superintending Engineer,
Mechanical Circle-III, PHE Dte

SECTION – B: [Forms to be submitted by the tenderer]

FORM –I
PRE-QUALIFICATION APPLICATION

To
The Superintending Engineer
Mechanical Circle – III, PHE Dte.
Govt. of West Bengal

Ref. :- Tender for the work of _____

NOTICE INVITING ELECTRONIC TENDER No. **14/SEMC-III/WBPHE** OF **2018-2019** OF THE
SUPERINTENDING ENGINEER, MECHANICAL CIRCLE-III, PHE DTE.

Dear Sir,

Having examined the Statutory, Non Statutory & NIT documents, I / We hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of _____ In
the capacity _____
duly authorized to submit in order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that :

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

Enclo :- e-Filling :-

- 1. Statutory Documents
- 2. Non Statutory Documents

Date :-

Signature of applicant including title
and capacity in which application is made.

SECTION – B
FORM –II
FINANCIAL STATEMENT

B.1. Name of Applicant :

B.2 Summary of assets and liabilities on the basis of the audited financial statement of the last five financial years. (Attach copies of the audited financial statement of the last five financial years)

	Year (Rs. in Lakh)	Year (Rs. in Lakh)	Year (Rs. in Lakh)	Year (Rs. in Lakh)	Year (Rs. in Lakh)
--	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

a) Current Assets :
(It should not include
investment in any other firm)

b) Current liabilities :
(It should include bank over
draft)

c) Working capital :
(a) – (b)

d) Net worth :
(Proprietors Capital or
Partners Capital or Paid up
Capital + Resource & surplus)

e) Bank loan/Guarantee:

B.3 Annual value of Mech./Elect works undertaken :

Work in hand i.e. Work order issued	As on	As on	As on	As on	As on	As on

Work in progress				Work order issued but work not started		
Sl. No.	Name of the work with Tender No.	Estimated Amount	% of work executed	Sl. No.	Name of the work with Tender No.	Tendered Amount

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

AFFIDAVIT – “A”

**(To be furnished in Non -Judicial Stamp Paper
of appropriate value duly Notarized)**

- a. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
- b. The under-signed also hereby certifies that neither our firm M/s. _____ nor any of constituent partner had been debarred to participate in tender by the P.H.E. Dte. during the last 5 (five) years prior to the date of this NIT.
- c. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
- d. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
- e. Certified that I have applied in the tender in the capacity of individual/as a partner of a firm & I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

Annexure – I

NIET No. 14/SEMC-III/WBPHED OF 2018-2019 dt- 08.03.2019

Check List of Documents attached for submission of e-Tender

(To be filled and signed by the Tenderer)

Sl No.	Documents	Document No	Submitted (Yes/No)	Validity (If applicable)
1	PAN			
2	Trade License			
3	Profession Tax Certificate/Receipt/Challan			
4	GST Certificate			
5	License to Electrical Contractor			
6	Certificate of Electrical Supervisor			
7	Company Enlistment Certificate/Partnership Deed			
8	Last Three Years IT Return with Audit Report			
9	Bank Solvency Certificate			
10	Qualifying Credentials (as per Annexure-II)			
11	Affitavit			
12	Organisation Chart/Man Power			
13	List of Machinery			
14	Work Order In Hand			
15	Earnest Money			

Remarks if any :

Signature of the Tenderer

Annexure – II

NIET No. 14/SEMC-III/WBPHED OF 2018-2019 dt- 08.03.2019

Qualifying Credential details for e-NIT (As per tender notice clause no.- 3/i)

(To be filled and signed by the Tenderer)

Sl No.	Name of work(s)	Work Order No. & Date	Work Order Value	Issuing Authority	Date of Completion / Ongoing	% of Work Completed	Completion Certificate Issuing Authority

Signature of the
Tenderer