

**Notice Inviting Quotation No -05/BDA of 2025-2026**

**Notice Inviting Quotation for "Preparation of DPR for below Mentioned Schemes,"**

Sl. No.	Name of Schemes
1.	Construction of Pucca Drain from the house of Tinku Das to Smt. Keya Sarkar (approx.250 Mt.) Length, Ward No. 17 under Burdwan Municipal Area at Tejgange Mohan Bag, under BDA Planning Area.
2.	Construction of Concrete Road from Raja house to Jyoti House, Chotonilpur, Pirtala, Purba Bardhaman, under BDA Planning Area.
3.	Construction of concrete Road at Kantapukur, Ward No. 1 of Burdwan Municipality, under BDA Planning Area.
4.	Construction of high drain with cover slab along Katwa road from Bajepuratappur Shibmandir to Sabjola, Bajepuratappur of Burdwan Municipality under BDA Planning Area.

Sealed quotations are hereby invited by BDA from bonafide, reliable and resourceful Agencies / Firms for preparation of DPR for above mentioned schemes. The rate must be quoted in the format given below

Sl. No.	Name of the Work	Rate	Total Rate
1.	Construction of Pucca Drain from the house of Tinku Das to Smt. Keya Sarkar (approx.250 Mt.) Length, Ward No. 17 under Burdwan Municipal Area at Tejgange Mohan Bag, under BDA Planning Area.		
2.	Construction of Concrete Road from Raja house to Jyoti House, Chotonilpur, Pirtala, Purba Bardhaman, under BDA Planning Area.		
3.	Construction of concrete Road at Kantapukur, Ward No. 1 of Burdwan Municipality, under BDA Planning Area.		
4.	Construction of high drain with cover slab along Katwa road from Bajepuratappur Shibmandir to Sabjola, Bajepuratappur of Burdwan Municipality under BDA Planning Area.		

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

Successful participants shall have to submit valid PAN, Professional Tax Clearance Certificate, Valid Trade License, Goods and Service Tax registration (GST-IN), latest Income Tax return acknowledgment, Voter Card or Aadhaar Card for verification. The bidder must enclose photocopies of all papers and documents duly self-attested and under his proper seal at the time of submission of technical bid.

**2. Scope of work**

- 1) Proper details (with land sketch and demarcation) cross sectional drawing with dimensions of Road and drain along with longitudinal profiles, levels etc..
- 2) Hydraulic and Structural designs, Invert levels of proposed drain, invert levels of incoming tributaries and invert level of outfall, details sketch of outfall of drain along with relevant data.
- 3) Location map with details level including length of road and drain, layout map for electrical works site layout, foundation details of poles and electrical load calculation is required.
- 4) Preparation of detailed estimate bill of quantities for the project and ancillary works with detail rate analysis (analysis should be by rail) as per current PWD WB schedule.
- 5) Submission of 04 (Four) Nos. of Copies DPRs with softcopy.

## ***Earnest Money***

Rs. 1999.00 must be deposited by the bidder as earnest money for participating in each scheme of the NIQ. Authenticated document in support of that must be submitted along with the bid.

### **4. Time of Completion**

14 (Fourteen) Days from the date of issue of Work Order.

### **5. Defect Liability Period**

1 year after completion of work.

### **6. Selection / Acceptance of the Successful Bid / Offer**

The Quotationers will have to quote their rates in figure as well as in words separately. The quotationer with the lowest rate will be awarded with the work. However, the accepting authority reserves the right to reject any or all of the bid(s) / offer (s) received without assigning any reason whatsoever to the intending participants including the lowest bid/offer received.

### **7. Bid Evaluation**

The process will go through a two step evaluation process - Technical Evaluation and Financial Evaluation. Thus, two separate sealed envelopes containing technical documents and financial offer should be submitted by the quotationers in another sealed envelope. **The quoted rate should be in agency letter pad, in digits as well as in words in the above mentioned format.**

The outer cover also must be superscripted with Name of the work, Name of firm with address of the firm / bidder and to be duly addressed to the undersigned. Any participant/bidder not following the steps in submitting their bid / offer as described in this para shall be disqualified.

### **8. Terms & Conditions**

- i) Rate should be quoted both in figures and words in English language. The rate thus quoted should be inclusive of all taxes, Cess, carriage of materials to the working site, labour charges, tools etc. No extra payment for any kind or purpose shall be made by the Department.
- ii) Successful Quotationer shall have to enter into a formal agreement with the department in W.B. Form NO.- 2911 and shall be bound by the clauses of the contract.
- iii) GST will be applicable as per government norms.
- iv) Labour Welfare Cess will be applicable as per Govt. Norms.
- v) The Quotation/ Tender accepting authority reserves the right to reject any or all of the Quotation / Tenders so received without assigning any reason thereof.

### **9. Other Conditions**

- a) BDA Shall not be responsible for any expense incurred by bidders in Connection with the preparation & delivery of their bids, site visit and other Expenses incurred during qualification process.
- b) BDA takes no responsibility for delay, loss or non-receipt of bid Document sent by post/courier.
- c) In view of tight project schedule, Bidders are requested not to seek any time extension in due date of submission of bids.
- d) Before submitting any bid offer, the intending participants should make themselves acquainted, thoroughly, with the local conditions prevailing by actual inspection of the site and take into considerations all aspects communication facilities, climate conditions, availability of local laborers and market rate prevailing in the locality etc. As no claim, whatsoever will be entertained on these accounts afterwards.
- e) The works should be legible and of prominent in nature.
- f) The payment shall be based on progress of work at site. Maximum of 90% (ninety percent) payment shall be made on achieving 100% (hundred percent) of work. Balance 10% (ten percent) will be kept as security deposit and such payments shall be made after Defect Liability Period is over.

g) Any bid/offer containing overwriting is liable to be rejected. All corrections are to be attested under the dated signature of the bidder without which the bid/offer will be informal.

h) Application quoting rate in all respect in the letter pad of the agency in sealed envelopes shall have to be submitted to:

- The Executive Engineer, Burdwan Development Authority, New Administrative Building (5th Floor), Purba Bardhaman-713101, Within 03/02/2026 at 4:00P.M.
- The quotations will be opened at the same day at 5:00 P.M.

  
28/01/26  
Executive Engineer,

Burdwan Development Authority,  
Purba Bardhaman