

## West Bengal Financial Corporation

(Established under SFCs ACT 1951)

**12A, N.S. Road, 3<sup>rd</sup> & 4<sup>th</sup> Floor, Kolkata-700 001**

Memo No : WBFC/TENDER/01/2014-15

Dated.14.11.2014

### NOTICE INVITING e-TENDER

**Tender Id: 2014\_WBFC\_28072\_1**

(Through Pre-qualification)

For viewing Tender : <https://wbtenders.gov.in/nicgep/app>

The Managing Director, West Bengal Financial Corporation (WBFC), invites e-tender for the work detailed in the table below. (Submission of Bid through **online**)

Sl. No.	Name of Work	Estimated Amount (in Rs.)	Earnest Money (in Rs)	Cost of Documents (in Rs)	Period of completion	Eligibility of Bidder
1	Interior decoration and composite works with modular furniture for the office building of WBFC at DD-22, Salt Lake, Kolkata-700064	<b>Rs.4165763/-</b>	In shape of Bank Draft / Pay order from any <b>Nationalized Bank.</b>  <b>Rs. 83315/-</b>	1000.00 ( Per Set)	90 Days	Bonafide, reputed, reliable, experienced and resourceful contractor having requisite credential in Interior decoration work as stated in the NIT

In the event of e-filling, intending bidder may download the tender documents from the website:<https://wbtenders.gov.in>. directly with the help of Digital Signature Certificate & Necessary cost of tender document(tender fees) and earnest money may be remitted through demand draft/pay order issued from any nationalized bank in favour of West Bengal Financial Corporation and also to be documented through e-filling (scan copy is to be submitted). The original part of online submission of tender fees, EMD (Earnest Money Deposit) and other original documents should be submitted physically for verification to the DGM(Admn), WBFC, within the stipulated period as stated in NIT. However the Department (Tender Inviting Authority) will not be held responsible for late delivery or loss of the documents so mailed through post/courier. Technical Bid and Financial Bid both will be submitted

concurrently duly digitally signed in the <https://wbtenders.gov.in> . Tender document may be downloaded from website & Submission of Technical Bid/Financial Bid as per tender time schedule stated in Sl. No. 9 &10.

The documents submitted by the bidders should be properly indexed & digitally signed.

1. Both **Technical document and Financial Bid** are to be submitted in technical (Statutory & Non-Statutory Folder) and financial folder concurrently duly digitally signed in the website <http://wbtenders.gov.in>.
2. The Technical document and Financial Bid be submitted online on or before 24.11.2014 up to 3.00 p.m.
3. The **Financial Offer** of the prospective tenderer will be considered only if the **TECHNICAL Document** (both statutory and non-statutory) of the tenderer found qualified by the Managing Director (MD) / Tender Evaluation Committee, WBFC . The decision of the MD, WBFC/ Tender Evaluation Committee, WBFC will be final and absolute in this respect. The both list of Responsive and Non-Responsive Bidders will be displayed in the website and also in the Notice Board of the office of, WBFC , on the scheduled date and time.
4. **Eligibility criteria for participation in the tender.**
  - i) The Prospective bidders shall have satisfactorily completed **as a prime agency** during the last 5(five) years from the date of issue of this Notice at least one work of similar nature under authority of State/Central Govt., State/Central Govt. undertaking/Statutory Bodies Constituted under the Stature of the Central / State Govt. and having a magnitude of 40 (forty) percent (price updated @10% per annum compoundable from the date of completion of work) of the amount put to tender: [Non statutory Documents] The prospective bidders should have own manufacturing set-up and it should also have a service set up in Kolkata.  
**N.B.:- Completion certificate should contain a) Name of work, (b) Name and address of Client, (c) Amount put to tender, (d) Date of commencement of work (e) Date of completion of work, (f) Final Bill Value.**
  - ii) The bidder is not permitted to participate, if he has been debarred or penalized for any reasons out of work, by any Government department. During the bidding process if it is found that the firm has been debarred or penalized by any Govt. Department, the bid will be rejected out right.
  - iii) Valid up to date clearance of Income tax return / Professional Tax Deposit challan with Professional Tax Registration Certificate / Pan Card / VAT Registration Certificate / Voter ID Card for self identification to be accompanied with the Technical documents [Non statutory Documents] Income Tax Acknowledgement Receipt for Assessment Year 2013-2014 to be submitted. [Non statutory Documents]

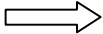
- iv) In case of Proprietorship and Partnership Firms and Company the Tax Audited Report is to be furnished along with Balance Sheet & Profit and Loss A/c. for the Assessment Year 2013-2014.[Non statutory Documents]
  - v) Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application.
  - vi) Registered Unemployed Engineers' Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Current N.O.C. from A.R.C.S., Minutes of last AGM. And also submit documents of the society consists at least 10 (ten) members out of which at least 60% should hold degree or diploma in any branch in Engineering.(Non-Statutory documents)
  - vii) Joint venture will not be allowed to participate in the above NIT. A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
  - viii) An undertaking shall be given stating thereby that the Firm has not been debarred or penalized for any reasons out of work, by any Government Department.
  - ix) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
  - x) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
  - xi) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non statutory Documents]
  - xii) **No mobilization/secured advance** will be allowed. **No price preference** will be allowed to any category of bidder.
5. Intending bidder if desires may attend pre-bid meeting.
  6. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
  7. In connection with the work of value up to Rs.100 lakh **Arbitration** will not be allowed. **The Clause No. 25 of WBFC Form No. 1 is to be considered in this regard.**
  8. **Bids shall remain valid** for a period not less than **120 (One hundred twenty)** days after the dead line date for Financial Bid / Sealed Bid submission.

#### 9. Important information

#### Date & Time Schedule

Sl. No.	Particulars	Date & Time
1.	Date of uploading of N.I.T. Documents (online) (Publishing Date)	15.11.2014
2.	Date of Pre – Bid Meeting.	18.11.2014 at 02.00 p.m.
3.	Documents download / sell start date (Online)	15.11.2014 at 10.00 a.m..
4.	Documents download / sell end date (Online)	24.11. 2014 at 03.00 p.m.
5.	Bid submission start date (Online)	18.11.2014 at 03.00 p.m.
6.	Bid Submission closing date (Online)	24.11.2014 at 03.00 p.m.
7.	Date of submission of original copies for the cost of Tender Documents and Earnest Money deposit and verification from original copies for i) completion certificate with work order, ii) P.Tax registration certificate and current P. Tax deposit challan, iii) PAN Card, iv) Income Tax Return for assessment year 2013-2014, v) Tax Audited Report for assessment year 2013-2014, vi) VAT registration certificate, vii) partnership deed/ company's article of association and memorandum, viii) for registered unemployed engineers' co-operative society- bye law, current audit report, current N.O.C. from A.R.C.S. etc., ix) prequalification application(sec-B, form-I), x) structure & organization (section-B, form-III) and experience profile (section-B, form-V), xi) Audited statement of a/cs of the Firm/Concern / Limited Company & Co-op(s) for last 5 years,	25.11.2014 (From 11.00 a.m. to 05.00 p.m.)
8.	Bid opening date for Technical Proposals (Online)	26.11.2014 after 03.00 pm.
9.	Date & Place for opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Bidders
10.	Date of uploading of list of bidders along with the offer rates through (online)	Within 5 (Five) working days after opening of Financial Proposal
	Also if necessary for further negotiation through offline for final rate	If required, will be notified within 3 (Three) working days after uploading the offered rates of Bidders

#### 10. LOCATION OF CRITICAL EVENT

**Pre Bid Meeting**   
( Intending bidder if desires may attend pre-bid meeting)

West Bengal Financial Corporation  
12A, N.S.Road, 3<sup>rd</sup> & 4<sup>th</sup> Floor  
Kolkata – 700 001

**Bid opening** 

West Bengal Financial Corporation  
12A, N.S.Road, 3<sup>rd</sup> & 4<sup>th</sup> Floor  
Kolkata – 700 001

11. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost from the date of completion of the work. If any defect/ damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
12. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
13. **Earnest Money:** The amount of Earnest Money @ 2% (two percent) of the Estimated amount put to tender i.e. **Rs. 83315.00** and to be submitted in the shape of **Bank Draft / Pay Order** of any nationalized bank drawn in favour of West Bengal Financial Corporation, against the work. This clause is also applicable for all categories of applicants. Bid submitted without earnest money be summarily rejected. This earnest money will be converted to security deposit for successful bidder. From progressive bill/s 8% (eight percent) will be deducted, so that total security deposit amount will be 10% of value of work executed.
14. The Bidder, at his own responsibility 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 e-Tender, before submitting offer with full satisfaction. The cost of visiting the site shall be at his/her own expense.
15. **Refund of EMD :** The Earnest Money of all the unsuccessful Tenderers deposited in favour of West Bengal Financial Corporation will be refunded by the Managing Director, WBFC on receipt of application from Tenderers.
16. **Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.**
17. **Conditional/ Incomplete tender will not be accepted under any circumstances.**
18. The intending tenderers are required to quote the rate **on line**.
19. Contractor 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 there to and the rules made and order issued there under from time to time.
20. Rates: As stated in priced schedule of work in the tender document.
21. In case of ascertaining authority of intending bidders at any stage of tender process or execution of work, necessary registered irrevocable power of attorney is to be produced as and when asked for by the Tender Inviting & Accepting Authority / Officer -in-Charge.
22. During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found is incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The Managing Director, WBFC reserves the right to cancel the N.I.T. due to unavoidable circumstances without assigning any reason, whatsoever, to the bidders and no claim in this respect will be entertained

23. In case if there be any objection regarding pre qualifying the Agency that should be lodged to the Managing Director, WBFC within 2 days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the . Managing Director, WBFC.
24. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances and the Earnest Money deposited by the bidder will be forfeited by the Tender Inviting Authority without assigning any reason thereof.
25. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.

NIT

EMD Details

WBFC Form No.1

Specification

Instruction

BOQ

Technical Bid

Financial Bid

**26. Qualification criteria**

The tender inviting & Accepting Authority 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**
- c. **Experience / Credential**

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

**Managing Director**  
West Bengal Financial Corporation