



CM U74140WB1981SGC025087

**THE WEST BENGAL SMALL INDUSTRIES
DEVELOPMENT CORPORATION LIMITED**

A Government of West Bengal Undertaking

“SHILPA BHAVAN”
31, Black Burn Lane,
Kolkata – 700 012

Phone No. : (033) – 2236 6769
Fax No. : (033) – 2237 6412
Website: wbsidcl.in
e-mail :- info@wbsidcl.in

Memo No. SB2/0912/2025-26

Dated:- 08/12/2025

NOTICE INVITING ELECTRONIC QUOTATION No. 9 OF 2025-2026 OF THE WBSIDC LTD

The Executive Engineer, WBSIDC LTD, invites *NIEQ* for conducting survey work from the Bonafide Registered Architect / Consultant / Engineers/Surveyors having experience in the nature of Digitization Survey work (DGPS), as detailed in the table below: (Submission of Bid through *online* only)

| Sl. No | Name of the work | Estimated Amount | Application Fees (Rs.) | Earnest Money (Rs.) | Period of Completion | Name of the Concerned Division | Eligibility of Contractor |
|--------|---|---------------------------------|------------------------|---------------------|----------------------|--------------------------------|--|
| 1. | Digitized Layout Map, as built Master Plan at Berhampore Industrial Park, Phase-I, Berhampore, Murshidabad (Area : 11.33 Acres Appx.) | Rate to be Quoted (With Taxes.) | 236.00 | 5000.00 | 15 (Fifteen) days | WBSIDCL Engineering Division | Bonafide registered agencies (Eligibility Criteria as per Sl. No 3. Mentioned below) |

Note: In the event of e-filing intending bidder may download the tender document from the website, <https://wbtenders.gov.in/> directly by the help of Digital Signature Certificate & necessary **Earnest Money** & cost of **Tender Documents**. (Non-refundable)

Necessary Earnest Money will be deposited by the bidder electronically: online through his net banking enabled bank account, maintained at any bank or offline through any bank by generating NEFT/RTGS Challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the **EMD** from their respective bank as per the Beneficiary Name and Account No., Amount, Beneficiary Bank Name (ICICI) and IFSC Code and also e-procurement Ref. No.

2. Payment procedure:

A. Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway;
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success/failure of the transaction.

- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/local Body/PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.,
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

B. Payment through RTGS/NEFT :

- i. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- iii. Once payment is made, the bidder will come back to the e-Procurement portal after expire of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the fund will get credited to the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

C. Refund/Settlement Process:

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidder, to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date of which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidders uploaded to the e-Procurement portal by the tender inviting authority.
- v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –

- a) EMD of the L1 bidder will automatically get transferred from the pooling account to the account of **THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.** along with the bank particulars of the L1 bidder.
- b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/ PRIs, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder. In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- vi. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the account of **THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.**
- vii. All refunds will be made mandatorily to the Bank A/C from which the payments of EMD & Tender Fees (if any) were initiated.

3. Eligibility criteria for participation in tender:

- i. The prospective bidders shall have satisfactorily completed as a prime agency during the last 5 (Five) years prior to the date of issue of this Notice at least one work of similar nature under the authority of State/Central Govt., State/Central Gov. undertaking /Statutory Bodies constituted under the statute of the Central / State Government and having a magnitude of **40 % (Forty Percent) in one job in case of work of Sl. No.1** [Non Statutory Documents]
- a. **N.B.: Completion certificate should contain a) Name of work, (b) Name & address of Client, (c) Amount put to tender, (d) Date of commencement of work (e) Date of completion of work.**
 - ❖ Necessary documents like copy of Pan Card, up to date valid Professional Tax Registration Certificates, Challans etc. Valid GSTIN Certificates are to be submitted.

4. Important Information:-

A. (Date & Time Schedule)

| Sl. No. | Particulars | Date & Time |
|---------|---|---------------------------|
| 1. | Date of uploading of NIEQ Documents online (Publishing Date) | 08/12/2025 up to 06:00 PM |
| 2. | Start Date of sale /download of Tender Documents (online) | 09/12/2025 from 10:00 AM |
| 3. | End Date of Sale /Download of Tender Documents | 07/01/2026 up to 1:00 PM. |
| 4. | Bid submission start date (online) | 09/12/2025 from 10:00 A.M |
| 5. | Bid submission closing date (online) | 07/01/2026 up to 1:00 PM. |
| 6. | Date of opening of Technical Proposals (online) | 08/01/2026 at 3:00 PM |
| 7. | Date of uploading list for Technically Qualified Bidder(online) | Will be informed later on |
| 8. | Date of opening of Financial Proposals (Online) | Will be informed later on |
| 9. | Date of uploading the list of bidder along with their rates through online, also if necessary for further negotiation through offline for final rate. | Will be informed later on |

- 5) If **EMD @ 2%** of quoted amount exceeds Rs 5000.00 (Rupees Five Thousand) only in case of work in Sl. No 1 mentioned in the NIEQ, additional amount shall have to be paid in the form of D.D./P.O. etc. drawn in favour of **“The West Bengal Small Industries Development Corporation Ltd.”** Payable at Kolkata on acceptance and before execution of agreement as per the prescribed pro forma available from down loaded copies of original documents duly uploaded on to the e-tender web portal of this corporation.

N.B :-

- ❖ The corporation reserves the right to accept or reject any or all quotations without showing any reason what-so-ever.
- ❖ No **CONDITIONAL/ INCOMPLETE QUOTATION** will be accepted under any circumstances.

6) SCOPE OF WORK & DELIVERABLES

- I. **SCOPE OF WORK:** The detailed Scope of Work for the above mentioned works are as follows and will be carried out in stages:

- A. Preparation of the **digitized Layout Map** of the Industrial Parks, fixing of original Global Co-ordinates of each and every corners of the individual Plot of the Park including service areas using **DGPS**.
- B. Field verification of property lines of the Industrial Parks based on the Master Plan (to be collected from WBSIDC).
- C. Preparation of **digitized As-Built Master Plan** (Auto-Cad) of the Industrial Park using **Total Station (TS)**, demarcating the-
 - i) As Build area of individual Plots, Sheds, Building Space etc. as per the pattern tabulated below
 - ii) Area of Administrative Building / Office & other Utility Buildings, etc.
 - iii) General arrangement with dimension of Internal Roads, Surface Drainage & Water Distribution Network. Street Lighting, Boundary Wall etc.
 - iv) General arrangement with dimension of Common Service Areas of Water Bodies, Overhead Reservoirs, Underground Reservoirs, Deep Tube Well Pump House and electrical sub-station areas.
 - v) General arrangement with dimension of Open space kept as greengage.

Digitized Master Plan (Auto-Cad) should contains Calculation of Land Utilization Pattern, as-

| Sl. No. | Particulars | Area (In acres/ Kathas) | % age on total areas |
|-------------------------------|---|-------------------------|----------------------|
| 1. | As Build area of individual Plots, Sheds, Building Space etc. | | % |
| 2. | Area of Administrative Building / Office | | % |
| 3. | Area of Internal Roads | | % |
| 4. | Common Service Areas of Overhead Reservoirs, Underground Reservoirs, Deep Tube Well Pump House and electrical sub-station areas | | % |
| 5. | Area of Open space kept as greengage | | % |
| Total area of Industrial Park | | | 100% |

7) Deliverables:

- i. Submission of **digitized Layout Map** of the Industrial Park, fixing of original **Global Co-ordinates** of the every corners of the peripheral walls of the Park using **DGPS**
 - i. Draft :
a) 2(Two) Sets hard Copies (A3 Size Colour) and 1 set Soft Copy (In Auto Cad & PDF) for Industrial Park.
 - ii. Final :
a) 5(Five) Sets hard Copies (A3 Size Colour) on approval of Draft by WBSIDC and 2sets Soft Copy (In Auto Cad & PDF) for Individual Industrial Park.
- ii. Submission **digitized As-Built Master Plan** (Auto-Cad) of the Industrial Park using **Electronics Total Station (ETS)**,
 - i. Draft : 2(Two) Sets hard Copies (A3 Size Colour) and 1 set Soft Copy (In Auto Cad & PDF) for Individual Industrial Park.
 - ii. Final : 5(Five) Sets hard Copies (A3 Size Colour) on approval of Draft by WBSIDC and 2sets Soft Copy (In Auto Cad & PDF) for Individual Industrial Park.

8) **Project Timelines**

The following timeline has to be strictly followed by the selected Bidder:

| Sl. No. | Milestone / Deliverable | Dates |
|---------|---|-------------|
| 1 | Issuance of work order | T |
| 2 | i) Submission of Draft digitized Layout Map of the Industrial Park, fixing of original Global Co-ordinates of the every corners of the peripheral walls of the Park using DGPS ii) Submission of Draft digitized As-Built Master Plan (Auto-Cad) of the Industrial Park using Total Station (ETS) , for determination of land areas, allotable Plot, Shed Bldg Space etc., Internal Road, Common services Open spaces etc. | T + 10 days |
| 3 | i) Submission of Final digitized Layout Map of the Industrial Park, fixing of original Global Co-ordinates of the every corners of the peripheral walls of the Park using DGPS ii) Submission of Final digitized As-Built Master Plan (Auto-Cad) of the Industrial Park using Total Station (ETS) , for determination of land areas, demarcating the allotable Plot, Shed Bldg Space etc., Internal Road, Common services Open spaces etc. | T + 15 days |

9) **Schedule of Payments**

The Payment shall be made after completion of the work in all respect.

10) Technical Criteria

The bidder(s) should have fulfilled the following criteria:-

- a) Intending bidders should have experience and successfully completed at least two lands Survey work with the help of **Total Station** and two lands Survey work with the help of **DGPS** during the last three years.
- b) Intending bidders having own **DGPS** and **Total Station** survey equipment along with manpower and appropriate computer software etc. will be preferred.
- c) Intending bidders having own **DGPS** and **Total Station** survey equipment along with manpower and appropriate computer software etc. will be preferred.
- d) Intending bidders should have necessary technical, financial and managerial capabilities.

- e) Bidder should have average annual financial turnover during the last three years of at least Rs.5.00 Lakh Only.
- f) Bidder should have minimum qualification of Diploma in Surveying having minimum 5 (five) years' experience.

11) General Conditions:

- Price bid shall be quoted in online BOQ only. No offline Quotation will be entertained.
- The rate shall be for the whole Work inclusive of GST and all other taxes.
- The rates and the price quoted by the bidders shall be fixed for the entire duration of the contract and shall not be subject to any adjustment, changes, escalation, etc. under any circumstances.
- In case of any dispute with regard to interpretation of any section as contained in this NIEQ or as may arise by and between the contracting parties the same shall be referred to Managing Director, WBSIDC whose decision shall be Final and binding on all the parties.
- The rate shall be inclusive of all charges, travel and other incidental, food & Lodging costs, etc.

The bid must be kept valid for 6 (Six) months from the date of opening. In exceptional circumstances WBSIDC may solicit the bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing by fax / mail. WBSIDC reserves the right to cancel all or any of the quotations as received. The work order (AOC) will be given for the work as per relevant rules and regulations after examining the quotations. WBSIDC reserves the right to order either in part or full of the tender scope.

12) Submission of Tenders

General process of submission: Quotations are to be submitted through online to the website stated in Cl.2 in two folders at a time for each work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. *Technical proposal*

The Technical proposal should contain scanned copies of the following further two covers (folders).

A1. Statutory Cover Containing

- i. RTGS/NEFT towards cost of tender documents as prescribed in the e-NIQ, against the serial of work as applied for concerned with the Work.
- ii. RTGS/NEFT towards earnest money (EMD) prescribed in the e-NIQ, against the serial of work as applied for concerned with the Work.
- iii. Special Terms, condition & specification of works.

A2 Non statutory Cover Containing

- i. Valid Professional Tax(PT) deposit receipt challan for the valid financial year 2024-25, Pan Card, IT return for the Assessment year 2024-25, 2023-24, 2022-23, GSTIN Registration/clearance Certificate, Current GST payment receipt.
- ii. Registration Certificate under Company Act (if any).
- iii. Registered Deed of partnership Firm/ Article of Association & Memorandum
- iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)

- v. Tax Audited Report in 3 Cd Form along with Balance Sheet & Profit & Loss A/c for the last three years(year just preceding the current Financial Year will be considered as year -I)
- vi. List of Technical staffs along with their authentically to menials & appointment letter other supporting documents of any.
- vii. Affidavits (Ref:- format shown in Annexure "III")
- viii. Credential for completion of at least one similar nature of work under the authority of state/ central Govt. undertaking statutory bodies constituted under the statute of the state/ state Govt. having a magnitude of **40 % (Forty Percent) in one job in case of work of Sl. No.1 prior** to the date of issue of this NIEQ is to be furnished.

Note:- Failure of submission of any of the above mentioned documents in specified cover as above (A1, i.e., Statutory cover and A2, i.e., Non-statutory cover) and also non submission of document in proper perspective, the tender will be liable to summarily rejected .

B. Tender committee(TSC)

- i. Opening of Technical proposal :-
Technical proposals will be opened by the Executive Engineer, The WBSIDC Ltd. or his authorized representative electronically from the web site using their Digital Signature Certificate.
At the same time the Technical proposals which will be received through off-line will also be opened.
- ii. Intending tenderers may remain present if they so desire.
- iii. Cover (folder) statutory documents should be opened first & if found in order, cover (Folder) for non statutory documents will be opened. If there is any deficiency in the documents the tender will summarily be rejected.
- iv. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the tender committee.
- v. Uploading of summary list of technically qualified tenderers.
- vi. Pursuant to scrutiny & decision of the tender committee the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- vii. During evaluation, the committee may summon the tenderer to seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these cannot be produced within the stipulated time frame, their proposals will be liable for rejection.

C. Financial proposal

- i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate (Presenting Above/ below/ at par) online through computer in the space market for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

13. Penalty for suppression / distortion of facts

- i) If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is

any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, this office may take appropriate legal action against such defaulting tenderer.

ii) Any non-performance / indiscipline / violation of contractual obligation either through complaints or otherwise would be taken up by WBSIDC and they would have the right to call for written explanation and impose financial penalty ranging from 5% to 20% of the billable amount. If the occurrence of the same is repeated twice, then the WBSIDC shall have the right to terminate the contract.

14) Dispute:

In case of any dispute, decision of the Executive Engineer, WBSIDC Ltd. shall be final and binding on all the stakeholders.

15) AMENDMENT TO DOCUMENTS:

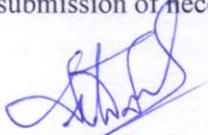
At any time before submission of Proposals, WBSIDC may, for any reason modify the documents by amendment. Any amendment shall be issued in writing through addenda. Addenda will be uploaded in WBSIDC website. WBSIDC may at its discretion extend the deadline for the submission of proposals.

16) LEGAL JURISDICTION:

If any dispute or difference arises regarding any other terms and conditions of the order including its execution, such dispute/difference shall be subject to settlement under the jurisdiction of Courts in Kolkata only.

17) CANCELLATION / TERMINATION OF QUOTATION:

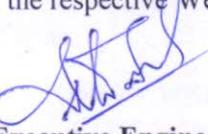
The time period for effecting complete the job shall have to be treated, as the essence of the contract. The WBSIDCL reserves the right to repudiate the contract if the above period is not strictly adhered to. In the event of failure in completing the job within above stipulated completion time, the above order may be cancel on submission of necessary notice in this regards and security deposit will be forfeited.


Executive Engineer
THE WBSIDC Ltd.

Memo No. SB2/0912/1(1)/2025-26

Dated: 08/12/2025

Copy forwarded to the PRO for information with the request for circulation of the NIEQ widely as per norms through advertisement in the renowned/ widely circulated News Papers along with one No. C.D. for incorporation in the respective Website.

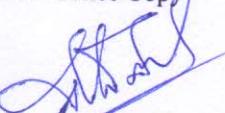

Executive Engineer
THE WBSIDC Ltd

Memo No. SB2/0912/2(10)/2025-26

Dated: 08/12/2025

Abridged Copy forwarded for kind information to the :-

- | | |
|--|--|
| 1. Managing Director | The WBSIDC LTD. Kolkata – 12 |
| 2. Estate Manager | The WBSIDC LTD. Kolkata – 12 |
| 3. Sr. Superintending Engineer | The WBSIDC LTD. Kolkata – 12 |
| 4. Chief Financial Officer | The WBSIDC LTD. Kolkata – 12 |
| 5. Assistant Engineer (Civil)-I, Sri R. K. Saha | The WBSIDC LTD. Kolkata – 12 |
| 6. P.S to the M I C, Department of MSME & T, Govt. of W.B., | Hemanta Bhavan, 1st floor, 12, BBD Bag (East), Kolkata-700001. |
| 7. P.S to the M O S, Department of MSME & T, Govt. of W.B., | Hemanta Bhavan, 1st floor, 12, BBD Bag (East), Kolkata-700001. |
| 8. Sr. P.S to Additional Chief Secretary, Department of MSME & T, | Shilpa Sadan, 7th floor, 4, Camac Street, Kol-700016 |
| 9. Estimating Section (Civil) | The WBSIDC LTD. Kolkata – 12 |
| 10. Notice Board, Shilpa Bhavan, (4 th floor) | The WBSIDC LTD. Kolkata – 12 |
| 11. Office Copy | The WBSIDC LTD. Kolkata – 12 |


Executive Engineer
The WBSIDC LTD.

ANNEXURE-I**APPLICATION FORMAT FOR ENGAGEMENT OF SURVEYOR**

| | | |
|-----|--|---|
| 1. | Name of bidder Office Address Tel. No.: Fax No.: E-mail: | |
| 2. | Address of Kolkata Office Address: Tel. No.: Fax No.: E-mail: | |
| 3. | No. Partners in case of firm :- | |
| 4. | Service Tax Registration No. (a copy of certificate of registration to be enclosed) | |
| 5. | Permanent Account No | |
| 6. | Whether Income Tax Return filed for last three financial years | |
| 7. | Key Contact Person | |
| 8. | Credentials : i) Copies of certificates related with qualification ii) Copies of Order for similar kind of work already executed for reputed organization / PSU / Power Utilities within last five years and completion certificate issued by the respective organization. | |
| 9. | Offer valid up to | 180 days from the next date of opening of Tender. |
| 10. | Whether the bidder has submitted | |
| | a) Current Professional Tax clearance certificate | |
| | b) Service Tax Registration Certificate | |
| | d) Copy of PAN Card | |

(SIGNATURE OF THE QUOTATIONER WITH OFFICE SEAL)

WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.

ANNEXURE -II

DECLARATION SHEET

I....., certify that all the above typed in data and information pertaining to this specification are correct and are true representation of the materials covered by our formal proposal number dated.... .

I hereby certify that I am duly authorized representative of the Firm / Surveyor whose name appears above my signature.

Firm's/Surveyor's
.....

Name _____

Authorized Representative's Signature :.....

Firm's/Surveyor's Intent: The Firm's/Surveyor's hereby agree to fully comply with the requirements and intent of this specification for the Price indicated.

Authorized Representative's Signature

Specific exception to specifications
General & supplementary conditions
, If any, tabulate & sign below

Annexure- 'III'
Affidavit

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)
Ref : NIEQ NO : 9 of 2025-26

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the under signed.
2. The under signed also hereby certifies that neither our firm nor any of constituent partner had been debarred to participate in tender.
3. The under signed would authorize and request any bank, person, firm or Corporation to Furnish pertinent information as deemed necessary and / or as request by the department to verify this statement.
4. The under-signed understood that further qualifying information may be requested and agrees to furnish any such information at the request of the department.
5. Certified that I have applied in the tender in the capacity of individual / as a partner of a firm & I have not applied severally for the same job.

Signed by an authorized officer of the firm
Title of the Officer
Name of the firm with Seal
Date: