



## NOTICE INVITING QUOTATION

NIQ no: - WBIDC/IP/HIP/Drone Survey/1

Date: 20.02.2024

The Chairperson & Managing Director, WBIDC Ltd, invites Sealed Quotations for the work detailed in the tables below which are to be executed at Haldia Industrial Park, Haldia, Dist.-Purba Medinipur, West Bengal.

<i>Item No.</i>	<i>Description of Services</i>	<i>Area in Acres</i>	<i>Time period for the completion of entire work</i>
1.	a) Hiring of Drone Survey [Phantom4(Pro) – 5K] as a service for taking High Resolution Snapshots along with HD quality videos from different angles over entire area with segregating every plots within.  b) Submission of both Hard and Soft copy (HD quality photos & videos) to WBIDC office.	Haldia Industrial Park, Haldia, Dist.-Purba Medinipur, West Bengal  306.96 Acres	Fourteen (14) working days from the date of receipt of the Work Order.

**N.B.:** Area of figures provided above and shape file uploaded with the Bid document is indicative. Final area shape file will be provided to the Service Provider at the time of Award of Contract (AoC).

### List of Critical Dates:

**Date of publication of NIQ** : 20.02.2024 by 11.00 A.M, in office notice board & tender portal of official website of WBIDC.

**Bid submission start date** : 21.02.2024 by 10:15 A.M. onward up to 5:15 P.M. & only on every working days, office hrs.

**Last date of submission of bid** : 04.03.2024 by 5:15 P.M

**Date of opening of quotation** : 05.03.2024 at 11:00 A.M.



- Bidding will be conducted through the Offline procedures as per WBGO: 5400-F(Y), dated, Kolkata, 25.07.2012. The bidding is open to all eligible bidders as defined in bid document.
- Interested eligible Bidders may obtain further information from the Office of the WBIDC, “PROTITI”, 23<sup>rd</sup> Abanindranath Nath Thakur Sarani (Camac Street), Kolkata- 700017 during office hours from 10:15 AM to 5:00 PM on any working day as mentioned within the specified time schedule.
- The bid document is available at WBIDC official website and bids are to be submitted offline at the drop box at the Office of WBIDC at Ground Floor. Bids submitted in any other manner will not be accepted. Bidders are required to furnish all of the necessary supporting documents with their Bidding documents as stated in Sl. no. 2 of vide page-3.
- **Documents Comprising the Bid -**  
The Bid shall comprise two Parts, namely the Technical Part and the Financial Part. These two Parts shall be submitted simultaneously within a single envelope & to be dropped at the office of WBIDC as stated above.
- **Penalty for suppression/distortion of facts :**  
If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificate) or any other related documents on demand of the competent authority of the department within a specified time frame or any deviation in the hard copies from the uploaded softcopies or if there is any suppression, the Bidder will be suspended from the office of WBIDC. In addition, the WBIDC Directorate may take appropriate legal actions against such defaulting tenderer as per I.T. Rules.
- **Rejection of Bid :**  
The employer reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the award of Contract without thereby incurring any liabilities to the affected Bidder/ Bidders or any obligations to inform the affected Bidder/ Bidders of the ground for Employer’s action.
- Other details can be seen in the bidding document. It is the bidders’ responsibility to verify the website for the latest information related to this Bid.
- The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Department shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- The Bidder, at the Bidder’s own responsibility and risk, is encouraged to visit and examine the Site of required Services and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the Services.



### Other Terms and Conditions:

1. The quotations to be submitted in sealed envelope in the drop box kept in the office of WBIDC i.e. 'PROTITI Bldg.', 23<sup>rd</sup> Abanindranath Thakur Sarani (Camac Street), Kolkata – 700017. The envelop should be super scribed as **“Hiring of Drone [Phantom4(Pro) – 5K] as a service for taking High Resolution Snapshots along with HD quality videos from different angles over entire area with segregating every plots of Haldia Industrial Park, Haldia, Dist.-Purba Medinipur, West Bengal & submission of both Hard and soft copy (HD quality photos & videos) to the WBIDC office”** and which should contain the name and address of the quotationer also.
2. The quotationer will have to submit the following documents along with the quotation :
  - a) Self-attested photocopy of PAN card.
  - b) Self-attested photocopy of valid Trade License.
  - c) Experience of Technical Personnel of the Firm.
  - d) Self-Declaration of credentials of execution of similar kind of works.
  - e) Company's Profile in brief.

**Quotations received without the above mentioned documents will be summarily rejected.**

3. The bidder quoting the lowest rates, if all other conditions are satisfied, may be issued to work contract.
4. The quoted price should be including of **GST**, as applicable (If the Bidder has not any valid GST number, then he should submit a declaration of the purview of his GST number/matter).
5. The quotationer must visit above cited site before submission of quotation. For site visit or any clarification, the quotationer may contact the following person (s) whose contact details are given below:
  - **Mr. Soumitra Sen, Advisor (Projects), WBIDC, (O) 033 22553-838.**
  - **Mr. Sourav Pal, Executive Assistant (IP), WBIDC, (O) 033 22553-877.**
6. No mobilization charges shall be considered against the above work either separately or inclusive withthe quoted rate.
7. Total works as mentioned above, to be completed successfully and full satisfaction of the departmental authorized engineer within **14**(Fourteen) working days from the date of issuance of work order and the **Defect Liability Period (DLP)** for this work is **30**(Thirty) calendar days from the actual date of completion of this work in all respect.
8. Other Statutory deduction towards I.T etc. or as applicable will be deducted from the bill /bills.



9. Payment for 'taking High Resolution Snapshots along with HD quality videos from different angles over entire area with segregating every plot within' and 'Submission of both hard and soft copy (HD quality photos & videos) to WBIDC office' will be made only after successful completion of the work along with prior verification of above cited works entirely from the Department (as applicable) i.e. acceptance of work in accordance with scope of work, as mention at vide page-1.
10. Bidders shall not be under Ban/Blacklisting/Debarment for corrupt and fraudulent practices or for lack in performance by any Government/Semi-Government/Private entity.
11. All payment will be made in account payee Cheque / direct bank transfer only.
12. The participant in the quotation process may remain present personally or may send their authorized representative during opening of their quotations.
13. Submission of quotation will imply that the quotationer will abide by all the terms and conditions of this "Notice Inviting Quotation".
14. Bidder shall have to arrange all materials and machineries/etc. required for the job. No material will be issued by the department of WBIDC.
15. The bidder will sign on every page of this N.I.Q as a token of acceptance of the terms and conditions.
16. Conditional quotation will not be accepted and shall be deemed as "informal".
17. **For payment : For Sl. no.-1(a) & (b) at Vide page- 1 : 90% payment(total quoted amount by the Bidder) shall be done after successful completion of work and balance 10% shall be paid after Defect Liability Period, as mention at Sl. no. 7 of vide page-4.**
18. **Before starting the work, the necessary permission should have to be taken from the local Police Station through the Office of WBIDC Ltd.**
19. **In case of any dispute arise during execution of the work or after completion of the work, The Chairperson & Managing Director, WBIDC Ltd. reserves the right to accept / cancel/ change/ modify this notice completely or partially without giving any notice to anybody.**

By order,

**Chairperson & Managing Director  
WBIDC**



**Quotation Format to be printed in applicant's letter head for quoting the rate)**

Name, Address, Contact No. of Quotationer (Filled by the Quotationer)

**ANNEXURE.- I**

Schedule for the work “Hiring of Drone Survey [Phantom4(Pro) – 5K] as a service for taking High Resolution Snapshots along with HD quality videos from different angles over entire area with segregating every plots of Haldia Industrial Park, Haldia, Dist.-Purba Medinipur, West Bengal & submission of both hard and soft copy (02 copies) to the WBIDC office”

NIQ no: - WBIDC/IP/HIP/Drone Survey/1

Date: 20.02.2024

Sl no.	Name of the Work.	Quantity.	Rate to be quoted in amount (in figure) of Rs.	Rate to be quoted in amount (in words) of Rs.
A .	Hiring of Drone Survey [Phantom4(Pro) – 5K] as a service for taking High Resolution Snapshots along with HD quality videos from different angles over entire area with segregating every plots & submission of both Hard and soft copy (HD quality photos & videos) to the WBIDC office.	One complete item of work consisting item nos. - 01 at vide page 01.		

Name with signature and seal  
by the quotationer