



**Office of the
Chief Executive Officer
Haldia Development Authority
Haldia Unnayan Bhawan,
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EXPRESSION OF INTEREST

Memo No. 605 /HDA/IX-A-67

Dated, 5th July, 2011

E.O.I. NO. 04/HDA/EC of 2011-2012

Expression of Interest is hereby invited from the reputed Engineering Consultancy Firms, Institutions for engagement as Engineering Consultant or Advisor for selected Water Supply & related works at Haldia Development Authority.

a. Name of work	Providing Engineering Consultancy Services for Water Supply & related works at Haldia Development Authority.
b. Duration of the engagement	01 year
c. Earnest Money Deposit	Rs.10,000/-
d. Date and time of submission of E.O.I. - Technical and Financial (in separate sealed envelope)	20.07.2011 up to 2.00 p.m.
e. Date and time of opening of Technical bid.	20.07.2011 at 4.00 p.m.
f. Date and time of opening of Financial bid.	29.07.2011 at 4.00 p.m.

Technical and Financial bids are to be submitted in two separate sealed envelop and both of them are to be put in another envelop which is to be dropped in the tender box kept at the Office of Haldia Development Authority.

The Earnest Money of Rs. 10,000.00 in the form of Demand Draft drawn in favor of CEO, HDA, on any nationalized bank, is to be submitted with the Technical bid.

Type of Work	Unit	Quoted Rate (in Rs.)
Providing Engineering Consultancy Services for Water Supply and its related scheme under Haldia Development Authority.	Month	

Scope of Work

The scope of consultancy for the work shall include assisting H.D.A in various aspects with respect to successful implementation of some of its specific engineering schemes on water supply, roads & bridges, highways, building, drain, sewerage etc.

The scope of services will include but not limited to the followings:

- Advising HDA an ongoing water supply related works under its control.
- Providing assistance for preparation of specifications of works, estimate and carry out detailed engineering, if required.
- Providing assistance for preparation of tender documents including drawings, and applicable rates on the lines of govt. approved norms.
- Providing assistance for evaluation of Bids and preparation of evaluation reports.
- Checking of structural and other designs and drawings to be submitted by the Contractors.
- Performing other associated assignments as and when desired by the authority.

The total period for the consultancy assignment is of 1(one) year which may be extended from time to time.

Terms and Conditions:

- 1) **Relevant credentials and documents to be submitted for experience of successfully completing of similar work during last 5 years in Govt./ Semi Govt. Department / P.S.U.**
- 2) The average annual turnover of the Firm / Agency should be 1 (one) crore per annum for last 5 years.
- 3) Copies of Audited Balance Sheet of last three years including PAN no. & TAN no. to be submitted along with the quotation.
- 4) The interested firms satisfying the above qualifying criteria may submit his/ their proposal along with the following documents to the under signed on the stipulated date and time in a sealed envelop.
 - (i) **List of such similar type of project completed in the last 5 years with supporting documents.**
 - (ii) List of ongoing works with supporting documents.
 - (iii) Audited balance sheets of last three years.
 - (iv) Latest Bank Solvency Certificate from a Scheduled bank
 - (v) Clearance certificate / equivalent documents of IT, PT etc.
 - (vi) Any other information to indicate Technical management competence.
- 5) Name and address, registration in details of Firm / Company / Agency with name of proprietor or partner etc. should be mentioned clearly.
- 6) Valid & complete documents of **Income Tax, Professional Tax**, are to be enclosed (Xerox copy – self attested with full signature).
- 7) Original documents to be shown before issuance of the work order.
- 8) Earnest money of Rs.10,000.00 in form of demand draft of in favor of Chief Executive Officer, Haldia Development Authority.

- 9) The rates quoted should be considered as inclusive of Sale Tax, Income Tax and all other taxes as applicable. No extra payment is admissible.
- 10) Any conditional offer will be liable for rejection.
- 11) No advance will be paid to the working agency.
- 12) Progressive payment may 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.
- 13) All other information required in connection with the above project may be obtained from the Executive Engineer (Civil), Haldia Development Authority.
- 14) Haldia Development Authority reserves the right to accept or reject any or all E.O.I. without assigning any reason whatsoever.

Chief Executive Officer
Haldia Development Authority

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Dated, **July, 2011**

Copy forwarded to:

1. The Chairman, Haldia Development Authority.
2. The Sabhadhipati, Purba Medinipur, Tamluk, Purba Medinipur.
3. The District Magistrate, Purba Medinipur.
4. The MLA, Haldia.
5. The Addl. District Magistrate, Durgachak, Haldia.
6. The Sub-Divisional Officer, Haldia, Basudevpur, Khanjanchak, Purba Mediniupr.
7. The Executive Engineer, Haldia W/S & Maintenance Cell, PHE Dte., Durgachak, Haldia.
8. Notice Board of HDA.
9. The System Analyst, H.D.A. He is requested to arrange to publish it in the website of HDA.

Chief Executive Officer
Haldia Development Authority