

**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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**NOTICE INVITING TENDER/NIQ/EOI/RFP NO. : 037/DSDA/ OF 2022 – 2023(2nd Call)**

**Name of Scheme :** Manufacture, Supply, Erection loading unloading at site along with all civil, mechanical ,electrical works and Commissioning of Pit less type fully Electronic Weigh Bridge having 50 MT capacity with a least count of 5 kgs and having a platform of size- 3 Mtr. X 7.5 Mtr.

The Executive Officer, Digha Sankarpur Development Authority , invites sealed competitive e-NIQ from reliable, resourceful, bonafide and experience Manufacturers/ Suppliers having financial capability and sufficient technical credential for execution of work mentioned in Annexure-A of similar nature of work or supply within last five 5(Five) financial year from the date of NIQ in any Government/Semi Government /Undertakings / Autonomous/Statutory bodies/Local Bodies. The details noted below in Annexure -A the eligibility and depicted here under for participating in the e-Tender. The intending bidders/contractors must read the 'Terms & Conditions' contained in the e-Notice Inviting Quotation (e- NIT) carefully. He/she should particularly go through the eligibility criteria, and satisfy himself/herself of the mandatory requirements. Contractors/bidders desirous of participating in the e-Quotation may submit e-bids for the work only if they fulfill the minimum eligibility criteria and are in possession of all the required documents in original.

All information posted in the website consisting of e-NIQ and related documents, WB Form No. 2911(i), Bill of Quantities (BOQ), EMD exemption order if any of competent authority, corrigenda and drawings etc. if any, shall form a part of the e-Quotation document.

<b>Annexure - A</b>				
<b>Sl. No.</b>	<b>Name of the Scheme</b>	<b>Initial EMD Value</b>	<b>Eligibility Criteria</b>	<b>Completion Period in days</b>
1	Manufacture, Supply, Erection loading unloading at site along with all civil, mechanical, electrical works and Commissioning of Pit less type fully Electronic Weigh Bridge having 50 MT capacity with a least count of 5 kgs and having a platform of size- 3 Mtr. X 7.5 Mtr (As per technical specification enclosed herewith).	16000.00	Having experience in Manufacture, Supply, Erection and Commissioning of Pit less type fully Electronic Weigh Bridge minimum of 20 MT capacity.	45

## 2. Technical Specification of Weigh Bridge:

Sl. No.	Items	Specification
1	Type	Pit less
2	Maximum capacity of weigh bridge	50 Metric Ton
3	Material of construction of the platform	R.C.C
4	Size of Platform	3.0 Mtr x 7.5 Mtr
5	Least Count	5 Kg
6	Memory	At least 2,000 trucks steering capacity
7	Display	LED / Fluorescent
8	Number of load cells	<p><b>6 nos. of load cell</b>, Load cells shall be of Double ended Shear Beam type having a capacity of 30 MT each. ,Allowable safe over load on each cell shall be 150% of the design load and the impact load shall be designed for 300 % of the design load. The rated output sensitivity shall be 2mV/V + 0.002, IP 68 Protection shall be provided on load cells. to be provided with mounting kit duly painted with Zinc Paint, Hermetically sealed with lighting protection, OIML certified, protection class - IP 68 &amp; IP- 69 K, Load Cell output minimum 2 mv/v, accuracy &lt; 0.012%</p> <p>Output of these load cells shall be connected to intermediate junction box that shall be summed up and the final output shall be converted from analog to digital signal. The value from the signal shall e displayed on the readout and also digital signal is to be transmitted to computer for report generation.</p> <p><i>Machine shall be delivered after certification by L.M.O.</i></p>
9	Protection Class	IP- 68

10	Digital Indicator/Digitizer	<p>Digital Type, Table mounted  Type: Micro controller based (intelligent Terminal)  Enclosure: Dust Proof metal Body  Display: 6 Digit seven segment 25mm bright LED  Annunciation: Dot LED 5mm size to indicate power ON  Interface: RS232, 2400BPS standard ASCII format for computer/PLC  Termination: a. Mains socket for AC power  b. 15 D Type for load cells  c. 9 D type for RS232C  Sensitivity: 1 ½ FDS  Keypad: Feather touch/ Micro controlled  Power Supply : 230V /50 Hz  Calibration : Internal/ External</p>
11	The load cell shall also meet the following specifications.	<p>Creep +/- 0.03 % FSO  Non- Repeatability +/- 0.01 % FSO  Non- Linearity &lt; +/- 0.025 % FSO  Nominal Output 2.0 mV/V  Excitation Voltage 10 V- 15V DC  Operating Temperature limits ° C 0 to 60  Resistance of Bridge 770 Ohms  Protection IP-68 (Hermitically Sealed)  Over load -150%  Ultimate load- 300%  Material Steel alloy (Electro less Nickel Plated Tool Steel)  Length of cable -25 Mtrs, Triple Shielded,6 core</p>
12	Accessories	<p>Junction Box with cable glands of double compression type with surge arrester to be provided (AL IP-65)</p>
13	Mechanical Details :-	<p>The following items are in the scope of supplier  4 No's MS plates (150 mm x 150 mm x 12 mm each) and other accessories required for installation</p>
14	Electrical Details :-	<p>The following items are in the scope of supplier</p>

		<p>a) Supply and providing 2 No's pipe earthing stations as per IS 3043 with 40 mm dia class A GI pipe electrode of 6.0 Mts long including excavation/ bore hole (of 300mmdia) and back filling with maintenance free Ground Enhancing Material , construction of masonry chamber of 450 x 450 mm with CI cover, earth station markers etc complete.</p> <p>b) Supply &amp; Installation of 2 runs of 25x3 Hot dipped GI strip for interconnection of earth pits , Load cells, distribution boards etc.</p> <p>c) All wiring/cabbling for load cells shall be carried out by supplier safely by using GI pipes as required.</p> <p>d) Low Voltage Supply at 3-Phase 415 Volts / 1-Phase 230 Volts in suppliers panel will be provided by Purchaser</p>
15	Civil Construction	For above <b>6 Load Cell based</b> , pit less type, of capacity 50MT weigh bridge with two side Ramp of 3 Meters should be of standard IRC Act
16	P.C & Printer	Supplier shall provide PC, (HP or Dell make with intel core 11 th generation i3 processor (minimum), 1 TB Hard Disk, LED monitor 17"/18: RAM 8 GB, Keyboard & Mouse) Printer (HP Laser jet 1020, Model Q5911A) and user friendly software that shall be supported by MS Windows.
17	U.P.S	.2 KVA/ on line of reputed brand
18	Performance Guarantee:-	12 Months from date of due Commissioning and handing over. During the period of guarantee, if the weight bridge shows any deterioration in performance, the supplier shall rectify the same to the extent to make up the performance as per the specifications free of cost.
19	Others Condition	<p>a) Warranty / Guarantee cards of all the items i.e. Load cells, Display Unit, PC, Printer, UPS, shall be given along with the supply.</p> <p>b) Calibration &amp; Stamping to the weigh bridge by Legal Metrology Officer shall be arranged by the supplier on their own expenses.</p>

	<p>c) 2 No's CD/ DVD with loaded software (including license if it is licensed software) shall be given along with the supply for our future use.</p> <p>d) All the locks/pass words to the software shall be disclosed at the time of supply.</p>
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3.	Location of Work:	Digha Dist.-Purba Medinipur
4.	Eligibility to participate in the Tender	<p>Intending bidders should produce credentials of a similar nature of completed work of the minimum value ( given in Respective Column of Annexure-A) during 5(five) years prior to the date of issue of the NIQ notice <u>in any Government Municipality/Board/Semi- Govt./Corporation/ Statutory Authority /Undertaking etc.</u></p> <p>N.B. :- 1) Completion certificate, obtained from the Engineer-in-Charge should contain a) Name of work, (b) Name and address of Client, (c) Amount put to tender mentioning estimated amount of Civil as well as electrical work (d) Date of commencement of work (e) Date of completion of work (f) Final bill value.</p> <p>2) Credential certificate issued by the Executive Engineer or equivalent competent authority a State / Central Government, State / Central Government undertaking, Statutory / autonomous bodies constituted under the Central / State Statue, on the executed value of completed / running work will be taken as credential.</p>
		<p><i>Note:</i></p> <p>a) <i>Only works of nature depicted above completed successfully will be treated as credential.</i></p> <p>b) Payment certificate will not treated as Credential (Vide Ref No-04A/PW/O/10C-02/14 Dated-18.03.2015)</p>
5.	Documents to be produced in support of Credential for Tender Part-I(Prequalification Documents)	<p>A successful performance and completion certificate shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (<i>Ref: Sl. No. 4 :Eligibility to participate in the NIQ</i>). Besides this, following documents shall have to be furnished:</p>
		<p>Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm(Trade Licence up to date, Partnership Deed, Registration Certificate, Power of Attorney(Registered). For Co-Operative Society (Society Registration Certificate),Bye Law, Up to date Audited Balance required.</p>

		<p>i) Having valid PAN Card.  ii) Valid upto date Income Tax return  iii) Valid Professional Tax Deposit Chalan.  iv) Earnest money deposited Chalan  v) Valid Trade License.  vi) Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s)  vii) Other certificates if any.  (Copies of all above mentioned documents shall have to be furnished)  All documents in original to be produced in due course of time as &amp; when asked by the TIA for verification purpose.</p>												
		Experience and address, fax & telephone nos. , mobile no., & E-mail ID nos. of the firm.												
		No credential will be considered as valid unless it is supported by work order, price schedule or BOQ of work and completion certificate mentioning the date of completion issued by the competent authority												
		<u>All documents in original to be produced in due course of time as &amp; when asked by the Tender inviting authority.</u>												
6.	Earnest Money	As per respective column of Annexure-A (Balance earnest money if any may be submitted at the time of formal agreement)												
		<p><u>NOTE :-</u>  <u>Earnest Money mentioned in Annexure A will be deposited by the Tenderer through the following payment mode as per Finance Municipality Order No. 3975-F(Y) dated 28th July, 2016 . Balance earnest money if any may be submitted at the time of formal agreement,</u>  (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.  Tenderder eligible for exemption of EMD as per Govt. rules may avail the same and necessary documents  Regarding the exemption of EMD must be uploaded in the EMD folder of Statutory Tender documents.</p>												
		Refund of EMD :- As per Finance Municipality Order No. 3975-F(Y) dated 28th July, 2016 (Annexure - B)												
7		<table border="1"> <thead> <tr> <th>Sl.</th> <th>Activity</th> <th>Date &amp; Time</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Date of Issue of NIT</td> <td>: <u>27.07.2022</u></td> </tr> <tr> <td>2</td> <td>Document download start date</td> <td>: 27.07.2022 at 6.00 P.M.</td> </tr> <tr> <td>3</td> <td>Document download end date &amp; time</td> <td>: 10.08.2022 upto 3.00 P.M.</td> </tr> </tbody> </table>	Sl.	Activity	Date & Time	1	Date of Issue of NIT	: <u>27.07.2022</u>	2	Document download start date	: 27.07.2022 at 6.00 P.M.	3	Document download end date & time	: 10.08.2022 upto 3.00 P.M.
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				4	Pre-bid meeting in the Office Room of the	:	01.08.2022 at 2.00 P.M.	
				5	Bid submission start date	:	01.08.2022 at 4.00 P.M.	
				6	Last date of online submission of <b>Technical Bid</b> and	:	10.08.2022 upto 3.00 P.M.	
				7	Opening of Tender <b>Technical Bid</b> at the	:	<u>12.08.2022</u> at 3.00 P.M.	
				8	Opening of Tender <b>Financial Bid</b> at the	:	Will be informed later.	
8	Time of completion			Time of completion of the Contract shown in respective column of Annexure- A from the date of issue of Work Order.				
9	Site inspection & general information			Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices. They are also acquainted with relevant IS specifications .				
10.	Quotation documents			<p>A full set of Quotation documents consists of 2 Parts. These are <u>PART I</u> :-Containing all documents in relation to the name of the firm applied for and credential possessed along with all documents as depicted in Sl. No. 5 along with this NIQ and its all corrigenda's.</p> <p>And</p> <p><u>Section A</u>: Special Terms &amp; Conditions.</p> <p>&amp;</p> <p><u>Section B</u>: ANNEXURES</p> <p>Annexure under Section B :</p> <p>Tender &amp; Contract for Works (General rule &amp; Direction for Guidance Of Bidders/ Contractors) i.e. WBF 2911/2911(i)/2911(ii) as applicable Online Receipt &amp; refund of e-Tender through State Govt. e-Tender Portal (G.O No. 1526-F(Y) dt. 18.03.2014 Of Finance Deptt., Govt. Of WB)</p> <p>Online Receipt &amp; refund of EMD of e-procurement through State Govt. E-Procurement Portal(G.O No. 3975-F(Y) dt. 28.07.2016 Of Finance Deptt., Govt. Of WB)</p> <p>Amendment of rules For WBF 2911 (G.O No. 4374-F(Y) dt. 13.07.2017 Of Finance Deptt., Govt. Of WB)</p> <p>&amp;</p> <p><u>PART II</u>:-Containing the Following Document.</p> <p>Tender Price / Price Schedule.(.xls format)</p>				
11.	Validity of Quotation			Bids shall remain valid for a period not less than 120 (one hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid				
12.	Withdrawal of Tender			A Quotation once submitted shall not be withdrawn within the validity period. If any Quotationer withdraw his/their				

		quotation within the validity period then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken.
13.	Acceptance of Tender	The Executive Officer , Digha Sankarpur Development Authority
14.	Intimation	The successful Tenderder will be notified in writing of the acceptance of his Tender. The Tenderder then becomes the "Contractor" and he shall forthwith take steps to execute Formal Contract Agreement in appropriate "WBF 2911 " with the " The Executive Officer , Digha Sankarpur Development Authority, "and fulfill all his obligations as required by the Contract.
15.	Escalation of Cost	There will be no escalation in cost for materials or labour and the contract price mentioned in the contract & stand valid till completion of the O&M of the contract, and other obligation, if any.
16.	Name& address of Engineer-In-Charge (EIC) of the Work	Executive Engineer, Digha Sankarpur Development Authority
17.	Execution of Work	The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Digha Sankarpur Development Authority
18	Departmental Materials	No departmental material will be supplied to the Contractor.
19	There will be no provision of Arbitration.	<p>Clause 25 of West Bengal Form No. 2911(ii) is modified vide notification no. 8182-F(Y) dated 26/09/2012 of Finance Department, Govt. of West Bengal, as follows:</p> <p>"Except where otherwise provided in the contract all question and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of relating to the contracts designs, drawings, specifications, estimate, instructions, orders or these conditions or otherwise concerning the works, or the executions or failure to execute the same, whether arising during the progress of the work, or after the completion or abandonment thereof shall be dealt with as mentioned hereinafter;</p> <p>If the contractor considers any work demanded of him to be outside the requirements of the contract, or disputes any drawings, record or decision given in writing by the Engineer-in-Charge on any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly within 15 (fifteen) days request the Chairman of the Dispute Redressal Committee in writing for written</p>



		<p>instruction or decision. There upon, the Dispute Redressal Committee shall give its written instructions or decision within a period of three months from the date of receipt of the contractor's letter</p> <p>The Dispute Redressal Committee in each of the works Departments shall be constituted.</p> <p>This provision will be applicable irrespective of the value of the works to which the dispute may relate.</p>
20a	Labour Welfare Cess	<p>Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from the bill(s) of the contractor(s) on all contracts awarded on or after 01/11/2006 in pursuance with G.O. no. 599A/4M-28/06 dated 27/09/2006. GST, Royalty &amp; all other Statutory levy / CESS will have to be borne by the contractor &amp; the rate in the schedule of rates are inclusive of all the taxes &amp; CESS stated above</p>
20 b.	Payment	<p>Payment will be made to the Contractor by the Executive Officer, Digha Sankarpur Development Authority on recommendation of the Engineer-in-Charge.</p>
21.	Influence	<p>Any attempt to exercise undue influence in the matter of acceptance of Tender is strictly prohibited and any Tenderder who resorts to this will render his Tender liable to rejection.</p>

<b><u>Following clauses are to be adhering to by the concerned Quotationer during the process of NIO.</u></b>	
22	<p>In case office faces sudden closure owing to reason beyond the scope and control of "The Chairman, Panskura Municipality", any of last date/dates as schedule in Sl. No 8 may be extended up-to/to next and following working day without issuing further and separate notice should the " The Executive Officer , Digha Sankarpur Development Authority ", feels it to be necessary and exigent.</p>
23.	<p>Persons having authenticated and having registered Power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Quotationer</p>
24	<p>If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:            (i) West Bengal Form No. 2911(ii)            (ii) NleT            (iii) Special terms &amp; Conditions            (iv) Technical bid            (v) Financial bid            In case of inadvertent typographical mistake in the BOQ / Schedule of Works/ Price Schedule/rates /elsewhere, the same may be treated to be so corrected as to conform with the relevant schedule of rates and / or technically sanctioned estimate.</p>
25	<p>Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Tenderder/Contractor strictly.</p>
26	<p>Quotation Acceptance Authority is the " The Executive Officer , Digha Sankarpur Development Authority ".</p>

27.	In case of any dispute arising from any clauses of similar nature between Tender documents and Municipal Tender Form, the decision of The Executive Officer, Digha Sankarpur Development Authority, will be final and binding.
28	All usual deductions for taxes as applicable i.e. IT, and Labour welfare cess, GST etc. as applicable will be made from the bills from time to time
29	No conditional Tender shall be entertained.
30	Any Quotation without Earnest Money, as specified in this N.I.Q. (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled. In case of exemption, proper document has to be uploaded.
31	The Tenderer, at the Tenderer'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 participating in the Tender and entering into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be at the Tenderer's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.
32	Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Tenderers' before submission of tender.
33	During scrutiny, if it is come to the notice to Tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that Tenderder will not be allowed to participate in the Tender and that application will be out rightly rejected without any prejudice.
34	Before issuance of the work order, the Tender inviting authority may verify the Credential & other documents with the original of the lowest Tenderder if found necessary. After verification, if it is found that such documents submitted by the lowest Tenderder is either manufacture or false, in that case, L.O.A./ work order will not be issued in favour of the Tenderder under any circumstances.
35	If any discrepancy arises between two similar clauses on different notifications, the decision of " The Executive Officer , Digha Sankarpur Development Authority " is final & binding.
36.	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 thereto and the rules made And order issued there under from time to time.
39	Tenderder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Tender documents before the Tender Inviting Authority in writing 48 hours prior to Pre Tender Meeting, beyond such period no representation in that behalf will be entertained by the Tender Inviting Authority.
40	The successful Tenderder will remain liable for following with West Bengal Contract Labour (Regulation & Abolition) Act 1970 and necessary certificates from appropriate authority to be submitted within 07 (seven) days from the date of issue of work order, otherwise the work order may be cancelled.
41	All materials are to be procured from the market by the agency of his own, duly approved by the Engineer-in-Charge. Test certificate in this respect is also required to be placed to Engineer-in-Charge.

42	<b>Performance Guarantee:-</b> 2 Months from date of due Commissioning and handing over. During the period of guarantee, if the bridge shows any deterioration in performance, the supplier shall rectify the same to the extent to make up the performance as per the specifications free of cost.
43	<b>No mobilization /secured advance</b> will be allowed.
44	Before issuance of Letter of Acceptance / Work Order, the tender inviting authority may verify the credentials & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer are either manufactured or false, in that case Letter of Acceptance / Work Order will not be issued in favour of that tenderer under any circumstances and further penal action may be taken against him as per rule.
45	The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.



*Executive Officer*  
*Digha Sankarpur Development Authority*  
*& Spl. Officer, U.D. & M.A. Deptt.*

## INFORMATION TO THE BIDDERS(ITB)

### 1. General guidance for e-Tendering

Instructions/ Guidelines for Tenderders for electronic submission of the Tenders have been annexed for assisting them to participate in e-Tendering.

### 2. Registration of Tenderder

Any Tenderder willing to take part in the process of e-Tendering will have to be enrolled and registered with the Government e-procurement system, through logging on to <https://wb.tender.gov.in> The Tenderder is to click on the link for e-Tendering site as given on the web portal.

### 3. Digital Signature certificate (DSC)

Each Tenderder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of Tenders, from the service provider of the National Information's Centre (NIC) or any other bonafide service provider on payment of requisite amount. Details are available at the Web Site stated in Clause 2 of Guideline to Tenderder. DSC is given as a USB e-Token.

4. The contractor can search and download NleQ and 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. Submission of Tenders.

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal and the other is Financial Proposal before the prescribed date and 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 should contain scanned copies of the following further two covers (folders).

#### A-1. Statutory Cover Containing

##### 1. Prequalification Document

i) Pre-qualification Application (Sec-B, Form - I)

ii) Receipt of Earnest Money deposited by the bidder through etender portal (<https://wbtenders.gov.in>)

iii) Affidavit (Ref:- format for general affidavit shown in "Y" )

iv) Tender form No. 2911 & NleT with all Addenda & corrigenda, Special Conditions of Contract.

2. NleT(download and upload the same Digitally Signed)

3. Technical Document (To be filled, scanned & digitally signed)

i. Financial Statement (Section - B, Form - II).

ii. Affidavits (Ref:-Declaration Of The Tenderder )

iii. Form III & IV Of Section B.

iv. Declaration by the Tenderder

#### A-2. Non statutory Cover Containing/My Documents

i. Professional Tax (PT) deposit receipt Challan (up to date), PAN Card, IT, IT Return for the Current Assessment year, VAT Registration Certificate (up to date), GST registration Certificate.

ii. Registration Certificate under Company Act. (if any).

iii. Registered Deed of partnership Firm/ Article of Association and Memorandum

iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)

## **B. Tender Evaluation**

- i. Opening and evaluation of Tender :- If any Tenderder is exempted from payment of EMD, copy of relevant Government order needs to be furnished (applicable in case of Registered Labour Co-Operative Society).
- ii. Opening of Technical proposal :- Technical proposals will be opened by the Tender Inviting Authority electronically from the website using his/ her Digital Signature Certificate.
- iii. Cover (folder) of statutory documents (vide Cl. No. 5.A-1) should be opened first and 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 and handed over to the Tender Evolution Committee. Scrutiny of technical proposal and recommendation thereafter and processing of comparative statement for acceptance etc.
- v. Uploading of summary list of technically qualified Tenderders.
- vi. Pursuant to scrutiny and decision of the screening committee the summary list of eligible Tenderder and for which their proposal will be considered and uploaded in the web portals.
- vii. While evaluation, the committee may summon the Tenderders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

## **C. Financial proposal**

As per Sl. 11 , Tender Price / Price Schedule. To be uploaded digitally signed by the Tenderder.

6. Financial capacity of a Tenderder will be judged on the basis of working capital and available Tender capacity as mentioned in the NIEB to be derived from the information furnished in FORM- II (Section-B) i.e., Application (for Pre-qualification) and Financial Statement. If an applicant feels that his/their Working Capital beyond own resource may be insufficient, he/they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Tender Inviting/ Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Tenderder, the Tenderder will be provided with a revolving line of credit Such revolving line of credit should be maintained until the works are taken over by the Authority.

7. The audited Balance sheet for the last five years, net worth Tender capacity etc. are to be submitted which must demonstrate the soundness of Tenderder financial position, showing long term profitability including an estimated financial projection of the next two years.

### **8. Penalty for suppression / distortion of facts**

Submission of false document by Tenderder is strictly prohibited and in case of such act by the Tenderder the same may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

### **9. REJECTION OF TENDER**

The Employer (Tender accepting authority) reserves the right to accept or reject any Tender and to cancel the Tendering processes and reject all Tenders at any time prior to the award of Contract without thereby incurring any liability to the affected Tenderder or Tenderders or

any obligation to inform the affected Tenderder or Tenderders of the ground for Employer's (Tender accepting authority) action.

The Tenderder whose Tender has been accepted will be notified by the Tender Inviting and Accepting Authority through acceptance letter/ Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Contract.

The Agreement in Printed Tender Form will incorporate all necessary documents e.g. NIEB., all addenda-corrigendum, different filled-up forms (Section -B), Price Schedule and the same will be executed between the Tender Accepting Authority and the successful Tenderder.

*Executive Officer*

*Digha Sankarpur Development Authority  
& Spl. Officer, U.D.& M.A. Deptt.*

Memo No.: 679 /DSDA/2022

Dated : 27.07.2022

Copy forwarded for information to:-

1. The Hon'ble Chairman, DSDA & District Magistrate, Purba Medinipur.
2. The Additional District Magistrate & Additional Executive Officer, Purba Medinipur Zilla Parishad, Tamluk, Purba Medinipur.
3. The Hon'ble Vice-Chairman, DSDA & S.D.O, Purba Medinipur
4. The Block Development Officer, Ramnagar-I & II & Executive Officer, Ramnagar - I & II Panchayet Samity.
5. The District Informatics Officer, NIC, Purba Medinipur, Tamluk with a request to publish it in the official website of Purba Medinipur District.
6. Reception / Notice Board.

*Executive Officer*

*Digha Sankarpur Development Authority  
& Spl. Officer, U.D.& M.A. Deptt.*

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS  
SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

Click the check boxes beside the necessary documents in the My Document list and then

click the tab "Submit Non Statutory Documents" to send the selected documents to Non-Statutory folder.

Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	<ol style="list-style-type: none"> <li>1. Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s) and any other(s) if applicable.</li> <li>2. PAN Card.</li> <li>3. Valid P. Tax Deposit Challan.</li> <li>4. Valid Trade License.</li> </ol>
B.	Company Detail(s)	Company Detail - 1	Proprietorship Firm ( <i>Trade License</i> ) Partnership Firm ( <i>Partnership Deed, Trade License</i> ) Ltd. Company ( <i>Incorporation Certificate, Trade License</i> ) Co-Operative Society ( <i>Society Registration Certificate Copy, Trade License</i> ) Registered Power of Attorney.
C.	Credential	Credential - 1 Credential - 2	Similar nature of work done and completion certificate with Price Schedule or BOQ which is applicable for eligibility in this NIEt.
E.	Financial Information		<ol style="list-style-type: none"> <li>1. Financial Statement</li> <li>2. (Section -B,Form - II) duly filled up.</li> <li>3. Affidavits - Y .</li> </ol>

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 contractor in the Declaration Folder of My Documents.

SECTION - B  
FORM -I  
**PRE-QUALIFICATION APPLICATION**

**To**  
**The Executive Officer ,**  
**Digha Sankarpur Develpoment Authority,**  
**Purba Medinipore, West Bengal,**  
**(correct address should be write down)**

Ref: - Tender for \_\_\_\_\_

\_\_\_\_\_ (Name of work) \_\_\_\_\_

\_\_\_\_\_ **NIQ No.:** \_\_\_\_\_

Dear Sir,

Having examined the Statutory, Non statutory and NIEB 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 the 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 Tenderding for the work(s) given in Enclosure to this letter.

We understand that:

(a) Tender Inviting and Accepting Authority can amend the scope and value of the contract Tender under this project.

(b) Tender Inviting and Accepting Authority reserves the right to reject any Application without assigning any reason.

**Enclose:- e-Filling:-**

1. Statutory Documents
2. Non Statutory Documents

Date: -

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



**Declaration of the Tenderder**

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Rs. 10/- and enclosed with the Tender documents which is required to be submitted in time duly)

I, ....., son of .....

....., aged about ..... years by occupation ..... do hereby solemnly affirm and confirm as follow:

1. That, I am the ..... Of ..... have duly authorized by and competent to affirm this affidavit on behalf of the said Tenderder.

2. That, I have inspected the site of work covered under NIEB (NIEB No ) circulated through Office memo bearing No -----dated ----- and have made myself fully acquainted with the site conditions existing level/proposed level and local conditions in and around the site of work. I have also carefully and meticulously gone through the Tender documents. Tender of the above named Tenderder is offered and submitted upon due consideration of all factors and if the same is accepted, I on and for behalf of the aforesaid Tenderder, being lawfully and duly authorized, promise to aTendere by all the covenants, conditions and stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the Tender accepting Authority of the Work and aTendere by all instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake to aTendere by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would be applicable to the Contractor upon entering into formal Contract / agreement with the Tender Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Tenderder has been suppressed in the Tender documents.

4. That the statement above made by me is true to my knowledge.

Deponent  
Solemnly affirmed by the said  
.....

before me.  
.....  
(1stclass Judicial Magistrate / Notary Public

**SECTION - B**  
**FORM- III**  
**STRUCTURE AND ORGANISATION**

**1** Name of applicant :

**2** Office Address :

Telephone No. and Cell Phone No. :

Fax No. :

E mail :

**3** Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. :

**Note:** Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

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