



Memo No: CMC/GCM/Quotation/2018/01

Dated: 08.03.2018

Expression of Interest

Mayor, Chandernagore Municipal Corporation (CMC) invites expression of interest from interested resourceful bonafide agencies for preparation of Detailed Project Report of the various project to be incorporated under second phase of **Green City Mission, within CMC.**

1. Scope of Work:

The scope of work shall be as follows:

1. The consultant needs to prepare the DPR **as per Operation Guidelines issued by the Urban Development & Municipal Affairs Department of the GoWB vide memo no 390-T&CP/C-2/1M-18/2017 dated 20.02.2017.**
2. The consultant is required to **prepare the detail drawings of individual components of the proposals, along with site layout drawings.** In this respect it is mandatory, that the consultant shall preliminary visit the various sites under consideration in several wards of CMC prior to preparation of the project proposals.
3. The consultant is also required to **prepare the detail estimates as per latest PWD schedule for individual components as well as site components based upon layout plans.**
4. **The consultant shall be solely responsible in getting the DPR vetted from the Municipal Engineering Directorate, Hooghly.** Hence, any further rectification as per directives of MED shall also be under the scope of the consultant.
5. The consultant should be able to submit the complete DPR **within 21 days of receiving the Work Order** for the same.

2. Project Components:

The project components or proposals shall be furnished the engaged consultant based on finalization of the same from the CMC authority. It shall consist of two parts:

- a) **Ward Wise Proposals – Project components pertaining to different wards of CMC.**
- b) **General Proposals – Components for Beautification of Chandernagore as a whole.**

3. Total Project Cost:

The total project cost shall be reached based on the estimate prepared by the engaged consultant in course of the DPR. The consultant is required to submit his remuneration as percentage of the total project cost.



4. Submission of Tender:

The Bidder shall submit two separate envelopes/packages which shall contain the following:

a) Technical envelope the "Technical Proposal" comprising of the following:

i) Applicant's Profile:

Sl. No.		
1	Name of the firm :	
2	Address for correspondence :	
3	Phone No :	
4	E-mail :	
5	Name of the contact person :	
6	Year of establishment :	
7	GST Registration No :	
	No. of offices (if applicable) :	
		India
		Abroad
8	Presence in how many states of India (if applicable) :	

ii) Statement on Annual Turnover from Contractual Business:

This is to certify that the following statement is the summary of the audited Balance sheet arrived from contractual Business in favor offor the three consecutive years.

Sl. No.	Financial Year	Turnover (rounded of)	Remarks
1	2014-2015		
2	2015-2016		
3	2016-2017		
Total			

iii) Completion Certificate (separate form attached for each completed work)

1	Name of the work :	
2	Name of the client with Address, Phone No. and E-mail address :	
3	Brief description of the project :	
4	Cost of the Project :	
5	Contractual amount (for consultancy service) :	
6	Date of commencement of consultancy job :	
7	Date of completion of consultancy job :	

iv) Key personnel:

Key personnel	Name	Educational qualification	Year of Experience



v) **Declaration:**

I hereby declare that all the statements made above are true to my knowledge. I also understand that any discrepancy found in the above statement will render me liable for cancellation of my tender.

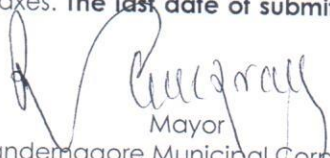
Signature of the Bidder with Seal

- b) Financial envelope earmarked as the "Financial Proposal" comprising of the percentage rate over the total project cost along with desired payment schedule.

5. **Time Schedule:**


PARTICULARS	DATE & TIME
Date of issue NIQ	08.03.2018
Pre-bid meeting in the office of the Mayor,	12.03.2018 at 12:00 pm.
Last date of submission of Technical and Financial Bid.	23.03.2018 up to 4:00 pm.
Opening of Technical Bid at the Office of the Mayor, Chandernagore Municipal Corporation.	26.03.2018 at 12.00 pm.
Opening of Financial Bid at the Office of the Mayor, Chandernagore Municipal Corporation.	26.03.2018 at 4.00 pm.

The financial quote shall be exclusive of all applicable taxes. **The last date of submitting the Sealed Quotation is on 23rd March 2018.**


Mayor
Chandernagore Municipal Corporation.
Mayor
Chandernagore
Municipal Corporation

Copy forwarded for kind information to:

- Hon'ble District Magistrate, Hooghly.
- The Sub Divisional Magistrate, Chandernagore Sub Division.
- Admin Cell for publication in three daily newspapers (English, Bengali & Hindi respectively).
- Computer Cell for uploading the notice in the Corporation website.
- Borough Offices of CMC for putting up in respective notice boards.
- Notice board of Chandernagore Municipal Corporation.


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