

**OFFICE OF THE EXECUTIVE OFFICER
DIGHA SANKARPUR DEVELOPMENT AUTHORITY**

(A Statutory Authority under Government of West Bengal)

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

Ph.: (03220) 266001, Fax-266273, e-mail : eodsd@gmail.com Web.: www.dsda.org.in

ONLINE NOTICE INVITING QUOTATION NO. : NIQ- 018/DSDA/2019-2020(2nd Call)

Name of Scheme : Operation and maintenance of Sewage Treatment Plant(STP) and its connectivity under DSDA.

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 having financial capability and sufficient technical credential in any Government / Semi Government / Undertakings / Autonomous / Statutory bodies /Local bodies. The details are given below.

1.	Name of work	:	Operation and maintenance of Sewage Treatment Plant(STP) and its connectivity under DSDA
2.	Detail & Location of work	:	Different places under DSDA.
3.	Scope of Work and Specification	:	<p>The entire Sewage network existing or to coming up, connected to S.T.P from Old Digha to New Digha comes under the scope.</p> <p><u>Maintenance of Plant</u></p> <ol style="list-style-type: none">1. Operation and maintenance of the Sewage treatment plant.2. Maintenance of the aerator.3. Cleaning of the pumps and testing them regularly for readiness.4. Check and record the PPM of the treated water daily.5. Maintain the sump pump.6. Check for all water leakages.7. Plug all leakages8. Maintain the hydro-pneumatic pump in good condition.9. Conduct preventive maintenance on all the equipment.10. Timely cleaning of the overhead & underground tank(s).11. All chamber, manholes and lines should be clear at all times through regular cleaning and de-silting and choking if any shall be attended to and rectified promptly.12. All gratings & covers should be in a place all times and losses if any shall be replaced promptly.13. Checking and maintaining of all valves14. Checking and maintain of all Electrical panels <p><u>External Maintenance</u></p> <ol style="list-style-type: none">1. Checking all the lines and connectivity time to time

	<ol style="list-style-type: none"> 2. Checking and cleaning all the catch pit time to time 3. Repairing the catch pits 4. Cleaning of all catch pits and pipes 5. Cleaning of ponds 6. Cleaning of all sumps 7. Checking and controlling of all connectivity with all locals stake holders 8. Overhauling of all equipment pumping stations 9. Overhauling of all panels 10. Overhauling of all pumps 11. Cleaning of overhead and underground tanks 12. Checking and controlling all external affairs related to STP with stake holders 13. Cleaning and maintenance of the surrounding areas <ul style="list-style-type: none"> • Any other work as per this NIQ terms and condition and as instructed by the authority.
Duration of operation & maintenance	<ul style="list-style-type: none"> • 3 years which may extend to 5 years subject to satisfactory performance.

2. Earnest Money :

₹1,00,000.00 (Rupees One lakh) only.

3. Schedule of Dates :

Sl. No.	Activity	Date & Time
1	Date of Issue of NIQ	: <u>25.11.2019</u>
2	Document download start date	: 25.11.2019 at 6.00 P.M.
3	Document download end date & time	: 09.12.2019 upto 3.00 P.M.
4	Pre-bid meeting in the Office Room of the Executive Officer, DSDA, Digha	: 29.11.2019 at 2.00 P.M.
5	Bid submission start date	: 29.11.2019 at 4.00 P.M.
6	Last date of online submission of Technical Bid and Financial Bid .	: 09.12.2019 upto 3.00 P.M.
7	Opening of Quotation Technical Bid at the office of the Executive Officer, DSDA	: <u>11.12.2019</u> at 3.00 P.M.
8	Opening of Quotation Financial Bid at the office of the Executive Officer, DSDA	: Will be informed later.
9	Validity of bid	: 120 days w.e.f the date of publishing this NIT
10	Financial Bid	: <u>Rate shall be quoted including all taxes etc. in a single Item Rate Bid in numeric figure against the quotation.</u>

11	E-Tender registration and bidding	<p>: <u>ONLINE BIDS :</u> 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><u>ONLINE BID SUBMISSION :</u> 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>
12	Training on E-Tender	<p>: Training on e-tendering will be given to the bidders on request.</p>

13	Important Instructions	<p>:</p> <ul style="list-style-type: none"> • Names of the technically qualified bidders as per the bid criteria after verification with original & evaluation will be displayed in the e-portal, this office notice board and official website. • The financial bid documents of the technically qualified bidders will only be opened. • List of Financial comparison chart of bidders will be published on the next day after opening. EO DSDA reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason's whatsoever • All duties, taxes, royalties, Cess, including 1% Cess under W.B. Building but excluding 1 % Cess under W.B. Road and other Construction Workers (Regulation of Employments & Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 1% Cess under W.B. Building but excluding 1 % Cess under W.B. Road and other Construction Workers (Regulation of Employments & Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills. • To keep the <u>Project</u> in good condition during the maintenance period after the completion of the work if any additional/ excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost. • The intending bidders are requested to inspect the work site before quoting their rates.
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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 e-tenders 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 NIQ & 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 Tender Documents.
- iv) Submission of Tenders: 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

Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers (folders).

(a). Statutory Cover Containing the following documents

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

(b). Non - Statutory Cover(Mandatory Documents) :

All the documents as given under TECHNICAL BID.

4.1.1 Receiving of 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) Credential Certificate in **Form - I** and details of similar type of project/job under any Government / Semi Government / Undertakings / Autonomous / Statutory bodies and Local bodies, with requisite single tender value.
- iv) Income Tax return of last financial year.
- v) PAN Card.
- vi) Latest Professional Tax return.
- vii) GST registration certificate.
- viii) Latest GST return.
- ix) Credential Certificate. It is noted that **Payment certificate will not be treated as credential.**
- x) List of similar nature of projects undertaken during last five years.
- xi) Trade License.
- xii) Certificate of Annual turnover for the financial year 2018-19 certified by Charter Accountant and **Form - II** for establishing Annual Turnover in contractual business.
- xiii) Undertaking on deployment of technical Personnel for execution of work and correctness of the documents submitted along with this quotation as per **Annexure - II.**
- xiv) Information regarding any litigation or arbitration during the last five years in which the Bidder is involved, the parties concerned, the disputed amount, and the matter.

Note: The quotation will be summarily rejected if any of these documents are not submitted online. The Lowest Bidder shall produce hard copies of the requisite documents after opening the Financial Bid. Original documents shall have to be shown if required by the authority.

4.1.2 Additional Documents :

- i) Registration details with any Government or Semi-Government or other organization.
- ii) Relevant documents of important Projects in hand/projects completed in the last 5 years.
- iii) Documents of proof of ownership or hire of the machineries/equipments.
- iv) Any other information to indicate Technical management competence.

4.1.3 Earnest Money Deposit (EMD) :

Traditional procedure of depositing EMD through off-line instruments like Bank Draft, Pay- order, Bankers Cheque etc. has been completely dispensed with for all e-tenders/e-procurements of the State Government , w.e.f 1st September, 2016. Intending bidders desiring to make payment of earnest money (EMD) on-line, should beforehand read the instructions carefully, particularly in the challan generated by the system of e-tender/e-procurement, if opted for EMD payment through RTGS/NEFT.

A) Login by bidder :

- a) A bidder desirous of taking part in a e-tender invited by a State Government shall login to the e-Procurement portal of the Government of West Bengal using his/her login ID and password using valid DSC.
- b) He/she will select the e-tender to bid and initiate payment of pre-defined EMD for that e-tender by selecting from either of the following payments modes :
 - i) Net-Banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway;
 - ii) Off-line payment through bank accounts in any Bank approved by RBI in India by generating NEFT/RTGS challan from the e-tendering portal.

B) EMD payment procedure :

a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :

- i) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he/she will select the Bank through which he/she wants to do the EMD on-line transaction.
- ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii) Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank for collection of EMD against unique codes for identification of the tendering authority.
- v) If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT :

- i) On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his/her own Bank account.
- iii) Once payment is made, the bank would provide an “**UTR remittance number**” for successful transaction with which the bidder will come back to the e-Procurement portal after expiry of 2 to 3 bank working days to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue with his/her bidding process.
- iv) If verification is successful, the funds get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank for collection of EMD.
- v) Hereafter, the bidder will go to e-Procurement portal for final e-submission of his/her bid within pre-assigned last date of submission of e-tender.
- vi) If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder's account.

Note : EMD payment made through RTGS/NEFT would require additional 2 to 3 bank working days after date of transaction in the bank before the procedure is completed for enabling the bidder to continue with the bidding process in the on-line e-tender final bid submission.

Thus, the bidder is to take precaution in case of RTGS/NEFT transfers so that the entire process of submission of e-tender is completed within last date of on-line submission of his/her tender. However, Net-banking transaction through ICICI bank payment Gateway would be on real time basis.

C) Refund/Settlement Process for EMD :

- i) After opening of his/her bids and technical evaluation of the same by the Tender Inviting Authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bid as successful or unsuccessful which will be made available along with the details of the unsuccessful bidders to ICICI Bank by the e-Procurement portal through web services.
- ii) On receipt of the information from the e-Procurement portal, the Bank will refund through an automated process the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the on-line EMD transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the Tender Inviting Authority.
- iii) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his/her bank account from which he/she had made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the Tender Inviting Authority.
- v) As soon as the L1 bidder is awarded the contract (AOC), the same is processed electronically in the e-Procurement portal for transfer credit to Government Receipt under Public Accounts through GRIPS where under the security deposit to be collected would also be deposited in connection with the work.
- vi) All refunds will be made mandatorily to the Bank account from which the payment of EMD and Tender Fees (if any) were initiated.
- vii) If the e-tender is cancelled, then the EMD would be reverted to the original bidders account automatically after such cancellation order is affected online by the Tender Inviting Authority

4.1.4 Turnover :

Annual turnover should not be less than Rs. 20 lakhs.

4.1.5 CREDENTIAL

4.1.5.1 Technical :

The agency should have experience in running similar nature of work and have financial capability and sufficient technical credential in any Government / Semi Government / Undertakings / Autonomous / Statutory bodies /Local bodies. The certificate shall specify detailed similar nature of job completed/running, value of job done, date of commencement of work. Copy of the **Work Order of the similar nature of work shall have to be submitted** in the technical bid for verification of the credential. Payment certificate may also be submitted.

4.1.5.2 Form-I for completed works will only be accepted. The bidder 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 credential certificate against any of the works mentioned in Form-I shall be eligible for this quotation.

4.1.5.3 The Credential Certificate should be pertaining to the work specified in the NIQ. The credential certificate should not be misleading the authority. If the credential certificate has mentioned 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.

4.1.5.4 Financial

The Annual Turn Over for last year should not be less than 20 lakhs and the bidder should submit documents that he/she/it has financial capability of not less than Rs. 20 lakhs.

4.1.6 If the applicant is an authorized signatory he should submit document of authorization in his favour along with the application. In case of Partnership firm, copies of the partnership deed are to be submitted along with the quotation document.

4.1.7 Penalty for suppression / distortion of facts :

If any bidder fails to produce the original hard copies of the documents (especially Credential Certificates, turnover certificate or any document which is vital for his eligibility), or any other documents within the specified time frame stated above or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of fact during any time of the tendering process or even after the issuance of work order, the bidder will be suspended from participating in the quotations on e-quotation platform for a 2 (two) years.

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 shall be quoted for maintenance and operation charge which he/she likes to have per year.
4. The rate quoted by bidder shall be inclusive of all elements of taxes and duties, demands, etc.
5. The bidder shall include income tax, GST, CESS etc. as applicable if any, toll, ferry charges, local charges, royalties, turn over tax and all other charges as applicable while quoting the rate.

6. All other charges like insurance charges, freight etc as would be required for completion of the work shall also be included in the rate quoted. No claim what so ever in this account shall be entertained.

4.3 Taxes & duties to be borne by the Contractor :

It may again be reiterated that Income Tax, GST, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / cess etc. will have to be borne by the contractor while executing the work.

4.4 Site inspection before submission of quotation :

Before submitting any quotation, the intending bidder should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on these account afterwards.

4.4.1 Conditional and incomplete quotation :

Conditional and incomplete quotations shall be summarily rejected.

5. Acceptance of quotation :

Lowest valid rate may be accepted, however, the undersigned does not bind himself to do so and reserves the right to reject any or all the quotations, without assigning any reason and also reserves the right to split the work amongst more than one bidders.

6. Payment :

The payment may be released as per availability of fund and no interest in case of any delay in payment will be entertained. It is also mentioned here that **No mobilisation advance and secured advance will be allowed in any circumstances.**

7. Security Deposit :

7.1 The bidder shall be required to properly maintain the work including all its components for a period mentioned above from the date of agreement. A 10% deduction from each bill will be done as security deposit which will be released after completion of maintenance period. EMD amount will be adjusted from the 1st bill.

7.2 An application along with a prescribed format of this office to be submitted for release of S.D. for which the contractor should apply to the authority at least 1 (one) month prior to the last date of defect liability period with an undertaking that the work is maintained properly as per the terms of contract.

8. Other Terms & Conditions :

8.1 E-Tendering/Quotation :

ONLINE BIDS :

The bidders interested to submit the bid Online shall get registered and obtain a digital signature as per the procedure prescribed below :

Agencies/Bidders who are interested in participating DSDA's e- quotation are requested to contact to the Executive Officer, DSDA for registration, computer setting and other clarification on e-quotation. The agencies/bidders can visit the office and get assistance.

Online Quotation can be submitted by logging in www.wbtenders.gov.in

ONLINE BID SUBMISSION :

The Bidders are required to submit the Technical and Financial Bid documents ONLINE by following the Online Bid Submission procedure.

- 8.2 Bidders are requested to be present in person during the opening of technical and financial bids.
- 8.3 The quotation accepting authority may ask any bidder to submit analysis to justify the rate quoted by the bidder.
- 8.4 For any clarification, the matter should be forwarded to this office on or before **29.11.2019**.
- 8.5 The Agencies/contractor shall abide by all the labour welfare laws and their modifications from time to time, if any, within the contract period. Minimum labour wages act, labour facilities, E.S.I, P.F, Bonus facilities etc. should be provided as per latest Govt. order/Circulars. In no case, DSDA shall be held responsible for any eventualities in this regard including payment of wages to personnel deployed by the contractor.
- 8.6 The successful bidder is to obtain license from the Registering Officer and Assistant Labour Commissioner, Contai, Purba Medinipur under the contract labour (Regulation & Abolition), 1970 and to submit the same to the office on receipt of the work order. He is also required to fulfill all the terms and conditions as embodied in the above Act, as well as any other laws and statutes as applicable.
- 8.7 DSDA takes no responsibility for any delay/loss/non-submit of quotation.
- 8.8 Bidder can approach only the Assistant Engineer (Civil), DSDA for any clarification with respect to this quotation.
- 8.9 The decision of authority with respect to this quotation is final and binding.
- 8.10 All corrections in the quotation should be signed with date by the Bidder. Each of the quotation document and drawings must be signed by the Bidder.
- 8.11 The Contractor, whose quotation is accepted shall within 15 (fifteen) days of issue of an intimation to that effect by this office obtain additional one set of contract documents on production of proof of LOA in favour of Executive Officer, Digha Sankarpur Development Authority in Nationalized Bank and submit the same duly signed by him to this office for formal agreement. If the contractor fails to perform the formalities as mentioned within the specified period, acceptance of the quotation will be liable to be cancelled and the earnest money will be forfeited.
- 8.12 Bidders who will sign on quotation on behalf of a company or Firm must produce the "Registered documents" in respect of their competency to do so, failing which their quotation will not be considered.
- 8.13 After receipt of the Work Order, the successful Bidder shall submit the work programme, Bar chart of execution of the work, establish site office and deploy Site Engineers. He shall also maintain Work Order Copy, Drawings, schedule of

work and tools & tackles at site to assist DSDA Engineers to carry out necessary checking and supervision of the work.

- 8.14** The successful bidder shall ensure that qualified engineers and staff are deployed to carry out quality works. If substandard works during the execution of work is detected, the authority shall have right to direct the agency to do the work once again, check the qualification of engineers and supervisors, penalize the agency etc.
- 8.15** DSDA shall not be liable for any accident/dispute between employees and employer/other persons deployed or engaged by the agency.
- 8.16** The successful Bidder shall have to start the work at site within 7 days after receipt of the work order failing which work order shall be cancelled with forfeiture of earnest money deposited with DSDA without assigning any reason.
- 8.17** Sub-letting of the job is not permissible and the Bidder must submit one undertaking that he will not sub-let the job under any circumstances. If the authority comes to know that the agency has sub-let the work then action shall be taken to terminate the contract and the SD money will be forfeited.
- 8.18** All materials & workmanship shall be as per the approved quality and methodology.
- 8.19** It may be noted that an amount equal to 1% of the contract amount will be deducted from the RA bill / final bill on account of "the building and other construction work (regulation of employment and condition of service) Act, 1996" and "The building and other construction work welfare cess Act, 1996" apart from other statutory deductions from bills/ payment due.
- 8.20** No advance will be paid to the contractor. The contractor will pay minimum wages to his workmen in the presence of DSDA engineers and only after certification by DSDA engineers that the minimum wages have been paid the bill will be processed.
- 8.21** Progressive payment will be paid in running account bill subject to good performance. Payment may be withheld / not made on average or poor quality of job. Payment will be made in two equal installments i.e. after 6(Six) months period subject to satisfactory performance.
- 8.22** The agency shall ensure uninterrupted performance of the entire network including S.T.P. Any interruption shall be attended within 24 hours of its report (be it verbal or in writing). Failure to attend the same within the stipulated time shall attract a penalty of Rs. 500/- per day.
- 8.23** Defect liability period starts from the date of completion of the work and release of Security Money (10% of the contract value) will be done as per the date of completion of the work.
- 8.24** No escalation of cost is permissible at any time after the issuance of work order. Agency shall be barred from approaching the authority to claim escalation cost for reasons whatsoever.

- 8.25 Royalty:** The successful bidder should deposit royalty to the competent authority against embankment/filling/land development work with earth. In that case, copy of the money receipt/challan for deposition of royalty charge should be submitted to DSDA and original shall also be produced for verification of the same.
- 8.26 Site Inspection and Complain Monitoring Register:**
- Daily attendance report
 - Preventive maintenance schedule and work done report
 - General checking report
 - Quarterly System Audit and audit report
 - Pump running Log book
 - Electrical consumption log book
 - DG Log book
 - Maintaining Equipment History card
 - Maintaining daily job card
 - Overall observation report
- 8.27** Original copy of all certificates shall be produced for checking and verification of all supporting documents on request of DSDA.
- 8.28** Any repairing/renovation work should be done within reasonable time. The authority deserve the right to impose penalty of Rs. 500/- per day if any work undertaken by the agency for uninterrupted service of Sewage network, lingers more than reasonable time.
- 8.29** The agency should possess the requisite and relevant equipments and machineries for the work. If equipments and machineries are not deployed as per the undertaking given by the Contractor, the Engineer in charge is authorized to stop the work and direct the contract to deploy them immediately. If the contractor fails to carry out the direction, then the authority may take appropriate action including forfeiture of EMD and cancellation of the work order.
- 8.30 Termination of Contract/ Work Order :** The authority may terminate the contract/work order due to the following reasons.
- i) Poor maintenance of work.
 - ii) Poor Quality of work.
 - iii) Adoption of any unfair means during execution of work.
 - iv) Violation/Non-compliance of any instructions of the authority.
- For termination of the contract/work, the authority will issue a 7 days notice to the agency/contract to make up the discrepancy/shortfall of the work as instructed by the authority, failing which the contract/work order will be terminated with forfeiture of E.M.D., S.D., Performance Security etc.
- 8.31 Discretion of the authority inviting quotation** - The quotation inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever. On matters of dispute authority decision shall be final and binding. The quantity of work indicated above is provisional and should not be taken as firm. The extent to which the work would be actually executed will depend on the final decision of

the Executive Officer, DSDA. He however reserves the right to reduce the quantity even substantially without assigning any reason thereof and take up the same otherwise for which no compensation is payable under any circumstances.

- 8.32 The Change of dates and any other amendment in this regard shall be informed on website i.e. www.wbtenders.gov.in



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

Memo No.: 2751/DSDA/2019-20

Dated : 25.11.2019

Copy forwarded for information to :-

1. The Hon'ble Chairman, Digha Sankarpur Development Authority.
2. The Hon'ble Vice-Chairman, Digha Sankarpur Development Authority.
3. The District Magistrate, Purba Medinipur.
4. The Additional District Magistrate & Additional Executive Officer, Purba Medinipur Zilla Parishad, Tamluk, Purba Medinipur.
5. The Sub-Divisional Officer, Contai, Purba Medinipur.
6. The Block Development Officer, **Ramnagar-I & II** & Executive Officer, **Ramnagar - I & II** Panchayet Samity.
7. The District Information & Cultural Officer, Purba Medinipur
8. The District Informatics Officer, NIC, Purba Medinipur, Tamluk with a request to publish it in the official website of Purba Medinipur District.
9. Reception / Notice Board.



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

FORM - I
CREDENTIAL CERTIFICATE

1	Name of the work	:	
2	Name of the client	:	
3	Amount put to quotation / tender	:	
4	Contractual amount against the quotation / tender	:	
5	Date of commencement of work	:	
6	Actual date of completion (if the work is not still running.	:	
7	Final gross value of the bill for - Operation & maintenance of Sewage Treatment Plant	:	

Note: In case of completion of multiple nature of works in a single tender, then the value of work as specified in the NIT 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 tender.

(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. Credential Certificate (s) should be supported by BoQ(s).

FORM - II

STATEMENT ON ANNUAL TURNOVER FROM CONTRACTUAL BUSINESS

This is to certify that (name of agency) has
annual turnover of Rs. for the financial year 2018-19.

Signature of Chartered Accountant

Seal

ANNEXURE - I

APPLICATION FOR e-TENDER

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

Ref: - Tender for _____

_____(Name of work).

N.I.Q.No. : _____ (Sl. No. ____)/DSDA/ 2019-2020(2nd Call).

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: _____

ANNEXURE-II

SAMPLE FORMAT FOR AFFIDAVIT

I, Sri.....,S/o Sri.....,
aged..... Years, Residing at....., Proprietor/Partner/Director of
....., do hereby solemnly affirm and declare in connection with
**“Operation and maintenance of Sewage Treatment Plant(STP) and its connectivity under
DSDA” as follows:**

- 1) That I, the undersigned, do certify that all the information furnished & statements made in the bid documents are true and correct to the best of my knowledge and belief.
- 2) We would deploy at site all necessary Technical Personnel as listed below for efficient contract management and supervision of works with a view to achieving best quality of works at site.

Sl. No.	Designation	Qualification	Minimum Experience	No. of Person

- 3) We would carry out all necessary tests of all major items at frequency spelled out in the contract document / MORD Specification book / SP 20/SP 72 to achieve the best quality work at site. We will be contract bound to bring to the notice of the EIC any non-compliance of test results along with the action taken report.
- 4) Any deviation whatsoever in any form will be considered as breach of contract. In such situation the Department at his liberty may with hold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, authority’s decision will be final and binding.
- 5) The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.

Signature of the Contractor

Name: Place:

Date:

ANNEXURE-III

EXPERIENCE PROFILE

Name of the Firm :

LIST OF WORKS COMPLETED WHICH ARE SIMILAR IN NATURE AND EXECUTED LAST FIVE YEARS IN ANY GOVT. DEPARTMENT / GOVT. UNDERTAKING / STATUTORY BODY/LOCAL BODY

Name of Employer	Name, Location & nature of work	Contract price in Indian Rs.	Work Order Date	Date of completion of work as per work order	Actual date of starting the work	Actual date of completion the work	Reasons for delay in completion (if any)

Signature of the Contractor/company/agency

Note: (a) Certificate from the Employers to be attached.

(b) Non-disclosure of any information in the Schedule will result in disqualification of the firm.

(c) No tender will be deemed to be fit for consideration unless the tender documents are fully and completely filled in. All information's that may be asked from a tenderer must be unequivocally furnished. Any tender which is incomplete or does not comply with the prescribed conditions or stipulations laid down herein to rejection at the time of opening or during subsequent scrutiny. Tender received with conditional rate will be liable to rejection at the time of opening.

(d) Canvassing in connection with the tender is strictly prohibited and a tenderer who resorts to this will render his tender liable to rejection.

(e) No alteration shall be permitted to be made by the tenderer in any tender after its submission.