

**JOYNAGAR MOZILPUR MUNICIPAL OFFICE**P.O. Jaynagar Mozilpur, Pin Code No. 743337  
SOUTH 24-PARGANAS

Memo No. - JMM/HHW/142

Dated: - 07-06-2017

From  
The Chairman/Vice Chairman/Executive Officer,  
Joy Nagar Mozilpur Municipality.**NOTICE INVITING QUOTATION FOR  
TEMEPHOSE AND FOGGING OIL**

Sealed quotation is invited from the bonafied Suppliers/Dealers/Manufacturer for supplying of **Temephose 50% EC and Fogging Oil** having Trade License, VAT, PAN, S.T, clearance certificate as per maintaining all rules of NVBDCP (GOI) and TAC (GOI) for Prevention & Control Vector Borne Diseases Programme during FY-2017-18.

The quotation is to be submitted on or before 19-06-2017 at 12-00 P.M. to the Municipal Office and the same will be opened on 19-06-2017 at 12-30 P.M.

The undersigned is also reserved the right to accept/cancel the quotation without assigning any reasons thereof.

All concern are being informed.

**Specification of Larvicidal:**

Sl. No.	Name of Item with Description	Rate per Liter	
1.	Temephose 50% EC ( Use for Public Health Purpose)	1 Liter	Submit literature in support of use of this oil.
2.	Outdoor (thermal) Fogging Oil ( Malathion - Technical malathion )	1 Liter	
3.	Outdoor (thermal) Fogging Oil ( Cyphenothrin - 5% EC )	1 Liter	
4.	Indoor space spray ( Pyrethrum extract - 2% extract )	1 Liter	

Procurement rules of the insecticides as per order of Director of Health Services & F.O. Secretary, West Bengal, Health & Family Welfare Department. :

Product hereunder means the commercial formulation as procured from suppliers

1) Product should have approval of NVBDCP (GOI) and TAC (Technical Committee headed by the Additional Director General, Directorate General of Health Services, and Government of India)

2) Product must be one registered with Central Insecticide Board (copy of CIB registration certificate to be submitted along with the offer). *Website of the Central Insecticide Board & Registration Committee, Govt. of India i.e. www.cibrc.nic.in* may be referred to check whether an insecticide is registered. [The insecticides enlisted in Annexure I & II are CIB registered].

### SCHEDULE

Sl. No. 05 of NIQ No. 475/PHE(C)/BMC Dated 26.07.2017

e-Tender Id: 2017\_MAD\_121491\_5

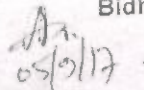
Name of Work: Supply of Mosquito killing allied materials Fogging Machine( made of reputed Company, like VAM FOG etc.) for different Ward under Bidhannagar Municipal Corporation.

Sl. No.	Name of work	Quantity	unit	Rate Rs.	Amount Rs.
1	Fogging Machine( made of reputed Company, like VAM FOG etc.)	10.00	each	41500.00	415000.00
				<b>TOTAL</b>	<b>415000.00</b>

(Rupees four lakh fifteen thousand only)

  
Executive Engineer

Bidhannagar Municipal Corporation

  
05/07/17

## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-261/2017/206 913

06.11.2017

ক্রমিক নং .....

তারিখ .....

## NOTICE INVITING TENDER

Sealed tender is invited from reputed, resourceful and bonafide organizations having similar nature of work experience for at least two (02) years for supplying and installation of the following machines, as per terms and conditions laid down, to the office of SUDA, West Bengal. The tender paper will be received in the tender box kept at SUDA office, up to specified date and time and will be opened one hour later on the same date or later as will be notified, in the presence of contractors or authorized representatives who may be willing to be present at the time of opening.

Sl. No.	Description	Details
1.	Name of materials to be supplied	Supply of 05 Fogging Machines and 10 Spray Machines.
2.	Cost of work put to tender	Rate should be quoted inclusive of all taxes
3.	Time allotted for supply	Within seven (7) days of issue of work order
4.	Eligibility criteria to participate in tender	The willing supplier will have to furnish following documents along with the rate for each item: - i. Valid PAN card ii. Trade license iii. Professional tax clearance certificate iv. income tax clearance certificate.
5.	Earnest Money	Rs. 5,000/- to be deposited in the form of Bank Draft issued by any Nationalized Bank in favor of Director, SUDA)
6.	Security Deposit	8% of the bill value for successful bidder. (to be deducted from bill)

  
Director

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



Sl. No.	Description	Details
7.	Last Date of receipts of tender papers in sealed cover (offline) in the tender	15.11.2017 up to 2:00 P.M (in the tender box kept in the SUDA office)
8.	Guarantee	2 years from the date of supply.

- i. No exemption of Earnest Money deposit will be entertained for any tenderer and / or any case.
- ii. Even after submission of tender, the tender will not be taken into consideration during evaluation, if the papers submitted by any agency in support of eligibility are found to be baseless/false in the vent of verification by the authority concerned.
- iii. If any supplier fails to supply all items within 07 days after the date of issue of work order, the work order will be cancelled and relevant clauses of the condition of the contract shall deemed to have executed by the tendering authority. No litigation to this effect shall be entertained by the tender inviting authority: this is incorporated to deliver time bound Public works.
- iv. If any day falls on holiday or on day's bandh or natural calamity, the dates automatically defer to next working day.
- v. Tender inviting authority reserves its right to rectify/replace/substitute any rate of the priced schedule put to tender in case of any advertent /typographical mistake both in figure as well as in words prior to execution of actual delivery.
- vi. Necessary statutory deductions will be made as per relevant Govt. orders.
- vii. There shall be no provision of Arbitration.
- viii. For details, visit us at [www.wbdma.gov.in](http://www.wbdma.gov.in) and [www.changeekolkata.org](http://www.changeekolkata.org)

  
DirectorSUDA /261/2017 (Pt-I) ~~938~~ /1(6)

06.11.2017

Copy forwarded for information &amp; necessary action to: -

1. PS to Secretary, UD & MA Deptt.
2. Additional Director, SUDA
3. Financial Advisor, SUDA
4. Notice Board
5. File Copy

  
Director

DRAFT

SUDA-261/2017/236

06.11.2017

**NOTICE INVITING TENDER**

Sealed tender is invited from reputed, resourceful and bonafide organizations having similar nature of work experience for at least two (02) years for supplying and installation of the following machines, as per terms and conditions laid down, to the office of SUDA, West Bengal. The tender paper will be received in the tender box kept at SUDA office, up to specified date and time and will be opened one hour later on the same date or later as will be notified, in the presence of contractors or authorized representatives who may be willing to be present at the time of opening.

Sl. No.	Description	Details
1.	Name of Work <i>Name of materials to be supplied</i>	Supply of 05 Fogging Machines and 10 Spray Machines. ( <del>Specification enclosed</del> )
2.	Cost of work put to tender	Rate should be quoted inclusive of all taxes
3.	Time allotted for supply	Within seven (7) days of issue of work order
4.	Eligibility criteria to participate in tender	The willing supplier will have to furnish following documents along with the rate for each item: - i. Valid PAN card ii. Trade license iii. Professional tax clearance certificate <i>income tax clearance</i> iv. <del>Credential certificate in support of experience in any Govt. of W.b/Central Govt./Statutory body/Govt. U.T during last 05 (five) years from the date of issue of this notice under Acceptance-cum-work order along with payment certificate or completion certificate, mentioning name of work, tender amount, date of supply, Final bill value.</del>
5.	Earnest Money <i>Rs 5000/-</i>	<del>2% on the estimated amount</del> (To be deposited in the form of Bank Draft issued by any Nationalized Bank in favour of Director, SUDA)
6.	Security Deposit	8% of the bill value for successful bidder. (to be deducted from bill)

Director

Sl. No.	Description	Details
7.	Last Date of receipts of tender papers in sealed cover (offline) in the tender	15.11.2017 up to 2:00 P.M (in the tender box kept in the SUDA office)
8.	Guarantee	2 years from the date of supply.

9. *opening of the tender* 15.11.17 at 3 PM in the SUDA office
- i. No exemption of Earnest Money deposit will be entertained for any tenderer and / or any case.
  - ii. Even after submission of tender, the tender will not be taken into consideration during evaluation, if the papers submitted by any agency in support of eligibility are found to be baseless/false in the vent of verification by the authority concerned.
  - iii. If any supplier fails to supply all items within 07 days after the date of issue of work order, the work order will be cancelled and relevant clauses of the condition of the contract shall deemed to have executed by the tendering authority. No litigation to this effect shall be entertained by the tender inviting authority: this is incorporated to deliver time bound Public works.
  - iv. If any day falls on holiday or on day's bandh or natural calamity, the dates automatically defer to next working day.
  - v. Tender inviting authority reserves its right to rectify/replace/substitute any rate of the priced schedule put to tender in case of any advertent /typographical mistake both in figure as well as in words prior to execution of actual delivery.
  - vi. Necessary statutory deductions will be made as per relevant Govt. orders.
  - vii. There shall be no provision of Arbitration.
  - viii. For details, visit us at [www.wbdma.gov.in](http://www.wbdma.gov.in) and [www.changekolkata.org](http://www.changekolkata.org)

Director

SUDA /261/2017 (Pt-I)/236/1(6)

06.11.2017

Copy forwarded for information & necessary action to: -

1. PS to Secretary, UD & MA Deptt.
2. Additional Director, SUDA
3. Financial Advisor, SUDA
4. Notice Board
5. File Copy



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-261/2017/236

06.11.2017

ক্রমিক নং .....

তারিখ .....

## NOTICE INVITING TENDER

Sealed tender is invited from reputed, resourceful and bonafide organizations having similar nature of work experience for at least two (02) years for supplying and installation of the following machines, as per terms and conditions laid down, to the office of SUDA, West Bengal. The tender paper will be received in the tender box kept at SUDA office, up to specified date and time and will be opened one hour later on the same date or later as will be notified, in the presence of contractors or authorized representatives who may to be willing to be present at the time of opening.

Sl. No.	Description	Details
1.	Name of Work	Supply of 05 Fogging Machines and 10 Spray Machines.
2.	Cost of work put to tender	Rate should be quoted inclusive of all taxes
3.	Time allotted for supply	Within seven (7) days of issue of work order
4.	Eligibility criteria to participate in tender	The willing supplier will have to furnish following documents along with the rate for each item: - i. Valid PAN card ii. Trade license iii. Professional tax clearance certificate iv. Credential certificate in support of experience in any Govt. of W.b/Central Govt./Statutory body/Govt. U.T during last 05 (five) years from the date of issue of this notice under Acceptance-cum-work order along with payment certificate or completion certificate, mentioning name of work, tender amount, date of supply, Final bill value.
5.	Earnest Money	2% on the estimated amount (To be deposited in the form of Bank Draft issued by any Nationalized Bank in favour of Director, SUDA)
6.	Security Deposit	8% of the bill value for successful bidder. (to be deducted from bill)

Director

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408

Sl. No.	Description	Details
7.	Last Date of receipts of tender papers in sealed cover (offline) in the tender	15.11.2017 up to 2:00 P.M (in the tender box kept in the SUDA office)
8.	Guarantee	2 years from the date of supply.

- i. No exemption of Earnest Money deposit will be entertained for any tenderer and / or any case.
- ii. Even after submission of tender, the tender will not be taken into consideration during evaluation, if the papers submitted by any agency in support of eligibility are found to be baseless/false in the vent of verification by the authority concerned.
- iii. If any supplier fails to supply all items within 07 days after the date of issue of work order, the work order will be cancelled and relevant clauses of the condition of the contract shall deemed to have executed by the tendering authority. No litigation to this effect shall be entertained by the tender inviting authority: this is incorporated to deliver time bound Public works.
- iv. If any day falls on holiday or on day's bandh or natural calamity, the dates automatically defer to next working day.
- v. Tender inviting authority reserves its right to rectify/replace/substitute any rate of the priced schedule put to tender in case of any advertent /typographical mistake both in figure as well as in words prior to execution of actual delivery.
- vi. Necessary statutory deductions will be made as per relevant Govt. orders.
- vii. There shall be no provision of Arbitration.

Director

SUDA /261/2017 (Pt-I)/236/1(6)

06.11.2017

Copy forwarded for information & necessary action to: -

1. PS to Secretary, UD & MA Deptt.
2. Additional Director, SUDA
3. ~~The Project Director, CMU~~
4. Financial Advisor, SUDA
5. Notice Board
6. File Copy



94340 54497 - Chairman

9088788833

# BIDHANNAGAR MUNICIPAL CORPORATION

POURA BHAVAN, FD-415A, Sector-III,  
Kolkata - 700 106.

## NOTICE INVITING e-QUOTATION

NIT No. 475/PHE(C)/BMC

Dated : 26.07.2017

The Executive Engineer PHE, on behalf of Commissioner, Bidhannagar Municipal Corporation invites e-bid Tender from reliable and resourceful Companies/Firms/Contractors having experience and in similar nature of works as noted below:

Sl. No.	Name of work	Quantity	Earnest Money (Rs.)	Date of Completion
1.	Supply of Mosquito killing chemical Temephos 50% E.C( C 9 must be present in the medicine) for different Ward under Bidhannagar Municipal Corporation.	3500 Lit.	20000.00	365 days
2.	Supply of Mosquito killing chemical BTI 12 AS for different Ward under Bidhannagar Municipal Corporation.	3500 Lit.	20000.00	365 days
3.	Supply of Mosquito killing chemical Pyrethrum -2% E.C for different Ward under Bidhannagar Municipal Corporation.	700 Lit.	20000.00	365 days
4.	Supply of Mosquito killing allied materials Spray Machine- Knapsac (Model-50) for different Ward under Bidhannagar Municipal Corporation.	250 pcs.	10000.00	30 days
5.	Supply of Mosquito killing allied materials Fogging Machine( made of reputed Company, like VAM FOG etc.) for different Ward under Bidhannagar Municipal Corporation.	10 pcs.	5000.00	30 days

1.	Location of Work:		under Bidhannagar Municipal Corporation area.
2.	Eligibility to participate in the Tender		<p>i) Bonafide resourceful contractors having 50% credential in similar equivalent nature of works within last 5 (five) years in any Govt./Board/Semi Govt./Corporation/Statutory Authority/ Undertaking etc. organization, &amp;</p> <p>(ii) VAT/ST, P. Tax clearance Certificates, PAN Card, Trade Licence and other statutory papers as required.</p> <p>Note: a) Similar nature of works completed successfully will be treated as credential.</p>
3.	Documents to be produced in support of Credential for Tender		<p>A successful performance and completion certificate supplemented with work order along with payment certificate issued by the competent authority shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 2: Eligibility to participate in the Tender). Besides this, following documents shall have to be furnished:</p> <p>a. Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm.</p> <p>b. Copies of valid PAN Card, Sales Tax clearance, Professional Tax clearance Certificate etc.</p> <p>c. Corresponding address, fax &amp; telephone no., contact mobile no. &amp; E-mail ID of the Organization.</p>

3) Valid Manufacturing License to be submitted by the manufacturer for the particular product.

4) Shelf life of the product must be 2 years from the date of manufacturing

5) The manufacturer requires to have 'CIB approved source of Import'- certificate for the source or the raw material for preparation of the formulation (if the product is not a proprietary product). Valid agreement with the approved source firm & bill/invoice of purchase from the approved source also to be submitted.

In case of proprietary products, proprietary certificate from the manufacturer has to be submitted.

6) Either manufacturers that fulfil the above criteria or their authorised distributors are eligible to participate in the selection process. Production of tender-specific valid authorization certificate from the manufacturer is necessary for a distributor.

7) Test report and guarantee certificate from the manufacturer to be submitted at the time of supply.

Place: Joynagar Mozilpur

Dated: 07-06-2017

-sd-

CHAIRMAN

Joynagar Mozilpur Municipality

Memo No. - JMM/HHW/142 (12)

Dated: - 07-06-2017

Copy forwarded for information & wide publication through this tender notice:

- 1) The Director, SUDA, Ilgus Bhavan, H.C. Block, Sector-III, Kol-700106.
- 2) The Director of Local Bodies, Purta Bhavan, 1<sup>st</sup> floor, Salt Lake, Kol-700091.
- 3) The S.D.O, Baruipur Sub-Division, South 24 Parganas, Kolkata - 700144.
- 4) The CMOH, South 24 Parganas, M.R.Bangur Hospital, Kolkata - 700029.
- 5) The B.D.O., Joynagar-I, Baharu.
- 6) The Station Master, Joynagar Mozilpur Railway Station.
- 7) The A.D.S.R. Joynagar Mozilpur.
- 8) The B.L.R.O, Joynagar Mozilpur.
- 9) The S.D.E., Telecom Deptt., Joynagar Mozilpur.
- 10) The Branch Manager, Bank of India, Joynagar Mozilpur.
- 11) The Branch Manager, U.B.I., Joynagar Mozilpur.
- 12) The Branch Manager, S.B.I., Joynagar Mozilpur.

All are requested to display it on the Notice Board.

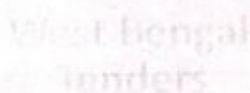


CHAIRMAN

Joynagar Mozilpur Municipality



## eProcurement System of Government of West Bengal



### Tender Details

Date : 26-Jul-2017 01:54 PM

#### Basic Details

Organisation Chain	MUNICIPAL AFFAIRS DEPARTMENT  URBAN LOCAL BODIES  BIDHANNAGAR		
Tender Reference Number	475/PHE(C)/BMC		
Tender ID	2017_MAD_121491_3		
Tender Type	Open Tender	Form of contract	Item Wise
Tender Category	Goods	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	Yes
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

#### Payment Instruments

Offline S.No	Instrument Type
1	DD - Demand Draft

#### Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual /Technical	.pdf	Scan copy of EMD Instrument
		.pdf	NIQ
		.pdf	Form-I,Form-II,Form-III,Form-IV
2	Finance	.xls	BOQ

#### Other Important Documents

S.No	Category	Sub Category	Sub Category Description	Format/File
1	CERTIFICATES	CERTIFICATES	VAT/SALES TAX REGISTRATION CERTIFICATE ALONG WITH ACKNOWLEDGEMENT , PAN, LATEST IT ACKNOWLEDGEMENT, PTAX, LABOUR LICENCE	
2	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA, TRADE LICENCE, COMPANY REGISTRATION CERTIFICATE	
3	COMPANY DETAILS	COMPANY DETAILS 2	COMPANY DETAILS 2	
4	CREDENTIAL	CREDENTIAL 1	CREDENTIAL 1	

#### Tender Fee Details, [Total Fee in \* - 0.00]

Tender Fee in <input type="checkbox"/>	0.00
Fee Payable To	Nil
Tender Fee Exemption Allowed	No
Fee Payable At	Nil

#### EMD Fee Details

EMD Amount in <input type="checkbox"/>	20,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Bidhannagar Municipal Corporation	EMD Payable At	Kolkata

#### Work /Item(s)

Title	475/PHE(C)/BMC SL_3
Work Description	Supply of Mosquito killing chemical Pyrethrumn - Percentage EC for different Ward under Bidhannagar Municipal Corporation.



Phone No.: 03216 270572  
Fax No.: 03216 237031



# HABRA MUNICIPALITY

(ESTD.-1979)

POURA BHAWAN

PROMODE DASGUPTA SARANI, P.O. HABRA, NORTH 24 PARGANAS, PIN-743263  
e-mail : habramunicipality@yahoo.com

Ref. No. 1149/Health/17.



Date: 19.08.2017.

## Quotation Notice


Sealed quotations with rates are invited from the reputed, bonafide and CMS approved firm for medicines as per specification sheet for National Urban Health Mission/Community Based Primary Health Care Services Programme of Habra Municipality for the financial year 2017-18.

Rate should be quoted separately item wise/unit wise including all taxes and other incidental charges with free delivery upto Habra Municipality.

"Quotation for medicines" must be quoted at the top of the envelope. Quotationer should annex their Trade License, Professional Tax, VAT, Sale Tax, IT clearance certificate with PAN, Registration Certificate, GMP Certificate and credentials of similar work in recent past.

The quotation must reach the Health Deptt. of this office on or before 04/09/2017 at 1.00 pm. Quotation will be opened on 06/09/2017 at 2.00 pm.

The authority reserves all rights to accept or reject any or all or distribute the work to many among the quotationers without assigning any reason thereof.

  
Chairman/ Executive Officer  
Habra Municipality  
Executive Officer  
HABRA MUNICIPALITY

# eProcurement System of Government of West Bengal

## Tender Details

Date : 26-Jul-2017 01:53 PM

Print

### Basic Details

Organisation Chain	MUNICIPAL AFFAIRS DEPARTMENT  URBAN LOCAL BODIES  BIDHANNAGAR		
Tender Reference Number	475/PHE(C)/BMC		
Tender ID	2017_MAD_121491_2		
Tender Type	Open Tender	Form of contract	Item Wise
Tender Category	Goods	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	Yes
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

### Payment Instruments

Offline S.No	Instrument Type
1	DD - Demand Draft

### Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Scan copy of EMD Instrument
		.pdf	NIQ
		.pdf	Form-I,Form-II,Form-III,Form-IV
2	Finance	.xls	BOQ

### Other Important Documents

S.No	Category	Sub Category	Sub Category Description	Format/File
1	CERTIFICATES	CERTIFICATES	VAT/SALES TAX REGISTRATION CERTIFICATE ALONG WITH ACKNOWLEDGEMENT , PAN, LATEST IT ACKNOWLEDGEMENT, PTAX, LABOUR LICENCE	
2	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA, TRADE LICENCE, COMPANY REGISTRATION CERTIFICATE	
3	COMPANY DETAILS	COMPANY DETAILS 2	COMPANY DETAILS 2	
4	CREDENTIAL	CREDENTIAL 1	CREDENTIAL 1	

### Tender Fee Details, [Total Fee in \* - 0.00]

Tender Fee in <input type="checkbox"/>	0.00	Fee Payable At	Nil
Fee Payable To	Nil		
Tender Fee Exemption Allowed	No		

### EMD Fee Details

EMD Amount in <input type="checkbox"/>	20,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Bidhannagar Municipal Corporation	EMD Payable At	Kolkata

### Work /Item(s)

Title	475/PHE(C)/BMC SL_2
Work Description	Supply of Mosquito killing chemical BTI 12 AS for different Ward under Bidhannagar Municipal Corporation.



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-73/2016/4-R

30.06.2016

ক্রমিক নং .....

তারিখ .....

**NOTICE INVITING Re-TENDER (ABRIDGED)**

Sealed Tenders in 2(two) bid system (Technical & Financial) in specified printed form are invited for the following work(s) from reliable, resourceful, experienced and bonafide Contractors and will be received in the tender box kept SUDA office, up to specified date and time and will be opened one hour later on the same date or later as will be notified, in the presence of contractors or their authorized representatives who may willing to be present at the time of opening.

- |                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1) Name of Work                                  | <b>Renovation of Visitors Lounge at 2<sup>nd</sup> floor of SUDA building.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2) Estimated Cost of work put to tender          | <b>Rs.2,32,954/- (Rupees two lakh thirty two thousand nine hundred fifty four only)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 3) Time allotted for completion of work          | <b>45 days from the date of issue of work order.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 4) Eligibility criteria to participate in tender | The willing contractors will have to apply for participation in the tender in their printed letter head containing full mailing address with present telephone number (both landline & Mobile Phone No.) along with required documents as mentioned herein below.<br>i) Valid PAN Card, Trade License and Professional Tax Clearance Certificate.<br>ii) Labour supply Contractors should have to fulfill all clause under notification no.1137-IR/IR/MISC-11/11 dated 14.11.2011 of Labour Department, Govt. of West Bengal within 30 (Thirty) days of issuing of Work Order.<br>iii) Bye Law, PAN Card, Trade License, Professional Tax Clearance Certificate, Last year audit report for Un-employed Engineer's co-op Society Ltd. At least 40% Credential in support of Experience Certificate/ Proof of Executing satisfactorily completed at least one single job of similar nature under Govt. of West Bengal/ Central Govt./ Statutory bodies/Govt. UT, during last 5 (five) years from the date of issue of this notice under Acceptance-cum-work-order along with payment certificate or completion certificate, mentioning name of work, Tender amount, Name and address of client, Amount put to tender, Date of commencement of work, Date of completion of work, Final bill value.<br>2% on the estimated amount - Rs.<br>(To be deposited in the form of Bank Draft issued by any Nationalized Bank in favour of the Director, SUDA |
| 5) Earnest Money                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6) Security Deposit                              | <b>8% of the bill value (to be deducted from the bill)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408





# রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

"ইলগাস ভবন", এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
"ILGUS BHAVAN", H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

-2-

ক্রমিক নং	তারিখ
7) Last date and time for receipt of application for participation (off line) in the tender.	08.06.2016 up to 3 P.m.
8) Cost of tender documents:	Rs. 750/-
9) Last date of sale of tender document	13.06.2016 up to 3.00 p.m.
10) Last date and time for receipt of tender papers in sealed cover (off line) along with permission certificate and EMD	On 14.06.2016 up to 2.00 p.m. (in the tender Box kept in the SUDA office)
11) Date of opening of technical bid	14.06.2016 at 3.00 p.m.
12) Selection of technically qualified bidders	15.06.2016 at 2.00 p.m.
13) Financial Bid opening	15.06.2016 at 5 p.m.
14) Detailed N.I.T. & terms and conditions, Specified tender forms & other relevant tender documents (Price Schedule) will be available and/ or downloaded from the Departmental website ( <a href="http://www.wbdma.gov.in/www.changeekolkata.org">www.wbdma.gov.in/www.changeekolkata.org</a> )	
15) No exemption of Earnest Money deposit will be entertained for any tenderer and/ or any case.	
16) The contractors should quote in his own writing in figure as well in words the rate in percentage "AT PAR" ABOVE/ BELOW.	
17) Canvassing as regards to the issue of tenders and related to such tender process in any form would reject the candidature of the participant without assigning any reason.	
18) Even after submission of tender, the tender will not be taken into consideration during evaluation, if the papers submitted by any agency in support of eligibility are found to be baseless/ false in the event of verification by the concerned authority.	
19) Labour welfare cess @1% of the cost of construction works will be deducted from the bills of the contractors and remit the amount so collected to the "W.B. Building and other Construction Works Welfare Board" as notification No.1182 IR dated 20.09.2005 of the Labour Department.	
20) If any contractors fails to start the work within 7 (seven) days from issuing the date of work order / formal tender the work order will be cancelled and relevant clauses of the condition of the contract shall deemed to have executed by the tendering authority. No litigation to this effect shall entertain by the tender inviting authority; this is incorporated to deliver time bound Public works.	
21) If any date fall on holidays or on day's bandh or natural calamity, the dates automatically defer to next working days.	
22) Tender inviting Authority reserves his right to rectify/ replace/ substitute any rate of the priced schedule put to tender in case of any in advertent / typographical mistake both in figure as well as in words prior to execution of formal Tender.	
23) Necessary mandatory deduction towards I.T., VAT, STDS, etc. will be made as per relevant Govt. Orders.	
24) The successful tenderer will have to execute formal agreement as within specified time period as per instruction from this end.	
25) There shall be no provision of Arbitration.	

  
Director

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : [wbsudadir@gmail.com](mailto:wbsudadir@gmail.com)

Account Section : 2358 6408



# রাজ্য নগর উন্নয়ন সংস্থা



## STATE URBAN DEVELOPMENT AGENCY

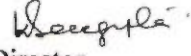
“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ  
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং .....  
SUDA-73/2016/4-R/1(8)

তারিখ .....  
Date: 30.06.2016

Copy forwarded for information and wide circulation to :

- 1) Project Director, CMU
- 2) C.E. MED
- 3) D.S (CSC) Prasashan Bhavan, KMDA.
- 4) Joint Director, ILGUS
- 5) Member-Secretary, West Bengal Valuation Board
- 6) Director of Local Bodies
- 7) Financial Adviser, SUDA
- 8) Notice Board

  
Director

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



# রাজ্য নগর উন্নয়ন সংস্থা



## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-307/2008(Pt-I)/ ৪৩৪

24.10.2017

ক্রমিক নং .....

তারিখ .....

### NOTICE INVITING TENDER

Sealed tender are invited from reputed organisations having similar nature of work experience for at least two years for placement of the following personnel as per terms and conditions laid down below to the office of the SUDA, West Bengal, for a period of one year for the present. Personnel are required to attend the office on every working day and also on holidays if required. They will be under the pay roll of the placement agency and payments as per contract shall be made only to the agency.

The placement agency will be liable to replace within 7 (seven) days any person engaged, if he is not found suitable. The age of the candidates should not be more than 40 years.

Sl. No.	Name of the post	No. of Persons required	Qualifications & Experience
1	Computer Assistant at Group-C level	11	<u>Essential</u> : H.S. with certificate course in computer. <u>Desirable</u> : Preferable Graduate with an experience in office work and having computer literacy. {MS-Word, Excel, Power Point, Accounting Software}
2	Peon at Group-D level	7	Preferably Madhyamik or equivalent. Experience in office work in similar job is preferred.

  
Director

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



## TERMS & CONDITIONS

1. The sealed tender should reach this office latest by 2 P.M. on 10<sup>th</sup> November, 2017.
2. The rate quoted by the agency for each category should not be less than the prescribed minimum wages maintained in the circular of this office of Labour Commissioner. The quoted rate shall include the mandatory benefits like E.P.F. E.S.I. etc. Copies of Registration Certificates issued by competent Authorities in this regard are required to be submitted along with the tender.
3. The persons placed in this office by existing manpower placement agency shall be given first preference while recommending the person for this office.
4. Self attested experience certificate shall be furnished along with the tender.
5. Administrative and other Charges shall be mentioned separately.
6. The agency shall submit the bill to this office on monthly basis.
7. The tender should be accompanied with a bank draft amounting Rs.10,000/- (Rupees ten thousand) in favour of Director, State Urban Development Agency as earnest money which will be refunded to unsuccessful bidder. The draft should be drawn on any nationalised bank payable at Kolkata.
8. Bank Guarantee of Rs.50,000/- (Rupees fifty thousand) shall be furnished by the selected Service Provider.
9. Under no circumstances this office entertains any claim towards the wages and other facilities of the personnel.
10. The contractor shall be liable to pay monthly wages at the rate of daily wages whose wages are not regulated by any of the statutory provision like minimum wages Act. etc. to the persons deputed here within 3<sup>rd</sup> of working day of the next month.
11. All the personnel shall be liable to maintain the healthy environment, peace and the code of conduct of this office.
12. The agency shall be liable for any damage of the property of this office by the personnel placed by them.
13. The personnel are liable to discharge the duties as per order of the Head of Office or any person authorised by the Head of Office.
14. This office with a prior notice of seven days shall make discontinuation of the service of any personnel.
15. The agency shall be liable to place the similar personnel with the same rate, and Terms & Conditions, if required, during the period of contract.
16. The selected agency has to enter a separate agreement with SUDA.
17. Contract shall be terminated by either of the parties after serving two month's notice.
18. The undersigned may reject anyone or all tender without assigning any reason thereof.
19. The tender will be opened on 10<sup>th</sup> November, 2017 at 3:00 P.M.



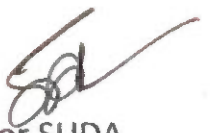
Director, SUDA

SUDA/307/2008(Pt-1)/838/1/(6)

24.10.2017

Copy forwarded for information & Necessary action to:-

1. PS to Secretary, UD MA Deptt.
2. Additional Director SUDA
3. The Project Director, CMU
4. Financial Advisor SUDA
5. Notice Board
6. File copy

  
Director SUDA



**Government of West Bengal  
Finance Department  
Audit Branch  
Writers' Buildings**

No. 5400-F(Y).

Dated. Kolkata, the 25<sup>th</sup> June, 2012.

**NOTIFICATION**

In exercise of the power conferred by Clause (3) of Article 166 of the Constitution of India, the Governor is pleased hereby to make the following amendments in the West Bengal Financial Rules, Volume-I, and in partial modification of Notification No.10500-F dated 19<sup>th</sup> November 2004, (hereinafter referred to as the said Rules), namely:-

**AMENDMENTS**

In the said Rules, -

**(1) for sub-rules 8, 9 and 10 of Rules 47 substitute the following sub-Rules:-**

**Rule 47(8) -** Subject to Notes-1 to 5 below, orders should be placed only after open tenders or quotations have been invited and in the cases where the lowest tender or quotation is not accepted, reasons should be recorded under signature of the officer in charge of purchase.

**Note-1. -** Subject to the special rules or order or procedure that may be prescribed by the Government in respect of a particular department, open tender shall invariably be invited for the supply of articles or stores or for execution of works and services worth Rs.1,00,000=00 or more. For high-value purchase exceeding Rs.10 lakh or for purchasing plant, machinery, etc, of complex and technical nature, bids may be invited in two parts under two-bid system laid down in rule 47C below. Selection of agency should be made on the basis of at least three tenders, which shall be opened in presence of willing agents. If the number of tenders received is less than three, tender should be invited afresh. In case of invitation of tender under two-bid system, if the number of tenderers/bidders qualified in the technical bid is less than three, tender should be invited afresh. Purchase upto Rs.10,000=00 may be made without any tender or quotation. The purchasing authority shall certify that the purchase has been made at reasonable market price in cases of purchase from the open market without tender/quotation. Purchase above Rs.10,000=00 and upto Rs.1,00,000=00 shall be made after inviting quotations from at least four reliable firms, which shall be opened in presence of willing agents. In such cases of purchase by invitation of quotation, procurement shall be finalised on recommendation of Local Purchase Committee to be constituted in each office. In respect of offices outside Kolkata, the notice for quotation shall be issued through notice board of the concerned office, the offices of the District Magistrate and the Sub-Divisional Officer and the

Selection of

presence of willing agents

invited afresh

tenderers/bidders qualified in the

Purchase upto Rs.10,000=00 may

shall certify that the purchase has been

the open market

shall be made after inviting quotations

presence of willing agents

Panchayat, Municipality of that locality. In Kolkata, such notice shall be circulated by displaying in the notice board of Local Offices and by sending the same to suppliers etc.

**Note -2** - Tender notice shall always be given due publication through the leading dailies in English, Hindi and Bengali. The use of intermediate general suppliers should be discouraged. Open tender for supply of articles or stores or for execution of works worth Rs.1,00,000/- or more shall be invited in the following manner:

Sl. No.	Item	Manner of Tender
i.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.10,000 upto Rs.1 lakh.	Publication of the work on the notice board and on the official website of the administrative department, if maintained.
ii.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.1 lakh upto Rs.5 lakh.	Publication of the work on the notice board and on the website of the administrative department, if maintained and also brief referral advertisement in one daily Bengali newspaper [in case of hill areas of Darjeeling District in Nepali newspaper].
iii.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.5 lakh upto Rs.10 lakh.	Publication of the work on the notice board and on the website of the administrative department, if maintained and also brief referral advertisement in two daily newspapers, one in Bengali [in case of hill areas of Darjeeling District in Nepali newspaper] and the other in English.
iv.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.10 lakh.	Publication of the work on the notice board and on the website of the administrative department, if maintained, and also in the official website of Government of West Bengal, and also brief referral advertisement in three daily newspapers, one each in Bengali [in case of hill areas of Darjeeling District in Nepali newspaper], in English and in Hindi.

**Explanation :** Brief referral advertisement will contain only certain title information such as name and location of the scheme, last date for submission of tender, names of the websites where details are available:

The administrative departments are permitted to issue advertisements directly to the newspapers having sufficient circulation for the said purpose of procurements, wherever necessary, at the rates approved by the Information & Cultural Affairs Department, Government of West Bengal.

**For Tender value of Rs. 50 lakh and above, e-tendering through the centralized e-Tender Portal [<http://wbtenders.gov.in>] is mandatory, in addition to publication in print media.**

**Explanation :** Brief referral advertisement will contain only certain title information such as name and location of the scheme, last date for submission of tender, names of the websites where details are available:



**Note-3** - A minimum period, as stated below, shall be allowed for submission of the tenders from the final publication date.

Sl. No.	Item	Minimum period for submission of tender from the last date of publication
a.	For supply of articles or stores or for execution of works and services with estimated value not exceeding Rs.10 lakh.	7 days
b.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.10 lakh upto Rs.1 Crore.	14 days
c.	For supply of articles or stores or for execution of works and services with estimated value exceeding Rs.1 Crore.	21 days

**Note-4.** - The head of the Office is authorised to purchase the supply fittings, sanitation and sewage plant fittings and parts for pumps, compressors, engine and motors in use in the water supply and conservancy work in the establishment, only in case of emergencies such as sudden failure of machines, etc. when it is not possible to make the purchases after calling tenders or quotations. A certificate should always be recorded in each such occasion over the signature of the head of the Office.

**Note-5.** - Foodstuffs for the hostels attached to Government schools and colleges may be purchased from the open market, if it proves advantageous having regard to the price and quality of the articles and if the supplier fails to supply the essential items for hostels.

**Rule 47(9) (a)** In selecting the tender to be accepted the financial status of the individuals and firms tendering shall be taken into consideration in addition to all other relevant factors. Subject to the provisions of rule 47C below where tender is invited in two-bid system, financial bid should not be opened until the technical bid is opened and assessed for selection of the qualified bidder.

**(b)** Sales Tax and Income Tax Clearance Certificate should be furnished by the contractors for contract value above Rs. 50,000=00.

**(c)** In the case of private individuals and firms tendering in foreign countries for contracts of large value, that is, contracts of over Rs. 25 Lakh, the Head of the Indian Mission post concerned should be consulted.

**Rule 47(10)** - The Comptroller and Auditor General and under his direction other Audit authorities shall have power to examine contracts and to bring before the Public Accounts Committee any cases where competitive tenders have not been sought or tenders other than I, I or III, as applicable, have been accepted or where other irregularities have come to light. Authorities who are authorised to enter into contracts or agreements should send copies of all contracts and agreements valued over

Rs.5 Lakh to the Principal Accountant General (A & E), West Bengal. Principal Accountant General (Audit), West Bengal and Accountant General (Local Bodies Audit), West Bengal.

**(II) for sub-rules (7) and (8) of Rule 47B insert / substitute the following sub-rules -**

**Rule 47B.** (7) Materials for which the Director General of Supplies and Disposals (DGS&D) and National Informatics Centre Services Incorporated (NICS) rate contracts are available can be purchased directly from the enlisted agencies of DGS&D and NICS at approved rate contracts.

(8) Drawing and Disbursing Officers, while preferring bills on purchases of articles to Kolkata Pay & Accounts Offices/Treasuries in Districts, shall furnish a certificate on the body of the bills that purchases have been made in strict compliance of the stores purchase policy of the State Government and Pay & Accounts Officers/Treasury Officers shall, while scrutinizing the bills, ensure that such certificates are furnished.

Purchase of Duplicating machine, Computer and peripherals, printers, photocopiers and other office equipments for use in Government Offices and liveries for use of the Government employees shall continue to be governed by the Finance Department orders issued from time to time.

**(III) after rule 47B insert the following rules -**

**Rule 47C - Two-bid System -** For high value purchase exceeding Rs.10 lakh or for purchasing plant, machinery, equipments etc. of complex and technical nature, bids shall be invited in two parts as under:

(a) The technical bid consisting of all technical details along with commercial terms and conditions;

(b) Financial bid indicating item-wise price for the items mentioned in the technical bid.

The technical bid and the financial bid should be sealed by the bidder in separate cover duly superscribed and both the sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The technical bids shall be opened by the purchasing department/office at the first instance and evaluated by a competent committee or authority. At the second stage, financial bids of only the technically acceptable offers shall be opened for furnishing value and ranking before finalization and awarding of the contract. After evaluation the lowest rate (L1) financial bid from among the technically qualified bidders shall be accepted.

**Rule 47D - (1) (a)** State Government Corporations and Autonomous Bodies, listed in Annexure - 'C' may be nominated for execution of Government works as agency of the Government.

(b) Central organizations / Public Sector Enterprises / Companies / Undertakings specialized in construction of roads, bridges, buildings etc., and listed in Annexure - 'D' may also be engaged as agency for the purpose of State Government works.



(2) Action to engage these organizations by the Departments should be to supplement the function of Public Works Department of the Government and resorted to in cases where the departments consider that the work is of urgent nature. The Department should satisfy itself that it will be economical and in public interest to engage such Organization for Agency function.

(3) The various procedural matters as laid down in Public Works Department codes, manuals etc. as well as the rules prescribed herein shall be equally applicable for the purpose of execution of works through the State and Central Organizations as mentioned at clause (1) above. The organizations nominated as the State Government agency shall execute the entrusted works after engagement of contractors to be selected observing the normal tendering procedure and accepting the [ ] rate when the job involves making payment for jobs done and HI rate when the tender is for sale of materials connected with execution of the entrusted works.

(4) The agency fees to be allowed and terms and conditions of the Contract/Memorandum of Understanding (MOU) to be entered into with the agency are as follows.

(a) The Contract/MOU may be for composite works and may be a combination of "Lump Sum Contract" and "Percentage Rate Contract"/"Item Rate Contract". Estimated cost shall be based on Public Works Department Schedule of Rates for the scheduled items of work and market rate as approved by the head of the Engineering wing of the Agency organization for the non-scheduled items of work. Component-wise break-up of the agency fee is given at clause (6) below.

(b) (i) The nominated agency organization will first prepare a forecast estimate of cost of the work on the basis of standard unit cost as per the State Public Works Department Schedule of Rates in case of works within the state and Central Public Works Department Schedule of Rates in case of works outside the State on the basis of preliminary drawings of the work supplied by the concerned department of the state Government or prepared by the agency, if asked to do so, and submit it to the employing department of the Government to enable it to obtain Administrative Approval for the work at appropriate level. On receipt of the Administrative Approval for the concerned work indicating scope of the work and approximate cost, the concerned agency organization will prepare the detailed cost estimate of the work on the basis of drawings received from the employing department of the government or prepared by the organization itself, as the case may be, and send it to the employing department of the Government for acceptance.

(b)(ii) All projects with the estimated cost of Rs. 5 crore and above shall be vetted by a duly constituted Technical Committee in the Finance Department.

(c) Drawing and design by the Department -

i) In cases where work is to be executed as per design and drawing of the department, all the detailed working drawings, both architectural and structural must be prepared before



hand, and should form part of the preliminary documents to be given to the selected organization. It should also contain complete and detailed specifications of the work. The preliminary documents must set out complete scope of the work. Only the drawings and the detailed specifications as contained and/or referred to in the preliminary documents shall form the basis of execution and payment.

ii) The extra payment or recovery over and above the accepted rate shall be called for only in the event of authorized deviations from the drawings and specifications (as given and/or referred to in the preliminary documents) in course of execution and not otherwise.

(d) Drawing and design by the agency -

i) In cases where the detailed architectural and structural drawings are to be provided by the agency, all information regarding the work to be executed through the Agency Organisation such as the architectural and structural parameters, details of the functional requirement and complete specification thereof, as available, must be passed on by the concerned Department to the Agency Organisation. The Agency Organisation shall prepare the preliminary documents of the work to be executed through Agency Organisation. The preliminary documents must contain complete and detailed specifications of the work, working drawings, both architectural and structural and should set out complete scope of the work. Only the drawings and the detailed specifications as contained and/or referred to in the preliminary documents shall form the basis of execution and payment.

ii) A condition should be stipulated in the preliminary documents that the work shall be executed through the Agency Organisation as per detailed design and architectural drawings to be prepared by the agency conforming to the given parameters and functional requirements as mentioned in the preliminary documents, and submitted to the employing department within specified time after the award of work. The agency shall accordingly get the design/drawings approved by the employing department before taking up the execution of the work.

iii) In case any modification for any reason is ordered in course of execution, suitable adjustment for extra payment or recovery shall be effected only if such modification results in change in the scope of work as given in the preliminary documents, or any change from the specified parameters.

e) 1) The composite works offer documents shall contain:

i) the detailed architectural and structural drawings.

ii) detailed specifications for the various items and components of the work.

iii) the schedule of quantities for the various items and components of the work.

iv) the inclusions in and exclusions from the scope of the contract, if required, for better clarity, and.

v) monitoring and supervision of the various stages of work, the percentage of work done on the contract value and release of intermediate and final payments.

II) The schedule of quantities referred to above is only limited for the purpose of assessing the quantum of work involved. It is not meant for subsequent measurement and payment in the course of execution of the work. Deficiencies noticed, if any, by the agency should be immediately brought to the notice of the employing department, who shall examine the same, and make necessary corrections, if required, to the offer documents before assignment of the work.

III) The agency organization shall arrange for execution of the work through the contractor as per the drawings and specifications as given in the documents. No claim for any payment on account of deviations and variations in quantity of any item(s) or component(s) of the work, unless they are authorized deviations from the parameters drawings and specifications contained in the documents.

IV) The rate of deviated items shall be determined as per terms and conditions of Contract/MOU between the agency organization and the employing Government department.

V) The concerned Agency Organisation shall monitor, supervise and physically verify that the work has been done in each stage in conformity with the drawings and specifications contained in the offer/preliminary documents, and certify the same before recommending release of the stage payment.

(5) The agency job will be broken into following components: -

- i) preparation of estimate, design and detailed drawing
- ii) invitation of tender, evaluation of bids and award of work
- iii) supervision of work, checking of bills, payment and submission of utilization certificate, completion certificate.

#### (6) Agency Fee

Component-wise agency fee will be as follows:

A. For buildings above G+3, buildings with basements and roads and bridges.

i) For preparation of estimate, design and detailed drawing

\* 3% of estimated cost for exclusive and customized drawing and design;

\* 2% of the estimated cost for standard drawing and design.

(at least 5 sets each of the documents under this component should be submitted)



ii) invitation of tender, evaluation of bids and award of work

\* 2% of estimated cost of the works

iii) supervision, monitoring, checking of bills, payment and submission of utilization certificate, completion certificate

\* 3.5% of estimated cost of the works.

Thus the agency fee comes to 8.5% of sanctioned cost estimate in case of works involving exclusive and customized drawing and design and 7.5% of sanctioned cost estimate in case of works involving standard drawing and design.

**B. for buildings upto G+3 (without basement) for (i) exclusive and customized design and drawings and (ii) standard design and drawings.**

5% of estimated cost for all the components taken together.

The rate of deviated items shall be determined as per terms and conditions of Contract/MOU between the agency organization and the employing Government department. No contingency / overhead charge shall be payable other than the 8.5 % / 7.5 % / 5 % as mentioned hereinabove.

(7) **Qualified Staff** – In case project cost exceeds Rs.1 crore but within Rs.5 crore at least one qualified Graduate Engineer along with two Diploma Engineers should be engaged in supervision and monitoring of the job. In case of project cost exceeding Rs.5 crore, requisite number of qualified and experienced Graduate Engineers along with Diploma Engineers should be engaged according to the value of the project for proper supervision and monitoring of the work.

(8) **Specifications** – In case of absence of specifications for any job in the State Public Works Department Code /Manual, the Central Public Works Department specifications should be followed.

(9) **Mobilization Advance**- Mobilization advance not exceeding 10% of the sanctioned estimated cost may be given, if requested by the agency organization in writing within one month of the order to commence the work. Such advance shall be in two or more installments to be determined by the competent authority of the employing department at his/her sole discretion.

By order of the Governor

Sd. /- H. K. Dwivedi,  
Secretary to the  
Government of West Bengal.



Copy forwarded for information and necessary action to :-

1. The Principal Accountant General (A&E), West Bengal. Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Principal Accountant General (Audit), West Bengal. Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (R.W. & L.B. Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5<sup>th</sup> Floor, Salt Lake, Sector-I, Kolkata-700 064.
4. The Additional Chief Secretary/Principal Secretary/Secretary.

.....Department.

5. The Director of Treasuries & Accounts, West Bengal. The New India Assurance Building, 4, Lyons Range, Kolkata - 700 001.
6. The Commissioner, \_\_\_\_\_
7. The District Magistrate, \_\_\_\_\_
8. The Sub-Divisional Officer, \_\_\_\_\_
9. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - I, 81/2/2, Phears Lane, Kolkata - 700 012.
10. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - II, P-1, Hyde Lane, Kolkata - 700 012.
11. The Pay & Accounts Officer, Kolkata Pay & Accounts Office - III, IB Market, 1<sup>st</sup> Floor, Salt Lake, Sector -III, Kolkata - 700 106.
12. The Treasury Officer, \_\_\_\_\_
13. \_\_\_\_\_
14. The Principal Accounts Officer & Ex-Officio Deputy Secretary, Finance (Budget) Department, for uploading this Notification in the Finance Department website.



(Swapan Kumar Paul)  
Special Secretary to the  
Government of West Bengal.  
Finance Department.

## **ANNEXURE - C**

(See Rule 47D)

### **State Bodies and Corporations**

1. West Bengal Industrial Infrastructure Development Corporation,
2. Mackintosh Burn Ltd.,
3. Britannia Engg. Ltd.,
4. Wasting House Saxby Farmer,
5. Hooghly River Bridge Commissioners,
6. Development authorities under Urban Development Department.
7. Other State Organizations/Corporations to be selected by the State Government from time to time.

## **ANNEXURE - D**

(See Rule 47D)

### **State Bodies and Corporations**

#### **Central Organizations/Public Sector Enterprises/Companies/undertakings-**

1. Central Public Works Department
2. National Building Construction Corporation (NBCC)
3. RITES
4. IRCON International Limited (formerly Indian Railways Construction Company Ltd.)
5. Bridge & Roof
6. Balmer Lawrie
7. HSCI. (Hindustan Steelworks Construction Limited)
8. EIL (Enginers India Limited)
9. Other Central Organizations/Corporations to be selected by the State Government from time to time.

#### **Central Organizations/Public Sector Enterprises/Companies/undertakings-**

1. Central Public Works Department
2. National Building Construction Corporation (NBCC)
3. RITES
4. IRCON International Limited (formerly Indian Railways Construction Company Ltd.)
5. Bridge & Roof
6. Balmer Lawrie
7. HSCI. (Hindustan Steelworks Construction Limited)
8. EIL (Enginers India Limited)
9. Other Central Organizations/Corporations to be selected by the State Government from time to time.