

Office of the  
Chief Executive Officer  
**HALDIA DEVELOPMENT AUTHORITY**  
City Centre, P.O. – Debhog, Haldia, Dist. - Purba Medinipur  
**E-mail : ceo.hda@gmail.com**

**Memo No. 4526 /HDA/IX-F-79****Dated the 9th March, 2010****NOTICE INVITING TENDER NO. 77/HDA/EC OF 2009-2010**

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

1. a) Name of work : Construction of single storied building for 15 Nos stall at Nandigram Bus stand.
- b) Estimated Amount put to tender : Rs. 25.05,017/- (Rupees twenty five lakhs five thousand seventeen) only (There may be nominal change of this amount)
- c) Time of completion : 60 (sixty) days
- d) Earnest money : Rs. 50,100/- (Rupees fifty thousand one hundred) only
- e) Single tender value of similar job executed in one year during last 5 (five) years from Government or semi Government Organisation ending on 31.12.2009. : Rs. 15,03,000/- (Rupees fifteen lakhs three thousand) only
- f) Minimum solvency certificate from Banker (01 year from the date of tendering) : Rs. 25,06,000/- (Rupees twenty five lakhs six thousand) only along with up to date statement of Bank A/C.
- g) Cost of Tender Paper : Rs. 1,000/- (one thousand)
- h) Last date of application : 22/03/2010 upto 2:00 PM
- i) Date of purchase of Tender Paper. : 25/03/2010 upto 2:00 PM
- j) Date and time of dropping of Tender : 26/03/2010 upto 2:00 PM (Tender may be dropped either in the tender box kept in AEO's chamber at HDA or at SDO's chamber, Basudevpur, Haldia)
- k) Date & Time of Opening of Tender : 26/03/2010 at 4:00 PM
- l) Turn over in any year during last five years. : Rs. 25,06,000/- (Rupees twenty five lakhs six thousand) only
- m) All documents to be submitted in original for verification. : Yes
- n) Validity of Bid. : 60 (sixty) days
- o) HDA reserves the right not to issue tender documents in future to the agency under the following circumstances.
  - (i) Delay in completion of job.
  - (ii) Performance in terms of either quality of materials and workmanship.
  - (iii) Litigation and court cases

P The bidder shall be required to properly maintain the structure including all its components for a period of 2 years from the date of completion and handing over to HDA in proper format, A Security Deposit of 10% shall be deducted from each RA bill (upto 10% in total). 2% EMD may be adjusted with the Security Deposit. The release of S.D. would be subject to quality and proper maintenance of the structure and its components satisfactory for the entire period of 2 years.

The schedule for release would be as below :

- i) Completion of 1st year from the date of completion – 50% of SD
- ii) Completion of 2nd year from the date of completion – 50% of SD

Failure to execute proper maintenance of the structure in each year will lead for failure of the security amount for that particular year.

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 / Company / Agency with name of proprietor or partner etc.
  - b. Name & address of Banks with Banker's Certificate indicating financial capabilities.
  - c. Valid & complete **IT, ST, VAT, PT, PF & ESI** clearance certificate to be enclosed (Xerox copy). Original document to be shown before issue of work order.
  - 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 / equipment 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 in respect of **IT, ST, VAT, PT, PF & ESI** documents. Tender Form will be issued to a Contractor on submission of required credentials / documents as above.
5. In the event of required performance and other documents as may be produced by him if 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, no extra payment is admissible.
9. The rate quoted in the tender shall remain firm for acceptance within 90 (ninety) days 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 and HDA does not take any responsibility in this regard.
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. The consultant / Contractor, whose tender will be 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 any Nationalised 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 accepting authority will not bind himself to accept the lowest or any tender and reserve the right to reject / accept in part or in full or all tenders received or to split up the work in different groups, if required.
13. Tenderers who will sign the Tender the behalf of a company or Firm must produce the "Registered documents" in respect of their competency to do so, failing which their tender will not be considered.
14. If any Tenderer will withdraws his tender before its acceptance without assigning any satisfactory and specific 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. as well as any other laws and statutes as applicable.
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. After receipt of tender the tenderer shall submit the work programme and establish site office with location details mentioning the name, qualification & experience of Site Engineers etc. He shall also maintain the Site Order Book, Drawings, tools & tackles to co-operate HDA Engineers to carry out the supervision of work.
19. The successful Tenderer shall have to start the work as per the commencement order, failing which acceptance order shall be cancelled with forfeiture of earnest money deposited with HDA.
20. 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. If he does so then the department may take suitable action including termination of contract.
21. 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) with company profile as per NIT.
22. Quality of all materials shall be approved by the department prior to incorporate in the permanent work. Bricks should be 1<sup>st</sup> class variety, sand should be medium coarse/coarse having F.M. value 2.2 to 3.0 and stone chips will be of 20 mm graded for RCC work.
23. If the lowest rate comes to below 10% then additional earnest money @2.5% should be paid along with the agreement or before issue of the work order.
24. The intending tenders may note that an amount equal to 1% of the contract amount will be deducted from the RA bill / final bill on account of " the building and other construction work (regulation of employment and condition of service) Act, 1996" and "The building and other construction work welfare cess Act, 1996" apart from other statutory deduction like IT, ST, VAT, PF, Service Tax etc. will be applicable from bills/ payment due.
25. No advance will be paid to the working agency. The contractor will pay minimum wages to his workmen, as per the prevailing Government Rules.
26. Progressive payment will be paid in running account bill subject to good performance. Payment may be withheld / not made on average or poor quality of job. If the agency gets average or poor grading of work quality, he will be debarred for one year from the bids of HDA.
27. Defect liability period starts from the date of completion of works and Security Money (10% of the contract value) will be released in two installments. Details of installments are as per the SI no(p).

28. Steel shall be of SAIL/TATA / or any ISI approved brand but prior approval should be taken from the department before using it in the work.
29. Cement shall be of ACC/Ultratech /Ambuja or any brand approved by ISI but approval of the cement should also be to obtained from the department prior to incorporate it in the work.
30. All test are to be under taken in the approved laboratory and the agency will bear the cost.
31. In the case of earth work in formation/ development filling the contractor will take up such filling in layers not exceeding 250 mm in each layer. The necessary compaction test will be carried out and the report will be submitted to the department before payment of bill. Contractor to offer Request for Inspection to the Department for each sequence of Road work, concreting work and any other works as suggested by the department. Failing which action as deem fit will be taken against him.
32. No escalation is permissible.
33. The agency shall erect "Citizen Information Board" which shall be placed at any suitable place as suggested by the department. The details of board are to be approved by HDA.
34. If the contractor does not submit his tender after purchasing it, then the department may ask for explanation in writing that why did he fail to submit the tender. Under such circumstance, HDA may debar the agency to participate in the next tender for the period of six months.
35. Original copy of all the relevant documents and certificates will be produced along with the application for checking and verification.
36. Time is the essence of the contract and any deviations from the 'completion date' will attract **penalty @ ½% per week** delay and maximum of 10% for the non executed portion of the work.
37. The agency should possess all the necessary equipments such as Mixer Machine, Vibrator etc. to execute the work, otherwise the application will be treated as cancelled.

Chief Executive Officer  
**Haldia Development Authority**

**Memo No. 4526/1(14) /HDA/IX-F-79**

**Dated the 9th March, 2010**

Copy forwarded for information and necessary action to:

1. The Sabhadhipati, Purba Medinipur Zilla Parishad, Tamluk.
2. The M.P., Tamluk P.C., M.P.Office, Durgachak, Uttar pally, Dist- Purba Medinipur.
3. The M.L.A., Sutahata.
4. The Chairperson, Haldia Municipality, Debhog, City Center
5. The Addl. District Magistrate, Durgachak, Haldia
6. The Assistant Executive Officer, HDA
7. The Sub-Divisional Officer, Durgachak, Haldia
8. The Executive Engineer, Purba Medinipur Zilla Parishad, Tamluk.
9. The Executive Engineer, Haldia W/S & Maintenance Cell, PHE Dte., Durgachak, Haldia
10. The Executive Engineer, PWD, Haldia Construction Division, Durgachak, Haldia
11. The Executive Engineer, PWD (Roads), Tamluk Highway Division, Tamluk
12. The Executive Director, IOC Ltd., Haldia Oil Refinery, Haldia
13. The Finance Officer, HDA
14. The Notice Board of HDA

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