



HOWRAH MUNICIPAL CORPORATION

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Visit us www.hmc.org.in

Crematorium Department

No. ED/Crematorium/12/25-26

Dated: 06-01-2026

E- TENDER

Executive Engineer, HMC, invites E-Tender in prescribed form from reputed resourceful & bona-fide Contractors/ Firms having previous experience in similar nature of job as per particulars given below. Intending Tenderers will have to apply through online with self-attested photo copies of valid GST Certificate & GSTR-3B Return (Current Quarter), Pan Card, IT return, Professional Tax challan & Credentials copy signed by the applicant with the seal of the firm or company. Earnest money and the cost of Tender Papers to be deposited online as is available in E-tender Portal of Govt. of West Bengal in favour of "MUNICIPAL AFFAIRS DEPARTMENT // URBAN LOCAL BODIES // HOWRAH MC".

Terms & conditions Following Government memo no to be strictly maintained-

1. Strict observance of all relevant Financial Rules & Regulation including e-Tender Rules vides GO, No. 6932-F(Y) Dt: 29/08/13.
2. Adherence to the online EMD receipt/refund as per FD Memo no-3975-F(Y) Dt: 28/07/16 and 2365-F(Y) Dt:12/04/18.
3. Procurement procedure to be followed, FD no- 5406 F(Y) Dt. 25/06/22 read with F.D. Memo no 2254-F(Y) Dt. 24/04/14.

Sl. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Cost of Tender Paper (Rs.)	Duration of contract period
1	Annual Maintenance of Banstala Burning Ghat & Surrounding area under HMC.	5,35,563.27	10,711/-	2,000.00	365 Days
2	Annual Maintenance of Christian Burial Ground & Surrounding area under HMC.	5,24,570.44	10,491/-	2,000.00	365 Days
3	Annual Maintenance of Salkia Burning Ghat & Surrounding area under HMC.	5,32,574.68	10,651/-	2,000.00	365 Days
4	Annual Maintenance of Shibpur Burning Ghat & Surrounding area under HMC.	5,39,436.62	10,789/-	2,000.00	365 Days

Defect Liability Period:

Defect liability period of this project is equal to 3 months/1 year/ 3 years/5 years (as specified in the enclosed BOQ) & it would also be guided by the PWD Notification no. 5951-PW/L&A/2M-175/2017 dated 02/11/2017 read with Notification No. 5784- PW/L&A/2M-175/2017 DATED 02/09/2017 & Notification no.52-CRC/2M-06/2014, dated 27/12/2014& 1M-32/23/285-R/PL DATED 02/08/2014.

and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents(online)	06-01-2026 6:00 P.M
2	Documents download/sell start date(Online)	06-01-2026 6:00 P.M
3	Bid submission start date(Online)	06-01-2026 6:00 P.M
4	Document Download/Sell End Date	24.01.2026 6:00 P.M
5	Bid Submission closing date (Online)	24.01.2026 6:00 P.M
6	Date of uploading list for Technically Qualified Bidder(online)	27.01.2026 12:00 P.M
7	Date for opening of Financial Proposal(Online)	NEXT OR SAME WORKING DAY

For 1st call of NIT:

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; 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 one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above; In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer. As per order no. 04-A/PW/O/16C-02/14 Dated:- 18.03.2015.

Howrah Municipal Corporation reserve the right to accept or reject part or whole tender without showing any reason what so ever. Details information may be had from the office of the Executive Engineer (Crematorium), H.M.C.

1. Intending bidder may download the tender document from the website <https://wbenders.gov.in> directly with the help of Digital Signature Certificate.
2. Tenderers will select the tender to bid and initiate payment of pre-defined EMD/Tender Fees for that tender by selecting from either of the following payments modes:

- i) Net Banking (any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI Bank payment Gateway;
- ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

NB: - 1) Intending bidder may download the tender document from the website <https://wbenders.gov.in> directly with the help of Digital Signature Certificate.

2) Cost of tender paper and earnest money should be deposited online by RTGS/NEFT in favor of MUNICIPAL AFFAIRS DEPARTMENT // URBAN LOCAL BODIES // HOWRAH MC.

3) Participants shall have to abide by all applicable clauses, rules, regulations, laws, acts/etc including environmental norms/standards as laid down by the Govt. for time to time & in force at present or any other applicable rules in force which are relevant in the context of job or would be in force during the period of contract.

4) The bituminous Hot Mix plant (both Batch, Drum type & Mini hot-mix plant) should have appropriate pollution control unit (primary and/or secondary, as the case may be) as per provision of IC: 90-2010 to meet up prevailing guidelines of Central Pollution Control Board (CPCB) in regard to HMP.

in case of any dispute for confirmatory testing, the report of NABL accredited Laboratories/IIT/CRRRI/RBRI will govern.

6) As per memorandum no- 4608-F(Y) dt:-18 july 2018 of additional chief secretary, Finance department, Govt. of West Bengal, Additional performance security is required 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- 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 to acceptance, his earnest money will be forfeited and other necessary actions as per NIT 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, if required. The bank guarantee shall be returned immediately on successful completion of the contract. If the bidder fails to complete the work successfully, the additional performance security shall be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor. Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clause of the contract shall in no way altered/affected by provision of the additional performance security.

7) Originals of above certificates/license etc. may have to be shown if required.

8.1 Taxes & duties to be borne by the Contractor:

It may again be reiterated that Income Tax, Royalty, Construction Workers Welfare Cess and similar other statutory levy/Cess etc., will have to be borne by the contractor while executing the work.

8.2 Site inspection before submission of tender:

Before submitting any tender, the intending tenderer should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on these account afterwards.

9. Payment:

The payment for R/A bills & final bill for any work will be made according to the availability of fund and no financial claim in case of any delay in payment will be entertained.

9.1 If there will be any ambiguity against any item of work and rate mentioned in the BOQ, then the corresponding item and its rate given in the latest PWD schedule of rates shall be considered for execution and payment thereof.

9.2 No escalation of cost is permissible and the Agency shall be barred from approaching the authority to claim escalation cost for reasons whatsoever.

9.3 The agency should possess the requisite and relevant equipments and machineries for the work. If equipments and machineries are not deployed as per the undertaking given by the contractor, the Engineer in charge is authorized to stop the work and direct the contract to deploy them immediately. If the contractor fails to carry out the direction, then the authority may take appropriate action including forfeiture of EMD and cancellation of the work order.

9.4 Road dust control and compliance of Construction & Demolition Waste Rules:

Preventive measures to be taken: -

- Wrapping of construction area / buildings with geo textile fabric, installing dust barriers, or other actions, as appropriate for the location.
- Applying water and maintain soil in visible damp or crusted condition for temporary stabilization.
- Applying water prior to leveling or any other earth moving activity to keep the soil moist throughout the process.
- Limiting vehicle speeds to 15 mph on the work site.
- Cleaning wheels and undercarriage of haul trucks prior to leaving construction site.

Applying and maintaining dust suppressant on haul routes.

- g) Applying a cover or screen to stockpiles and stabilize stockpiles at completion of activity by water and maintain a dust palliative to all outer surfaces of the stockpiles.
- h) Stabilizing surface soils where loaders, support equipment and vehicles should operate by using water and maintain surface soils in a stabilized condition where loaders, support equipment and vehicles will operate.
- i) Stabilizing adjacent disturbed soils following paving activities with immediate landscaping activity or installation of vegetative or rock cover.
- j) Maintaining dust control during working hours and clean track at the end of the work shift/day.
- k) Stabilizing sloping surfaces using soil binders vegetation or ground cover can effectively stabilize the slope.
- l) Disposal of debris in consultation with the local authorities following proper environmental management practice.
- m) During construction work, including cutting of marbles, ambient noise level should not exceed more than 65 db (A).

Practice to be discarded: -

- a) Disposal of debris indiscriminately.
- b) Allowing the vehicles to run at high speed within the work site.
- c) Cutting materials without proper dust control / noise control facility.
- d) Keeping materials without effective cover.
- e) Keeping materials without effective cover.
- f) Allowing access to the work area except workers to limit soil disturbance Access may be prevented by fencing, ditches, vegetation, berms or other suitable barrier.
- g) Leaving the soil, sand and cement sack uncovered.
- h) Keeping materials or debris on the roads or pavements.
- i) Burning of old tyres in hot mix plant as a fuel during construction and repairing of the roads for melting coal tar.

9.5 Provision of black listing:

- i) Submission of false/ misleading credential or documents during the tender process.
- ii) Poor quality of work.
- iii) Poor performance in execution of the work.
- iv) Misconduct or non-compliance of the instruction of the authority.
- v) Negligence/failure to maintain the work within the stipulated time frame during the defect liability period.

9.6 Termination of Contract/ Work Order:

The authority may terminate the contract/work order due to the following reasons.

or Progress of work.

ii) Poor Quality of work.

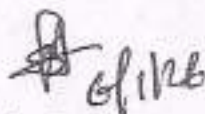
iii) Adoption of any unfair means during execution of work.

iv) Violation/Non-compliance of any instructions of the authority.

For termination of the contract/work, the authority will issue a 7 days notice to the agency/contractor to make up the discrepancy/shortfall of the work as instructed by the authority, failing which the contract/work order will be terminated with forfeiture of E.M.D., S.D., Performance Security etc.

9.7 Discretion of the authority inviting tender - The tender inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever. On matters of dispute authority decision shall be final and binding. The quantity of work indicated above is provisional and should not be taken as firm. The extent to which the work would be actually executed will depend on the final decision of the TIA. They however reserves the right to reduce the quantity even substantially without assigning any reason thereof and take up the same otherwise for which no compensation is payable under any circumstances.

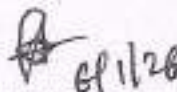
Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstance.



Executive Engineer
Howrah Municipal Corporation

Copy to:-

(1) Hon'ble Chairman, B.O.A., HMC (2) Commissioner, HMC (3) P.A. to Chief Secretary, Govt. of W.B. (4) P.A. to Principal Secretary, UD&MA, Govt. of W.B (5) Joint Commissioner, HMC (6) C.O.F.H.M.C. (7) Engineering Accounts, HMC (8) Borough-1, to VII HMC, (9) Sabhadhipati Zilla Parishad, Howrah (10) Chief Engg. HIT, 19, G.T.Road, Howrah, (11) Asst.Engg.PWD How, Constn Sub Divn.No.1, 2, M.G.Road, Howrah, (12) R.A.O, HMC (Govt. Audit) (13) Engg. Accounts, HMC (14) I.T.Department, HMC for publication in website (15) Office Copy.



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