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**NOTICE INVITING TENDER (NIT)**

**WAP/KOL/HMC/WQT/2025/ 2343**

**Dated: 25.03.2025**

**Selection of Agency for Waste Water Quality Test for preparation of DPR with Master Plan of a Comprehensive Storm Water Drainage Scheme of Howrah Municipality Corporation (HMC)**

- 1.0 WAPCOS LIMITED, a Government of India Undertaking under the Ministry of Jal Shakti has been awarded the work “**Preparation of DPR with Master Plan of a Comprehensive Storm Water Drainage Scheme of Howrah Municipality Corporation (HMC)**” by the Executive Engineer, (S & D), Howrah Municipal Corporation (hereinafter referred to as “Client”). WAPCOS Ltd. intends to select a reputed agency having the requisite experience in topographical, hydrographic, alignment, cross-sectional, L-section and contour survey work using Total station/DGPS.
- 2.0 Online Bids are hereby invited by **Chief Engineer II & Project Manager (Kolkata), WAPCOS Ltd, Jalsampad Bhawan, Kolkata-700091** Email- [kolkata@wapcos.co.in](mailto:kolkata@wapcos.co.in) (hereinafter referred to as “Employer”) from reputed and experienced firms/companies (hereinafter referred to as “Bidder”) for **Water Quality Test for preparation of DPR with Master Plan of a Comprehensive Storm Water Drainage Scheme of Howrah Municipality Corporation’**.
- 3.0 The work includes the sampling and analysis of wastewater to assess water quality in canals, major urban drains, and drainage outfalls. This involves adhering to standard methodologies for sample collection, preservation, and laboratory analysis, covering parameters such as TSS, TDS, BOD, COD, Total Nitrogen, Total Phosphorus, Oil & Grease, Chloride, Alkalinity, and Faecal Coliform etc. The work also entails timely submission of test results and compliance with prescribed relevant IS codes & standards.
- 4.0 Full details, specifications, terms and conditions of work shall be available in the Tender Document for above NIT, which can be downloaded from <http://www.gem.gov.in> and WAPCOS Website <http://www.wapcos.co.in>.

**Bidder shall have to strictly follow the NIT for submitting all appropriate documents as per NIT Eligibility Criteria (Clause no. 12.0, page no. 2).**

- 5.0 The last date of Procurement of Tender Documents is 04/04/2025 up to 18.00 hrs. The last date of submission of Bid is 04/04/2025 up to 18:30 hrs. The Technical & Financial Bid is to be submitted online only. The Single Packet bid will be opened on 04/04/2025 at 18:30 hrs. at Project Office, WAPCOS, Kolkata in the presence of bidder's representatives who would like to be present.
- 6.0 WAPCOS reserves the right to reject any one or all the Bid(s) without assigning any reason thereof. Incomplete & conditional Bid and Bid received after the stipulated date & time shall be summarily rejected.
- 7.0 In case of any dispute, decision of CMD, WAPCOS will be final and binding on both parties.
- 8.0 **Joint Venture or Consortium shall not be allowed.**
- 9.0 Special instruction to the bidder along with brief description of work, scope of work, technical specification is enclosed in this document.
- 10.0 The bidder shall furnish along with the Bid, details of the complete company profile, relevant experience, list of similar works executed along with the cost of contracts, the personnel and equipment proposed for carrying out inspection works authority as indicated under the Eligibility Criteria and Other Document.
- 11.0 The Bid submitted by the bidder shall be valid for a period of 30 (Thirty) days from the last date of submission of Bid.

**12.0 ELIGIBILITY CRITERIA**

The bidder must fulfill the following eligibility criteria duly supported by proof:

- i. The Bidder should have valid Company Registration Certificate or Trade License, PAN Number, GST Registration Certificate, IT Return for last 5 (Five) years.
- ii. The Bidder should not have incurred any loss (Profit after tax should be positive) in more than two years during the last five financial years ending 31<sup>st</sup> March 2024.

**The certificate must have a Unique Document Identification Number (UDIN).**

- iii. The Bidder must possess a valid NABL accreditation and/or MoEF&CC recognition certificate **for a laboratory located within Kolkata jurisdiction.** The testing parameters must be listed in the NABL scope.
- iv. The bidder must have executed similar work as described under 'clause 3.0' in any Government Department/ Organization or any Public Limited Company in last 5 years.
- v. The participating bidder should not have been blacklisted during last three years by any Government Department/ Organization or any Public Limited Company as on date. **A declaration to this effect is to be made by bidder as per ANNEXURE - IV.**

### 11.0 Time of Completion:

The time of completion for the entire work is 15 (Fifteen) days from the date of award of work order.

### 12.0 Date & Time Schedule:

Sl. No.	Particulars	Date & Time
1.	Date of issue of Notice inviting bid	25.03.2025
2.	Period of downloading of bidding documents	25.03.2025 to 04.04.2025 (upto 18:00 hrs.)
3.	Bid Submission Closing Date	04.04.2025 up to 18:00 hrs.
5.	Single Packet (Technical & Financial) Bid Opening Date	04.04.2025 (18:30 hrs.)

### Mode of Submission:

Both Technical & Financial Bid must be uploaded online only before 04.04.2025 (up to 18:00 hrs.).



**CE-II & PM (Kolkata)**  
**WAPCOS Limited**

Copy forwarded for kind information and wide circulation to:

- i. **SED (INFS II), WAPCOS Limited, Gurgaon Office.**
- ii. **Notice Board Kolkata Office WAPCOS Limited.**

## **CHAPTER I**

### **GENERAL SCOPE OF WORK OF SUCCESSFUL BIDDER**

#### **1.0 SERVICES TO BE PERFORMED**

The Contractor will perform the services as specified below upon the terms and conditions and within the stipulated time period.

#### **2.0 SCOPE OF WORK FOR WASTE WATER QUALITY TEST**

Sampling and analysis of combined waste water is to be done to ascertain the quality of water in the Canals and major Drains and Outfalls.

#### **SAMPLING METHODOLOGY**

The sampling process, sample preservation and storage shall be carried out as per Standard Method for testing of Water and Wastewater (latest Edition) published by American Public Health Association (APHA). In case of sampling in Canals/drains wider than 5m, the sample should be taken at least at two locations- one in the mid-stream and another in between mid-stream and bank, care should be taken to avoid entry of extraneous materials such as slit, scum, and floating matters into sampling bottles. Samples are to be collected where homogeneity of the flow is available. Sample shall be preserved immediately in a suitable ice box and with necessary reagents as required (especially for DO, BOD, COD etc.) till they are taken to a laboratory and preserved at suitable temperature there till they are taken up for analysis. Preferably, analysis should be started on the same day of the collection of samples.

#### **Identification mark of sample**

- Labelling of Sample
- Date and time stamp with location
- Sample Collected by
- Client

Grab Samples should be collected to perform all tests and repeat some tests if required. All samples collected should be immediately transported to the laboratory for analysis. In case there is any delay in transportation, the preservation time is to be as short as possible and, prior permission has to be taken from the Employer and the ice shall not be found melted on receipt for the sample. Sample containers to be used as per latest relevant IS Codes, CPHEEO Manuals. The following tests on Wastewater is to be done as per standard procedure prescribed in relevant BIS codes, CPHEEO manuals.

- i. TSS
- ii. TDS
- iii. BOD @ 3 days at 27 degree Celsius
- iv. COD
- v. Total Nitrogen
- vi. Total Phosphorus
- vii. Oil & Grease
- viii. Chloride
- ix. Alkalinity
- x. Faecal Coliform

pH and temperature of all the samples shall be noted at the time of Sample collection in presence of the representative of the Employer's representative. Necessary sample preservation with reagents shall be done at site at the time of sampling. The employer shall have the right to access to check the sample condition and testing procedure any time from collection of sample to the completion of testing. The test results to be

submitted in triplicate immediately after completion of tests. The Sampling locations are indicated in a kml map provided with this tender.

**Before starting the sampling the bidder should give in a brief writing highlighting the schedule of sampling, standards followed for sampling and testing of each parameter and specific tools to be used for sample collections.** and. The report should include at least the following information.

- Location and name of sampling site with coordinates and any other relevant location
- Date of collection, Time of collection, Name of sample collector, Sample Type
- Method of collection
- Weather condition and water temperature (if applicable)
- Nature of any pretreatment including preservation

#### **TRANSPORT**

During transportation to the laboratory, samples shall be stored in a cooling device capable of maintaining the required temperature as prescribed in the APHA standards.

#### **3.0 TIME OF COMPLETION & SCHEDULE OF SUBMITTALS**

The tests on samples are to be conducted immediately after collection of samples. The test results are to be submitted within **one week** from the date of collection of the samples. The total time period for completion of the job shall be **15 days** from the date of award of work.

#### **4.0 PAYMENT SCHEDULE**

- i. 70% of payment will be done after submission of test report in triplicate.
- ii. 30% of payment shall be made after acceptance of test results by the Client.
- iii. GST will be paid extra on submission GSTR-I, GSTR-3B & payment challan.

#### **5.0 TERMS & CONDITIONS**

- The payment will be made only after the quality and authenticity check by the client in the manner as prescribed in payment methodology.
- TDS will be deducted at prevailing Government rules.

The quoted rates are inclusive of the anticipated inflationary increase over the duration of the contract hence will not be reviewed.

## CHAPTER II

### INSTRUCTIONS TO THE BIDDERS

#### 1. BIDDING DOCUMENT

The bidder is expected to examine all the following documents prior to preparation and submission of bid.

The bidder is advised to visit the sites, assess the accessibility, and work involved, climate and other conditions of the area etc. before quoting the rates. No claim shall be entertained later, on any such account.

Failure to comply with the requirements of bid submission will be at bidders risk and shall be considered as non-responsive.

#### 2. FINANCIAL BID

The bidder must furnish the Price Breakup while submitting the financial quote. The bidder shall fill in rates and prices in INR for all the items of the schedule of works. The financial quote submitted on the GeM portal must inclusive of GST.

**Note:**

1. The rates should be inclusive of all taxes as applicable but excluding GST and nothing extra will be paid over and above the contract price. GST shall be paid extra as per prevailing rates only after the submission of receipt of payment of GST.
2. The rate shall be firm and no variation shall be allowed on any account whatsoever.
3. Income tax and all other taxes, levies, impositions, deductions, charges, fees and similar assessments whatsoever imposed, assessed, levied or collected by the Government of India or any subdivision thereof or any tax authority therein upon the Bidder {Successful bidder (i.e., L1) to whom the work is awarded by WAPCOS} and his staff, shall be paid and/ or borne by the Bidder and WAPCOS shall perform duty of deduction from Bidder's payments whenever required by law.
4. Rate will be inclusive of all taxes labour cess, etc. complete.
5. Conditional bid shall be rejected.

#### 3. BID VALIDITY

The offer(s) submitted by the bidder shall be valid for a period of 30 (Thirty) days from the date of opening of the quotations.

#### 4. BID OPENING

Single Packet Bid (including both Technical & Financial) will be opened as per clause given in page 2. If the day happens to be a holiday, it will be opened on next working day.

## 5. AWARD OF WORK

The work (contract) will be allotted to the bidder whose bid has been determined to be technically qualified and who has offered **lowest evaluated bid price**.

## 6. APPROXIMATE VALUE OF CONTRACTS:

Approximate value of the contract is Rs. 1 (One) Lakh only including all taxes (excluding GST) but not limited to the estimated value.

## 7. PROGRAMME

The Agency (Successful Bidder) shall furnish full particular of his programme of field/ home office activity proposed for execution of the contract within 1 (One) day of the issuance of Work Order as per Annexure-II of the NIT.

## 8. AGENCY (SUCCESSFUL BIDDER) SUPERINTENDENCE AND OBLIGATIONS

- The bidder shall mobilize the team to the sites within 2 days from issue of Letter of Award of work.
- The successful bidder shall be fully responsible for work carried out during the project and other related studies and this should be complete, adequate and workable.
- The successful bidder shall have to remove all unused materials, debris etc. if any, after conducting sub soil exploration at site at their own cost and risk as per instruction of WAPCOS representative. Otherwise, penalty@1% of agreement amount will be deducted before making final payment to them.
- The successful bidder is liable to WAPCOS as WAPCOS is liable to the CLIENT for carrying out the PROJECT related activities.
- The successful bidder shall intimate the employer within 1 (One) day the name of the authorized person, who will be responsible for field activity and day to day interaction with the employers authorized representative for field activity.
- The successful bidder shall remain fully responsible for the accuracy and relevancy of all the survey field activities and for subsequent processing of field data including generated outputs. Sub-contracting of any part or whole of the works is prohibited and these provisions shall be strictly adhered to. In the event of sub-contracting of any part if detected, the contract shall be liable for termination forthwith without assigning any reason thereafter.
- The team personnel proposed for this project must have desired experience in respective areas of work.
- The successful bidder shall be responsible for the safety of the manpower engaged at site

## **9. INSURANCE**

The Agency (Successful Bidder) shall insure himself against any liability under any workmen compensation ordinance or equivalent prevailing legislation and any modifications thereof which may be put in force by the government during the continuance of the contract.

In the event of any loss or damage suffered in consequence of any accident or injury or disease resulting from his work to any workman or other person in the employment of the Agency (Successful Bidder), the Agency (Successful Bidder) shall pay compensation to the victims.

The Agency (Successful Bidder) shall in respect of his employees who are employed by him pay rates of wages, observed hours of labour and provide other facilities not less favorable than those required by law.

## **10. NO ESCALATION PAYABLE**

No escalation charge or additional amount whatsoever shall be paid to the Consultant.

In case, any delay occurs due to local hindrance the Agency (Successful Bidder) shall mobilize additional manpower and equipment/instruments to accelerate the work with a sole intention to compensate the lost time period. The contractor shall not be entitled to any payment on account of any accelerated effort if required to complete the work within the stipulated time period and is deemed to have included in the quoted prices.

The Agency (Successful Bidder) shall submit daily progress report to WAPCOS Engineer. The Agency (Successful Bidder) shall equip their site in-charge with mobile phone to facilitate communication and control over work progress.

No compensation of any kind on account of jungle clearance/ objection by local officials/ stoppage of work by local people/ damage to cultivated fields etc. during the course of field surveys shall be entertained by WAPCOS at any stage.

## **11. SETTLEMENT OF DISPUTES**

Any dispute, controversy or claims arising out of or relating to this Agreement or the breach, termination or invalidity thereof, shall be settled through following mechanism:

- Firstly, the aggrieved party shall write a letter to the other party detailing its grievances and calling upon the other party to amicably resolve the dispute by convening a joint meeting. Accordingly, the parties as per their convenience shall jointly convene the said meeting(s), wherein minutes of the said meeting(s) shall be prepared and countersigned by all the parties. It is mandatory to prepare minutes of meeting(s) and to be countersigned by all the parties, irrespective of the outcome of the said meeting(s).
- In the event the parties are unable to reach on any settlement in the said meeting(s), then the aggrieved party shall mandatory resort to pre-litigation mediation mechanism with Delhi High Court Mediation Cell, New Delhi.
- It is only upon failure of the pre-litigation mediation mechanism with Delhi High Court Mediation Cell, and then the aggrieved party shall resort to resolution of disputes through arbitration of a



Sole Arbitrator. The appointing authority of Sole Arbitrator is CMD, WAPCOS Limited, to which neither of the parties have any objection nor they shall ever object.

- Subject to the parties agreeing otherwise, the Arbitration proceedings shall be conducted in accordance with the provisions of the Indian Arbitration and Conciliation Act, 1996 (amended as on date).
- It is also acknowledged and accepted that WAPCOS is only working as Intermediary between the Associate/ Sub-Consultant Sub-Contractor and the Principal Employer/ Client, thus in the event, any dispute arises under the present agreement and referred to Arbitration for adjudication, then subject to corresponding clause in the Contract Agreement Work Order/ Arrangement between Principal Employer/ Client & WAPCOS, Principal Employer/ Client shall also be made party to the said Arbitration proceedings. Also, the award including costs if any passed against WAPCOS and costs incurred in the proceedings shall be the sole responsibility of Principal Employer/ Client. The said clause if found inapplicable, even then the other terms of the Arbitration Clause shall survive and shall be acted upon.
- The place/ seat of arbitration shall be Delhi and any award whether interim or final, shall be made, and shall be deemed for all purposes between the parties to be made, in Delhi. The arbitral procedure shall be conducted in English language and any award or awards shall be rendered in English. The procedural law of the arbitration shall be Indian Law. The award of the arbitrator shall be final and conclusive and binding upon the Parties.
- The Contract and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India and the Parties submit to sole & exclusive jurisdiction of courts at Delhi.

## **12. FORCE MAJEURE:**

The Survey Agency & successful Bidder shall ensure due compliance with the terms of this agreement. However, no party shall be liable for any claim for any loss or damage whatsoever arising out of failure is due to force majored events such as fire, rebellion, mutiny, civil commotion, riot, strike lock out. Force of nature, accident, act of GOD and any other reason beyond the control of concerned party. But any party claiming the benefit of this clause shall satisfy the other party of the existence of such event and give a written notice of 15 days to the other party to this effect. The services covered under this agreement shall be started as soon as practicable by the parties concerned after such eventuality has come to an end or ceased to exist.

## **13. EFFECTIVE DATE, DURATION, TERMINATION OF THE AGREEMENT:**

The agreement shall be effective from the date of signing or receipt of advance /first Installment and shall remain in force for a period of 01 months from the effective date.

During the tenure of the agreement, parties hereto can terminate the agreement either for violation of any of the clauses of the agreement or other work by giving seven (7) days notice in writing to either

party. Failure of either Owner to terminate the agreement on account of breach or default by the other shall not constitute a waiver of that Owner's right to terminate this agreement.

#### **14. DECLARATION FORM FOR DEBARREDNESS:**

The Blacklisting Policy of the company is available on official website of WAPCOS Limited. The bidder/tenderer/consultant/contractors have to mandatorily furnish an undertaking addressing the same to Project Manager, Kolkata (tender inviting authority) in the form of certificate to abide the contents of Blacklisting Policy. The format of undertaking is provided at **Annexure – IV**. Any action in violation of the Blacklisting Policy or to the certificate furnished shall result in cancellation of tender at the stage before or after the award of work.

#### **15. ADDITIONAL CLAUSE**

##### **1. PREFERENCE TO MAKE IN INDIA**

- The provision of revised 'Public Procurement (Preference to Make in India) Order 2017 Revision' issued by Department of Industrial Policy and Promotion under Ministry of Commerce and Industry vide letter no.- P45021/2/2017-PP (BE-II) as amended on 16.09.2020 shall be applicable to the bidding process and award of the contract shall be done accordingly. In this connection, the minimum local content shall be 50% and the margin of purchase preference shall be 20%.
- Verification of Local Content
  - i) The bidder at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self – certification that the item offered meets the local content requirement of the Tender. They shall also give details of the location(s) at which the local value addition is made.
  - ii) In cases of procurement for a value in excess of Rs.10 crores, the bidder shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.

##### **2. RULE 144 (xi) IN GENERAL FINANCIAL RULES (GFRs) 2017**

- A. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority
- B. "Bidder" (including the term 'Tenderer', 'Consultant' or 'service provider' in certain contexts) means any person or firm or company.
- C. "Bidder from a country which shares a land border with India" for the purpose of this Order means:-
  - i. An entity incorporated, established or registered in such a country; or
  - ii. A subsidiary of an entity incorporated, established or registered in such a country; or

- iii. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - iv. An entity whose beneficial owner is situated in such a country; or
  - v. An Indian (or other) agent of such an entity; or
  - vi. A natural person who is a citizen of such a country;
- D. The beneficial owner for the purpose of 1.4.2 (iii) above will be as under:
- i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercise control through other means.  
Explanation-
    - “Controlling ownership interest” means ownership of or entitlement to more than twenty- five percent. Of shares or capital or profits of the company;
    - “Control” shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
  - ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
  - iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person (s), who, whether acting alone of together, or through one or more juridical capital or profit of such association or body of individuals;
  - iv) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
  - v) In case of a trust, the identification of beneficial owner (s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.

#### **16. GENERAL CONDITIONS:**

- Proposal Document shall be a self-contained one and no reference to any previous submissions will be permitted
- All the pages of the Proposal Document shall be signed and numbered serially e.g., page number 15 of the document containing total 50 pages shall be numbered as 15/50
- If any information in the Proposal is missing or not clearly specified or found ambiguous, it will be assumed that the tenderer is not in a position to supply/share the information and therefore will be evaluated accordingly
- Proposal Document shall not include any financial conditions and Proposal containing such conditions shall be liable to be rejected.

- Any direct or indirect attempt made to influence WAPCOS in deciding the results of the tender will result in disqualification of the agency.
- Submission of Proposal, by itself, does not guarantee any consideration for appointment of the firm with WAPCOS and the same shall be governed by the qualifying criteria
- If the firm does not commence the Services within the period specified at the time of agreement or fail to deliver the desired results, WAPCOS may, declare this Agreement to be null and void, with a prior notice of one week and services of the firm will be terminated. In case of unsatisfactory performance, WAPCOS shall have the right to terminate the contract and get the work done from open market at the firm's risk and cost.
- WAPCOS reserves the right to accept or reject any bid and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidders (S) or any obligations to inform the bidder or bidders(S) of the ground of the employer action.

## **INSTRUCTIONS FOR ONLINE BID SUBMISSION**

The bidders are required to submit soft copies of their bids electronically on the Government e-marketplace (GeM) Portal. The instructions given below are meant to assist the bidders in registering on the said Portal, prepare their bids in accordance with the requirements and submitting their bids online on the GeM Portal.

More information useful for submitting online bids on the Government-e-marketplace may be obtained at: <https://www.gem.gov.in>.

### **REGISTRATION**

1. Bidders are required to enroll on the Government e Marketplace Portal (URL: <https://www.gem.gov.in>) by clicking on the link "Sign Up" on the Portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the GeM Portal.

### **PREPARATION OF BIDS**

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

### **ONLINE SUBMISSION OF BIDS**

#### **Technical Bid**

The Technical bid may be declared non responsive / invalid, if the Bid is not accompanied by the requisite documents as stipulated in ITB of Bid document. The Technical Bid should not contain any financial information related to Financial Bid. The technical bid shall contain:

Documentary evidence of having deposited the cost of bid document and EMD quoting reference.

Signed & scanned copy of all duly filled Forms and Annexures and other requirements mentioned elsewhere in the Tender document.

#### **Financial Bid**

The Financial Bid shall not include any Commercial or Technical conditions/ information. Financial Bid shall be submitted through GEM Portal of Government of India inclusive of GST along with Price Break-up.

### **Deadline for Submission of Bids**

WAPCOS may, at its discretion, extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of WAPCOS and the bidders previously subject to the original deadline shall thereafter be subject to the new deadline as extended. The notice for extension of bid submission date shall be put on GEM Portal of Government of India

### **Modification and Withdrawal of Bids**

The bidder may modify or withdraw his bid prior to deadline for submission of bid by giving modification or withdrawal notice in writing to WAPCOS. The bid shall be modified / withdrawn on GEM Portal. No bid will be modified after the deadline for submission of the bid.

### **ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to GeM Portal in general may be directed to the 24x7 Portal Helpdesk.

**Email Support: [helpdesk-gem@gov.in](mailto:helpdesk-gem@gov.in)**

**Toll Free Numbers: 1800 419 3436/1800 102 3436**

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**ANNEXURE – I**  
**FORM FOR QUOTATION**

**To,**  
**Chief Engineer II & Project Manager (Kolkata)**  
**WAPCOS Limited**  
10<sup>th</sup> Floor, Jalasampad Bhawan  
Salt Lake City, Kolkata  
Pin – 700091

**Subject:-** Selection of Agency for Waste Water Quality Test for preparation of DPR with Master Plan of a Comprehensive Storm Water Drainage Scheme of Howrah Municipality Corporation (HMC)

I/We the undersigned, having carefully examined and understood the documents on which quotation to be based, hereby agree to carry out the aforesaid work on item rate basis described in the Schedule of work, in conformity with the specifications and terms and condition as specified in the document.

This price will remain valid for 30 (Thirty) days from the date of submission of bid. Unless and until a formal contract is prepared and executed, this quotation, together with your acceptance thereof, shall constitute a binding contract between us.

I/We the undersigned understand that you are not bound to accept the lowest or any quotation you may receive.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2025

Signature and seal of bidder  
or authorized representative

Name of firm :

Address of firm:

Telephone No. :

Fax No. :

E-mail :

**ANNEXURE – II**

**UNDERSTANDING OF THE TOR AND METHODOLOGY TO BE ADOPTED BY BIDDER ALONG WITH  
WORK PROGRAMME & MANNING SCHEDULE**



**ANNEXURE – III****SELF-DECLARATION (CONTINUED)**

I, \_\_\_\_\_ Son of \_\_\_\_\_, age \_\_\_\_\_ years, resident of \_\_\_\_\_, in the District of \_\_\_\_\_, of the State of \_\_\_\_\_, do hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false / not true at any point of time. I will have to face punishment as per any provision of Law for the time being in force as well as the benefit availed by me or the benefit accrued to me shall be summarily cancelled.

**Date:****(Signature of Applicant)****Place:**

## ANNEXURE – IV

### Undertaking by the Bidder

To,  
Chief Engineer II & Project Manager (Kolkata),  
WAPCOS Limited,  
10<sup>th</sup> Floor, Jalasampad Bhawan,  
Salt Lake City,  
Kolkata - 700091

This is to certify that we have taken the cognizance of Blacklisting Policy of WAPCOS Ltd. Further, we hereby confirm and declare that we, M/s \_\_\_\_\_, is not blacklisted/ de-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have executed/ Undertaken the works/services during the last 5 years.

**Name and Address of the Firm:**

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**Authorized Signatory:**

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**Seal of the Company:**

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## ANNEXURE – V

### BOQ FORMAT

**Name of work: Conducting Detailed Survey Work for preparation of DPR with Master Plan of a Comprehensive Storm Water Drainage Scheme of Howrah Municipality Corporation (HMC)**

**Name of the Firm:**

**Tender Reference No. (NIT No. / GeM Bid No.):**

Sl. No.	Project Description	Unit	Qty.	Rate (Rs.)	GST	Total Amount including GST(Rs.)	Total Amount in Words
<b>1</b>	Water Quality Test for following i. TSS ii. TDS iii. BOD @ 3 days at 27 degree Celsius iv. COD v. Total Nitrogen vi. Total Phosphorus vii. Oil & Grease viii. Chloride ix. Alkalinity x. Faecal Coliform	Nos.	40				
		<b>Grand Total</b>					