



HOOGHLY RIVER BRIDGE COMMISSIONERS

(A STATUTORY ORGANISATION UNDER GOVT. OF WEST BENGAL)

HRBC BHAVAN

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Notice Inviting E-RFP

Memo No. HRBC/12C-323/2022/020622-1

Dated: 02.06.2022

Notice Inviting e-RFP No. **NIeRFP No. HRBC/01/DYDRPLDN/22-23 dt. 02.06.2022**

Hooghly River Bridge Commissioners (HRBC) invites NIeRFP from reputed and experienced consulting firms for the work detailed in the table below.

(Submission of Bid through online)

List of Schemes:

Sl. No.	Name of the work	Tendered Amount (Rs.)	Earnest Money/ Bid Security (Rs.)	Price of Technical & Financial Bid documents and other annexures (Rs.)	Period of Completion	Name of the Concerned Officer	Eligibility of Contractor
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
1.	Providing Consultancy Services for the Preparation of DPR for the Construction of a Gold Hub at Chaipat, Daspur-II in the district of Paschim Medinipur	To be quoted by the bidder	50000/-	1000/-	3 (three) months	Deputy Director (Planning & Design), Hooghly River Bridge Commissioners	Reputed and experienced Consulting firms (Ref : Sl. 5 of this NIeRFP)

1. To participate in the bid, an intending bidder is required to deposit online a Bid Security/Earnest Money and a non-refundable Tender Fee of the respective amount as specified in the NIeRFP and proceed to submit the bid through the Government of West Bengal e-procurement portal viz. <https://wbtenders.gov.in> with the help of Digital Signature Certificate using his login ID and password. The process of receipt and refund of Bid Security/EMD shall be as per the procedure prescribed in the memorandum no. 3975-F(Y) dated 28.07.2016 of the Finance Department, Audit Branch, Govt. of West Bengal.

The bidder will select the tender to bid and initiate payment of pre-defined EMD/Tender Fees for that tender by selecting from either of the following payment modes:

- (i) *Net banking (any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI Bank Payment Gateway;*
- (ii) *RTGS/NEFT in case of offline payment through bank account in any bank.*

The submission of the stipulated amount of Bid Security/Earnest Money and Tender Fee is a statutory requirement for participating in the tender. The Bidder should submit the transaction receipt of the deposition of the Earnest Money and Tender Fee of amounts stipulated in NIeRFP.

The amount of Earnest Money as stipulated above is not based on any assessment of the consultancy fee and has been fixed arbitrarily.

2. Tender documents shall be downloaded from West Bengal e-procurement portal viz. <https://wbtenders.gov.in>.
3. The Bid/Proposal is to be submitted in two parts:
 - (i) Part – 1 : Technical proposal

(ii) Part – 2 : Financial proposal

4. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed by the tenderer through the website <https://wbtenders.gov.in>. as per “Date & Time Schedule” as stated in Sl. No. 10 of this NIE-RFP.

5. **Eligibility criteria for participation in the tender:**

The eligibility of a bidder will be judged on the basis of the document(s) in support of the minimum criteria as mentioned below:

5.1. Work Experience/Credential:

The bidder should have the experience in the preparation of DPR comprising of architectural planning and detailed design of RCC multi-storeyed building supported on pile foundation. The bidder must have completed the architectural planning and structural design of such buildings including all services like Electrical, HVAC system, Sanitary & Plumbing, Sewerage, Fire fighting etc. of at least one project valued at a minimum of **Rs. 5 (five) crore** during the last 5(five) years prior to the date of application.

The bidders should submit certificates on their having successfully delivered consultancy services as stated hereinabove, from competent authorities.[Refer Section B: Form No. II]

[Non-statutory documents]

N.B.: Consultancy Fees, Project Value, Date of Completion of Consultancy Service and detail communicational address of client must be indicated in the Credential Certificate.

5.2 Financial Capacity:

The bidder should have a minimum average annual turnover of Rs.75 (seventy five) lakh during the last 5 (five) years ending on 31st March, 2021 in the work of consultancy services only. [Refer Section B : Form No. III]

[Non-statutory documents]

5.3 Technical Manpower Deployment:

Details of Key Technical Personnel shall be furnished by the bidder as per format given. [Refer Section B : Form No. IV]

[Non-statutory documents]

5.4 General Criteria:

The bidder should submit the following documents:

5.4.1 The bidder should submit copies of Pan Card, GST Registration Certificate, Professional Tax Certificate with latest challan and latest IT Return with the Technical Bid Document.

[Non-statutory documents]

5.4.2 The bidder should submit a written power of attorney authorizing the signatory of the bid to commit the bidder. In case of proprietorship firm, the bidder should submit appropriate document like Trade License etc. and the proprietor should sign the bid and all documents.

[Non-statutory documents]

5.4.3 Registered Partnership Deed for Partnership Firm is to be submitted. Companies shall furnish the Article of Association and Memorandum.

[Non-statutory documents]

5.4.4 In case of Proprietorship, Partnership Firms, Ltd. Company and Joint Venture Company, Tax Audit Report in 3 CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name along with applicant's name in such enclosure will be entertained.

[Non-statutory documents]

6. Joint Ventures will not be allowed.

7. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally

in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

8. Bids shall remain valid for a period of 120 (one hundred and twenty) days after the date of Bid opening specified in Sl.10 below.
9. The Bidder should have a permanent running office in Kolkata with adequate resident technical personnel and logistics. Detail of such office shall be furnished by the firm along with the Technical Proposal. Tender Inviting Authority may visit the office during the period of scrutiny or later.
10. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIE RFP, Tender documents & other documents (online) (Publishing Date)	03/06/2022 at 10:00 AM
2	Documents download / sale start date (online)	03/06/2022 at 10:00 AM
5	Bid submission start date (online)	03/06/2022 at 10:00 AM
6	Bid Submission closing date (online)	17/06/2022 at 01:00 PM
7	Bid opening date for Technical Proposals (online)	20/06/2022 at 01:00 PM
8	Date of uploading list for Technically Qualified Bidder (online)	After evaluation of Technical Proposal
9	Date of opening of Financial Proposal (online)	To be notified at the time of publishing Technical Evaluation Summary in the e-procurement portal only.

11. Conditional/Incomplete tender will not be accepted under any circumstances.
12. Rate to be quoted:

The intending bidders are required to quote their rate in the form of a lumpsum consultancy fee for the entire consultancy service to be rendered under the Scope of Bid as detailed in Clause 1 of the Section A:Instructions to Bidders (ITB). The bidder shall download the template (Excel Sheet) for BOQ, duly fill it up with their offered rate in the space marked and upload the same digitally signed.

The bidder's quoted rate shall be deemed to include all incidental costs, taxes, duties and other levies including Educational Cess etc., as per Govt. rules payable by the bidder. HRBC will not make any payments towards taxes, duties, levies etc. for the entire contract period except GST. Income Tax will be deducted from each bill of the bidder as per applicable rate and rules in force.
13. During scrutiny, Tender Inviting Authority (TIA) may verify genuineness of credentials and if it comes to the notice of the tender inviting authority that the credential or any other paper is incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the bid and that application will be rejected without any prejudice.
14. HRBC reserves the right to cancel the NIE RFP or tendering process and also any or all tenders at any stage without assigning any reason to the applicant and no claim in this respect will be entertained.
15. Before issuance of the Letter of Acceptance/Work Order, the tender inviting authority may verify the credential and other documents of the lowest bidder if found necessary. On verification if it is found that the documents submitted by the lowest bidder is either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstances.

16. The Earnest Money of all the unsuccessful bidders will be refunded by automated process as stated in the Government Order referred to in Sl. 1 of the NIE RFP while the Earnest Money of the successful bidder will be converted to Performance Security Deposit. The successful bidder shall have to deposit the balance amount towards Performance Security which together with the EMD amount already submitted will constitute 2.5% of the Contract Price, i.e. the total price quoted by the bidder, within 15 (fifteen) days of the issue of LOA.

The total Performance Security Deposit being 2.5% of the Contract Price shall be refunded with adjustments of dues if any, 1(one) month after successful completion of the total scope of consultancy service.

The EMD may be forfeited -

- (a) if the bidder withdraws his bid during the period of bid validity;
- (b) in the case a successful bidder fails within the specified time limit to -
 - (i) sign the Agreement or
 - (ii) furnish the balance amount of Performance Security as mentioned above.

17. This NIE RFP shall form a part of the contract document. The successful bidder on acceptance of his bid by the Accepting Authority, shall have to sign the contract consisting of NIE RFP, Instruction to Bidders & Terms and Conditions of Contract. Financial Offer or the Bill of Quantities and other documents, if any, forming part of the bid as uploaded at the time of invitation of bid, the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto and duly filled in Form of Agreement [Refer Form-VI of ITB].

18. There shall be no provision of arbitration. However, all disputes shall be settled through the Dispute Redressal committee of HRBC.

19. In the event of furnishing false/incorrect information by the bidder, the bid security in respect of such bidder shall be forfeited. Further during the performance of the contract, if it is detected that the contract has been obtained by furnishing the false/incorrect information in the bid, the agreement is liable to be terminated and security money and other payments due to the agency shall be forfeited and the agency is liable to be blacklisted for a considerable period.

20. Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act'2017.

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Deputy Director (PI & Dn), HRBC