



# **WEST BENGAL MEDICAL SERVICES CORPORATION LTD.**

**(Wholly owned by the Government of West  
Bengal)**

**Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.**

## **NOTICE INVITING QUOTATION FOR**

**Preparation of Model Architectural Plan, Elevation, Structural Design, Detail Project Report,  
As- build drawings 3D View of Health & Wellness Centre under 15<sup>th</sup> Finance Scheme in the  
State of West Bengal**

**(BID Reference No. : WBMSCL / NIT-303/2022, Dated -11.07.2022)**

# WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(Wholly Owned by the Government of West Bengal)  
Registered Office: Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata- 700091  
Phone: 033-4034-0300 ♦ Email: info@wbmsc.gov.in ♦ website:www.wbmsc.gov.in

I.T.B. No. : WBMSCL / NIT-303/2022

Dated: 11.07.2022

Managing Director, WBMSCL invites sealed bids through offline from the bonafide, resourceful and reliable experienced suppliers in West Bengal for:

## Preparation of Model Architectural Plan, Elevation, Structural Design, Detail Project Report, As- build drawings 3D View of Health & Wellness Centre in the State of West Bengal

	Name of the Work	Earnest Money (INR)	Period of Completion	Name & address of the Office
01.	Preparation of Model Architectural Plan, Elevation, Structural Design, Detail Project Report, As- build drawings 3D View of Health & Wellness Centre under 15 <sup>th</sup> Finance Scheme in the State of West Bengal	The Bidders will have to deposit earnest money Rs. 2000.00 (Rupees Two Thousand only)(On the account of "West Bengal Medical Services Corporation Ltd")	15 (Fifteen) Days	Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake,Kolkata-700091

1. The details may be available at Notice Board of WBMSCL & website [www.wbmsc.gov.in](http://www.wbmsc.gov.in) and to be submitted (offline) on or before 12.00 PM on 18.07.2022. **The bidders should produce all the credential in original to the office of undersigned for verification at West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake,Kolkata-700091.**

2. Eligibility Criterion for participation in the tender

i) Intending bidders should be empanelled as Architect of WBMSCL

ii) **Credential certificate issued by the competent authority of any State / Central Govt., State / Central Govt. Undertaking, Statutory / Autonomous bodies constituted under the Central / State statue, on the executed value of completed / running work will be taken as credential.**

iii) All intending Bidders are required to produce current Tax return (for the assessment year as applicable) as submitted along with PAN, GST Registration Certificate as applicable (to be documented through e-filing).

iv) Registered Partnership deed should be furnished (for partnership firm only) along with Power of Attorney to sign on the tender documents (if required) and the company shall furnish the Article of Association and Memorandum (to be documented through e-filing).

vii) Joint Venture will not be allowed.

3. The details of the SSH is provided below:

Sl.No	Location of Work	District
1	Swasthya Sathi, Swasthya Bhawan Complex, GN-29, Sector-V, Salt Lake	Kolkata

4. **The quoted rate by the bidder will remain valid for a period not less than 120 days (One hundred Twenty days) from the date of receiving of Work Order of above mentioned job. If the Bidder withdraws and change the quoted rate during this period, his Earnest Money Deposited will be forfeited.**
5. No Mobilization Advance / Secured Advance will be allowed.
6. Prospective applicants note carefully the minimum qualification criteria as mentioned in instruction to bidders before tendering the bids.
7. No Conditional Bid / Tender will be accepted under any circumstances.
8. Before Submitting the Documents each page of the tender documents are to be signed by the Bidder/ owner/ partner / authorized signatories having legal authority to do so, failing which the Bid will be treated as informal.
9. The employer reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.
10. **IMPORTANT INFORMATION:-**

**DATE & TIME SCHEDULE:**

Date of upload on Website	11.07.2022
Last date of Submission of Quotation	18.07.2022 up to 12.00 P.M.
Date of Opening of Quotation	18.07.2022 at 02.00 P.M.

**LOCATION OF CRITICAL EVENTS:**

**Bid Opening: “West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector –V, Saltlake,Kolkata-700091”.** Interested bidder may be presented at West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector –V, Saltlake,Kolkata-700091 during opening of bid. Managing Director, West Bengal Medical Services Corporation Limited may call open bid /sealed bid after opening of the said bid to obtain the suitable rate further, if it is required. No objection in this respect will be entertained if raised by any bidder present or absent during opening of tender. **Submission of tender through Post will not be accepted. Tender has to be submitted by the agency or his authorized representative.**

11. In case of any unscheduled holiday on the aforesaid dates [Sl. (v)], the next working day will be treated as schedule / prescribed date for the same purpose.
13. The successful Bidder shall have to execute Formal Agreement with West Bengal Medical Services Corporation Limited within 7(Seven) days from the issuance of Provisional Work order.
14. The Bidder has to visit and examine the site of works and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the work / works as mentioned in the NIT. The costs for visiting the working site shall be at the bidders own expense.
15. If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.
16. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered as non- responsive and outright rejected with forfeiture of Earnest Money and action

will be taken as per stipulation of IT Rules in force.

18. Before issuance of Letter of Acceptance / Provisional Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so submitted if found necessary. If it is found such document incorrect / manufactured / fabricated, Letter of Acceptance / Provisional Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.
19. In case of Ascertaining of Authority at any stage of application or execution of work, necessary registered Power of Attorney is to be produced.
20. The Earnest Money may be forfeited if:-
  - a) The Bidder withdraws the Bid during the period of Bid validity.
  - b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
  - c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were submitted & dully signed by the Bidder are incorrect/ manufactured/fabricated.
21. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:-
  - a) Notice Inviting Quotation
  - b) Special Terms and Conditions
  - c) Financial Bid

**The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.**

**Sd/-  
Managing Director, WBMSCL  
& Commissioner, Health & F W Department**

**INSTRUCTION TO  
BIDDERS  
SECTION – A**

**A-1.**

**Technical Bid:**

- i) NIT
- ii) Forms (As mentioned in the NIT, Section-B)
- iii) Last three years Income Tax return (for the assessment year as applicable), PAN, GST
- iv) Tax receipt challan.
- v) Registered Deed of partnership Firm.
- vi) Trade License from the respective Municipality/Panchayet etc.

**Financial Bid:**

- vii) The rate of all Spare Parts will be quoted in the given format (Annexure-1) of Item rate BOQ on letter head of the intending bidder.
- viii) The bidder should be quoted the rate (Inclusive of all taxes, charges, labour charges, transportation cost etc.) of all items specified site wise in Annexure-I, Section-B, otherwise the bid will be treated as cancel.

**Note: Failure of submission of any of the above mentioned documents will render the tender liable to be rejected.**

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

<b>Sl. No.</b>	<b>Category Name</b>	<b>Sub Category Description</b>	<b>Details</b>
A.	CERTIFICATES	CERTIFICATES	Current Income Tax return (for the assessment year as applicable) , PAN, GST Registration Certificate & Professional Tax receipt challan
B.	Company/Firm Details	Company/Firm Details – I	1. License from respective Municipality / Panchayet etc.
C.	Credential (in applicable cases)	Credential	Empanelled as Architect of WBMSCL

**B. Technical proposal**

- i. Opening of Technical proposal: - Technical proposals will be opened by the Managing Director, West Bengal Medical Services Corporation Limited and his authorized representative.
- ii. Intending bidders may remain present if they so desire.

**C. Financial proposal**

- i) The financial proposal should contain the following documents in the Bill of quantities (BOQ) in Annexure (I). The contractor is to quote the rate in the space marked for quoting rate in the BOQ and quote the rate item wise in annexure (I). WBMSCL reserves the right to purchase the above mentioned items either in phase wise manner or as a whole whichever is required throughout the whole year during bid validity days in the same rate and same terms & condition.

**PENALTY FOR SUPPRESSION / DISTORTION OF FACTS OR SUBMISSION OF INCORRECT INFORMATION:**

If any bidder fails to produce the original hard copies of the documents (specially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Opening Authority within a specified time frame or if any deviation is detected in the hard copies from the submitted copies or if there is any suppression of facts, the bidder will be suspended from participating in the tender on e- Tender platform and also offline tender for 3 (three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED may take appropriate legal action against such bidder.

**AWARD OF CONTRACT**

The Tender Inviting Authority reserves the right to accept or reject any bid and to cancel the tender inviting process and reject all bids at any time and prior to the Award of Contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/email.

The notification of award will initiate the execution of agreement.

The Agreement in prescribed composite Tender Form will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

**General Terms and Conditions:**

1. No interest is payable on this deposit. The earnest money deposited by successful bidder will be converted to Security deposit. Balance security deposit to cover 3% of the bill amount will be recovered from each running bill & final bill. Performance guarantee as well as security deposit shall be refunded to successful bidder / lowest bidder after successful completion of Defect Liability Period of 1(one) year. No interest is payable on this deposit. If the approved party fails to execute the agreement deed within the specified date, the earnest money will be forfeited. The Managing Director of the WBMSCL or any other person(s) authorized by him on his/her behalf reserves the right to accept any tender, in full or in part, or reject any or' all the bids without assigning any reasons thereof and no correspondence in this respect will be entertained.
2. The price to be quoted in Indian Rupee only.
3. No interest will be payable against Earnest money or Security Deposit.
4. WBMSCL will evaluate and compare the tenders determined to be substantially responsive i.e. which
  - (a) Are properly signed.
  - (b) Conform to the terms and conditions, and specifications.
5. WBMSCL reserves the right to accept or reject any tenders and to cancel the bidding process and reject all tenders, and does not bind to accept the lowest rate.
6. The Bidder whose bid is accepted will be notified of the award of contract. The terms of accepted offer shall be incorporated in the purchase order.
7. **Payment will be made according to the availability of fund from the concerned source. No claim, whatsoever, for delay in payment if any will be entertained**
11. Enclosure: BOQ (Annexure-1) & Section – B(Forms I to IV)

Sd/-

**Managing Director, WBMSCL  
& Commissioner, Health & F W Department**

## **BILL OF QUANTITY**

**Name of work:** Preparation of Model Architectural Plan, Elevation, Structural Design, Detail Project Report, As- build drawings 3D View of Health & Wellness Centre under 15<sup>th</sup> Finance Scheme in the State of West Bengal

Sl. No.	Description of items	Area	Unit	Rate (@ Rs.)	Amount (Rs.)
1	Health & Wellness Centre (G+1)	200	SQ.M		
<b>Total Amount</b>					

**Total amount in words :**

**Note: All Rates are Inclusive All Taxes and Duties.**

# SECTION – B

## FORM-I

### Details of the Bidder

1. Name of the Bidder .....
2. Address of the Bidder .....
3. Telephone Number .....
- Land Line Number.....
- Mobile Number.....
4. Pan (Enclose Copy).....
5. GST Registration (Enclose Copy).....
6. Licence No. / Registration No. & Valid date .....
7. **Experience Details :**

Parties	Nature of Job	Date	
		From	To

This is to certify that the information furnished above by me / us is true and correct. I / We also certify that I/We have carefully read and understood the terms and conditions of the tender document and undertake to abide by them in the event of being awarded the contract.

Date:.....

....

Place:.....

...

**Signature of the bidder Seal**

**FORM –  
II**

**B.1.PRE-QUALIFICATION**

**APPLICATION:** To,  
Managing Director,  
West Bengal Medical Services Corporation Limited

**Ref:** - Tender \_\_\_\_\_  
for \_\_\_\_\_ work \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**N.I.Q. No:** \_\_\_\_\_, **Dated –** \_\_\_\_\_ **of West Bengal Medical Services Corporation Limited**

Dear Sir,  
Having examined the Statutory, Non statutory, Instruction to Bidders & NIT documents along with its Agenda & Corrigendum(if any), 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 \_\_\_\_\_ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith. We are interested in bidding for the work(s) given in Enclosure to this letter.

**We understand that:**

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclo: - e-Filling:-**

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

**Date: -  
title**

\_\_\_\_\_  
**Signature of applicant including**  
and capacity in which application is made

**FORM- III**

**B.3. STRUCTURE AND ORGANISATION.**

**B.3.1. Name of applicant::** \_\_\_\_\_

**B.3.2. Office Address::** \_\_\_\_\_

\_\_\_\_\_  
Telephone No.:: \_\_\_\_\_

Fax No. :: \_\_\_\_\_

**B.3.3. Name & address of Bankers::** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B.3.4. Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data.**

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

**Date:**

\_\_\_\_\_  
**Signature of applicant.**

Including title and capacity in which application is made.

## FORM- IV

**Print out in Agency's Letter head as stated below**

### **DECLARATION BY THE TENDERER**

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed work referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

We declare that I/We in the capacity of individual/ as a partner of a firm not debarred in the last financial year.

I/We also agree to procure tools, plants and others as per requirement, at my/our cost required for the work.

Signature of Bidder

**Date:**

**Name of the Firm with Seal**

Postal address of the Tenderer

