

# **FORM 1**

## **APPLICATION FOR e-RFP**

**To**  
**The Superintending Engineer**  
**North Bengal Mechanical & Electrical Circle, I&W Directorate, Siliguri**  
**Office of the Superintending Engineer, NBM&E Circle, Teesta Administrative Building, 1<sup>st</sup> Floor, Tinbatti, Siliguri, Pin**  
**734005**

**Subject : e-RFP No :- WBIW/SE/NBM&EC/e-RFP-01(e) /2016-17**

**Works applied for** **“Remote monitoring and control** of Teesta Barrage and Head Regulator Gates of two off-taking canals at both ends comprising design planning supply installation testing trial commissioning, operation, training and five years extended O & M warranty through a state-of-the art communication based Supervisory Control and Data Acquisition (SCADA) systems including repair, maintenance & overhauling of electro-mechanical barrage components, rust removal treatments and epoxy painting of gates and other structural steel members located at Gazoldoba within P.S Mal & Rajgunj in District Jalpaiguri of West Bengal under Teesta Barrage Project, Irrigation & Waterways Department, Government of West Bengal”.

**Assessed value of work as per Feasibility Report of the e-RFP: No.WBIW/SE/NBMEC/RFP-01(e)/2016-17**

Dear Sir,

Having examined the Technical cover, OID cover & other e-RFQ notice documents, I/we hereby would like to state that I/we willfully accept all your conditions and offer to execute the works as per e-RFP stated above. I/We also agree to remedy the defects after/during execution and agreeing to undertake Extended warranty O&M of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities, Contract and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_

Full name of Bidder / Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bids  
for & on behalf of (Name of Firm): \_\_\_\_\_  
(In block Capital letters or typed)

Office address with seal if any :

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

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

E mail ID: \_\_\_\_\_

*(Note: To be uploaded on-line during bid submission in the 'FORMS' folder under Technical / Pre-Qual cover)*

## **FORM 2**

### **Certificate regarding Summary Statement of Average Annual Turn Over**

This is to certify that the following statement is the summary of the audited Balance Sheet arrived in favour of .....of address..... for the three consecutive financial years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Financial Year *(Any three financial year with zone of last five financial year)	Annual Turn Over rounded up to in Rupees lakh (two digits after decimal)	
1.			
2.			
3.			
Total			

#### **Average Annual Turnover (in Lakh of Rupees):**

Note:

1. Year preceding the current financial year is to be considered as Year-1.
2. Average annual turnover is to be expressed in lakh of Rupees rounded off to two digits after decimal.
3. Average annual turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

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Signature of the bidder/contractor  
with date & seal if any  
Date & Place:

Verification of Licensed Auditor Firm/ CA Firm  
with full corresponding address, Phone No.  
& Membership No. and official seal

*(Note: To be uploaded on-line during bid submission in the 'FINANCIAL CREDENTIAL' folder under OID cover)*

**FORM – 3**

**100% Completion Certificate of a single awarded project ( More than one viz two or three should be mentioned clearly and in case of Consortiums or Joint Ventures) preferably containing all the following, though formats may differ:**

1. Name of the work/project :
2. Name of client with full address :
3. Estimate cost of Project put for Bid: :
4. Contractual bid price/Rate( Bid Price Accepted & awarded) :
5. Whether the work was divided between / among more than one contractor, (write Y / N) :  
If yes, mention the percentage of such division (i.e 50% or 33.33% or 25%) :
6. Date of commencement :
7. Date of completion as per work order: :
8. Actual date of 100% completion of Project :
9. Final gross 100% value of the bill (if the final bill is prepared, otherwise mention N.A) :
10. Attach in PDF, copy of LOA ,work order(AOC) & BOQ : 

Write 'attached'
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11. Attach in PDF, Gross authenticated 100% final paid billed value clearly accepted verified and issued by the Authority/Client (containing all stage payments and milestone-wise) if supplementary and / or due to change in Scope,the additional amount beyond BOQ crops up during execution and those supplementary / substitute supplementary items [If intended to be cited by the bidder to establish similar nature of work credential] : Write 'attached or N.A'

Signature of the contractor/bidder  
with date and seal if any  
with Contact No., Postal address  
and e-mail address

*(Note: To be uploaded on-line during bid submission in the 'CREDENTIAL' folder under OID cover)#*

**FORM – 4**

**Declaration against Common Interest**

(To be typed in company / organization letter head scanned and uploaded as PDF)

Ref: e-Notice No. WBIW/SE/NBMEC/RFP-01(e)/2016-17

Agreement ID No. ....

Sir,

I/We, Sri/Smt. \_\_\_\_\_, the authorized signatory on behalf of \_\_\_\_\_ do hereby affirm that I/We/any of the member of \_\_\_\_\_ bidding against e-RFQ notice No. \_\_\_\_\_ do not have any common interest either as a partner or any Partnership Firm / Consortium as a Proprietor / Owner of any other Firm in the same serial for the work I / we want to participate.

Date & Place:

Signature of contractor/bidder  
with official seal if any

*(Note: To be uploaded on-line during bid submission in the 'FORMS' folder under Technical / Pre-Qual cover)*

**APPENDIX – I**

**Power of Attorney for signing of Bid**

*(Refer Clause 2.1.8 contained in the Instruction to Bidders)*

Know all men by these presents, I/We, ..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr./Ms (Name), son/daughter/wife of ..... and presently residing at....., who is presently employed with us/ the Lead Member of our Consortium and holding the position of ....., as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our bid for the \*\*\*\*\* Project proposed or being developed by the Governor of the State of West Bengal represented by the Superintending Engineer, North Bengal Mechanical & Electrical Circle, Irrigation & Waterways Directorate, Government of West Bengal, ('The Authority') including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the 'Authority' in all matters in connection with or relating to or arising out of our bid for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ....., THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20.....

For.....

(Signature, name, date, designation and address of

the bidder/(s) & Contact No. & e-mail ID)

Witnesses: (Full Name with Address & Contact nos.)

1.

2.

Accepted

Notarized

(Signature, name with date, designation and address of the Attorney)

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Appostille certificate.*

*(Note: To be uploaded on-line during bid submission in the 'APPENDIX' folder under Technical / Pre-Qual covers)*

## APPENDIX-II

### **Power of Attorney for Lead Member of Consortium**

*(Refer Clause 2.1.9 contained in the Instruction to Bidders)*

Whereas the Governor of West Bengal represented by Superintending Engineer, North Bengal Mechanical & Electrical Circle (“The Authority”) having its Head Quarters at Teesta Administrative Building, Tinbatti, Siliguri, PIN-.....Phone No 03532468681, Fax No 03532468681, e-mail ID [senorthbengal@gmail.com](mailto:senorthbengal@gmail.com) & Principal office at Jalasampad Bhawan, Salt Lake, Sector-II, Bidhannagar, Kolkata, PIN 700091, in West Bengal (“The Authority”) has invited bids from eligible, bonafide, registered companies/registered joint ventures or consortiums, having desired credentials within India for the Project “**Remote monitoring and control** of Teesta Barrage and Head Regulator Gates of two off-taking canals at both ends comprising design planning supply installation testing trial commissioning, operation, training and five years extended O & M warranty through a state-of-the art communication based Supervisory Control and Data Acquisition (SCADA) systems including repair, maintenance & overhauling of electro-mechanical barrage components, rust removal treatments and epoxy painting of gates and other structural steel members located at Gazoldoba within P.S Mal & Rajgunj in District Jalpaiguri of West Bengal under Teesta Barrage Project, Irrigation & Waterways Department, Government of West Bengal”.

AND Whereas, (1).....,(2) ..... and (3).....  
(collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the Request for Proposal and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and ‘The Authority’ to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS

We, ..... having our registered office at ....., M/s....., having our registered office at ....., and M/s....., having our registered office at ....., (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/s ....., having its registered office at ....., being one of the Members of the Consortium, as the **Lead Member** and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”) and hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the Contract, during the execution of the Project, and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the submission of its bid for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders’ and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid for the Project and/ or upon award thereof till the Agreement is entered into with the Authority.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ..... 20....

For .....

(Signature, Name & Title)

For .....

(Signature, Name & Title)

For .....

(Signature, Name & Title)

(Executant/s)

(To be executed by all the Members of the Consortium)

*Notes:*

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*
- For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention, 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.*

*(Note: To be uploaded on-line during bid submission in the 'APPENDIX' folder under Technical / Pre-Qual covers)*

### **APPENDIX-III**

Brief description of the project specific Architecture, Plan & programme of implementation (including layout, along with diagram drawing in separate sheets in pdf)

“(Name of the Project“**Remote monitoring and control** of Teesta Barrage and Head Regulator Gates of two off-taking canals at both ends comprising design planning supply installation testing trial commissioning, operation, training and five years extended O & M warranty through a state-of-the art communication based Supervisory Control and Data Acquisition (SCADA) systems including repair, maintenance & overhauling of electro-mechanical barrage components, rust removal treatments and epoxy painting of gates and other structural steel members located at Gazoldoba within P.S Mal & Rajgunj in District Jalpaiguri of West Bengal under Teesta Barrage Project, Irrigation & Waterways Department, Government of West Bengal”.

1. The Project ‘**Construction Period**’ as per RFP = 560 calendar days (80 weeks)
2. Defect Liability Guarantee Period post construction = 365 calendar days (52 weeks)
3. Extended Warranty defect liability Operation & Maintenance = 1825 calendar days (60 months = 5 years)
4. Programme of implementation of the Project (From date of effect as per AOC till date of commissioning accepted by the Authority) in a flow chart networking in CPM (Critical Path Method) is proposed by this RFP hereunder:

(\*Annexed with bid uploaded as Appendix-III the CPM)

**[Note: Design, Architectural & proposal in conformity with the desired specifications and BOQ or by suitable improvement to be proposed by the Bidder in a flow chart networking in CPM (Critical Path Method) hereunder under Annexure-III.**

**( Name in full) Company /Organisation/Joint Venture or Consortium )**

Signature and seal of the Bidder/s

*(Note: This Appendix is to be uploaded on-line during bid submission in the ‘APPENDIX’ folder under Technical / Pre-Qual covers)*

**APPENDIX-IV**

Modification proposals of the existing spares and subcomponent specifications required for implementation of the project

Sl. no.	Name of existing spares/components to be modified or replaced with new model	Suggested spares which will replace the existing one or new spare to be required	Make and specification of suggested spares.	Quantity required	Remarks/ purpose of modification or newly incorporation

Signature of the bidder with seal

*(Note: To be uploaded on-line during bid submission in the 'APPENDIX' folder under Technical / Pre-Qual covers)*

**APPENDIX-V**

**List of Technical Manpower**

Bidders should provide the names of suitably qualified personnel to meet the requirements for proper execution of the works. The data on their experience should be supplied using the Form below for each personnel

Sl no	Name of personnel	Title of position	Experience in the particular field	Professional qualification
A	Project Construction – Technical Manpower			
B	Project Defect Liability Period Maintenance Period - Manpower			
C.	Technical Expert Trainers - Manpower			
D.	Organization / company profile, hierarchy, organization setup, Management of Company (Project Management & Finance)			

Signature of the bidder with seal

*(Note: To be uploaded on-line during bid submission in the 'MANPOWER' folder under OID covers)*

**APPENDIX-VI**

**List of Machineries & equipments**

Sl. No.	Name of Machineries	Model No. / Make	Quantity	Ownership/ License
1.				
2.				
3.				

Signature of the bidder with seal

*(Note: To be uploaded on-line during bid submission in the 'MACHINERY' folder under OID covers)*

