THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED

(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

"SHILPA BHAVAN", 31, BLACK BURN LANE, KOLKATA – 700012.

CIN: U74140WB1961SGC025037

Website: www.wbsidcl.in Email: info@wbsidcl.in

Memo No.: SB2/4062 /12/2026-27 **Dated: 14/ 10/ 2026**

NOTICE INVITING ELECTRONIC QUOTATION No. 8 OF 2026-27 OF THE WBSIDC LTD

(Submission of Bid through online mode only)

1) Executive Engineer, WBSIDCL invites Bids through electronic quotation (NIEQ) for from the bonafide, resourceful, and reliable experienced agencies. Job detailed in the table below:

Sl. No.	Name of the work	Estimated Amount (Rs.) (incl. GST)	Application Fees (Rs.)	Earnest Money (Rs.)	Period of Completion	Eligibility of Contractor
1	**Preparation of As-Built Plan through Field Survey for a G+3 Storied Building at Plot No. P-51, FRS-4/4G, Kasba Industrial Park, Phase-I, Kolkata - 700107, West Bengal.** **(2nd Call)**	**Rate to be quoted inclusive of all taxes.**	**₹ 354/-**	**₹10,000/-**	**15 Days**	Resourceful Outside agencies (Eligibility Criteria as 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, 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 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. <u>Refund/Settlement Process:</u>

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 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 were initiated.

3) <u>Eligibility criteria for participation in tender:</u>

The intending bidder must fulfil the following eligibility criteria: -

a) The prospective bidders shall have satisfactorily completed as a prime agency during the last 5(Five) years from the date of issue of this Notice at least one work of similar nature of conducting similar **works for preparation of as built plan using DGPS / Total Station / 3D Laser etc.** for Government Departments (e.g., PWD, KMDA, WBIIDC, WBSIDC, Land & Land Reforms Dept. etc.) or reputed ULBs, PSUs. **Attach Work Orders + Completion Certificates.**
b) Minimum average annual turnover of **Rs. 20.00 Lakh** in last 3 financial years (2022-23, 2023-24, 2024-25). CA certificate with UDIN required.
c) The bidder is not blacklisted by any Central/State Government or PSU as of the bid date.

Note: -

i. Completion certificate should contain a) Name of work (b) Name & address of Client (c) Nature of work executed (d) Date of commencement of work (e) Date of completion of work etc.
ii. An undertaking should be given stating thereby that the Firm has not been debarred or penalized for any reasons out of work by any Government Department.
iii. Subletting of contract is strictly prohibited.

4) Security Deposit:

A sum of 10% (Ten percent) of the gross amount of each bill shall be deducted from the bills of the selected consultant as Security Deposit. The total accumulated Security Deposit shall be retained by WBSIDCL and released in the following manner: The total SD will be refunded only after the successful completion of the entire scope of work. In the event of a breach of contract, failure to provide service, or negligence during the contract period, WBSIDCL shall have the right to forfeit the accumulated Security Deposit in part or in full, in addition to other penal measures. No interest shall be payable on the Security Deposit or EMD held by the Corporation.

5) Scope of Services

The scope includes, but is not limited to:

A) Site Survey & Data Collection: -

i. Physical measurement of the entire building - internal and external.
ii. Verification of plot boundary, setbacks, building footprint.
iii. Measurement of all rooms, corridors, lobbies, staircases, lift shafts, balconies, terraces, parapets.
iv. Measurement of wall thickness, column & beam positions and sizes (where visible).
v. Measurement of all openings - doors, windows, ventilators with sill and lintel heights.
vi. Measurement of floor-to-floor heights, slab thickness, ceiling heights, sunshades/chajjas.
vii. Location of all services as visible - electrical points, plumbing fixtures, sanitary lines, AC units, drains, manholes, water tanks, septic tank.
viii. Site levels, plinth level, road level.
ix. Photographic documentation of existing condition.

B) Architectural As-Built Drawing Preparation: -

i. Preparation of accurate floor plans for all floors including Ground, Typical Floors, Terrace.
ii. Preparation of roof / terrace plan showing water tanks, parapet, drainage.
iii. Preparation of minimum 2 nos. sections - Longitudinal and Cross Section through staircase.
iv. Preparation of all side elevations - Front, Rear, and Side Elevations.
v. Preparation of detailed Area Statement - Carpet, Built-up, Super Built-up, Floor-wise.
vi. Preparation of door-window schedule as per site.

6) Contact Information:

For any clarifications, please contact:
Executive Engineer, The WBSIDC Ltd., "Shilpa Bhavan", 4th Floor,
31, Black Burn Lane, Kolkata – 700 012.; email: Kuntal.debsikdar@wbsidcl.in

7) Technical Bid:

Technical bid should contain all the documents like Tender documents along with Annexures, General terms & conditions, Instructions to bidders, self-attested copies of all the documents in support of eligibility etc. All documents must be duly filled in, stamped & signed by the bidder. Technical bid should contain 02 (two) covers, Statutory Cover & Non-Statutory Cover.

Statutory Cover should only contain –1) NIT, 2) EMD payment document, and 3) Bidder Information sheet as per Annexure, Declaration. No other documents are to be included in this cover.

Non-Statutory Cover should contain all other mandatory documents as stated below, Legible photocopies of all documents duly attested by the bidder or his authorized representative are to be submitted:

a) PAN Card, Trade license, GST, EPF & ESIC (if applicable) Registration certificate, and Valid Professional Tax Registration certificate and Current GST Return.
b) Income Tax Returns/Acknowledgements for three assessment years (AY 2025-26, AY 2024-25, AY 2023-24).
c) Audited Balance Sheet & Profit & Loss A/c for three financial years (FY 2024-25, FY 2023-24, FY 2022-23).
d) Firm/Company incorporation documents (Certificate of Incorporation and Memorandum and Articles of Association for companies and Partnership Deed for partnership firms etc.).
d) Credential Certificate of rendering similar nature service under authority of State/ Central Govt. undertaking/statutory bodies constituted under the statue of the central/State Govt, during the last 5(Five) years from the date of issue of this Notice. **Attach Work Orders + Completion Certificates**
e) Amount of Average Annual turnover & Working Capital Certificate, duly certified by CA with UDIN, as per the prescribed format attached.

8) Financial Bid:

The bidder shall quote a **lump-sum fee** online only in the "Bill of Quantities (BOQ)" in the space marked for quoting rates in 'price schedule' format (Online mode).
The rate shall be inclusive of all professional fees, costs related to surveys, equipment, software licensing, and administrative expenses. The fee must cover all travel, transportation, lodging, boarding, fooding, and out-of-pocket expenses for the consultant's team during site visits and meetings. **The rate shall be inclusive of GST, all applicable central/state taxes, cess, and levies.** No additional claims for taxes will be entertained beyond the quoted price. The Corporation will not provide any accommodation, vehicle, or office space. The agency must make its own arrangements for the entire duration of the contract. **Area / floor variation of tentative area will not attract extra payment. Lump-sum rate is fixed for entire contract period. No escalation, no idle charges payable.**

9) Award of Contract:

The bidder who meets the technical qualifications and quotes the lowest rate will be considered as the L1 (Lowest) bidder. **The L1 bidder will be awarded the work**, subject to fulfilling all other terms and conditions of the tender.

10) Deliverables:

For every work order executed, the agency must submit the 2(two) sets draft / 5 (five) sets of Final following to the Engineer-in-Charge:

Sl. No.	Deliverables	Description	Format
1	Detailed As-Built Floor Plans	Fully dimensioned plans for every level (e.g. Basement, Ground, Upper Floors, Mezzanine). Includes room labels, area schedules, and door/window swings.	DWG, PDF
2	Terrace / Roof Plan	Roof / terrace plan showing water tanks, parapet, drainage, installations	DWG, PDF
3	Sections (Min. 2)	Minimum 2 longitudinal & transverse section drawings cutting through key vertical features (stairs/elevators).	DWG, PDF
4	Elevations (All 4 sides)	All exterior sides (North, South, East, West) showing building envelope, heights, and material indications.	DWG, PDF
5	Area Calculation Sheet	Detailed Area Statement - Carpet, Built-up, Super Built-up, Floor-wise.	Excel / PDF/ Word
6	Site Plan	Site plan showing drainage pathways, adjacent paving, and property boundaries/setbacks, road level.	DWG, PDF
7	Structural As-Built - Column / Beam Layout	Column / Beam Layout with Measurement of wall thickness, column & beam positions and sizes (where visible).	DWG, PDF
8	Reflected Ceiling Plans	Ceiling grids, soffits, sprinkler positions, and overhead light fixtures per floor.	DWG, PDF
9	Site Photographs Folder	Comprehensive site photo album indexed by floor plan quadrant/room number.	JPG

11) Payment Terms:

100% payment will be processed only after successful completion of the field survey, submission of all required deliverables (hard copies + soft copies), and final acceptance by the Engineer-in-Charge. No advance payment will be made. Statutory deductions such as TDS, GST TDS, and any other tax/levy as applicable under Govt. rules shall be recovered from the bill. The agency shall be responsible for all tax liabilities.

12) Standard Timeline & Milestones:

Unless specifically altered in a distinct Work Order, the following standard timeline shall apply from the Date of Issue of the Work Order (T):

Milestone	Activity / Deliverable	Standard Timeline
Milestone 1	Mobilization of team and equipment to the site	T + 2 Days
Milestone 2	Completion of Field Survey	T + 7 Days
Milestone 3	Submission of Draft Maps & Data for WBSIDCL review	T + 10 Days
Milestone 4	Submission of Final Deliverables (Hard & Soft copies)	T + 15 Days

13) Detailed Terms & Conditions:

i) The bidder has to furnish all information as required regarding their offer. All correspondence, documents, and bids exchanged between the Bidder and WBSIDCL shall be written in the English language. Failure to comply may disqualify a bidder.

ii) The WBSIDCL reserves the right to reject any or all the tenders, at its discretion, without assigning any reason whatsoever.

iii) The quoted rate must be valid for a period of 180 days from the date of opening of the tender. Bids with shorter validity will be treated as unresponsive and summarily rejected.

iv) If a bidder withdraws or modifies the offer during the validity period, the EMD shall be forfeited. Bidders must be prepared to extend validity if required without changing original terms.

v) Tenders with incomplete/incorrect information or conditional/subjective offers are liable for rejection.

vi) WBSIDCL reserves the right to seek clarifications or original hard copies of submitted documents. Failure to produce these within the stipulated time will lead to rejection.

vii) In case of a tie among lowest bidders, the provisions of Memorandum No. 2320–F(Y) dated 07.06.2022 of Finance Department, Govt. of West Bengal, shall be followed.

viii) Before issuance of Work Order, credentials will be verified. If any document is found false or fabricated, the Work Order will not be issued and legal measures/blacklisting will be initiated.

ix) The agency shall enter into a formal agreement with WBSIDCL within the time specified in the Work Order.

x) The agency is responsible for compliance with all Laws/Acts (Minimum Wages, EPF, ESI, etc.) for any personnel or surveyors deployed at the site.

xi) WBSIDCL shall not be responsible for any injury, damage, or loss of life incurred by the agency's employees or experts in the course of their duty.

xii) The selected bidder shall compensate for any loss caused to property due to negligence on the part of personnel deployed by the bidder.

xiii) No interest will be payable by WBSIDCL on deposited Earnest Money, Security Deposit, or Additional Performance Security.

xiv) Conditional tenders shall be straightway rejected and no additional clauses will be entertained.

xv) The Tenderer is advised to visit and acquaint himself with the site conditions at his own cost prior to submission.

xvi) Bidders must track all Addenda/Corrigenda issued on www.wbtenders.gov.in and upload signed copies. Tenders without relevant Addenda/Corrigenda shall be rejected.

xvii) The professional fee and rates quoted in the BOQ shall remain fixed for the entire contract, inclusive of all taxes (GST), overheads, transportation, lodging, and fooding.

xviii) WBSIDCL reserves the right to assess the capability and capacity of the bidder in the overall interest of the Corporation.

xix) In no event shall WBSIDCL be liable for special, incidental, or consequential damages arising from the services rendered.

xx) The agency's authorized representatives may be required to visit the WBSIDCL office, other relevant government departments (like Land & Land Reforms), or site offices for necessary coordination, technical discussions, and presentations on the executed survey works, as and when required by WBSIDCL. No additional TA/DA or fees shall be paid for such visits.

xxi) Each bidder shall submit Earnest Money Deposit of Rs. 10,000.00 along with the proposal. If EMD @ 2% of quoted amount exceeds Rs. 10,000.00, as 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. The EMD shall be refundable and must be submitted in the form of Demand Draft/Banker's Cheque in favour of "The West Bengal Small Industries Development Corporation Ltd." payable at Kolkata. EMD of successful bidders will be refunded after successful completion of the work. The EMD shall be liable to be forfeited if the bidder withdraws the bid during the validity period, or fails to sign the agreement, or fails to execute the assigned works within the stipulated time.

xxii) Time is essence of contract. If agency fails to submit within stipulated timeline, penalty of 1% of work order value per day of delay (max 10%) will be deducted. Further WBSIDCL may cancel work order and get work done by other agency at risk & cost of defaulting agency.

xxiii) Sub-contracting or outsourcing the awarded work to any third party is strictly prohibited and will lead to immediate cancellation of work.

xxiv) All maps, data, information are absolute property of WBSIDCL. Agency shall maintain confidentiality and not share with third party. Violation will invite legal action and blacklisting.

xxv) The agency is solely responsible for the accuracy of the survey. Any errors or discrepancies discovered later must be rectified by the agency at their own cost immediately upon notification.

xxvi) Selected agencies to sign agreement within 7 days on Rs.100 stamp paper.

xxvii) WBSIDCL reserves the right to terminate the work order of any agency by giving a 7-day notice in case of consistent poor quality of work, repeated delays, misbehavior, or non-compliance with Tender terms.

xxviii) In case of any dispute, the decision of the Managing Director, WBSIDCL, shall be final and binding. The jurisdiction for all legal matters will be the courts in Kolkata.

xxix) The agency must be capable of working anywhere in West Bengal.

xxx) The agency shall take necessary insurance cover for their manpower and equipment during site work. WBSIDCL will not be liable for any accident.

xxxi) Any objection regarding evaluation of bids, if any, shall be lodged in writing to the Chairman, Tender Screening Committee within 48 (forty-eight) hours from the publication of the list of technically qualified bidders. No objection shall be entertained by the Screening Committee beyond the said time period.

xxxii) No CONDITIONAL/ INCOMPLETE QUOTATION will be accepted under any circumstances.

14) <u>FORCE MAJEURE:</u>

War, invasion, revolution, riots, sabotage, lockouts, strikes, work shut-downs imposed by Government Acts or Legislation or other authorities, acts of God, epidemics, fires, earthquakes, floods, explosions, accidents, sea navigation blockades or any other acts or events whatsoever which are beyond the control of WBSIDCL and which will directly or indirectly prevent completion of the consultancy services within the time specified in the agreement will be considered FORCE MAJEURE. If the Contract is delayed or impeded in the execution of the work by circumstances of Force Majeure as herein defined, then the Agency/ Owner as the case may be, shall, within one week, give notice in writing to the Owner/Agency, of the existence of circumstances of Force Majeure, together with the evidence relied upon.

In the event that the Parties are unable in good faith to agree that a Force Majeure Event has occurred, the Parties shall submit the dispute in writing to the Head of the Corporation, provided

that the burden of proof as to whether a force Majeure event has occurred shall be upon the Party claiming a Force Majeure Event.

Neither party shall be considered to be in default or in breach of his obligations under the Contract to the extent that performance of such obligations is prevented by any circumstances of Force Majeure which arise after the date of acceptance of Letter of Intent / Effective Date. In the event that Force Majeure circumstances continue for a period of more than one month, both the parties may discuss and mutually agree upon the future course of action which may include termination of Contract.

15) CANCELLATION/TERMINATION OF ORDER:

In the event of your failure to execute any of the Contractual Obligations, WBSIDCL reserves the right to terminate the contract in full / part or terminate for convenience with payment only for milestones successfully completed, as deemed fit by WBSIDCL, at your Risk and Cost by giving 07 (seven) days' Notice to you. In case of termination of the contract, WBSIDCL reserves the right to get the work done by deploying other Agency/Agencies. Cost incurred for the above will be recovered from your Bill & Security Deposit.

16) Forfeiture of Security Deposit and Earnest Money & Additional Performance Security, if any:

On placement of order, if the Agency refuses to take up the job or withdraw his service in midway of the contractual period for any reason whatsoever, then the Earnest money and/or total Security Deposit shall be forfeited as per discretion of the WBSIDCL and other penal action may be taken as deemed fit.

17) Arbitration / Settlement of Disputes:

There is no provision of Arbitration.

If any dispute(s) or difference(s) of any kind whatsoever arise between the parties hereto in connection with or arising out of this contract, the Managing Director, WBSIDCL shall negotiate between the parties hereto with a view to its amicable resolution and settlement within a period of 30 (thirty) days from the date on which the dispute(s) or difference(s) arose.

18) Important Dates:

The schedule of issue, submission and opening of Bid Documents is furnished herein below:

Sl. No.	Particulars	Date & Time
1.	Date of uploading of NIET Documents online (Publishing Date)	14/10/2026 up to 06:00 PM
2.	Start Date of sale /download of Tender Documents (online)	15/10/2026 from 10:00 AM
3.	End Date of Sale /Download of Tender Documents	29/10/2026 up to 1:00 PM
4.	Bid submission start date (online)	15/10/2026 from 10:00 AM
5.	Bid submission closing date (online)	29/10/2026 up to 1:00 AM
6.	Date of opening of Technical Proposals (online)	30/10/2026 up to 3:00 PM.
7.	Date of uploading list for Technically Qualified Bidder(online)	Will be informed later
8.	Date of opening of Financial Proposals (Online)	Will be informed later
9.	Date of uploading the list of bidders along with their rates through online, also if necessary for further negotiation through offline for final rate.	Will be informed later

EXECUTIVE ENGINEER, WBSIDCL

KUNTAL DEB SIKDAR
EXECUTIVE ENGINEER (C)
THE WBSIDC LTD.

Memo No.: SB2/ 4062 /1(12)/2026-27

Dated: 14 / 10 /2026

Abridged Copy forwarded for kind information to the :-

1.	Managing Director	The WBSIDC LTD. Kolkata – 12
2.	Executive Director	The WBSIDC LTD. Kolkata – 12
3.	Estate Manager	The WBSIDC LTD. Kolkata – 12
4.	Chief Financial Officer	The WBSIDC LTD. Kolkata – 12
5.	Superintending Engineer	The WBSIDC LTD. Kolkata – 12
6.	Assistant Engineer (Civil)-I, Sri R.K. Saha	The WBSIDC LTD. Kolkata – 12
7.	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.
8.	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.
9.	Sr. P.S to Additional Chief Secretary, Department of MSME & T.	Shilpa Sadan, 7th floor, 4, Camac Street, Kol-700016
10.	Sub Assistant Engineer (Civil)	Smt. S. Sadhu, Administrative Office, The WBSIDCL, 620, Diamond Harbour Road, Kolkata - 700034.
11.	Estimating Section (Civil)	The WBSIDC LTD. Kolkata – 12
12.	Notice Board, Shilpa Bhavan, (4th floor)	The WBSIDC LTD. Kolkata – 12
13.	Office Copy	The WBSIDC LTD. Kolkata – 12

Executive Engineer, WBSIDCL

KUNTAL DEB SIKDAR
EXECUTIVE ENGINEER (C)
THE WBSIDC LTD.

(Annexure-I)

PRE-QUALIFICATION APPLICATION

To
The Executive Engineer,
The WBSIDC Ltd.
31, Black Burn Lane,
Shilpa Bhavan, Kolkata- 700 012.

Ref: - **N.I.E.Q. No.: of 2026-27 (Sl. No. 01) of Executive Engineer, WBSIDC Ltd.**

Name of the Work: Preparation of As-Built Plan through Field Survey for a G+3 Storied Building at Plot No. P-51, FRS-4/4G, Kasba Industrial Park, Phase-I, Kolkata - 700107, West Bengal.**(2nd Call)**

Sir,

Having examined the Statutory, Non statutory & NIT documents, 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: -

Signature of applicant including title
and capacity in which application is made.

(Annexure-II)

Financial Statement

Ref.: NIEQ of 2026-27, The WBSIDC Ltd.

This is to certify that I / we have verified the consolidated financial statement of _____ (Name of the Firm in which application is made) having its Registered Office at_____ (address of the Firm). Based on our examination of Books and Records and other documentary evidences, I/ we certify that the financial data of the company given in the balance sheets are details hereunder for the financial year(s) as mentioned below are true and correct.

Sl. No.	Description	FY-2024-25	FY-2023-24	FY-2022-23
1	Net Worth (Calculated on the basis of capital, profit and free reserve available to the firm)	Rs.	Rs.	Rs.
2	Working Capital	Rs.	Rs.	Rs.
3	Annual Turnover	Rs.	Rs.	Rs.

Signature, Name and Designation of Authorized Signatory of applicant including title and capacity in which application is made.	Signature, Name and Designation of Authorized Signatory of Statutory Auditor's Firm / Chartered Accountant Seal of the Audit / Chartered Accountant Firm: Name of signatory (in Capital): Membership No: Firm Registration No: Mobile No: UDIN:

(Annexure-III)

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

Declaration

Ref.: NIEQ of 2026-27, The WBSIDC Ltd.

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 M/S_____ _____ nor any of constituent partner had been debarred to participate in tender by any Government Department /PSU/Autonomous Body/Local Body etc during the last 5(five) years prior to the date of this e-NIT.
3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4) The under-signed understands 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 vide e-NIT No…… of 2026-27 (Sl. No. ……) in the capacity of individual/as a partner of a firm and I have not applied severally for the same work.
6) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm.
7) The undersigned also hereby certifies that the Bid shall remain valid for a period not less than 180 (One Hundred eighty) days, after the dead line date for Bid submission.
8) 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.
9) 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.
10) Certified that, the rate quoted by us in BOQ is inclusive of all the taxes & duties, administrative charge, transportation charge, uniform cost, accessories i.e. torch, umbrella, raincoat etc. and any other charges/overheads/profits/cost of items which are necessary for maintaining work, including GST.
11) I, hereby, further declare that all the above information declared hereinabove, is true to the best of my knowledge and belief and in the event of any of the above information is found to be false at a later stage, by the WBSIDCL, the WBSIDCL shall be at liberty to take any action as deemed fit at my/our sole risk and cost.

Signature & Office Seal of applicant including title and capacity in which application is made.

(Annexure-IV)

BIDDER INFORMATION SHEET

1	Name of the Organisation	
2	Name of the Proprietor/Partners/ Directors (as applicable)	
3	Registered Office details, Address Mobile Number Email ID	
4	West Bengal office details, Address Contact Nos. Email ID	
5	Nature/status of candidate firm (whether sole Proprietary / Partnership / Private Limited / Public Limited / Public Sector)	
6	Power of Attorney/Letter of Authority (An attested copy to be enclosed in case the tender/ offer is signed by an Individual other than the sole proprietor)	Enclosed / Not enclosed
7	GST Registration No.	
8	PAN No.	
9	Details of Individual(s) who will serve as Point of Contact/Communication for the Bidder Name & Designation Mobile No. E-mail ID	

Signature & Office Seal of applicant including title and capacity in which application is made.

(Annexure-V)

Experience Details

(Provide details of similar survey works executed in the last 5 years for Govt/PSU clients)

Sl. No.	**Name of Client / Dept.**	**Name of Project / Location**	**Scope of Work**	**Area Surveyed** (in acres)	**Date of Completion**	**Contract value**
1.						
2.						
3.						

(Attach copies of Work Orders and Completion Certificates)

Signature & Office Seal of applicant including title and capacity in which application is made.

(Annexure-VI)

Manpower Details

(Provide details of technical personnel on the payroll of the agency)

Sl. No.	Name of Employee	Designation	Qualification	Years of Experience
1.				
2.				
3.				
4.				

Signature & Office Seal of applicant including title and capacity in which application is made.

(ANNEXURE VII)

Tools & Machineries Details

(Provide details of survey equipment owned by the agency)

Sl. No.	Equipment Type	Make & model	Quantity
1.	DGPS / GNSS Receiver		
2.	Total Station		
3.	Auto Level		
4.	Plotters/Printers		

Signature & Office Seal of applicant including title and capacity in which application is made.