



# WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

A Statutory Body under Micro Small Medium Enterprises & Textile Department

12, Binoy-Badal-Dinesh (B.B.D.) Bagh, Kolkata - 700 001

Website: wbkvib.org.in / Web Portal: banglarkhadi.in



Memo No: 2597 /KB/MKT/Exhibition/W. Mednipur/209/2025-26

Date: 11.11.2025

## TENDER REFERENCE No. KVIB/MKT-209/eNIT/091/2025-26 OF CHIEF EXECUTIVE OFFICER WEST BENGAL KHADI AND VILLAGE INDUSTRIES BOARD

The Chief Executive Officer, Khadi & village Industries Board, invites-tender for the work detailed below which are to be executed through Engineering Section of WBKVIB: -

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of Work:</b>            | <b>West Mednipur Exhibition 2025 26</b><br><b>Temporary Construction Electrification Necessary Sound and IT Security Services and Fire Extinguisher to Organizing West Mednipur Exhibition 2025 26 under WBKVIB</b>                                                                                                                                                                                        |
| <b>Estimated Value:</b>         | ₹ 23,71,040.43 (Including All Taxes & LWS)                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Earnest Money Deposit:</b>   | ₹ 47,421.00 (2% of Estimated Amount) Online e-procurement                                                                                                                                                                                                                                                                                                                                                  |
| <b>Completion:</b>              | 22 Days                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Location:</b>                | West Mednipur                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Defect Liability Period:</b> | Nil                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Eligibility of Bidder:</b>   | Bonafede, Resourceful, Experience & Reliable Government Licensed Contractor / Agencies having adequate credentials in execution of similar nature of work of temporary construction, decoration, stall, gate, fencing etc. and supply of different related items for any Exhibition/Fair/Expo dealing with Khadi/Handloom/Handicraft product under Govt. Department is Eligible through Pre-Qualification. |

- ❖ 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.
- ❖ Unsuccessful Tenderer will not have to pay the cost of tender documents for the purpose of participating in e-tendering, but the **successful bidder L1 (Lowest) Bidder will have to pay the cost of Tender Documents (2911) of 2 (two) A/PW/0/10C-35/10 Dated: - 26/07/2011 of secretary PWD Govt. of West Bengal**

### Important Date & Time (Online): -

|                                      |                                               |       |          |
|--------------------------------------|-----------------------------------------------|-------|----------|
| Publishing Date:                     | 12-Nov-2025                                   | at    | 06.00 pm |
| Document Download / Sale Start Date: | 12-Nov-2025                                   | from  | 06.00 pm |
| Seek Clarification Start Date:       | -                                             | -     | -        |
| Seek Clarification End Date:         | -                                             | -     | -        |
| Bid Submission Start Date:           | 12-Nov-2025                                   | from  | 06.00 pm |
| Bid Submission Closing Date:         | 04-Dec-2025                                   | up to | 11.00 am |
| Bid Opening Date (Technical):        | 08-Dec-2025                                   | at    | 11.00 am |
| Bid Opening Date (Financial):        | To be Notified during the Bid Opening Process |       |          |

### ❖ Eligibility criteria for participation in tender: -

- Intending Tenderers should produce credentials of a similar nature of completed work, of the minimum value of 40% of the Estimated Amount put to Tender during 5(five) years prior to the date of issue of the Tender Notice.
  - Completion certificate should contain a) Name of work, b) Name & address of Client, c) Amount put to tender, d) Date of Commencement of work, e) Date of Completion of work.
- Or**
- Intending Tenderers should produce credentials of 2(two) similar nature of completed work, each of the minimum value of 30% of the Estimated Amount put to Tender during 5(five) years prior to the date of issue of the Tender Notice.
- Or**
- Intending Tenderers should produce credentials of 1(one) single running work of similar nature which has been completed to the extent of 75% or more and the value of which is not less than the desired value at (i) above.

## General Instructions

### ❖ Documents to be Submitted Online [ ☒ Only ]: -

#### • Certificate:

- ☒ Income Tax Return. (For Last 03 Years)
- ☒ Balance Sheet. (For Last 03 Years)
- ☒ Latest P-tax.
- ☒ GST Registration Certificate with Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017 & Latest GST Return in Form No. 3B.
- ☒ Permanent Account Number.
- ☒ Bank Solvency Certificate for attest 50% of the amount put to tender within Six months from the date of publishing of NIT.
- ☒ P.F. & E.S.I Registration Certificate along with employer latest monthly contribution receipt up to May 2023 issued prior to the date of NIT. (Applicable only those company who have more than 10 employee, A declaration must be upload by bidder)
- ☒ The Working Capital shall not be less than 15 (fifteen) percent of the amount put to tender out of which minimum 10% shall be of applicant's own resource.
- ☒ The Micro, Small and Medium Enterprises Certificate (Not Compulsory)
- ☒ Latest Valid Trade License
- ☒ Electrical Contractor License (Valid Affidavit may be accepted)

#### • COMPANY DETAILS:

- ☒ Partnership Deed, Co-Operative Society Bylaw, Mou, Trade License, Company Registration Certificate (If any)
- ☒ Pre-Qualification Application
- ☒ Declaration

#### • CREDENTIAL:

- ☒ Credential (Only Completion Certificate Acceptable)

### ❖ Other Terms & Conditions: -

- Pan Card, Professional Tax receipts Challan for the Year 2024-25 / 2025-26, GSTIN registration Certificate along with current GST payment receipt to be accompanied with the Technical Bid document. Income Tax (SARAL) Acknowledgement Receipt for assessment year (2022-2025) to be submitted.
- Additional Performance Security when the bid rate is 80% or less of the Estimate put to tender and no increase in scope of work of projects during execution phase vide order no 4608-F(Y) Dt. 18.07.22018. In tenders for Government works, bids are sometimes received at a much lower rate than the Estimated Amount put to tender. In such cases, to ensure the quality and proper execution of the work in public interest, the Governor is pleased to decide that Additional Performance Security @ 10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the Estimate put to tender.
- The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per e-NIT / e-EOI / e-NIQ like blacklisting of the contractor, etc., may be taken. The Bank Guarantee shall have to be valid up to end of the Contract Period and shall be renewed accordingly.
- The Bid should be submitted in two parts digitally super scribing "TECHNICAL BID" and "FINANCIAL BID". FINALCIAL bid of only those bidders shall be opened who are technically qualified on evaluation according to the predefined qualification criteria as mentioned in this N.I.E.T by the 'Tender Committee' formed for the purpose. The decision of the 'Tender Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the Notice Board of this Office on the scheduled date and time as mentioned e-NIT / e-EOI / e-NIQ.
- Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
- Constructional labour Welfare Cess @ 1(One)% of cost of construction will be deducted from every bill of BOQ as selected items, Vat, Royalty & all other statutory levy/Cess will have to be Borne by the contractor as per rule.
- Defect Liability Period mentioned in e-NIT front page\*\*
- No Mobilization advance and Secured Advance will be allowed.
- Price preference will not be allowed.
- Earnest Money Deposit will be released after 1 (One) year from the date of completion of the work and recommendation of Executive Engineer, WBKVIB.
- The Chief Executive Officer, WBKVIB reserves the right to cancel the e-NIT due to unavoidable circumstances and no claim in this respect will be entertained.
- The intending tenderers are required to quote the rate online only. No offline tender will be entertained.
- The intending tenderer is required to quote the rate in figures as well as in words as percentage above / below than

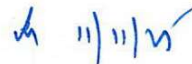
or at per with the relevant price schedule of rates.

- ❖ No CONDITIONAL / INCOMPLETE TENDER will be accepted under any circumstances.
- In case of Quoting rates, no multiple lowest rates will be entertained by the Department.
- NB- All the above documents are to be submitted in separate .pdf file properly named with a forwarding letter in company letter head pad addressed to the CEO, WBKVIB listing all the documents submitted online. The letter head must contain full address telephone no / Mobile No. and e-mail ID. No other papers are required.

- ❖ Estimate of the work (BOQ) is attached herewith. The same is to be submitted online as financial bid.
- ❖ Location of critical events: All meetings related to selection of L1 will be done at the office of the CEO, WBKVIB, Hemanta Basu Bhavan, 12 BBD Bag, Kolkata- 700 001.
- ❖ The technical & financial proposal should be developed by the agency after reading the project summary, details of hardware intervention required, site map and quantity of works to be taken up. The agency may also visit the executing site before preparation of proposal.
- ❖ For any further query one can e-mail to ceowbkvib@gmail.com or call at 9674312318 According to clause 19 of 2911
- ❖ Contractor will have to maintain qualified technical employees and / or Apprentices of site as per prevailing Apprentices Act or as stipulated at the contact.
- ❖ Contractor shall have to make his own arrangements for water for both for the work and use by the worker. contractor will be responsible for the payment of all water charges payable to corporation / municipality / panchayat if required.
- ❖ **The Work Order will be Issued only after receipt of AAFS from the M.S.M.E & T Department.**

**\*\* Defect Liability Period: -**

|                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>▪ 03 (Three) Months</li><li>▪ 12 (Twelve) Months</li></ul> | : Full security deposit shall be refunded to the contractor on expiry of the time period from the actual date of completion of the work.                                                                                                                                                                                                                                                                                                 |
| <ul style="list-style-type: none"><li>▪ 36 (Thirty-Six) Months</li></ul>                         | : i) 30% of the security deposit shall be refunded to the contractor on expiry of 2 (Two) years from the actual date of completion of the work.<br>ii) The rest 70% of the security deposit shall be refunded to the contractor on expiry of 3 (Three) years from the actual date of completion of the work.                                                                                                                             |
| <ul style="list-style-type: none"><li>▪ 60 (Sixty) Months</li></ul>                              | : i) No security deposit shall be refunded to the contractor for 1st 3 (Three) years from the actual date of completion of work.<br>ii) 30% of the security deposit shall be refunded to the contractor on expiry of 4 (Four) years from the actual date of completion of work.<br>iii) The rest 70% of the security deposit shall be refunded to the contractor on expiry of 5 (Five) years from the actual date of completion of work. |
| <ul style="list-style-type: none"><li>• Interest free security deposit</li></ul>                 | : Full security deposit shall be refunded to the contractor after receiving the requesting letter from the contractor and 6 (Six) months after expiry of agreement with the Board.                                                                                                                                                                                                                                                       |

  
Chief Executive Officer  
W.B. Khadi & V.I. Board

Memo No: 2597/1(2) /KB/MKT/Exhibition/W. Mednipur/209/2025-26

Date: 11.11.2025

Copy Forwarded for necessary information to:

1. The District Magistrate., West Mednipur.
2. The S.D.O., West Mednipur.
3. The Joint Secretary, MSME & T Dept.
4. The MD, WBSIDCL.
5. The F.A. & C.A.O., WBKVIB.
6. The A.E.O., WBKVIB
7. The P.O. (R&T), WBKVIB.
8. The P.E.O., WBKVIB
9. The Executive Engineer (Civil), WBKVIB.
10. The District Officer West Mednipur, WBKVIB.
11. Notice Board
12. Office Website

  
Chief Executive Officer  
W.B. Khadi & V.I. Board

To be Submitted in Firm Letter Head

**PRE-QUALIFICATION APPLICATION**

To,  
The Chief Executive Officer,  
The WBKVIB,  
12, B.B.D Bag,  
Kolkata -700 001.

Ref: e-NIT / e-EOI / e-NIQ No:.....

For.....

(Name of work) .....

e-NIT / e-EOI / e-NIQ No.: ..... of Chief Executive Officer of WBKVIB.

Dear Sir,

Having examined the Statutory, non-statutory & e-NIT / e-EOI / e-NIQ 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 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.

Encls: - e-Filling: -

- 1. Statutory Documents.
- 2. Non-Statutory Documents.

Date: - .....

**Signature of applicant including title  
and capacity which applicant is made.**

The WBKVIB.

To be Submitted in Firm Letter Head

**DECLARATION BY THE TENDERER**

**Ref: e-NIT / e-EOI / e-NIQ No.** .....

I/We have carefully gone through the e-NIT / e-EOI / e-NIQ and other tender documents mentioned therein. I/We have also carefully gone through the bill of Quantities (BOQ), General terms and conditions, Special terms and conditions, technical specifications, WBKVIB Form and all other documents, Corrigendum's uploaded before the last date of submission which will be part& parcel of the Contract Document. I/We shall be bound to sign all hard copies of uploaded documents under the e-NIT / e-EOI / e-NIQ, during execution of formal agreement. My/Our tender is offered taking due to consideration of all factors, and if the same be accepted I/We promise to abide by the stipulation of the contract documents and carry out and complete the work up to the entire satisfaction of the Department.

**Full Address with phone no & valid Email Id:**

**Name of the Tenderer**

**Signature of the Tenderer**

**Annexure: - 'X'**  
**Affidavit**

**(To be furnished in Non - Judicial Stamp paper of Rs. 100/- of appropriate value duly notarized)**

**Ref: e-NIT / e-EOI / e-NIQ NO:** .....

**Name of Work:** .....

.....

.....

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

**Signed by an authorized Officer of the firm**  
**Title of the Officer**  
**Name of the firm with Seal**

**Date:**