

**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE SUPERINTENDING ENGINEER  
WEST CIRCLE  
MUNICIPAL ENGINEERING DIRECTORATE  
3<sup>rd</sup>. Floor, Patal Bazar , Tinkonia Bus Stand  
PURBABARDHAMAN**

Ph. No. – 0342 2664323, email :- sewcmed@gmail.com

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**Memo No. :- MED/SE/360/W-252/2020**

**Date.29.09.2020**

Notice Inviting e-Quotation No 01 of 2020-2021(2<sup>nd</sup> call) of The Superintending Engineer, West Circle,MED,Govt. of West Bengal

**QUOTATION DOCUMENTS**

**NAME OF THE WORKS**

**Preparation of Detailed Project Report (DPR) for (a) Interception and Diversion (I & D) of existing drainage channels directly discharging into the river with Rehabilitation of existing Sewage Treatment Plant (STP) if any and/or Construction of new STP(s) and (b) laying of sewerage network for the whole town covering every household to save river Mayurakshi / Ganga (Locally called Bhagirathi ) with Operation & Maintenance for the period of five (05) years after Commissioning.**

Sl. No.	Name of the Municipality	Name of the River	Earnest Money ( Initial )	Price of agreement papers consisting of Technical & Financial Bid documents and other annexure and W.B. as per Govt. Norms .	Period of Completion of Assignment	Name of the Concerned Division	Eligibility of Contractor
1	Suri	Mayurakshi	Rs.50,000/-	Only successful bidder shall pay as per usual govt. norms.	120 day	M.E.Dte. , Birbhum Division	As noted in the notice It. No 3
2	Sainthia	Mayurakshi	Rs.50,000/-		120 day	M.E.Dte. , Birbhum Division	As noted in the notice It. No 3
3	Kalna	Ganga ( Bhagirathi )	Rs.50,000/-		120 day	M.E.Dte. , Burdwan Division	As noted in the notice It. No 3

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**NOTICE INVITING QUOTATION**

**Quotation Notice No. : 01 of 2020-2021(2<sup>nd</sup> call) of The Superintending Engineer, West Circle,MED,Govt. of West Bengal**

The Superintending Engineer, West Circle, Municipal Engineering Directorate on behalf of the Governor of West Bengal invites Quotation from the reputed, reliable and resourceful Companies/Firms/Agencies having experience and acumen in consultancy work as noted below and the eligibility is depicted hereunder for participating in the Quotation.

1. Name of Work: As mentioned on page 1
  
2. Location of Work: Within respective Municipal Area and an additional 1.00 Kilometre in the hinterland from the Municipal boundary (all out fall and drain entering from Municipal area into the hinterland and vice versa should have to be considered
  
3. Eligibility to participate in the Bid.
  - i) Having experience and technical acumen in similar nature of jobs during the last **5 (five)** years from the date of publication of Quotation in Govt. Deptt. /Board/Semi-Govt./Corporation/Statutory Authority/Undertaking etc. with the following criteria:
    - One completed DPR costing not less than Rs. 30 Crore and duly approved/accepted by the Client  
Or
    - Two completed DPRs costing not less than Rs. 25 Crore each and duly approved/accepted by

the Client

- ii) Having an Annual Turnover of Rs. 1.0 Crore during any one of the last five financial years.
- iii) Having qualified technical person specially proficiency in Waste Water Engineering/Public health Engineering with sound knowledge and experience in similar types of works along with other technical personnel as mentioned in the table under Para 19-A.
- iv) Having GST registration, P. Tax Clearance Certificate, PAN Card, Trade License (optional) etc.

**4.** Documents to be produced in support of Credential for quotation

Completion Certificate of preparation of DPR and it's approval from the competent authority along with Work Order for similar nature of job with value as described **(Ref: Sl. No. 3 : Eligibility to participate in the Bid)**

NOTE : It is desirable to upload not more than 4 nos relevant credentials by the bidders  
and

Audited Balance Sheets for any of last five FYs duly certified by a Chartered Accountant

Besides this, following documents shall have to be furnished:

- a. Particulars of ownership (other than the bidder participating in individual capacity) in form of registration under appropriate Govt. act.
- b. Copies of GST Registration Certificate, PAN Card, Professional Tax Clearance Certificate, Trade License (optional).
- c. List of Technical Personnel employed under the Organization in details with name, qualification, experience, designation and period of service.
- d. Annual Turnover of Rs. 1.0 Crore during any one of the last five financial years

**Note:-** All documents in original to be produced in due course of time as & when asked by the Quotation Inviting Authority.

**5. Earnest Money**

Rs. Rs.50,000/- (Rupees fifty Thousand) only as an Initial Earnest Money shall be paid through online mode (refer Finance Department Order no. 3975-F(Y) dated 28/07/2016).

Balance Earnest Money beyond Rs. 50,000 /- if any, to fulfill 2 % of amount offered shall be deposited by the successful Quotationer before executing Agreement, if selected.

In case of exemption of EMD, the Bidder should attach the relevant documents.

Any Bid without EMD (except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled.

The EMD for the successful Quotationer will be converted to Security Deposit (SD) and additional amount to the tune 8% of bill value will be deducted as SD from RA/Final Bill(s). SD @ 10% of bill value will be deducted if the selected Quotationer enjoys the exemption of EMD.

**6. Date and Time Schedule: -**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date and Time</b>
a)	Date of uploading of N.I.Q. (online)	29.09.2020 , 4 P.M
b)	Publishing Date & time	29.09.2020 , 5 P.M
c)	Documents download start date & time	29.09.2020 , 6 P.M
d)	Date & time of Pre-Bid Meeting in the office of the Superintending Engineer, West Circle, Municipal Engineering Directorate, Patal Bazar, Purba Bardhaman. (The intending bidders may send their queries, if any through e-mail <a href="mailto:sewcmcd@gmail.com">sewcmcd@gmail.com</a> on or before pre-bid meeting. If intending bidders remain absent in the pre-bid meeting; their queries, if any may not be accepted in this regards and claim of bidders for queries may not be entertained and replied in future.)	13.10.2020 , 2 P.M.
e)	Quotation Submission start date & time (Online)	30.09.2020 , 10 A.M
f)	Quotation Submission closing date & time (Online)	05.11.2020 , 5.30 P.M
g)	Quotation Opening date & time (Online)	10.11.2020 at 12 noon
h)	Date & time for opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet

**7. Time of completion of Assignment**

**120 (One hundred twenty) days** from the date of issuance of Work Order.

**8. Site inspection & General information**

Intending Quotationer(s) are required to inspect the sites of the Project with particular reference to location and infrastructure facilities. They have to make a careful study with regard to availability of all relevant factors. They will be also acquainted and followed with the verdict of Honble National Green Tribunal in connection with river Mayuraksi / Ganga ( Locally called Bhagirathi ), latest I & D Guidelines as well as whole town approach of Govt. of India, relevant IS specifications, CPHEEO Manuals, Guidelines of Central Pollution Control Board (CPCB) & West Bengal Pollution Control Board(WBPCB), Clauses & Sub-Clauses of the Quotation documents and also be acquainted with all details of work sites, underground utility services, existing & proposed site levels etc.

**9.** Withdrawal of Quotation

A Quotation once submitted shall not be withdrawn within the validity period. If any Quotationer(s) withdraw(s) his/her/their Quotation(s) within the validity period, Earnest Money deposited by him/her/them will be forfeited.

**10.** Acceptance of Quotation

The Superintending Engineer, West Circle, M.E. Directorate will accept the Quotation on the basis of recommendation of Quotation Evaluation Committee (QEC). He/she will reserve the right to reject any or all Quotations without assigning any reason thereof as recommended by QEC.

The successful Quotationer will be issued the Letter of Acceptance (LoA) by the Quotation Accepting Authority. The Quotationer will then become the "Consultant" and he/she shall forthwith take steps to execute Formal Agreement with the Superintending Engineer, West Circle, M.E. Directorate and fulfill all

his/her obligations as specified in the Contract. The Consultant will have to pay the cost of 3 (three) sets of Agreement documents as per PWD (Accounts Branch) Notification No. 452-A/PW/0/10C-35/10 dated 26/07/2011.

**11. Execution of Work**

After formal Agreement, the Quotation Accepting Authority will issue work order to the Consultant. The Consultant shall submit DPR containing detailed survey report, sample collection and laboratory test results, detailed designs, drawings, estimates etc. within stipulated time frame.

**12. Escalation of Cost**

There will be no escalation of cost and the contract amount will stand valid throughout the contract period.

**13. Name & Address of the office for submission of DPR**

Office of the Superintending Engineer, West Circle, Municipal Engineering Directorate, Patal Bazar , Purba Bardhaman.

**14. Payment Milestone**

i) 80% payment will be recommended for payment from the Office of the Superintending Engineer, West Circle, M.E.Dte after obtaining Administrative Approval & Financial Sanction (AA & FS) from the appropriate Authority.

ii) 20% payment will be recommended for payment after providing designs and working drawings subject to approval of the competent authority.

**15. Release of Security Deposit**

Security deposit will be released after six months from completion of the assignment.

**16. Opening and Evaluation of Quotation**

The technical bid will be opened by the QIA on the pre-scheduled date and time (as per time schedule vide Para 6-g). Only those bidders fulfilling the eligibility criteria cited under Para. 3 will be considered for technical scoring. Technical evaluation will be made by the Quotation Evaluation Committee (QEC) to be formed as per directive by the Secretary; MED. Financial bid will be opened on recommendation of the QEC. The decision of the QEC will be final and absolute in this respect.

**A)****Points for Technical Qualification:**

Technical scoring for those bidders fulfilling the eligibility criteria {as per Para. 3} will be made by the QEC on the basis of the following components.

**Minimum qualification marks 75**

Sl. No.	Component	Maximum Marks
<b>1</b>	<b>Experience and technical acumen in similar nature of jobs during the last 5 (five) years from the date of publication of Quotation</b>	<b>50</b>
a	i) Completed one DPR (sewerage) costing not less than Rs. 30 Crore and duly approved/accepted by the Client <b>or</b> ii) Completed two DPR(s) costing not less than Rs. 25 Crore and duly approved/accepted by the Client	30
b	1 mark per additional Rs. 1 Crore of DPR value beyond Rs. 30 Cr (highest DPR value will be considered in case of more than one DPR) subject to maximum 5 marks	5
c	The relevant sewerage system(s) is/are functioning successfully after completion of the project as per DPR prepared by the bidder (relevant certificate is required to be issued from the competent Authority)	10
d	1 mark per successful operation tenure over and above one year subject to maximum 5 marks. (relevant certificate is required to be issued from the competent Authority)	5
<b>2</b>	<b>Financial Capacity</b>	<b>30</b>
a	Having an Annual Turnover of Rs. 1.0 Crore during any one of the last five financial years.	25
b	1 mark per additional Rs. 0.5 Crore over and above 1.00 Crore subject to maximum 5 marks	5
<b>3</b>	<b>Qualification and Experience of the Technical Professionals (All testimonial)</b>	<b>20</b>
a	Team Leader (Post Graduate in Waste Water Engineering/Public health Engineering with minimum 10 years experience in similar field).	7
b	Environmental Specialist (Specialization in Environmental Engineering / Public health Engineering with at least 5 years experience)	4
c	Structural Engineer (Specialization in Structural Engineering with at least 5 years experience)	2
d	Geo-Technical Engineer (Specialization in Soil Mechanics & Foundation Engineering with at least 5 years experience)	2
e	Electrical Engineer (B.E./B.Tech. in Electrical Engineering with at least 5 years experience)	2
f	Mechanical Engineer (B.E./B.Tech. in Mechanical Engineering with at least 5 years experience)	2
g	Draftsman conversant to AutoCAD (I.T.I. in Draftsman ship with at least 5 years experience)	1

:- All testimonials related to experience & qualification should invariably be submitted along with the proposal. Without testimonial no marks will be provided / entertained in this regards .The man power should be reflected properly in their



companies profile. It is desirable that same personnel should not be repeatedly engaged in different organizations. The qualifying marking shall be accounted for accordingly. Further all relevant documents/certificate for sl. No.1 should have to be submitted. Bidder should indicate "**Team Leader**" of the project

Financial Bid of only those bidders who will score 75 or more marks in the Technical Evaluation will be opened by the QIA on the date as per time schedule vide Para 6-(h).

**B) Points for Financial Qualification:**

The L1 bidder, the lowest price financial proposal will be given the full weighted score of 100. Financial score of other bidders will be given on weighted basis i.e. the weighted score of other financial proposals will be calculated as a fraction of the highest scoring proposal as per QCBS norms.

**C) Combined Marks:**

The technical and financial proposals will be allotted weight age to the tune of 80% and 20% respectively.

The financial bids will also be placed before the QEC for combined technical and financial evaluation. The bidder who will secure highest point on the basis of combined weighted score will be recommended by the QEC for selection.

**20. SCOPE OF WORK: -**

**Components of works: -** The DPR should be prepared in such a way that the project may be implemented in the following two phases.

**Phase I -** Interception and diversion of existing drainage system with rehabilitation of existing STP (if any) and/or construction of new STP(s) will be made.

**Phase II -** Sewerage network will be laid within the whole town with connection from every household (Domestic / Commercial / Industrial).

Sewer line will be connected to the I&D line before entry to the STP. A suitable control device will be installed at the junction point in order to spill out the storm water of surface drain during monsoon and thereby enroute the residual sewage to the main sewer line for treatment in STP(s).

The following parameters will be considered in preparation of DPR:

- Detailed field survey using Total Station or similar acceptable technology for contour of the town.
- Survey report on Pollution Data to be ensured from State Pollution Control Board
- Survey report on Bio-Medical Wastes as per Bio-Medical Waste Management Rule, 2016 to be ensured from the respective ULB/Appropriate Authority.
- It is suggested that Storm frequency will be considered 1 in 2years, 15 minutes duration.
- Detailed survey and investigation report from WBPCB authorized laboratory with proper sampling of each existing outfall as per norms of CPHEEO within the jurisdiction of Suri / Sainthia / Kalna Municipality and its hinterland.
- Identification and quantification of Domestic/Commercial / Industrial sewage responsible to pollute river Mayurakshi / Ganga ( Locally called Bhagirathi )
- Identification and quantification of nature of Industrial Waste with their source, location and numbers of Industries responsible to pollute river Mayurakshi /

Ganga (Locally called Bhagirathi ).

- DPR should be prepared considering Domestic Sewage, Commercial Sewage and Industrial Sewage, if any, either by separate Treatment Plants or providing Common Treatment Plant which will be feasible and proper from Technical and Financial point of view.
- DPR should be prepared following the latest Guidelines of I & D of drains and STP of Namami Ganga, CPHEEO Guidelines, relevant BIS Codes, Guidelines of CPCB & WBPCB and latest PWD/PHED SORs. They will also abide by the verdict of Hon'ble National Green Tribunal in connection with river Mayurakshi / Ganga (Locally called Bhagirathi).
- Preparation of detailed designs, drawings and estimates based on extent of rehabilitation of existing STP (if any) and/or construction of new STP for intercepting and diverting drainage channels at present directly discharging into the river and laying sewerage network covering all households of the Suri / Sainthia / Kalna (ULB) with all allied works.
- DPR should contain the detailed survey report of existing drainage system & proposed drainage and sewerage network, Intermediate & Main Pumping Stations (as per requirement of field condition), Intake system of STP, location of Outfall and disposal of Sludge including all mechanical & electrical arrangements, where necessary.
- The proposed STP(s) should be designed considering peak hour in the rainy season and also the H.F.L. of the area following CPHEEO Guideline.
- The DPR should cover all aspects of technical issues related with civil & electro-mechanical fields. It should also cover Environmental & Social Assessments and Management Plan. Up gradation of the present STP and its ancillary accessories so as to serve for design period of proposed sewerage system should be clearly spelt out in details with **provision of land**. List of electro-mechanical machineries with vendor list along with cost for all ancillaries should be furnished in details. Operation and Maintenance cost as per CPHEEO manual should be included. Other civil and electrical costs for boundary wall, restoration of roads damaged during execution (if required), utilities like yard lighting, drinking water facilities and security arrangement etc. should be taken care of.
- Technical Specifications in details should be furnished.
- Detailed designs, drawings and estimates of all sewer lines and STP(s) should be furnished.
- Financial viability for sustainability of the whole project should be furnished. Utilization of Bio-gas and other renewable energies from sludge or other byproduct, if possible, should be examined vividly.
- Quantitative and qualitative assessments of waste water in strategic places and after treatment, assessment should be done.
- Proper assessment of peak volumetric flow with an analysis of domestic and non-domestic, i.e. industrial, commercial and institutional waste water should be examined.
- The Consultant should be responsible to clarify and/or meet up the quarries from any Authority during approval process as well as rendering all sorts of Technical advice during implementation of project at site.

- DPR should be prepared with the provision of Commissioning, Trial Run and thereafter **Operation & Maintenance for the period of next five (05) years.**
- Any issue regarding environmental impact should be addressed properly.
- A draft copy of DPR, both hard as well as soft copy should be submitted initially to the Superintending Engineer, West Circle , M.E.Dte. After necessary additions & alterations, if required, as per direction of the authority, the Consultant should submit the final DPR in five (05) hard copies and one (01) soft copy before the authority.
- After obtaining AA & FS of DPR from the appropriate authority, the Consultant will submit detailed working drawings as per direction of the authority.
- The land required for construction of proposed STP will be arranged by the ULB /competent Authority and the feasibility of the land will be checked by the Consultant. The land should be Government land or under the possession of Govt. In case of non-Govt. land, proper NOC along with land details showing in a site plan certified by the competent authority is required and that should be endorsed by the Mayor/Chairman/Chairperson/Administrator of the concerned ULB/competent authority. In case of municipal land, site plan and allied papers should have to be authenticated by the Mayor/Chairman/Chairperson/Administrator of the ULB.
- The proposal should be finalized with due consent of the Mayor/Chairman/Chairperson/Administrator of the ULB.
- A synopsis of the proposal should have to be approved in BOC of the ULB and a photocopy of the relevant extract of the resolution should be attached in the DPR.

**Following clauses will be adhered to by the concerned Quotationer during the process of Quotation.**

21. Persons having authenticated and having registered Power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Bidder.
22. Quotation Accepting Authority is the Superintending Engineer, West Circle, M.E.Dte.
23. Statutory deductions will be made from the bills as per norms.
24. No conditional/incomplete quotation shall be entertained.
25. Quotation documents will have to be downloaded from website **<http://wbtenders.gov.in>**. Technical & Financial Proposals both will be submitted duly signed digitally.
26. The Quotationer(s) will visit and examine the sites and obtain all information which may be necessary for preparing the quotation at his/her own expense.
27. The Superintending Engineer, West Circle, M.E. Directorate. reserves the right to reject any application and to accept or reject any or all the offered quotations according to the recommendation of QEC.

28. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in „Instructions to Quotationers“ before submitting Quotation.
29. During scrutiny, if it comes to the notice to the quotation inviting authority that the credential or any other paper is incorrect/manufactured/fabricated, that quotationer will not be allowed to participate in the quotation and that application will be summarily rejected without any prejudice.
30. Before issuance of the Acceptance Letter, the quotation accepting authority may verify the credential(s) & other documents with the originals of the selected quotationer, if necessary. After verification, if it is found that such documents submitted by the selected quotationer is either false or fabricated; LoA will not be issued in favour of the selected quotationer under any circumstance.
31. A Formal Agreement should be executed between the Quotation Accepting Authority and the Successful Bidder after issuance of Letter of Acceptance strictly following the time period stipulated therein.

**Superintending Engineer,  
West Circle,  
M.E. Dte.**

**No.:**

**Date:**

**Copy forwarded for information and wide circulation to:**

1. **P.S. to the Principal Secretary, UD & MA Department, Nagarayan, 5<sup>th</sup> Floor, Salt Lake City, Kolkata-700091**
2. **The District Magistrate, Birbhum District, Prashashan Bhaban ,Suri**
3. **The District Magistrate, Purba bardhaman District , Purba Bardhaman.**
4. **The Chairman/Chairperson/Administrator, Suri / Sainthia / Kalna Municipality, with a request to extend his/her kind co-operation to the intending bidders during their visit at the sites.**
5. **The Sub-Divisional Officer, Sadar Sub-Division , Suri , Birbhum.**
6. **The Sub-Divisional Officer, Kalna Sub-Division , Kalna, Purba Bardhaman.**
7. **The Secretary, M.E. Directorate. , 1<sup>st</sup>.Floor , Bikash Bhaban , Saltlake , Kolkata.**
8. **The Chief Engineer, M.E. Directorate. , 1<sup>st</sup>.Floor , Bikash Bhaban , Saltlake , Kolkata.**
9. **The Additional Chief Engineer, South/North, M.E. Directorate.**
10. **The Executive Engineer, Birbhum / Burdwan Division, M.E. Directorate. With a request to send the respective copy of DM/SDO office as deem fit.**

**Superintending Engineer,  
West Circle  
M.E. Directorate.**

## **SECTION – A**

# **INSTRUCTION TO QUOTATIONERS**

### ***1. General guidance for e-Quotation***

Instructions/Guidelines for Quotationer for electronic submission of the Quotations are annexed for assisting them to participate in e-Quotation.

### ***2. Registration of Quotationer***

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

### ***3. Digital Signature Certificate (DSC)***

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

### ***4. Mode of Collection of Quotation Documents***

The quotationer can search and download Quotation Documents electronically from computer once he logs on to the website using the Digital Signature Certificate. This is the only mode of collection of Quotation Documents.

### ***5. Submission of Quotations***

Quotations are to be submitted through online to the website in two folds, one as Technical Proposal and the other as Financial Proposal, following the prescribed time schedule using the Digital Signature Certificate (DSC). The documents will have to be uploaded with Digitally Signed. The documents will get encrypted (transformed into non-readable formats).

## **A. Technical proposal**

The Technical proposal should contain scanned copies of the following documents.

- i. Application.
- ii. Affidavit (Declaration of the quotationer)
- iii.** NIQ with all addenda and corrigenda, if any, along with all documents under Sl. 4 (***Download, duly fill the relevant fields and upload the same digitally signed. In case of quoting any rate in Printed Quotation Form other than BOQ, the Quotation will be summarily rejected.***)
- iv. Professional Tax (PT) Registration Certificate (challan for deposit of fee for the current financial year in case of non-receipt of certificate), PAN Card, IT Return for the Current Assessment year, GST Registration Certificate, Trade License (optional).
- v. Registration Certificate of the entity under appropriate Govt. Act.
- vi. Power of Attorney (For Partnership Firm/Private Limited Company, if any).
- vii. Technical Credential in the form of Completion Certificate backed by Work Order and Payment Certificate issued by the competent authority and duly accepted by the client.
- viii. Certificate of successful functioning of the sewerage system duly issued by the competent authority
- ix. Audited Balance Sheet for last three Financial Years.
- x. Organizational structure
- xi. Any other documents deemed relevant to the quotationer.

## **B. Financial proposal**

Quoted rate will be encrypted in the BOQ.

## APPLICATION

**To**  
**Superintending Engineer,**  
**West Circle**  
**M.E. Dte.**

Ref: - Quotation for \_\_\_\_\_  
\_\_\_\_\_(Name of work)

**N.I.Q. No.:**

Dear Sir/Madam,

Having examined the Statutory, Non-statutory and NIQ documents, I/we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me/us on behalf of \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized to submit the proposals.

The necessary evidence admissible by law in respect of the authority assigned to me/us on behalf of the Partnership Firm/Private Limited Company for Application and for execution of the contract documents is attached herewith.

We are interested in bidding for the work given in Enclosure to this letter.

We understand that:

- (a) The Quotation Inviting and Accepting Authority can amend the scope and value of the contract bid under this project.
- (b) Quotation Inviting and Accepting Authority reserves the right to reject any application on recommendation of Tender Evaluation Committee.

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

- 1. Statutory Documents
- 2. Non-Statutory Documents

Date: -

**Signature of applicant including title**

and capacity in which application is made.



## **Declaration of the Quotationer**

I, ....., son/daughter of .....  
....., aged about ..... years by occupation  
..... do hereby solemnly affirm and confirm as follow:

1. That, I am the ..... of ..... have duly authorised by ..... and competent to affirm this affidavit on behalf of the said Quotationer.
  
2. That, I have inspected the sites of work covered under NIQ (NIQ No. ) circulated through memo no. ----- dated ----- and have made myself fully acquainted with the site conditions, existing level/proposed level and local conditions in and around the sites of work. I have also carefully and meticulously gone through the Quotation documents. Quotation of the above named Quotationer is offered and submitted upon with due consideration of all factors and if the same is accepted, I, on and for behalf of the aforesaid Quotationer, being lawfully and duly authorised, promise to abide by all the covenants, conditions and stipulations of the contractual documents and to carry out, complete the work to the satisfaction of the Authority and abide by all instructions as may given time to time. I do also hereby undertake to abide by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, GST Act, Income Tax Act as would be applicable to the Consultant upon entering into formal agreement with the Quotation Accepting Authority.
  
3. That I declare that no relevant information as required to be furnished by the Quotationer has been suppressed in the Quotation documents.
  
4. That the statement made above by me is true to the best of my knowledge.

Signature of the Quotationer/authorized person

.....

## **STRUCTURE OF ORGANISATION**

Name of applicant:

Office Address:

Telephone No. and Cell Phone No.:

Fax No.:

E mail id:

Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data as mentioned under Para 4c read with sl. no. 3 of the table under para 19A.

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

**Signature of applicant including title**

and capacity in which application is made.