



WEST BENGAL MEDICAL SERVICES CORPORATION LTD.
(Wholly owned by the Government of West Bengal)
Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.

NOTICE INVITING TENDER DOCUMENTS FOR

**Repair and renovation works at Institute of Public Health, Kalyani, Nadia
(R E Works)**

(NIT Reference No. : WBMSCL/NIT-34 /2017, Dated – 28.06.2017)

WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(Wholly Owned by the Government of West Bengal)

Registered Office: Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata– 700091

Phone: 033-4034-0300 ♦ Email: info@wbmsc.gov.in ♦ website: www.wbmsc.gov.in

I.T.B. No. : WBMSCL/NIT- 34 /2016

Dated: 28.06.2017

Managing Director, WBMSCL invites sealed bids through electronic tendering (e-Tendering) for **Repair and Renovation works at Institute of Public Health, Kalyani, Nadia (R E Works) Comprising of Civil & Electrical works, I.T works** from the bonafied, resourceful and reliable experienced Contractor in West Bengal.

Sl. No.	Name of the Work	Estimated Amount (₹)	Earnest Money (₹)	Cost of Tender documents (₹) (Non-refundable)	Period of Completion	Name & address of the Office
01.	Repair & renovation works at Institute of Public Health, Kalyani, Nadia (R E Works)	81,04,323.00	1,62,100.00	NIL	100(Hundred days.)	Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake,

1. In the event of e-filing intending bidder may download the tender documents from the websites [https:// etender.wb.nic.in](https://etender.wb.nic.in) directly with the help of Digital Signature Certificate and www.wbmsc.gov.in. The necessary earnest money may be submitted as per **Clause no 17.A** of this NIT. **The bidders should produce all the credential in original to the office of undersigned for verification at West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake, Kolkata-700091**

2. Eligibility Criterion for participation in the tender

- i) (a) Intending bidders should produce credentials of minimum 01 (one) similar nature of works including **Civil, I.T & Electrical works (value of electrical and IT works should be maximum)** of the minimum value of 40% of the estimated amount put to tender during 5 (five) years prior to the date of issue of this tender notice i.e. **not earlier than 30.05.2012**
- (b) Intending bidders should produce credentials of one single running work of similar nature including above mentioned work which has been completed to the extent of 75% or more and value of which is not less than the desired value at (a) above; In case of running works, only those bidders who will submit the certificate of satisfactory running work from the concerned authority will be eligible for the tender. In the required certificate it should be clearly stated that the work in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the bidders.
- ii) Payment Certificate will not be treated as credential.
- iii) Credential certificate issued by the competent authority of any State / Central Govt., State / Central Govt. Undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed / running work will be taken as credential.
- iv) All intending Bidders are required to produce current Tax return (for the assessment year as applicable) as submitted along with Contractor License, Supervisory License, PAN, VAT Registration Certificate & Professional Tax receipt challan for the year as applicable (to be documented through e-filing).
- v) Registered Partnership deed should be furnished (for partnership firm only) along with Power of Attorney to sign on the tender documents (if required) and the company shall furnish the Article of Association and Memorandum (to be documented through e-filing).
- vi) All intending bidders of registered Engineers Co-operative / Labour Co-operative Society Ltd should

follow the criteria as mentioned in Clause [2(i)] of this N.I.T.

- vii) Declaration regarding structure and the organization to be documented through e-filing.
 - viii) Joint Venture will not be allowed.
 - ix) The prospective bidder should own / hired through lease agreement in between leaser & lessee as required plant & machinery. Conclusive of machinery in working condition shall have to be submitted (to be documented through e-filing).
 - x) The prospective Bidder Shall have in their full time engagement experienced technical personnel, the minimum being one Degree holder Civil Engineer / one Diploma holder Civil Engineer and one Diploma/Degree holder Electrical Engineer (Authenticated document in respect of qualification and engagement shall have to be documented through e-filing).
3. Constructional Labour Welfare Cess @ 1 % (one percent) of the cost of construction will be deducted from every bill of the selected agency. VAT, Royalty & all other Statutory Levy / Cess will have to be borne by the contractor. As the rates in the Schedule of rate are inclusive of all the taxes & Cess as stated above.
 4. The Bidder will have to submit the receipt of payment of **Royalty** to the Government for use of sand, stone materials, laterite, Moorum, gravel etc. to the Engineer-In-charge before preparation of bill for payment, when they collect the materials directly from the source. If they collect the materials from the authorized quarry holder or commercials establishment who directly or indirectly pay the royalty to the Government, necessary certificate or cash memo for sale in that respect from them shall have to be produced to the Engineer-In- Charge failing which necessary deduction from the dues of the contractor may be made as fixed by the Engineer-In-Charge.
 5. Bids will remain valid for a period not less than 120 days (One Hundred Twenty days) from last date of submission of Bid / Sealed bid. If the Bidder withdraws the Bid during the period of Bid -validity, his Earnest Money Deposited will be forfeited.
 6. All materials including bitumen (of all grade), bitumen emulsion, cement, steel shall be of approved brand in accordance with relevant code of practice and manufacture accordingly and shall be procured and supplied by the agency at their own cost. Authenticated evidence for purchase of bitumen, bitumen emulsion, cement and steel are to be submitted along with challan and test certificate. If required by the Engineer in Charge, further testing from any Government approved Testing laboratory shall have to be conducted by the agency at their own cost.
 7. Steel materials Procure & Supply by the Contractor shall be of TOR Steel Rod / HYSD / TMT Bar of Fe415, Fe500, Fe500 / 550D grade as per specification guided by relevant IS Code (The grade to be decided by the Engineer-In-Charge or as per instruction on specified in the approved drawing of this department or as stipulated in the departmental schedule of rates.
 8. Cement Procure & Supply by the Contractor shall be of ordinary Portland cement 53 grade, 43 grade, conforming (IS 8112) or PPC/PSC the grade to be decided by the Engineer-In-Charge or as per instruction on specified in the approved drawing of this department or as stipulated in the departmental schedule of rates.
 9. No Mobilization Advance / Secured Advance will be allowed.
 10. Prospective applicants note carefully the minimum qualification criteria as mentioned in instruction to bidders before tendering the bids.
 11. No Conditional Bid / Tender will be accepted under any circumstances.
 12. Requirement of Principal Machineries which must be possessed by [Non Statutory Document] by the Bidders.
 13. Before uploading tender document through e-filing each page of the tender documents are to be signed by the Bidder/ owner/ partner / authorized signatories having legal authority to do so, failing which the Bid will be treated as informal.
 14. The employer reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.

The Bidders Net Worth for the last year calculated on the basis of capital, Profit and free reserve available to the firm should be positive.

awarded work), storing materials, labour shade etc. at their own cost and responsibility nearest to the work site.

21. The intending bidder(s) required to quote the rate **(percentage above/below/at par)** over the total estimated cost put to tender online considering that no escalation and / or price adjustment will be allowed by the department under any circumstances.
22. The Bidder has to visit and examine the site of works and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the work / works as mentioned in the NIT. The costs for visiting the working site shall be at the bidders own expense.
23. The Working Capital shall not be less than 15% (fifteen) percent of the amount put to tender out of which minimum 10% (ten) percent shall be of the applicant's own resource. [Non Statutory Documents (Financial Statement)]
24. Prospective Bidder shall have to execute the work in such manner so that appropriate service level of the Building under improvement is to be maintained during progress of the work and during **Defect Liability Period of 1(one) Year** for the works from the date of successful completion of the work up to the entire satisfaction of the Engineer in Charge. If any defect / damage is detected during this period as mentioned above the contractor shall make the same good at his own expense to the satisfaction of the Engineer in Charge or in default the Engineer in Charge may cause the same to be made good by other agency and deduct the cost (of which the certificate of the Engineer in Charge shall be final) from his security deposit or any sums that may be then, or at any time thereafter become due to the contractor. Security Deposit shall become payable only after expiry of the **Defect Liability Period** after making necessary deduction if applicable.
25. If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.
26. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered as non-responsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.
27. List of "Technically Qualified Bidders" will be published in the web portal only. Financial Bid will be opened within a short period after such publication. Therefore, Bidders are requested to view the tender status on a regular basis. In case of there be any objection regarding Pre-qualification / list of "Technically Qualified Bidders", that objection should be lodged to the Managing Director, WBMSCL within 48 hours from the date of publication of list of qualified Agency and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee
28. Before issuance of Letter of Acceptance / Provisional Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so uploaded online if found necessary. If it is found such document incorrect/ manufactured / fabricated, Letter of Acceptance / Provisional Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.
29. In case of Ascertaining of Authority at any stage of application or execution of work, necessary registered Power of Attorney is to be produced.
30. The Earnest Money may be forfeited if;-
 - a) If the Bidder withdraws the Bid during the period of Bid validity.
 - b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
 - c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.
31. 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;-
 - a) Notice Inviting Tender
 - b) Special Terms and Conditions
 - c) Financial Bid
 - d) Schedule of Works (as per Annexure)

All works covered in the clause appearing hereinafter shall be deemed to form a part of the

appropriate item or items of works appearing in the work schedule whether specifically mentioned in any clause or not and the rates quoted shall include all such works unless it is otherwise mentioned that extra payment will be made for particular works.

32. The bidders must have valid Electrical Contractors' License with full time engagement of an Electrical Supervisor Competency on the parts 1, 2, 3, 4, 5, 6(A), 6(B), 7(A), 7(B), 11 & 12 or equivalent National Supervisors' Certificate of competency (Self Attested scan copy of valid "Electrical Contractors' License," "Supervisors' Certificate of Competency" and authentic Notarized document regarding engagement of Electrical Supervisors as submitted to the licensing board, "Govt. of West Bengal" require in Non-Statutory document).
33. Prospective bidders must have sufficient credentials to participate in the tender (Electrical, HVAC, I.T, ELV works, Signage & FDA Works) as per notification of Clause No 2.
34. For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of works/item itself including description etc. whatsoever as stated in BOQ, that can't be claimed during agreement or so. In that case sanctioned estimate will be binding criteria.

The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.

**Sd/-
Managing Director
West Bengal Medical Services Corporation Limited**

Payment Schedule

Payment will be made according to Annexure of Civil, Electrical and IT works.

INSTRUCTION TO BIDDERS

SECTION – A

General guidance for e-Tendering

Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

1. Registration of Contractor Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.
2. Digital Signature certificate (DSC) Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e-Token.
3. The contractor can search & download NIT & 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.
4. Participation in more than one work a prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
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 & the other in Financial Proposal before the prescribed date & 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 & Financial proposal: The proposal should contain scanned copies of the following in two covers (folders).

A-1. Statutory Cover file Containing.

Technical Bid:

- i) Earnest money (EMD)/Printed tender form as prescribed in the NIT
- ii) NIT
- iii) Forms (As mentioned in the NIT, Section-B)

Financial Bid:

- iv) The rate will be quoted in the BOQ quoted rate (as per schedule of works in the form of annexure) will be encrypted in the B.O.Q. under Financial Bid.
- v) Annexure (Schedule of works)

A-2. Non statutory / Technical Documents

- i. Current Income Tax return (for the assessment year as applicable) ,Contractor License, Supervisory License, PAN, VAT Registration Certificate & Professional Tax receipt challan
- ii. Valid enlistment renewal certificate
- iii. Registered Deed of partnership Firm
- iv. Trade License from the respective Municipality/Panchayet etc. (in case of S & P Contractors only)
- v. Certificate of Registration' from the respective Assistant Registrar of Co – operative Societies (for Regd. Unemployed Engineer's Co – Operative Society Ltd.)
- vi. Requisite Credential Certificate as mention in Clause [2(i)] of this N.I.T.

Note: Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.

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 Technical Documents.

Sl. No.	Category Name	Sub Category Descriptio	Details
A.	CERTIFICATES	CERTIFICATES	Current Income Tax return (for the assessment year as applicable) , Contractor License, Supervisory License, PAN, VAT Registration Certificate & Professional Tax receipt challan
B.	Company Details	Company Details – I	1. Trade License from respective Municipality / Panchayet etc. (in case of S & P Contractors only) 2. ‘Certificate of Registration’ from the respective Assistant Registrar of Co – operative Societies (for Regd. Unemployed Engineer’s Co – Operative Society Limited)
C.	Credential (in applicable cases)	Credential	1. Documents of Credential (in the form of work completion certificates and payment certificates) as mentioned in Clause No. [2(i)]

B.Technical proposal

- i. Opening of Technical proposal: - Technical proposals will be opened by the Managing Director, West Bengal Medical Services Corporation Limited and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- ii. Intending bidders may remain present if they so desire.

C.Financial proposal

- i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the rate (**Offering Above/ Below/ At per**) online through Computer in the space marked for quoting rate in the BOQ and also digitally signed and upload the Schedule of works given in the format of Annexure)
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

PENALTY FOR SUPPRESSION / DISTORTION OF FACTS OR SUBMISSION OF INCORRECT INFORMATION:

If any tenderer fails to produce the original hard copies of the documents (specially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Opening Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of facts, the Tenderer will be suspended from participating in the tenders on e-Tender platform for 3 (three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED may take appropriate legal action against such tenderer.

AWARD OF CONTRACT

The Tender Inviting Authority reserves the right to accept or reject any Tender and to cancel the Tendering process and reject all Tenders at any time and prior to the Award of Contract without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Bidder or Bidders of

the ground for Employer's action.

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/email..

The notification of award will initiate the execution of agreement.

The Agreement in prescribed composite Tender Form will incorporate all agreements between the Tender Accepting Authority and the successful Bidder. All the tender documents including NIT B.O.Q, STC & TF. will be the part of the Contract Documents.

D. (i) Special Terms & Conditions for Machineries, Tools and Plants as follows.

- (i) Welding Machine (1 No.) (ii) Grout Pump (1 No.) (iii) Socket Set, Plier, Meeger, Digital Clamp Meter,
Screw Driver Set etc.

All plants, machineries and equipment will be verified by the competent authority before execution of the work.

SECTION – B

FORM -I

B.1. PRE-QUALIFICATION APPLICATION.

To
Managing Director,
West Bengal Medical Services Corporation Limited

Ref: - Tender for _____
_____work

N.I.T. No: WBMSCL/ NIT-73/2016 dated- 27.12.2016 of West Bengal Medical Services Corporation Limited

Dear Sir,
Having examined the Statutory, Non statutory, Instruction to Bidders & NIT documents along with its Agenda & corrigendum, 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 bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

(c) Encl:- e-Filling:-

- (d) 1. Statutory Documents.
- (e) 2. Non Statutory Documents.

Date: -

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

SECTION - B

FORM - II

B.2. AFFIDAVIT - "X"

(To be furnished in Non - Judicial Stamp paper of appropriate value duly notarized)

Work in progress.

Sl.	Name of the work.	Tender No.	Tendered Amount.	% of work Executed.

Work order issued but work not started.

Sl.	Name of the work.	Tender No.	Tendered Amount.	Status.

Signature

Date: -----

Name of the Firm with Seal.

SECTION – B

FORM- III

B.3. STRUCTURE AND ORGANISATION.

B.3.1. Name of applicant::_____

B.3.2. Office Address:: _____

Telephone No.::_____

Fax No. ::_____

B.3.3. Name & address of Bankers::_____

B.3.4. 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,

Date:

Signature of applicant.

including title and capacity in which application is made.

FORM – IV

B.4. EXPERIENCE PROFILE.

B.4.1. Name of the Firm: _____

B.4.2. LIST OF PROJECTS COMPLETED THAT ARE SIMILAR IN NATURE TO THE WORKS HAVING MORE THAN 40% OF THE PROJECT COST EXECUTED DURING THE LAST FIVE YEARS.

Name, Location & nature of work	Deptt. Concern	Engineer-in-Charge	Contract price in Indian Rs.	% of Participation of company	Original Time Schedule		Actual Time Schedule		Reasons for delay in completion (if any)
					Start Date	Completion Date	Start Date	Completion Date	

Note: a) Certificate from the Employers to be attached
b) Non-disclosure of any information in the Schedule will result in disqualification of the firm.

Date:

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

[Print out in Agency's Letter head & upload the filled proforma with digitally signed as stated below]

DECLARATION BY THE TENDERER

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed work referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

I/We declare that I/We in the capacity of individual/ as a partner of a firm not debarred in the last financial year.

I/We also agree to procure tools, plants and others as per requirement, at my/our cost required for the work.

Date :

Signature of Tenderer

Postal address of the Tenderer

Name of the Firm with Seal

