



WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

12, B.B.D.BAG, KOLKATA-700001

website: www.wbkvib.org.in

TENDER REFERENCE NO: WBKVIB/CEO/NieT/19/2017-18 OF THE CHIEF EXECUTIVE OFFICER,
WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD.

Memo No. 107/ESTATE/03/17-18

Date: 11.01.2018

The Chief Executive Officer, Khadi and Village Industries Board, invites e-tender for the work detailed in the table below:

Sl. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Fees for Tender Documents (Rs.)	Period of completion	Name of concerned district	Eligibility of bidder
1	Complete Repair, Renovation and decoration of WBKVIB Head Office Building at 12 BBD Bag, Kolkata- 700001	Rs. 2,28,00,628/-	2% of Estimated Amount Rs. 4,56,013/-	Rs. 5000.00	180 Days	Kolkata	Bonafide, resourceful, experienced and reliable, Government licensed contractor eligible through pre qualification

Date and Time Schedule:

- i. Publishing date of e-Tender : 16.01.2018 at 18:00 hrs.
- ii. Documents download start date : 16.01.2018 at 18:30 hrs.
- iii. Date for submission of Fees for Tender Documents : 17.01.2018 to 19.01.2018
(upto 13:30 hrs)
- iv. Bid submission start date (Both Technical & Financial) : 19.01.2018 at 17:00 hrs
- v. Bid submission closing date (Both Technical & Financial) : 02.02.2018 at 18:00 hrs
- vi. Bid opening date for technical proposals : 06.02.2018 at 12:00 hrs
- vii. Date of opening of Financial Proposal : to be notified later

Terms & Conditions

1. In the event of e-filing, intending agency may download the tender documents from the website <https://etender.wb.nic.in> directly with the help of Digital Signature Certificate and earnest money may be remitted through demand draft issued from any nationalized bank in favour of **W.B. Khadi and Village Industries Board at Kolkata** and also to be documented through e-filing. The L1 bidder (lowest quotationer) shall submit the hard copy of **EMD** documents to the office of the CEO, WBKVIB with the acceptance letter of L1.
2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://etender.wb.nic.in>
3. The Technical and Financial Bid to be submitted online on or before **02.02.2018** upto **18:00 hrs**.
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the Technical document of the tenderer is found to be qualified by the officials of WBKVIB.
5. Eligibility criteria for participation in the tender:
 - i. The prospective bidders shall have satisfactorily completed as a prime agency during last 3 (three) years prior to date of issue of this Notice in a single work of similar nature from Government bodies at least 30% of the tendered value. **Payment Certificate** from concerned DDO is to be submitted.
 - ii. The prospective bidder shall submit **Fees for Tender Document** at the office of the WBKVIB at above address personally or through authorised representative within the scheduled date along with required documents.
 - iii. Bidder must have office in West Bengal.
 - iv. The contractors who have been delisted or debarred by any Government department shall not be eligible in any way. An undertaking in this regard is to be submitted.
 - v. The prospective bidders shall have in their full time engagement experienced engineering personnel.
 - vi. The prospective bidder shall provide eligible contractor license from any Statutory Govt. Body.
 - vii. Current Income Tax Acknowledgement Receipt of is to be submitted.
 - viii. Current Professional Tax Acknowledgement of Return & Challan is to be submitted.
 - ix. Copy of PAN Card is to be submitted.
 - x. Copy of GST Registration Certificate is to be submitted.
 - xi. Registered Partnership deed (for partnership firm only) along with the Power of Attorney to be submitted along with the application.
 - xii. Prevailing safety norms has to be followed so that LTI (loss of time due to injury) is zero.
 - xiii. The intending bidder shall positively mention one telephone number, one mobile number and email id for easy communication as and when required. This should be uploaded as Non- Statutory Document.
 - xiv. Conditional bid or bid with clause variation shall be rejected.
 - xv. No mobilization / secured advance will be allowed.
 - xvi. Constructional Labour Welfare Cess @ 1% of cost of construction will be deducted from every Bill of the selected agency.
 - xvii. In connection with the work arbitration will not be allowed.
 - xviii. Bids shall remain valid for a period not less than **180 days** after the deadline date for Financial Bid Submission.
 - xix. The entire construction will be monitored by the officials of WBKVIB.
 - xx. Security deposit @8% will be deducted from the running bill till completion of the work.
 - xxi. Security deposit & Earnest Money Deposit will be released after 6 (six) months from the date of completion of the work and on recommendation of Project Engineer.
 - xxii. Agencies shall have to arrange land for creation of plant and machineries, storing of materials, labour shed, labotary etc. at their own cost and responsibility.
 - xxiii. Earnest Money: The amount of Earnest Money is two percent (2%) of the estimated amount put to tender which shall be furnished in the shape of **Bank Draft** from any Nationalized Bank in favour of West Bengal Khadi & Village Industries Board (WBKVIB). Soft copy (scanned copies of the original) for instruments should compulsory be deposited online by

- the bidders. The L1 bidder shall submit the Hard copy of the documents to the tender inviting authority with his acceptance letter of the Lowest Offer Acceptance. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.
- xxiv. The bidder, at the bidder's 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(s) as mentioned in the NIT, the cost of visiting the site shall be at the bidder's own expense.
- xxv. The Chief Executive Officer, WBKVIB reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
- xxvi. Before issuance of the work order, the tender inviting Authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufactured or false in that case, work order will not be issued in favour of the tenderer under any circumstances.
- xxvii. Before issuance of work order the successful bidder has to be entered into an agreement with the West Bengal Khadi & Village Industries Board.
- xxviii. Before uploading tender documents through e-filing **each page of the tender documents are to be signed** by the bidder/owner/partner/authorized signatory having legal authority to do so, failing which the bid will be treated as informal.
- xxix. The Earnest Money may be forfeited if: (i) The bidder withdraws the bid during the bid validity period, (ii) The bidder fails to execute formal agreement within the stipulated time period when asked for & (iii) It is found that the credential or any other document uploaded by the bidder is incorrect/manufactured/fabricated.
- xxx. No adjustment in price or price escalation of any kind will be allowed for works included in this NIT.
- xxxi. Participation in more than one work: A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single all his applications will be rejected for that job.

6. Documents to be submitted online for Technical Bid:

- i. Payment Certificate from concerned DDO as enumerated at 5(i).
- ii. Undertaking in own letter head pad [vide 5(v)].
- iii. Declaration of work completed/taken in 2015-16, 2016-17 & 2017-18 with authenticated documents.
- iv. Name, Address & Qualification of experienced engineering personnel [vide 5(vi)].
- v. Eligible Contractor License [vide 5(vii)].
- vi. Current Income Tax Acknowledgement Receipt [vide 5(viii)].
- vii. Current Professional Tax Receipt Challan and Acknowledgement [vide 5(ix)].
- viii. Copy of PAN Card [vide 5(x)].
- ix. Copy of GST Registration Certificate [vide 5(xi)].
- x. Copy of current GST Acknowledgement Receipt.
- xi. Registered Partnership Deed, if applicable [Vide 5(xii)].
- xii. Scanned copy of the Demand Draft as Earnest Money [Vide 5(xxiv)].
- xiii. Scanned copy of the DCR of Fees for Tender Document [vide 5(ii)].
- xiv. Scanned copy of Bank Solvency : 25% of Estimated Value.

N.B.:- All the above documents are to be submitted in **separate pdf file properly named** with a forwarding letter in Letter Head Pad addressed to the CEO, WBKVIB listing all the documents submitted online.

The letterhead must contain Full Address, Telephone/Mobile No. and e-mail ID.

No other papers are required.

7. Estimate of the Work (BOQ) is attached herewith. The same is to be submitted online as Financial Bid.
8. Location of Critical Events: All meetings related to selection of L1 will be done at the office of the CEO, WBKVIB, Hemanta Basu Bhawan, 12, B.B.D. Bag, Kolkata – 700 001.
9. The technical and financial proposal should be developed by the agency after reading the project summary, details of hardware intervention required, site map and the quantity of works to be taken up. The agency may also visit the executing site before preparation of the proposal.
10. For any further query one can email to ceowbkvib@gmail.com or call at 033-22306298/8335060750.

**Chief Executive Officer
WBKVIB**

Memo No. 107/1/9/ESTATE/03/17-18

Date: 11.01.2018

Copy forwarded for kind information to:

- 1) The Chairman, WBKVIB.
- 2) The Vice-Chairman, WBKVIB.

Copy forwarded for information and necessary action to:

- 1) The Secretary, WBKVIB.
- 2) The FA&CAO, WBKVIB.
- 3) The PEO, WBKVIB.
- 4) The AEO, WBKVIB.
- 5) The Project Engineer, WBKVIB.
- 6) The Office Notice Board, WBKVIB.
- 7) Shri/The _____

**Chief Executive Officer
WBKVIB**