

## **Annexure-I**

**(Enclosure to I&WD Notification No. 32-(W)/2016-17 dated 16.11.2016)**

### **RFQ (Request for Qualification)**

**(NATIONAL COMPETITIVE e-BIDDING)**

**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
**Office of the Superintending Engineer**  
**Western Circle-II**

Station Road, Midnapore, PaschimMedinipur, PIN 721101  
Phone No: 03222-268495/263055; e-Mail: se-westerncir2@wbiwd.gov.in

**NOTICE INVITING e-RFP (e-Request for Qualification)**

**e- RFP No - WBIW/SE/WC-II/RFP-01(e)/2018-19**

e-Request for Proposal (e-RFP) through on-line bidding process is being invited by the **Superintending Engineer, Western Circle-II, Irrigation & Waterways Directorate, Midnapore** on behalf of the Governor of West Bengal in the e-Procurement portal of the State Government for the work mentioned in next page from eligible and resourceful bonafide Contractors/Agencies having desired previous credential and financial capabilities for execution of works of similar nature.

Intending contractors/bidders interested for participating in the e-Request for Proposal (e-RFP) are to login the website [www.wbiwd.gov.in](http://www.wbiwd.gov.in) (the official website of Irrigation & Waterways Department, Government of West Bengal) and click the "e-Procurement" link provided therein. They may also visit the designated Government of West Bengal e-Tender website having URL <https://wbtenders.gov.in> for the same e-RFP. The e-RFP can be searched by typing **WBIW/SE** in the search engine provided in the website/s, by logging-in the designated link of concerned Superintending Engineer. Contractors/Agencies willing to take part in the e-Request for Proposal (e-RFP) are required to obtain valid Digital Signature Certificate (DSC) from any of the authorized 'Certifying Authorities' (CA) under Controller of Certifying Authorities (CCA), The Department of Electronics & Information Technology (DEIT), Govt. of India. (viz. NIC, n-Code Solution, Safescrypt, e-Mudhra Consumer Services Ltd, TCS, MTNL, IDRBT) or as notified by the CA/Finance Department, Government of West Bengal from time to time. DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from any of the above CA, they are required to register the fact of possessing the DSC through the registration system available in the above mentioned e-Procurement webpage. A list of such licensed CAs' is also available in the CCA website [cca.gov.in](http://cca.gov.in). The prospective contractors / bidders may contact the e-Tender State Level Help desk located at 7th Floor, Jalasampad Bhavan, Bidhannagar (Salt Lake), Sector-II, Kolkata through e-mail ID : [irrigationhelpdesk@gmail.com](mailto:irrigationhelpdesk@gmail.com) or ID: [dvcsc6816@gmail.com](mailto:dvcsc6816@gmail.com) and Telephone No. 033-23346098 on any working week day between 11.00 AM-5.00 PM for any query on e-Procurement, obtaining DSC, training on e-bid procedure free of cost.

Intending contractors/bidders are required to download the e-RFP documents directly from either of the websites stated above. The interested bidders eligible for the e-RFP may submit their bids through the e-Procurement system using their valid DSC e-Token with assigned PIN and using login ID and password. **This is the only mode of submission of bids**. Detailed procedure of submission procedure has been explained in the 'Bidders Manual' for participating in e-tender of the State Government, which is available in the Departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in). Minimum period of time to be given to the contractors/Bidders for submission of e-RFP is counted from the date on which the notice inviting e-RFQ containing e-RFP-EPC is actually published in the newspaper(s). In case of publication of the e-RFQ notice in more than one newspaper, all the advertisements should appear simultaneously on the same day in all newspapers. Also, uploading of the notice including e-RFP-EPC documents in the State Government e-Procurement portal shall be such the e-RFP documents are to be visible in the website <https://wbtenders.gov.in> as soon as the brief referral advertisement appears in the newspaper(s).

**Last date & time of submission of on-line bid in the e-RFP is on ..... till .... hours.**

The interested bidders/contractors must read the 'Terms & Conditions' contained in the Notice Inviting e-bid (e-RFQ) 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-RFP are eligible to e-bids for the Project only if they fulfill the minimum eligibility criteria and are in possession of all the required credential and documents in original.

All information posted in the website consisting of e-RFQ notice, e-RFP-EPC Agreement with Schedule A to P, Appendix-1 to VII, Forms-1 to 4, Bill of Quantities (BOQ), Bidder details, Specifications, corrigenda and drawings, Project Specific details, if any, shall form a part of the e-RFP document.

**LIST OF WORK**  
e-RFP No - **WBIW/SE/WC-II/eRFP-**  
**01(e)/2018-19**

Sl. No.	Name of Work	Designated Executive Engineer with Headquarter	Assessed Estimated Value of work* (Rs)	Bid Security to be Deposited as EMD (Rs)	Total time allowed for complete on (In days)	Source of Fund	Financial requirements to match the credential in terms of execution of similar items in previous project (**)	‘Physical Milestones’ for completion of each work with in stipulated time (Refer to Clause 19 of the General Terms & Conditions)
1	2	3	4	5	6	7	8	9
01	Construction of a Rubber Dam cum Regulator cum steel bridge across river Kaliaghai, as a part of Kaliaghai-Kapaleswari Baghai-Basin Drainage Scheme, at Chabukia, in mouzas- Madhabchak and Uttarbarh, block- Moyna and Bhagawanpur, district- Purba Medinipur including supply, installation, commissioning and maintenance of the rubber dam and its fixtures and controls for six years from its commissioning.	Executive Engineer, KKB Project Division	10582 Lakh	50 Lakh	896days	State Development Scheme fund ( Central Sector)(FMP)	<p>Bonafide contractors/bidders having following criteria:</p> <p><b>I. Credential of 100% completion of a similar work relating to construction of a rubber dam regulating structure within preceding five years having BOQ/Gross Bill Value (without contractual rate in both the cases) of Rs. 31.80 Crore, which is inclusive of cost of rubber dam and its ancillary civil works. The aforesaid 100 % completed work relating to rubber dam construction may be a part of a completed/ongoing Major/Multipurpose Project.</b></p> <p><b>II Eligibility:</b></p> <p><b>A. Previous Work Credential desired in e-RFQ:</b> Net Notional Amount ( calculated in the manner stated at clause-7 of General Terms and Conditions of this e-RFP) of a single 100 % completed work in last five (5) Financial Years should be:</p> <p>a) Rs. 31.80 Crore for Individual Firms, Partnership Firms, Limited Company and other bonafide organizations, except Consortiums and Joint Ventures, out of which Rs.15.60 Crore is exclusively for Rubber Dam system and Rs. 5.50 Crore for concrete works.</p> <p>b) Rs. 63.60 Crore for Consortiums and Joint Ventures, out of which Rs.31.20 Crore is exclusively for Rubber Dam system and Rs. 11.00 Crore for concrete works.</p> <p><b>B Annual turnover credential for RFQ:</b></p> <p>a) Annual Turnover of the bidder except for Consortium or JV for a particular FY within preceding five FY as stated in clause 7 iii c, and in Form-2 should be at least Rs3180Lakh.</p> <p>b) The same for a Consortium or any JV should be at least Rs 8475Lakh.</p> <p>(Both A. &amp;B stated above should be fulfilled for qualifying in Technical bid stage in the e-RFQ and all claims for above credentials are to be substantiated with valid documents converted in PDF during submission of online bids as stated in this RFQ later )</p>	Physical Project Milestones determined to complete the implementation of 100% Project work within the scheduled date of completion have been stated at Appendix-III of RFP and in terms of Schedule-I & Schedule-J of the EPC-Agreement.

(\*\*) For Consortium & JV, additional criteria may be referred under Clause 1, Cl.4.2, Cl.7& Cl. 8 of General Terms & Conditions.

## General Terms & Conditions\_for the e-RFP

### 1. Eligibility for participation

All Bonafide contractors/Agencies/Organizations, viz Registered Companies/ Firms and Registered Partnership Firms, Proprietorship Firms, Registered Consortium & **valid** 'Joint Venture Firms' and contractors/bidders of equivalent grade or class having credential with the State Government of West Bengal, Union Government Departments/ Other State Government Departments/ Engineering Wings of GoI /IRCON/RVNL and other similar organizations of GoI and State Governments/PSU of Government of India and other States relating to supply, installation and commissioning of a rubber dam regulating structure are eligible to participate depending on the criteria as laid down in the subsequent Para.

**Note:** *In case of consortiums, maximum number of constituents shall be restricted to 5 (five) and each of the constituent must have at least 10% work credential as well as at least 10% annual turnover from business in preceding 3 years within zone of consideration. Individual Constituents of a Consortium cannot form another Consortium.*

### 2. Participation in more than one serial of work in e-RFP

Any contractor/bidder may submit bids for a maximum of 50% of the total number of works (rounded up to next higher integer) published in any particular e-RFQ notice depending on his/her previous work credential and financial capability, details of which have been stated later.

3. A 'Pre-Bid' meeting will be held in the office chamber of the Superintending Engineer, Western Circle-II on Day 5 & 21st from the date of publication of RFQ, in order to acclimatize the prospective contractors/bidders through an interactive open session, replying to their queries, and clear doubts in connection with the work/s, if any.

### 4. Submission of bid

#### 4.1 General procedure for submission of e-RFP

*Bids are to be submitted on-line through the website/s as stated earlier. All the documents uploaded in the e-RFQ/e-RFP by the Superintending Engineer, Western Circle-II, Irrigation & Waterways Directorate forms an integral part of the contract/ agreement. Contractors/bidders are required to upload the entire set of bid documents along with other related documents as asked for in the e-RFP through the above website/s within the stipulated date and time as given in the e-RFQ notice. Bids are to be submitted in two folders at a time for each work, one being 'Technical Proposal' and the other 'Financial Proposal'. The contractor/bidder shall carefully go through all the documents of the e-RFP and prepare to upload the scanned documents in Portable Document Formats (PDF) files in the designated link in the web portal as their Technical Bid. He/she needs to quote his / her offered rates of items/amounts in Rupees in the BOQ downloaded for the work in the designated cell of Excel sheet only and upload the same again in the designated link in the portal as their Financial Bid. Documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Contractors/bidders should especially take note of all the addenda and corrigenda related to the e-RFP and upload all of these documents also as a part of their bid document.*

*Documents & data once finally submitted on-line by the bidders comprising his/her/their Technical bid (under Technical/Pre Qual. Cover) together with Financial bid (in Financial Cover) cannot be changed or withdrawn after last/end date & time of electronic bid submission in the e-RFP.*

#### 4.2 Technical Proposal

The Technical Proposal should contain scanned copies and/or declarations in the following standardized formats in two covers(folders).

##### A. Technical Cover containing:-

- i. e-Notice of RFP (RFQ)( to be submitted in "e-NOTICE" folder)
- ii. Addenda/Corrigenda: If published; (to be submitted in the 'e-NOTICE' folder merged with 'e- NOTICE' already uploaded as pdf file)
- iii. RFP & EPC Agreement with all Schedules( to be submitted in "EPC-RFP" folder)
- iv. Project specific detailed Scope of Work including Specifications & standards(to be downloaded digitally signed and uploaded in pdf format in "SPECIFICATIONS" Folder)
- v. Project specific requirements of the RFP to be uploaded in the 'APPENDIX' folder (vide Appendix I, II, III, IV and VII)
- vi. Application for e-RFP (vide Form-I) ( to be submitted in "FORMS" folder)
- vii. Annual Turn-over from business: Profit and loss accounts statement in the prescribed form with annual

Turn over of last three financial years or during the period since formation of the Company/Firm, if it was setup in less than three year period. (Vide Form-2 to be submitted in “FORMS” folder)

- viii. Credential Certificate (vide **Form- 3** to be submitted in “FORMS” folder)
- ix. Declaration of not having common interest in the same serial (vide **Form-4** to be submitted in “FORMS” folder)
- x. Drawings. (To be submitted in “DRAWINGS” folder)

**NOTE:** i. Contractors/bidders are to keep track in the stated website for all Addenda and Corrigenda published for a particular e-RFP and upload all the above digitally signed by him/herself along with his/her bid, e-bid submitted without addendum/corrigendum are liable to be treated as informal and thereby rejected.

ii. e-bid will be summarily rejected if any of the aforesaid items are found to be missing in the on-line e-bid submitted and cannot be incorporated at the latest stage.

iii. Only pdf document to be uploaded of maximum size **2MB** for each Technical/Pre-Qual folder.

**B. My Document [OID\* Cover] containing:**

**Note: Maximum permissible size of total OID document in pdf (from Sl. A to G) is 25 MB.**

Sl. No.	Folder Name	File Description	Details	Remarks if any
<b>A</b>	<b>Certificates</b>	<i>certificates.pdf 1</i>	1. Professional Tax Payment Certificate (PTPC) 2. PAN Card 3. GST registration certificate 4. Latest I.T Return Receipt	Details under Clause 4.2.C
<b>B</b>	<b>Company Details</b>	<i>companydetails.pdf1 companydetails.pdf2</i>	1. Proprietorship Firms (Trade License) 2. Partnership Firms (Partnership Deed, Trade License, Form-VIII (optional) or Memorandum of Registration) 3. Companies (Incorporation Certificate, Trade License, Memorandum of Articles of ROC, List of owners/ Directors/Board Members) 4. Consortiums and Joint Venture (JV). Trade License, Certified copy of Form-VIII, Deed of Consortium/JV.	-do-
<b>C</b>	<b>Credential</b>	Credential pdf1 Credential pdf2	1. BOQ duly authenticated by issuing authority as per Cl.6&7, and work order/LOA containing cluster of items of major subcomponent. 2. Completion Certificates of 100% completed work containing PLC-SCADA work of value desired in the RFQ ,or, 3. Gross bill of 100% completed work including excess and supplementary items beyond the scope of original BOQ mandatorily authenticated by appropriate authority.	-do-
<b>D</b>	<b>Declarations</b>	Declaration.pdf1 Declaration.pdf2 Declaration.pdf3	i. Certificates on Warranty related services, software licenses, Design, Installation and commissioning & calibration services. Manufacturers' certificates of equipments and spares.	
<b>E</b>	<b>Financial credential</b>	P/L Audited Balance-sheet for year-1.pdf P/L Audited Balance-sheet for year-2.pdf P/L Audited Balance-sheet for year- 3.pdf	Profit & Loss account audited by Licensed Firm balance sheets with annexure containing the appropriate designated Forms 3CA/3CD/3CB, as applicable for at least preceding 3 financial years.	-do-
<b>F</b>	<b>Machinery</b>	Machinery pdf.1 Machinery.pdf.2	List of major machineries and equipment owned and hired to be deployed for the project,  (Authenticated copies of Invoice/Challans/ Waybills are desirable). <b>(vide Appendix-VI)</b>	

<b>G</b>	<b>Manpower</b>	Technical-Manpower-details.pdf1 Organizational-Structure.pdf2 O&M, Training personnel-details.pdf.3	i. Technical-manpower for implementation of the project on pay role of the bidder/ company or on contract, ii. For extended warranty period defect liability, iii. Training experts, security, organizational setup and iv. Hierarchy of the Company Management, ( vide <b>Appendix-V</b> )
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\* OID denotes Other Important Documents.

C. i. Certificate/s:(name of the file should be “certificates.pdf”)

- a. Professional Tax Payment Certificate (PTPC) valid for the current financial year/latest as per rules and PAN Card. Application for PAN addressed to the competent authority may also be considered.
- b. GST( Goods and Service Tax) Registration Certificate for bidders;
- c. Latest Income Tax Return receipt.

ii. Company Details:(name of file should be “companydetails.pdf”)

A. Details for Consortiums formed out of Proprietorship Firms / Partnership Firms

Deed of Consortiums formed with Partnership Firm etc, and documents of their registration in the form of certified copy of ‘Form No. VIII,’ issued under the Indian Partnership Act, 1932 (Act-IX of 1932) by the Registrar of Firms.

Any change in the constituent of the Consortium/Partnership Firm should also be intimated to the office of the Registrar of Firms prior to submission of application in the e-RFP and a certified copy of the revised Form No. VIII showing changes in its constituents are required to be submitted. If the Consortium is yet to receive a certified copy of the revised Form No. VIII, it would be required to submit the aforesaid undertaking on-line along with his/her bid.

**Note:** An affidavit regarding authorized user of DSC for Consortium and a declaration regarding such authorization for Limited Companies is required to be submitted on-line with the e-RFP. Scanned copies in pdf file of competent authority are to be submitted, if the power is delegated for signing of bid/s to persons other than the applicant contractor/bidder.

B. Registered Companies(“companydetails.pdf”)

- a. Trade License for Proprietorship Firms/ Partnership Firms/Companies.
  - b. ‘Memorandum of Articles’, for Companies registered by the Registrar of Companies (ROC) under Indian Companies Act, 1956.
  - c. Any other document, showing name with signature of all latest Owners/Directors/Board Members.
- iii. Credential: Scanned copy of previous work credential within last 5 years issued in favour of the contractor/bidder as detailed under clause 6 of RFQ (e-Notice).  
Bill of Quantities (BOQ) along with Work Order/LOA, duly authenticated by the competent authority as supporting document against Form-3 to be submitted under OID cover in the credential folder (name of file should be “credential.pdf1”).

In case of execution of supplementary/substitute supplementary items having value more than 30% of BOQ, final gross value of bill (without contractual rates) including such supplementary / substitute supplementary items may be considered to ascertain similarity in nature of work and authenticated copy of such bills may be uploaded with the on-line bid submitted, if made available and desired by the bidder (name of file should be “credential pdf2”).

iv. Financial Information:

- a. Balance Sheet: Audited Balance Sheets including Profit & Loss Accounts of the preceding three financial years with licensed auditor's certificate regarding Annual Turnover from business in Forms 3CA/3CB/3CD as applicable in a financial year. The audited Balance Sheet shall contain Annexure Form 3CA/3CB/3CD as applicable u/s 44AB of IT Act 1961. **Auditor’s certificate must contain his/her Membership No./Registration No. of Registered- Audit Firm/CA Firm with valid licenses.**

The Annual Turn Over for last 3 financial years to be submitted under Technical/Pre-Qual. cover in ‘FORMS’ folder, vide Form- 2.

Profit & Loss Accounts of the preceding three financial years to be submitted under OID cover in the ‘Financial- Credential’ folder.

**Note:** The QBEC would verify the documents from the source of issue and fully satisfy them before technically qualifying the bidder for going ahead with the next stage of financial bid opening in the e-RFP.

*If the company was set up less than three years ago, audited balance sheet for the number of years since inception is to be submitted.*

- v. **Others:** Major Machinery both owned and to be hired and Technical Manpower details both under Pay Roll and to be hired for the project is to be furnished as per **Appendix VI** and **Appendix-V** to be furnished under separate '**APPENDIX**' folder under Technical cover.

**Note: Failure to submit of any of the above mentioned documents in the e-RFP may render the e-bid liable to summarily rejection.**

#### **4.3 Financial proposal / bid under Financial cover:-**

The financial bid should contain the following documents in one cover (folder).

**Bill of Quantities (BOQ):** The contractor/bidder is required to quote the rate in Rupees (INR) both in numeric as well as in words in English against each item of the on-line BOQ in the space marked for quoting offered bid in the BOQ. **However the L1 bid (Lowest bid price) would be determined only on the basis of overall bid price in respect of the total BOQ of the RFP and not on the rates of individual items or subcomponent works of BOQ.**

#### **NOTE:**

- a. *BOQ without a valid offered bid at the design at ed space provided in the BOQ will be rejected.*
- b. *In cases where BOQ has been changed by the Superintending Engineer, Western Circle-II by way of on-line issuance/uploading of addendum/ corrigendum, contractors/bidders are required to upload the revised BOQ within this offer. If bids are submitted prior to the date of publication/uploading of addendum/corrigendum, the contractor/bidder is required to resubmit the bidson-line along with the revised BOQ. If the revised BOQ is not found subsequently during financial evaluation, the bid will be rejected.*
- c. *Only downloaded copies from e-RFP of the above document in excel sheet is to be uploaded by the contractor/bidder during on-line bid submission).*

#### **5. Bid Security Deposit also identified as EMD**

- i. **RFP document Fees:** Entire set of e-RFP documents are made available free of cost through the State Government e-procurement portal having URL <https://wbenders.gov.in> and also the 'The Departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in). No cost for e-RFP document shall be charged even during execution of the formal contract / agreement. However, the contractors/bidders may wherever necessary be charged suitably for asking for additional/multiple copies of maps, specifications, Schedule of Rates booklet (SoR) etc. and such fee may be suitably determined by the Superintending Engineer, Western Circle-II as per norms.
- ii. **Bid Security or Earnest Money Deposit (EMD):**

Payment of 'BID SECURITY' is compulsory for being considered as eligible and valid bid except if specially exempted by the Finance 'The Authority', Govt. of West Bengal. Traditional procedure of depositing 'BID SECURITY' through off-line instruments like Bank Draft, Pay order, Bank Guarantee, Bankers Cheque etc. has been completely dispensed with for all e-RFPs/e-procurements of the State Government, w.e.f 1<sup>st</sup> September, 2016. Intending bidders desiring to make payment of Earnest Money ('BID SECURITY') have to transaction in the on-line system of e-RFP and should beforehand read the instructions carefully, particularly in the challenge generated in the system of e-procurement, if opted for 'BID SECURITY' payment through RTGS/NEFT.

##### **A. Login by bidder:**

- a. A bidder desirous of taking part in an e-RFP shall login to the e-Procurement portal of the Government of West Bengal using his/her login ID and password by a valid DSC.
- b. He/she will select the e-tender /RFP to bid and initiate payment of pre-defined 'BID SECURITY' for that e-RFP 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. RTGS/NEFT in case of off-line payment through bank accounts in any Bank approved by RBI in India.

##### **B. Bid Security or EMD payment procedure:**

- a. **Payment by Net Banking (any of the listed banks) 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 web Bid page (along with a string containing a Unique ID) where he/she will select the Bank through which he/she wants to do the on-line 'BID SECURITY' transaction.
  - ii. Bidders will make the payment after entering his/her Unique ID and password of the bank to process the e-transaction.
  - iii. Bidders 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 at R.N Mukherjee Road, Kolkata for collection of Bid Security (EMD) against unique codes for identification of the e-RFP Inviting 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 fund get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of ‘**BID SECURITY**’.
  - 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-RFP.
  - vi. If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder’s bank account.

**Note: Bid Security or EMD payment made through RTGS/NEFT would require additional 2 to 3 bank working days after date of physical transaction in the bank before the procedure is completed for enabling the bidder to continue with the bidding process in the on-line e-RFP 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-RFP is completed within last date of on-line submission of his/her e-bid. However, Net-banking transaction through ICICI bank by their Net Banking payment Gateway would be on real time basis.**

**C. Refund/Settlement Process for Bid Security or EMD:**

- i. After opening of his/her bids and technical evaluation of the same by the Authority through electronic processing in the e-Procurement portal of the State Government, the e-bid 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 ‘**BID SECURITY**’ of the bidders disqualified at the technical evaluation to the respective bidders’ bank accounts from which they made the ‘**BID SECURITY**’ on-line 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 E-bid Inviting Authority.
- iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, ‘**BID SECURITY**’ 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 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, ‘**BID SECURITY**’ 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 E-bid 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 to Government Receipt under Public Accounts through GRIPS (Government Receipt Portal System) where under the security deposit will also be collected in connection with the work.
- vi. All refunds will be made mandatorily to the Bank account from which the payment of ‘**Bid Security**’ (EMD) and Bid Fees (if any) were initiated.
- vii. If the e-RFP is cancelled, then the ‘**Bid Security**’ would be reverted to the original bidders account automatically after such cancellation order is affected online by the e-Request for Proposal (e-RFP) Inviting Authority.
- viii. Once the Bid Security (EMD) of L1 bid gets transferred to the GRIPS of the State Government, the Superintending Engineer, Western Circle-II using his/her e-token and valid DSC shall enter the GRIPS portal to identify the ‘**Bid Security**’ credited against the particular e-RFP by taking out a hard copy of the credit confirmation containing the GRN No. and forward to the Treasury concerned, the designated Executive Engineer for future raising of refund back after completion of defect liability period (Security Period).

## 6. Credential Certificates

- i. Completion Certificates (CC) for 100% completed works during the current year and within last five financial years will only be accepted as valid credential.
- ii. CC should clearly show the name, postal address, (contact Tel. No. and FAX or e-mail ID if issued outside the jurisdiction of the State) of the office and designation of the officer/ authority issuing the CC for the work along with the name of work and bid value/Tender value. Illegible certificates and those having incomplete information are liable to be rejected.
- iii. CC of works executed directly under any Department of Government of West Bengal will be considered as valid credential. CC of works executed under Union Government Ministries, Departments, other State Government Departments, PPP Authorities having more than 50% holdings of Government having JV with Union or State Government, State & Union Govt. Corporations, Engineering Units of Government of India and State, Port Trust, Dam or Barrage Project Authorities, Public Sector Undertakings (PSU) owned or managed by Government of India or other State Governments may also be considered. **(Outside India CC invalid).**
- iv. All above CC are required to be issued by an officer/authorized engineer not below the rank of Executive Engineer/Divisional Engineer/District Engineer/Project Manager of the State/Union Government/ Authority/ Organization, authorized signatories of CC for PSU, other State Government Organizations. **It is desirable to provide in writing contacts, telephone and FAX or e-mail address of the signatory of the CC for all offices outside the State of West Bengal for verification purpose.**

Such CC is desired to be further countersigned by the immediate superior authority of the issuing authority for all cases outside the State of West Bengal other than those executed directly under Union & State Government Departments. Also, such certificate when issued in other States other than those directly by Union/State Government Departments/Ministries, should contain a declaration that the work has been executed to the satisfaction of the concerned Organization/PSU/Company and has been declared 100% complete in all respect by the competent authority in the concerned Organization/PSU/Company.

## 7. Eligibility criteria

- i. Eligibility of a contractor/bidder based on his/her work credential will be determined as per norms stated below:
- ii. Monetary value of work without considering contractual rate of the work executed or its final gross final bill value excluding contractual rate, inclusive of supplementary /substitute supplementary items (to be considered if BOQ is increased by at least 30%) as the case may be, if submitted, will be further multiplied by the following factors to take care of the inflationary effect to arrive at the net national amount. For calculation of Net Notional values of Major components, the values of the corresponding items in the final bill of the 100% completed work will be multiplied with the same factors

Year	Description	Multiplying factor to arrive at net notional amount
Current	-	1.00
1 <sup>st</sup>	1 year preceding the current financial year	1.08
2 <sup>nd</sup>	2 years preceding the current financial year	1.16
3 <sup>rd</sup>	3 years preceding the current financial year	1.26
4 <sup>th</sup>	4 years preceding the current financial year	1.36
5 <sup>th</sup>	5 years preceding the current financial year	1.47

**Note:** For cases where two contractors/bidders are participating in a e-RFP for the particular work are such that one happens to have worked as a sub-contractor of the other, and both the contractors/bidders submit work credential of having completed the same job either wholly or partly, then in such case the credential of the principal contractor will be considered while that of the sub-contractor will not be taken into consideration for determining the eligibility criteria of the contractor/bidder towards the e-RFP. If the credentials submitted by hitherto contractors/bidders are for different works, then both the work credentials will be considered towards determining the eligibility criteria of the individual contractors/bidders..

- ii. Financial proposal of any contractor/bidder will come under consideration only when both the criteria (a & b) mentioned below are satisfied and fulfilled.
  - a. **For single contractor/bidder/agency/Firm /Company/, Net notional amount, calculated from the Completion Certificate (CC) of a similar single work , calculated in the manner stated at 7(ii) above, within last 5(FIVE) financial years, should be at least Rs. 31.80 Crore. Such 100% completed work must mandatorily have the following components with net notional values as stated against each components for establishing its similarity with the instant work.**
    - (i) **Rubber Dam supply, installation and commissioning of net notional value of Rs 1560 Lakh.**
    - (ii) **Cement Concrete works of value Rs. 550 lakhs.**

- b. **However, for Consortiums and JV where CC of individual entities of the Consortium/JV are to be considered and shall be added up, the sum total of net notional Gross Work Values in the CC of 100% completed works of individual entities of Consortium or JV, a maximum one for each entity, should be at least Rs 6360 Lakh. In case of Consortium or JV, at least one constituent must have the credential of specifically executing a single project relating to supply, installation and commissioning of a rubber dam of Net Notional value of Rs. 3120 Lakhs in last five years. The aggregate of Net Notional Values relating to concrete works calculated from the completion certificates of the individual constituents of the Consortium or JV should be at least Rs 1100 Lakh.**

**And,**

- c. **Annual Average Turnover** from business as stated in clause 4.2 A (v) and in Form-2 for the contractor/bidder/agency/Firm /Company/Consortium who intends to participate **should be at least Rs 3120 Lakh.** However, for Consortiums & Joint Ventures where Annual Turnover of individual entities is to be considered, sum of Annual Turnover from business of such individual entities should be at **least Rs 8475 Lakh**, who intends to bid.

*iii. Additional guidelines for ascertaining eligibility credential of works*

- A. Monetary values of each of the items is to be multiplied by **Multiplying factor to arrive at net notional amount** stated in the table under clause 7 (ii) to take care of the inflationary factors as the financial requirement to match work credential in terms of execution of similar items and to be integrated with column 8 of list of works.

**B. Experience and Technical Capacity**

The Bidder will have to substantiate that they have capacity to design, installation and supply the Rubber Dam for the purpose of qualifying this requirement, the Bidder will have to submit clear certificates/documents asunder:

- B1. They should have a minimum experience of five years of design, installation and supply of Rubber dam bladder with fixtures and accessories along with civil work of river valley project offered by them.
- B2. The bidder must have experience in design, engineering, supply, installation & commissioning of Rubber Dam (major items or the major subcomponent of cluster of items).
- B3. The Rubber Dam system commissioned by him / her should have been in satisfactory operation for at least two years period in at least one location.
- B4. Firm should also have required license and certificates.
- B5. The bidder must have all necessary testing facilities at their works for carrying out such routine and acceptance tests as prescribed in the relevant Indian Standards/BIS/CPWD or MORTH/PWD Standard Books/CBIP/ISO /International Standards/IEEE specifications. Documentary evidence of existence of such facilities must be submitted.
- B6. The supplied equipments must have been fully type tested as per relevant BIS and/or any other specified national international standards and matching the desired Project Specifications under Technical Cover executed during last 5 years from date of bid opening. Scanned PDF of such type test reports/certificates must be submitted with the bid.
- B7. Bids of Bidders quoting as authorized representative of an equipment manufacturer, meeting with the above requirement in full, can also be considered provided:  
The manufacturer furnishes authorization in the prescribed format assuring full guarantee and warranty obligations as per Agreement, and  
The Bidder, as authorized representative of their manufacturer has supplied, installed and commissioned satisfactorily at least 1/2/3 similar systems in the last three years from the date of bid opening.
- B8. The bidder shall guarantee that adequate specialized maintenance capability and expertise will be made available.

- B9. The Bidder shall provide evidence to the satisfaction of the Purchaser to the effect of having in house or externally engaged expert is eto:
1. Conduct the operations and trained manpower.
  2. Develop the conversion the special category works.
- B10. The Bidder shall provide the CVs of the experts, field operators and the list of Machinery & equipment and Technical Manpower. The CV of these personnel should demonstrate the successful operation of at least one such assignment.
- i. The Bidder shall furnish documentary evidence to demonstrate that the Goods it offers meet the following Purchaser requirement in general and also the Purchaser requirements specified in detail in Technical Specifications of this bidding document. In case the Bidder is not the manufacturer or producer of the goods it offers to supply and has submitted the bid in accordance with the Specifications desired, the bid shall include the above information about the manufacturer whose equipment are being offered.
  - ii. The Bidder should furnish the information on all past supplies and satisfactory performance for Cl.7C above, in Performa under Appendix 1 to7.
  - iii. All the Bids submitted shall also include the following information along with formats under Appendices I to VIII.
  - iv. Copies of original documents defining the constitution or legal status place of registration and principle place of business of the Company or Firm or Partnership etc.
  - v. The Bidder should furnish a brief write up backed with adequate data explaining his available capacity and experience (both technical and commercial) for the manufacture and supply of the manufacturer and supply of the required systems and equipment within the specified time of completion after meeting all their current commitments.
  - vi. The Bidder should clearly confirm that all the facilities exist in his factory for inspection and testing and these will be made available to the Purchaser or his representative for inspection. The Purchaser shall decide and propose necessary tests as it may deem fit for the purpose of evaluation.
  - vii. Details of Service Centers and information on service support facilities that would be provided after the warranty/extended warranty period.

#### **8. Eligibility criteria for participating in more than one serial of work in an e-RFQ notice**

Annual Turnover should be more than or equal to **25%** of assessed project cost in which the bidder/contractor/Firm/Consortium/Company intends to participate. However for Consortiums and JV, where Annual Turnover of individual entities of the Consortiums or JV are to be considered, the sum of the Annual Turnover of individual entities should be at least **75%** of the aggregate assessed project cost of the e-RFP in which the Consortium or JV intends to participate.

#### **General Note:-**

- a. If the items of work contained in RFP are such that even after combination and addition of those into categories of major items defined as illustrated in clause 7(iv) , due to aggregate amount being less than 25% of the assessed value of work as per the Feasibility Report contained in the e-RFQ notice, the Departmental Quotation-cum-Bid Evaluation Committee (OBEC) may decide on appropriate major items, one or two from amongst the list of important items and further fix up the financial requirement (monetary value of such items) in terms of execution of similar items in previous works in column No. 8 of the list of works against that particular work.
- b. In case authenticated copy of item wise gross completed bill value is not uploaded for any reason whatsoever, eligibility for similar nature of work will be judged on the basis of items of works in the BOQ.

#### **9. Penalty for suppression / distortion of facts and withdrawal of L1 bidder before acceptance of LOI**

If any contractor/bidder fails to produce the original documents (especially Completion Certificates and Audited balance sheets), or any other document on demand by the Superintending Engineer, Western Circle-II within a specified time frame or if any deviation is detected in the hard copies from the corresponding uploaded soft copies or if there is any suppression / distortion / falsification noticed/detected/pointed out at any stage of e-RFP process prior to the issue of work order, the Superintending Engineer, Western Circle-II will immediately bring the matter to the notice of the Quotation-cum-Bid Evaluation Committee (QBEC) who upon recommending suitable punitive actions against the bidder will place the matter before the concerned Chief Engineer within 15 days of receipt of the complaint from the Superintending Engineer, Western Circle-II and the contractor/bidder may be suspended from participating in all future bids on the e-tender platform of Government of West Bengal as per approval of the Chief Engineer for a maximum period of 3 (Three) years. In addition ,his/her

'BID SECURITY' will stand forfeited by the Government.

The concerned Chief Engineer then will issue the necessary suspension order in writing with intimation to the defaulting contractor/bidder, other Chief Engineers, Central e-Tendering Cell and also the Department. Copy of such suspension order should invariably be communicated to the Nodal Officer, e-Governance Cell of the Department with a request to upload the order in the 'Departmental website. Besides, the Irrigation & Waterways Department, Government of West Bengal may also take appropriate legal actions including blacklisting of the defaulting contractor/bidder and debaring him/her from participating in any Government e-tenders/e-Procurement for a period up to three years, and the e-Procurement Cell of this Department may be advised to block the incumbents DSC in order to debar him/her from participating in any 'Departmental e-Procurement work during such suspension period. For e-bids where such suppression / distortion / falsification is detected at an advanced stage of e-RFP processing, the concerned Chief Engineer will be the deciding authority as to what further necessary actions are to be taken regarding the fate of the e-RFP.

## **10. Taxes & duties to be borne by the Contractor/bidder**

Income Tax, GST, Sales Tax, Royalty, Construction Workers' Welfare Cess, Service Tax/Krishi Kalyan Cess and similar other statutory levies / Cess will have to be borne by the contractor/bidder and his/her quoted rate should be quoted accordingly after considering all these charges. The quoted rate shall also include Occasion freight charges, Marine insurance, port terminal charges, port clearance charges along with basic custom duty (BCD) Countervailing duty (CVD) Special CVD, if any, Anti-dumping duty, safeguard duty, Customs Handling fees, Custom Educational-Cess.

Contractor deemed to have following documents but not limited to while sending materials from outside of India.

1. Bill of entry which includes "Total outwards remittance of country"
2. Commercial invoice.
3. Bill of landing through CHA.
4. Import license.
5. Insurance certificate.
6. Purchase order from supplier.
7. Technical write up, literature etc for specific goods.
8. Registration cum membership certificate (RCMC)
9. Industrial license, if any.
10. Test report, if any.
11. DEEC (Duty exemption entitlement certificate) DEPB (Duty entitlement pass book) ECGC (Export credit guarantee corporation) of India.
12. Central excise document, if any.
13. GATT (General agreement on tariff and trade) DGFT (Direct general of foreign trade) enlistment

## **12. Site inspection prior to submission of e-bid**

Before submitting a e-RFP, the intending contractor/bidder should make themselves acquainted thoroughly with the local conditions prevailing at site of implementation of the work by undertaking rigorous field inspections and taking into consideration all probable likely factors and difficulties to be involved in execution of the work as per specification in all respects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local laborers and market rates prevailing in the locality etc. and no claim whatsoever will be entertained on those accounts afterwards. In this connection intending contractors/bidders are advised to attend the 'Pre-Bid' meeting with the Authority (Superintending Engineer, Western Circle-II) on the prefixed dates to get his/her doubts cleared if he/she desires. He/She may also contact the office of the Superintending Engineer, Western Circle-II in between 11.30 hours to 16.30 hours on any working day, prior to the date of actual submission of bid relating to the e-RFP.

## **13. Conditional and incomplete bids**

Conditional and incomplete bids submitted on-line are liable to be summarily rejected.

## **14. Opening and evaluation of e-bids**

### **13.1 Opening/decrypting of a Technical Proposal**

- i. Technical proposal will be opened by the Superintending Engineer, Western Circle-II or his/her authorized representative/s electronically in the official website stated earlier using their authorized valid Digital Signature Certificate/s (DSC).
- ii. Participating contractors/bidders may remain present if they so desire.
- iii. Technical cover documents (vide Clause 4.2.A) will be opened/decrypted first and if found in order, Cover (Folder) for OID (vide Clause 4.2.B) will be opened/decrypted. If there is any deficiency in either of the Technical cover documents, the offered bid of the bidder will summarily be rejected.

- iv. Decrypted (transformed into readable format) documents of the OID (Other Important Document) Cover will be decrypted/downloaded and handed over to the 'The Departmental Quotation-cum-Bid Evaluation Committee (QBEC).
- v. Procedure to be followed for opening/decrypting of a financial bid is explained later under clause 13.5

### 13.2 'E-Quotation-cum-Bid Evaluation Committee' (QBEC)

Committee constituted by the Government in the Irrigation & Waterways Department for evaluation of bids and entire selection process in the RFP will function as the QBEC.

### 13.3 Uploading of list of technically qualified contractors / bidders in the web portal/s

- i. Pursuant to scrutiny and decision of the QBEC, the list of eligible bidders/ contractors for a particular serial of work whose Technical proposal will be considered and uploaded in the web portal/s.
- ii. While evaluating, the QBEC, may, if they so desire summon the contractors/bidders and seek further clarification/information or additional documents or seek verifications of original hard copy of any of/all the documents already submitted on-line and if these cannot be produced within a reasonably stipulated timeframe, their bids will be liable for rejection.

### 13.4 Opening and evaluation of Financial Proposal

- i. Financial proposals of the bidders/contractors declared technically eligible by the QBEC will be opened electronically by the Superintending Engineer, Western Circle-II in the web portal stated above on the pre-notified date and time.
- ii. The encrypted copies will be decrypted and the rates will be read out to the contractors/ bidders remaining present at that time, else they may login their respective e-tender accounts to see the (CS) comparative statement in the web portal.
- iii. After opening/decrypting the financial proposal, the preliminary summary result containing inter-alia the names of contractors/bidders and the rates and amount quoted by them will be evaluated and the result will however not be made available in the e-tender web portal platform. The same would only be uploaded after obtaining recommendation from Quotation-cum-Bid Evaluation Committee (QBEC) and the Government Appointed Departmental Tender Committee (DTC) and Administrative Approval..
- iv. If the QBEC and the Government Appointed Tender Committee (DTC) of the Irrigation & Waterways Department is satisfied that the L1 bid price obtained is fair and reasonable and there is no scope of further lowering down of rate, after having the comparative statement test checked by the Divisional Accountant / Divisional Accounts Officer of the Office attached to Executive Engineer, KKB Project Division, Irrigation & Waterways Directorate and after going through the recommendations of the QBEC and obtaining recommendation of the Government Appointed Departmental Tender Committee(DTC) instruct the Superintending Engineer, Western Circle-II to upload the final summary result containing the name of contractors/bidders and the financial bids offered by them against BOQ in the RFP.
- v. If there is any scope for lowering down of bid price in the opinion of the QBEC or the 'Government Appointed Departmental Tender Committee (DTC), all the bidders qualified in technical bid may be notified through system generated e-mail and mobile phone sms to attend e-bid-cum-auction on a predetermined date and time to be held in the office of the Superintending Engineer, Western Circle-II. Off-line negotiations are not permitted from the point of view of confidentiality and transparency. However, in exceptional cases with prior recommendation and advice of Government 'The Departmental Tender Committee (DTC) open off-line bid negotiations with **only the L1 bidder** to lower down the offered bid may be held by the Superintending Engineer, Western Circle-II in presence of QBEC members for reasons to be recorded in writing.
- vi. If there is no contractor/bidder or the number of contractors / bidders in the 1<sup>st</sup> e-RFP is less than three, the e-RFP has to be cancelled. In case of participation of more than three bidders, if the number of technically qualified bidder falls below three, the e-RFP is to be cancelled as well and fresh e-RFP (i.e 2<sup>nd</sup> e-RFP/3<sup>rd</sup> e-RFP) may be invited by suitably lowering down the minimum eligibility criteria for all bidders.
- vii. After uploading of Financial bid result upon obtaining recommendation of the QBEC and the Government Appointed Departmental Tender Committee (DTC) as regards to the L1 bid, the financial Comparative Statement of the e-RFP or the FBE sheet so prepared of L1 bid, with Approved Feasibility Report, recommendations and Rate analysis justifications with comments of CE, QBEC, DTC is to be referred to the Government for administrative approval. Letter of Invitation (LOI) and the Award of Contract (AOC) would however not be sent or given to the L1 bidder before receipt of Administrative Approval from the Government in the Irrigation & Waterways Department.
- viii. The QBEC may ask any of the bidders/contractors to submit analysis of rates to justify the rate quoted by that bidder/or the L1 bidder.

- ix. If the L1 bidder/contractor backs out there should be fresh e-RFP floated on-line once again in a transparent and fair manner. In such a situation the QBEC may opt for Short Notice e-RFP with time periods stipulated for e-RFP, if so necessitated in the interest of public works and take decision on the basis of L1 bid in the 2<sup>nd</sup> e-RFP or subsequent 3<sup>rd</sup> e-RFP with 14 days and 10 days minimum bid submission/notice period. Penal action for premature withdrawal by bidder has been stated under clause 9 earlier.

### **13.5 Procedure to be followed for acceptance of bid for selection of contractor to implement the work.**

- i. Selection of contractor/bidder should be **made on the basis of at least three valid bids both in technical proposal as well as financial proposal/bid**, which shall be opened preferably in presence of their willing agents. If the number of bids received is less than three, e-RFP would be cancelled and invited afresh with relaxed eligibility criteria to be determined by the QBEC.
- ii. If the number of contractors/bidders qualified in the technical bid is less than three, e-RFP would be invited afresh.
- iii. The lowest bid for the work is accepted as a rule. If for any reason the L1 bid is not accepted, reference is to be made to the appropriate Government for orders as to which of the contractor /bidder the work should be awarded.
- iv. L1 bid received in the e-RFP in all cases prior to issuance of LOI /LOA is to be recommended and placed before the Government Appointed Departmental Tender Committee (DTC) subject to the conditions that valid e-bids should not be less than three and L1 is recommended for acceptance formal administrative approval would be accorded by the Government in the Irrigation & Waterways Department after recommendation of the Government Appointed Departmental Tender Committee (DTC) as mentioned earlier, after which the Letter of Invitation (LOI)/Award of Contract (AOC) is to be uploaded in the e-Procurement.
- v. If the response to an e-RFP is less than three, then e-RFP should be invited afresh. Such e-RFP notice shall be published in widely circulated dailies as per guidelines and also through e-RFP e-Tender web portals. Prior to invitation of 2<sup>nd</sup> or 3<sup>rd</sup> e-RFP, the eligibility criteria and other terms & conditions as contained in the first 'Notice Inviting e-RFP' (e-RFP notice) shall have to be reviewed by the Quotation-cum-Bid Evaluation Committee (QBEC), to ascertain whether (i) it was too much restrictive, say, specifications and qualifications were fixed at higher standards than required, (ii) advertisements in the widely circulated Newspapers were properly published and (iii) other related procedural matters were observed in its entirety.
- vi. Even if, after taking appropriate steps in regard to relaxation of criteria to the extent as decided by the QBEC and also wider publicity of 2<sup>nd</sup> e-RFP or 3<sup>rd</sup> subsequent e-RFP in widely circulated dailies and through web-site/s, the response to the subsequent e-RFP is still less than three, that case may be forward by the Quotation-cum-Bid Evaluation Committee (QBEC) with recommendation by the 'The Departmental Tender Committee (DTC) to the Government in the Irrigation & Waterways Departmental for consideration.

### **15. Determination of Lowest bid and acceptance of Bid.**

Bidders are required to quote the financial rates/bids/offers in Lump Sum against each and every item of the e-BOQ as already stated under clause 4.3. It is being clarified that selection of the lowest bidder (L1) would be made on the basis of total bid price against the BOQ as a whole and not on individual items or any subcomponent of the project. L1 bid on an overall basis should normally be accepted as a rule. However, the Accepting Authority does not bind himself/herself to do so and reserves the right to reject any or all the bids without assigning reasons subject to fulfillment of clause 13.5 (iii) and further reserves the right to distribute the work amongst more than one contractor/bidder.

### **16. Bid Accepting Authority**

Chief Engineer, South-West, I&WD(WB), Abas, Midnapore of the Project is the final bid accepting & LOI/LOA issuing authority who will however only act on the recommendations of the QBEC, DTC and the Government. But the L1 bid received in the e-RFP would be recommended by the Superintending Engineer to the Chief Engineer who would firstly obtain clearance of the Quotation-cum-Bid Evaluation Committee (QBEC) and then place it before the 'Government Appointed Departmental Tender Committee (DTC) for recommendation. However formal acceptance and issuance of LOI and LOA would only be undertaken by him after obtaining Administrative Approval from the Government.

### **17. Execution of formal contract/ agreement after acceptance of lowest valid bid**

The contractor/bidder, whose bid is approved for acceptance, shall within 15 days of the receipt of Letter of Invitation (LOI) or Letter of Acceptance (LOA) in his / her favour by the Chief Engineer will have to execute a '**Formal Agreement**' in the EPC Agreement at Annexure-III with the Engineer-in-Charge i.e. Executive Engineer, KKB Project Division acting on behalf of the State in quadruplicate hard copies containing all e-RFP document, e-RFP notice, drawings, credential certificates, eligibility certificates, corrigendum and all other documents. Entire sets may be obtained free of cost from the office of the Executive Engineer, KKB Project Division design at ed with implementation of the work. Award of Contract (AOC) order is to be issued by the

Engineer-in-charge and also uploaded in the e-PFR portal link.

**18. Payment against bills raised by the contractor**

The payment of Running Account as well as final bill for any work based on achieving Specific Project Milestones and performance as per Schedules of EPC-Agreement and approved Work Programme according to availability of fund and no claim due to delay in payment will be entertained.

**19. Bid validity**

The Bid will be normally valid for **120 days** from the date of opening of the financial proposal. However, extension of bid validity may be suitably considered by the Chief Engineer, South-West, if required, subject to written confirmation of the contractor/bidder (s) to that effect.

**20. Definition of Physical Milestones:**

The time allowed for carrying out the work as entered in the e-bid shall be strictly observed by the contractor, and which shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence. Time being deemed to be the essence of contract on the part of the contractor; the contractor shall be bound in all cases, to achieve the 'Project Specific Milestones' as specified in this e-RFQ notice into various 'Identifiable and quantifiable construction related stages' pertaining to the work as per Schedules and Work Programme. In the event of the contractor failing to comply with any of the conditions related to achieving the 'Milestones' within the specified time period prescribed for such 'Milestone' plus one month, he/she shall be liable to pay compensation.

If the contractor fails to commence and/or maintain required progress viz. Milestones defined in the e-Notice inviting e-RFQ over the total time allotted for its full completion and fails to complete the work and clear the site on or before the end of contract period or extended date of completion, he/she shall, without prejudice to any other rights or remedy available under the law on account of such breach, pay as agreed compensation to the implementing Authority. This will also apply to items or group of items for which a separate period of completion has been specified.

**21. Withdrawal of e-bid**

Withdrawal of e-RFP once the bid has been submitted online and after passing of end date for submission and has been accepted for further processing, is not allowed. 'BID SECURITY' will be forfeited by the Government and the bidder/contractor penalized in terms of clause 9 referred earlier would be applicable.

**22. Schedule of dates of the e-RFP**

Sl No	Activity	Date & Time	Remarks
1.	e-RFP Publishing Date	15.10.18 at 17.00 Hrs	To be made available with the e- RFQ notice in the website
2.	On-line RFP Document Download start date	15.10.18 at 17.00 Hrs	
3.	One Pre-bid Meeting to be held at Jalsampad Bhawan, Salt lake, Kolkata-91	31.10.2018 at 14.00 Hrs.	
4.	e-Bid submission start date	31.10.2018 at 17.00 Hrs.	
5.	Document Download end date & bid submission end date	15.11.2018 at 17.00 Hrs.	
6.	e-Bid submission end date	15.11.2018 at 17.00 Hrs.	
7.	Technical Bid opening date	20.11.2018 at 11.00 Hrs.	
8.	Uploading of list of Technically qualified bidders	To be decided by TIA	To be notified to all bidders through e-
9.	Financial Bid on-line opening date	-do-	
10.	Uploading of Financial Bid evaluation sheet	To be decided by TAA	

11.	Uploading of the Letter of Invitation / Acceptance (LOI/LOA)	After administrative approval is obtained	mail & SMS through auto-generation in
12.	Uploading of Award of Contract (AOC) (Work Order)	-do-	
			the on-line system.

\*TIA: Superintending Engineer, Western Circle-II

\*TAA: Chief Engineer, South-West, Irrigation & Waterways Directorate, Govt. of West Bengal

Sd/-  
Superintending Engineer  
Western Circle-II  
Irrigation & Waterways Directorate

**FORM 1**

**APPLICATION FOR e-RFP**

**To**  
**The Superintending Engineer**  
**Western Circle-II, I&W Directorate**  
**e-RFP No:- WBIW/SE/WC-II/ eRFP-01(e)/2018-19**

**Serial No. of Works applied for :- 01**

**Assessed value of work as per Feasibility Report of the e-RFP :Rs .....**

Dear Sir,

Having examined the Technical cover, OID cover & other e-RFQ notice documents, I/we hereby would like to state that I/we willfully accept all your conditions and offer to execute the works as per e-RFP 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): \_\_\_\_\_  
(In block Capital letters or typed)

Office address with seal if any :

Telephone no(s)(office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

*(Note: To be uploaded on-line during bid submission in the 'FORMS' folder under Technical / Pre-Qual cover)*

## **FORM 2**

### **Certificate regarding Summary Statement of Annual Turn Over**

This is to certify that the following statement is the summary of the audited Balance Sheet arrived in favour of .....of a address..... for the three consecutive financial years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Year	Annual Turn Over rounded up to in Rupees lakh (two digits after decimal)	
1.			
2.			
3.			
Total			

#### **Average Annual Turnover (in Lakh of Rupees):**

**Note:**

1. Year preceding the current financial year is to be considered as Year-1.
2. Average annual turnover is to be expressed in lakh of Rupees rounded off to two digits after decimal.
3. Average annual turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case maybe.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

\_\_\_\_\_  
Signature of the bidder/contractor

with date & seal if any

Date & Place:

Verification of Licensed Auditor Firm/ CA Firm  
with full corresponding address, Phone No.  
& Membership No. and official seal

***(Note: To be uploaded on-line during bid submission in the 'FINANCIAL CREDENTIAL' folder under OID cover)***

**FORM – 3**

**Completion Certificate (100% Physical Completion)**

1. Name of the work :
2. Name of client :
3. Assessed estimate of Project :
4. Contractual bid ( Bid Price Accepted & awarded) :
5. Whether the work was divided between/among more than one contractor, (write Y /N) :  
If yes, mention the percentage of such division (i.e 50% or 33.33% or 25%)
6. Date of commencement :
7. Date of completion as per work order :
8. Actual date of 100% completion of Project :
9. Final gross 100% value of the bill (if the final bill is prepared, otherwise mention N.A) :
10. Attach in PDF, copy of work order(AOC)&BOQ: 

Write 'attached'
------------------
11. Attach in PDF, Gross 100% final accepted billed value (containing all stage payments and milestone-wise) if supplementary and / or due to change in Scope of more than 30% of the amount of BOQ crops up during execution and those supplementary / substitute supplementary items [If intended to be cited by the bidder to establish similar nature of work credential]

Write 'attached or N.A'

Signature of the contractor/bidder  
with date and seal if any  
with Contact No., Postal address  
and e-mail address

Signature of the issuing authority  
with date and seal

*(Note: To be uploaded on-line during bid submission in the 'CREDENTIAL' folder under OID cover)*

**FORM – 4**

**Declaration against Common Interest**

(To be typed in company / organization letter head scanned and uploaded as PDF)

Ref: e-Notice No.....  
Sl. No:-.....

Agreement ID No. ....

**Sir,**

I/We, Sri/Smt. \_\_\_\_\_, the authorized signatory on behalf of \_\_\_\_\_ do hereby affirm that I/We/any of the member of bidding against e-RFQ Notice No. do not have any common interest either as a partner or any Partnership Firm / Consortium as a Proprietor / Owner of any other Firm in the same serial for the work I / we want to participate.

Date & Place:

Signature of contractor/bidder  
with official seal if any

*(Note: To be uploaded on-line during bid submission in the 'FORMS' folder under Technical / Pre-Qual cover)*

**Memo No: 1649 (09)**

**Date: 12.10.2018**

Copy forwarded for information and wide circulation through the office Notice Board to the:

1. **Chief Engineer- South- West**, I & W Dte., Govt. of West Bengal, Abash, Khasjungle, Midnapore, Paschim Medinipur. (in duplicate)
2. **Savadhipati**, Paschim Medinipur Zilla Parishad, Paschim Medinipur.
3. **Savadhipati**, Jhargram Zilla Parishad, Jhargram.
4. **District Magistrate**, Paschim Medinipur.
5. **District Magistrate**, Jhargram.
6. **Executive Engineer**, West Midnapore Division/ KKBP Division/ Jhargram Flood Management & Planning Division.
7. **Notice Board**, Western Circle -II.

**[Sd/- Pradip Bhattacharya]**  
Superintending Engineer  
Western Circle II  
Midnapore, I&W Dte