

OFFICE OF THE EXECUTIVE OFFICER
DIGHA SANKARPUR DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)

Digha New Township :: Purba Medinipur :: Pin - 721463

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ONLINE NOTICE INVITING QUOTATION NO. : NIQ- 010/DSDA/ OF 2019 – 2020

Name of Scheme : Repairing of Digha Welcome Gate.

Online Quotation through **Double Bid System** on behalf of the Digha Sankarpur Development Authority are hereby invited from reliable, resourceful, bonafide and experienced firms / companies / individual for rate asking in different items. The details are given below.

1.	Name of work	:	Repairing of Digha Welcome Gate.
2.	Detail & Location of work	:	Digha
3.	Scope of Work and Specification	:	1) Manufacturing, supplying and installation of 6mm. thick ISO-Resin branded Fibre Reinforced Polymer Panel (FRPP) as per design drawing with additional arrangement for fitting, fixing with the steel structure at Digha Welcome Gate including all necessary materials, hardware and labour. 2) Supply and applying two coats of catalysed epoxy resin suitable pigmented DFT-100 micron over one coat of zinc rich epoxy primer of DFT-40 micron at steel surface after clearing properly at Digha Welcome Gate.

Schedule of Dates :

Sl. No.	Activity		Date & Time
1	Date of Issue of NIQ	:	<u>29.07.2019</u>
2	Document download start date	:	29.07.2019 at 6.00 P.M.
3	Document download end date & time	:	05.08.2019 upto 3.00 P.M.
6	Last date of online submission of Technical Bid and Financial Bid.	:	05.08.2019 upto 3.00 P.M.
7	Opening of Quotation Technical Bid at the office of the Executive Officer, DSDA	:	<u>07.08.2019</u> at 3.00 P.M.
8	Opening of Quotation Financial Bid at the office of the Executive Officer, DSDA	:	<u>Will be informed later</u>
9	Validity of bid	:	60 days w.e.f the date of publishing this NIQ

13	E-Tender registration and bidding	<p>: ONLINE BIDS : The bidders interested to submit the bid Online shall get registered and get a digital signature as per the procedure described below :</p> <ul style="list-style-type: none"> • Agencies/Bidders who are interested in participating DSDA's e-tenders are requested to contact the representatives of NIC for registration, computer setting and clarification on e-tendering. • Training on e-tender can also be availed from Office of the EO, DSDA if desired by the bidder during office hours. • Online quotation can be submitted by log in www.wbtenders.gov.in or through the official website of DSDA i.e. www.dsda.org.in <p>ONLINE BID SUBMISSION : The Bidders are required to submit the Technical and Financial Bid documents ONLINE i.e. uploading of the documents complete in all respect by following the Online Bid submission procedure.</p>
14	Training on E-Tender	<p>: Training on e-tendering will be given to the bidders on request.</p>

*Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, Urban Dev.(T&CP)Deptt.*

INFORMATION TO THE BIDDERS(ITB)

1. Request for Quotation

Request for Quotation paper is to be placed online only through the Website www.wbtenders.gov.in

2. Submission of Quotation

The quotation will be submitted in two bid system i.e. Technical bid & Financial bid.

3. Pre-bid Meeting :

It is expected for the sake of nature of the work that the willing bidder should remain present in the Pre-bid meeting.

4. Online Bid submission procedure :

- i) Registration of Contractor: Agencies/Bidders who are interested in participating DSDA's etenders/quotation will have to be enrolled & registered with the Government e-Procurement system, through logging on to www.wbtenders.gov . They are requested to contact to the toll free Help-line No. 1800 3070 2232 of National Informatics Centre for registration, computer setting and other clarification on e-tendering.
- ii) Digital Signature certificate (DSC): Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount.
- iii) The contractor can search & download Quotation Documents electronically from computer once he logs on to the website www.wbtenders.gov in using the Digital Signature Certificate. This is the only mode of collection of Quotation Documents.
- iv) Submission of Quotation: General process of submission, Quotations are to be submitted through online to the stipulated website in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate(DSC). The documents are to be uploaded duly digitally Signed. The documents will get encrypted(transformed into non readable formats).

4.1 TECHNICAL BID

The Technical proposal should contain scanned copies of the following

- i) N.I.Q. (download properly and upload the same Digitally Signed)
- ii) Bidders file (All Forms and Annexure)

4.1.1 Receiving documents :

Relevant quotation documents must be uploaded online for participating in this quotation. If the mandatory documents are not submitted online within the stipulated date & time, then bid of the applicant shall summarily be rejected and the bid offer shall not be opened. The Details of Mandatory Documents are given below :

Mandatory Documents :

- i) Name and address, registration in detail of Firm / Company / Agency with name of proprietor or partner etc.
- ii) Application Form with **Annexure -I**
- iii) Income Tax return of last financial year.
- iv) PAN Card.
- v) Latest Professional Tax return.

- vi) Latest GST return.
- vii) GST registration certificate.
- viii) Completion Certificate. It is noted that **Payment certificate will not be treated as credential.**
- ix) List of similar nature of projects undertaken during last five years.
- x) Trade License.

Note: The quotation will be summarily rejected if any of these documents are not submitted online. Original documents shall have to be shown if required by the authority.

4.1.2 CREDENTIAL

4.1.2.1 Technical :

The agency should have successfully completed (100%) any civil work having financial capability and sufficient technical credential for a single contract order within last 5 years from the date of NIQ/NIT in any Government / Semi Government / Undertakings / Autonomous / Statutory bodies /Local bodies in a single contract. **Completion Certificate regarding part completion of tendered/quotation work shall not be accepted.**

4.1.2.2 Form - I for fully (100 %) completed works during the last 5 (five) years from the date of NIQ will only be accepted. The quotation should attach the said certificate under their signature along with the quotation documents. The similar nature of work has been mentioned in the Form-I, therefore agencies who have completion certificate against any of the works mentioned in Form-I shall be eligible for this quotation.

4.1.2.3 The Completion Certificate should be pertaining to the work specified in the NIQ. The completion certificate should not be misleading the authority. If the completion certificate has mention on multiple nature of works executed by the agency in a single quotation including the work specified in this NIQ, then the value of the work as specified in this NIQ will only be taken into account for evaluating the eligibility of the bidder. The decision of the authority in this respect is final and binding.

4.2 FINANCIAL BID :

1. Single rate (**Item Rates**) shall be quoted in the Financial bid.
2. The rate is to be quoted both in words and figures clearly in the specified space of the BOQ Sheet.
3. The rate quoted by bidder shall be exclusive of all elements of taxes and duties, demands, etc.

4.3 The Change of dates and any other amendment in this regard shall be informed on website of DSDA i.e. www.dsda.org.in and www.wbtenders.gov.in



Executive Officer

*Digha Sankarpur Development Authority
& Spl. Officer, Urban Dev.(T&CP)Deptt.*

FORM - I
CREDENTIAL CERTIFICATE
(100 % physical completion)

1	Name of the work	:	
2	Name of the client	:	
3	Amount put to quotation/tender	:	
4	Contractual amount against the tender/quotation	:	
5	Date of commencement of work	:	
6	Date of completion as per work order	:	
7	Actual date of completion	:	
8	Final gross value of the bill for - Civil works	:	

Note: In case of completion of multiple nature of works in a single tender, then the value of work as specified in the NIQ shall only be taken for the eligibility of the bidder.

I hereby declare that all the statements made above are true to my knowledge. I also understand that any discrepancy found in the above statement will render me liable for cancellation of my quotation.

(Signature of the bidder)

Note:

1. While calculating the amount, i.e, money value of the major item 'Earthwork' stated above, amount of all sub- items like leads, lifts, disposal, transportation included in the major item should be arithmetically added.
2. Completion Certificate (s) should be supported by BoQ(s).
3. Completion Certificate for fully (100%) completed works will only be considered.

ANNEXURE - I

APPLICATION FOR QUOTATION

To
The Executive Officer,
Digha Sankarpur Development Authority,
Digha :: Purba Medinipur.

Ref: - Quotation for _____

_____(Name of work).

N.I.Q.No. : _____ (Sl. No. ____)/DSDA/ 2019-2020.

Dear Sir,

Having examined the Technical cover, OID cover & all other e-NIQ documents, I/we hereby would like to state that I/we will fully accept all your conditions and offer to execute the works as per e-Tender no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 201_____

Full name of Bidder / Contractor : _____

Signature : _____

In the capacity of : _____

Duly authorized to sign bids

for & on behalf of (Name of Firm) : _____

Office address with seal if any : _____

Telephone no(s) (office): _____

Mobile No : _____

Fax No: _____

E mail ID: _____