



Office of the
Chief Executive Officer
HALDIA DEVELOPMENT AUTHORITY
P.O. – Durgachak, Haldia, Dist. - Purba Medinipur
West Bengal – 721 602
e-mail : ceo.hda@gmail.com

Memo No. /HDA/VIII-25(EC)

Dated the March, 2007.

NOTICE INVITING TENDER NO. 66/HDA/EC OF 2006-2007

Sealed Tender on behalf of Haldia Development Authority are hereby invited by the Chief Executive Officer, Haldia Development Authority from bonafide & resourceful contractor for the following works.

1. a) Description : Construction of internal road at extension of Raghunathchak Rehabilitation Colony at Kumarchak.
- b) Estimated Amount put to tender : Rs. 19,26,529/- (Rupees nineteen lakhs twenty six thousand five hundred twenty nine)
- c) Time of completion : 02 (two) months
- d) Earnest money : **Rs. 39,000/-** (Rupees thirty nine thousand)
- e) Single tender value of similar job executed during last 5 (five) years from Government or semi Government Organisation ending on 31.12.2006. : Rs. 19,00,000/- (Rupees nineteen lakhs)
- f) Minimum solvency certificate from Banker (01 year from the date of calling tender) : Rs. 19,00,000/- (Rupees nineteen lakhs)
- g) Cost of Tender Paper : Rs. 1000/- (Rupees one thousand) per set.
- h) Last date of application : 13.03.07 upto 2 P.M.
- i) Date of purchase of Tender Paper. : 15.03.07 upto 2 P.M.
- j) Date and time of dropping of Tender : 16.03.07 upto 3 P.M.
- k) Date & Time of Opening of Tender : 16.03.07 at 3.30 P.M.
- l) Turn over in any year during last five years. : Rs. 19,00,000/- (Rupees nineteen lakhs)
- m) All documents to be submitted in original for verification. : Yes
- n) Validity of Bid : 06 (six) months
- o) HDA reserves the right not to issue tender documents to the agency under the following circumstances
 - (i) Delay in completion of job
 - (ii) Performance in terms of either quality of materials and workmanship i.e. average and poor.
 - (iii) Litigation and court cases

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1. The undersigned reserves the right to reject incomplete application without any further intimation. Further information is to be submitted with application if required.
2. The following details are to be enclosed in technical bid :
 - a. Name and address, registration in details of Firm with name of proprietor or partner etc.
 - b. Name & address of Banks with Banker's Certificate indicating the Firms financial capabilities.
 - c. Valid & complete I.T., ST, VAT, PT & PF clearance certificate in original to be enclosed.
 - d. Registration details with any Government or Semi-Government or other organisation.
 - e. List of important Projects in hand/projects completed in the last 5 years.
 - f. Details of civil suit arising in the contracts executed during last 5 years.
 - g. Name of technical Personnel with qualifications and experiences for this work.
 - h. List of plants and machineries with document of proof of ownership or hire agreement papers thereof.
 - i. Any other information to indicate Technical management competence.
3. The intending participants shall have to satisfy the undersigned with their proof of experience and financial capabilities in similar nature of work without which the undersigned does not bind himself to allow him to participate in the Tender and the decision of HDA is final and binding in this regard.
4. No Tender Form will be issued without clearance certificates of current validity granted by the IT, ST, VAT & PT. Tender Form will be issued to a Contractor on submission of required credentials.
5. In the event of required performances and other documents as may be produced by him is found unsatisfactory, no tender form will be issued to the tenderer.
6. The rate is to be quoted both in words and figures.
7. All corrections in the tender should be signed with date by the Tenderer. Each of the Tender papers and drawings must be signed by the Tenderer.
8. The rates quoted should be considered as inclusive of Sale Tax, Income Tax, VAT and all other taxes as applicable.
9. The rate quoted in the tender shall remain open for acceptance within 6 (six) months from the date of opening of the Tender.
10. Before submitting any Tender, intending Tenderers are advised to visit the work sites and satisfy themselves about the local conditions and other matters related to the work. The Tenderers submitting their tenders shall be deemed to have done so.
11. Intending Tenderers shall have to deposit Earnest Money in the shape of Bank Draft, Bank's pay order or Demand Draft payable to Chief Executive Officer, Haldia Development Authority, Haldia Tenders submitted without earnest money shall be liable for rejection.

No cheque in any form or cash shall be accepted and Earnest Money deposited for one Tender shall not be transferred to another tender.
12. Tenderers who will sign on Tender on behalf of a company of Firm must produce the "Registered documents" in respect of their competency to do so, failing which their tender will not be considered.

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13. The consultant / Contractor, whose tender is accepted shall within seven days of issue of an intimation to that effect by this office obtain additional one set of contract documents on production of proof of payment of tender papers in favour of Chief Executive Officer, Haldia Development Authority in UCO Bank and submit the same duly signed by him to this office for formal agreement. If the contractor fails to perform the formalities as mentioned within the specified period, acceptance of the tender will be liable to be cancelled and the earnest money will be forfeited.

The failure of formalities as mentioned within the specified period and acceptance of the tender will be liable to be cancelled and the Earnest money will be forfeited.

The accepting authority will not bind himself to accept the lowest or any tender and reserve the right to reject in part or in full or all tenders received or to split up the work in different groups if required.

14. If any Tenderer withdraws his tender before its acceptance without assigning any satisfactory explanation for such withdrawal, he shall be disqualified to participate in any tender for a period of one year.
15. The successful bidder is to obtain license from the Registering Officer and Assistant Labour Commissioner, Haldia, Purba Medinipur under the contract labour (Regulation & Abolition), 1970 and to submit the same to the office on receipt of the work order. He is also required to fulfill all the terms and conditions as embodied in the above Act.
16. Initial Employment is to be made from the Local Employment Exchange as will be available in forms of Para – 6(b) of 1700/EMP dated 03.08.1989.
17. Any conditional tender will be liable for rejection.
18. The successful Tenderer shall have to start the work at per commencement order failing which acceptance order shall be cancelled with forfeiture of earnest money deposited with HDA.
19. Sub-letting of the job is not permissible and the bidder must give one undertaking that he will not sub-let the job under any circumstances. He does so then the department may take suitable action including termination of contract.
20. Mere issuance of bids does not entitle a bidder to stand qualified technically and the bidder in their own interest will submit credentials about financial and management resources, profit and loss statement and balance sheet (5 years) company profile as per NIT.
21. All other materials & workmanship shall be as per the approved quality and methodology.
22. If the lowest rate comes to below 10% then additional earnest money @5% should be paid along with the agreement or before issue of the work order.
23. All deduction on IT, ST, VAT, PF, Cess, Service Tax etc. will be applicable from bills/ payment due.
24. No advance will be paid to the working agency.
25. Progressive payment will be paid in running account bill.

Chief Executive Officer
Haldia Development Authority

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Copy forwarded for favour of information and wide circulation through the office notice board to

1. The Chairperson, Haldia Municipality, Debhog, City Center
2. The Addl. District Magistrate, Durgachak, Haldia
3. The Sub-Divisional Officer, Durgachak, Haldia
4. The Executive Engineer, Purba Medinipur Zilla Parishad, Tamluk.
5. The Executive Engineer, Haldia W/S & Maintenance Cell, PHE Dte., Durgachak, Haldia
6. The Executive Engineer, PWD, Haldia Construction Division, Durgachak, Haldia
7. The Executive Engineer, PWD (Roads), Tamluk Highway Division, Tamluk
8. The Joint Manager (Admn), KoPT, Haldia Dock Complex, Jahawar Tower, Haldia, Township
9. The Executive Director, IOC Ltd., Haldia Oil Refinery, Haldia
10. The Finance Officer, HDA
11. The Notice Board of HDA

Chief Executive Officer
Haldia Development Authority