

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LTD.



(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

“PROTITI”, 23, Abanindranath Thakur Sarani (Camac Street), Kolkata-700017

Phone: + 91 33 2255 3700-705 Fax: + 91 33 2255 3737

Email : wbidc@wbidc.com Web : www.wbidc.com

Corporate Identity Number: U75142WB1967SGC026988

Memo No.: DHAKESWARI/2026/792

Date : 17.08.2026

NOTICE INVITING QUOTATION NO. :- WBIDC/IP/DCMP/POSSESSION/a **of the WBIDC (1ST Call)**

The Managing Director, WBIDC Ltd, invites Sealed Quotations from bonafide, resourceful and experienced agencies for the work “Selection of surveying agency for preparation of lay-out maps & rendering assistance in handing over of the plots of different area aggregating to 148.61 acres to the prospective investors as and when required with the help of land details available with WBIDC at Dhakeswari Cotton Mill Premises site, Burnpur in the district of Paschim Bardhaman : 713361” having following item of work :-

(Collection and submission of Quotation is to be made offline only).

Sl. Nos.	Scope of Works
1.	Setting-out of all the plots of different area aggregating to around 148.61 acres at field with the help of the land details available with WBIDC,
2.	Superimposition of the land survey map on the Mouza Map of the said land area,
3.	Preparation of Land Schedule of the proposed land area to be handed over to the different entrepreneurs at different time.
4.	Demarcation of boundary of the proposed land area to be handed-over by wooden pegs as required.
5.	Preparation of reference pillar/s as directed and fixing the original global co-ordinate on the pillar/s with the help of DGPS (Differential Global Positioning System).
6.	Layout of plot boundary points by wooden pegs with the help of ETS (Electronic Total Station) from the reference pillar. Preparation of Auto-CAD drawing of the plots (if required in future).
7.	Identification of land and preparation of drawing (superimposed on Mouza Map) based on field verification.
8.	Successful handing over of the plots at site to the representative of the Unit/s in presence of the officials of WBIDC, as and when required.
9.	Preparation of Index Map, Sector Map and Mouza Map along with land schedule (Dag no. wise area calculation) for the specified plot to be handed over to the respective unit within the said Industrial Park.
10.	Handing over of the specified plots' boundary points with wooden pegs with the help of Electronic Total Station (ETS) from the reference.

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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).
- 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”, 23rd Abanindranath Nath Thakur Sarani (Camac Street), Kolkata-700017, W.Bengal** during office hours from 10:15 AM to 5:15 PM on any working day as mention within the specified time schedule.
- The bid document is available at WBIDC notice board & website ([http://www.wbidc.com/home/Tender and notice section \(online\)](http://www.wbidc.com/home/Tender_and_notice_section_online)) 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 along with their Bid as stated.

List of Critical Dates :

Date of publication of Bid -	17.08.2026 by 04:00 P.M. , in office notice board & tender portal of the Official website of WBIDC
Pre-Bid Meeting -	No Pre-bid Meeting will be commenced.
Bid Submission Start Date -	18.08.2026 by 10:30 A.M. & onward upto 5:15 P.M, only on every working days, within office Hrs.
Last Date of Submission of Bid -	31.08.2026 by 10:30 A.M.
Date of opening of Quotation Bid -	31.08.2026 by 01:00 P.M.

General Terms & Conditions of the Quotation

1. The quotation should be submitted as per ‘Annexure - 1’ and in a sealed cover without any overwriting /tampering and duly signed at the bottom of each page by the Bidder or his/their authorized representative and it shall reach at "Protiti" 23rd Abanindranath Tagore Sarani (Camac Street) on the scheduled date as stated above.
2. WBIDC reserves the right to amend or withdraw any of the terms and conditions contained in the Notice before accepting the quotation or to reject any or all the quotations without giving any notice or assigning reason thereof. The decision of WBIDC in this regard shall be final and binding on all.
3. Interested bidders should provide details of their last 03 year's working experience of the like along with GST, PAN, Up-dated Trade License, Professional Tax clearance Certificate and Income Tax return of last 3 year.
4. Lowest Bid will be accepted by the Directorate of WBIDC.
5. Conditional Bid documents are liable to be rejected.
6. Any damages caused to WBIDC Property due to the service provider's negligence, mishandling etc. shall be compensated and the cost thereof shall be borne by the service provider. All Tender documents should invariably be signed by the respective bidder.
7. Successful Bidder (only) has to be deposited EMD amount as mention below through the online during the submission of Bid Document.

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8. Bidder should not be debarred from participation in any tender processing with any Govt./ Semi-Govt./Govt. Undertakings/Statutory Bodies etc.
9. The bidder must have a well-organized set-up consisting of bonafide & qualified surveyor and or civil engineer. Architect and other well trained personnel in the matter.
10. **Each bidder shall have to quote their rates inclusive of all taxes payable to the govt. but exclusive of GST. GST shall be paid extra.** Necessary TDS from the payment should be made in pursuance of the prevailing income-tax act.
11. Quoted Bid shall remain valid for 120 days from the last date of submission of Bid in all respect.
12. The successful bidder shall have to execute a contract agreement in WBIDC's specified format within seven (07) working days from the date of receiving of Work Order.
13. Arbitration in this regard is not allowed.
14. No further deduction to be made from the payment vouchers as performance security deposit.
15. **Eligibility -**

The Bidder(s) should have to fulfill the following criteria :

- a) Intending bidders should have experience and successfully completed at least one land survey work of the like with the help of ETS & DGPS during the last three years.
 - b) The agencies having requisite ETS & DGPS equipment along with manpower and appropriate computer software etc. will be preferred.
 - c) Bidder should have technical, financial and managerial capabilities as provided herein; Bidder should have average annual financial turnover during the last three years of at least Rs. 5.00 Lakh (Rupees Five Lakh) only.
 - d) In this connection conclusive evidence for participating in this NIQ as regards credential to be submitted at the time of application for issuance of NIQ document from the end of WBIDC.
- 16. Scope of Work s :-**
- a) Setting-out of all the plots of different area aggregating to around 148.61 acres at field with the help of the land details available with WBIDC,
 - b) Superimposition of the land survey map on the Mouza Map of the said land area,
 - c) Preparation of Land Schedule of the proposed land area to be handed over to the different entrepreneurs at different time.
 - d) Demarcation of boundary of the proposed land area to be handed-over by wooden pegs as required.
 - e) Preparation of reference pillar(s) as directed and fixing the original global co-ordinate on the pillar(s) with the help of DGPS (Differential Global Positioning System).
 - f) Layout of plot boundary points by wooden pegs with the help of ETS (Electronic Total Station) from the reference pillar. Preparation of Auto-CAD drawing of the plots (if required in future)
 - g) Identification of land and preparation of drawing (superimposed on Mouza Map) based on field verification.
 - h) Successful handing over of the plots at site to the representative of the Units in presence of the officials of WBIDC, as and when required.
 - i) Preparation of Index Map, Sector Map and Mouza Map along with land schedule (Dag no. wise area calculation) for the specified plot to be handed over to the respective unit within the said Industrial Park.

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- j) Handing over of the specified plots' boundary points with wooden pegs with the help of Electronic Total Station (ETS) from the reference.

17. Deliverables :-

- 1) Preparation of Sector Map, Index Map and Mouza Map along with land schedule (Dag number wise an calculation) of the specified plot-1 set (draft) and 03 sets (Final) of Hard Copy (A-3 size color) along with Soft Copy.
- 2) If the drawing of the plots to be handed over to any specified Unit is revised for some reason afterwards three sets of the revised proposal along with soft copy further to be submitted.

18. Rates :-

- Participating Bidders are requesting to quote their rates incorporating of all taxes, duties and levies, as applicable. Rate will remain firm during pendency of the contract. No escalation whatsoever shall be allowed unless otherwise stated at Work Order or subsequent amendment to the Work Order.
- The amount of the fee for the said work will be calculated as follows:
 - A. For handing over of a plot size up to 20 acres, the amount of fee payable will be calculated by multiplying the rate quoted with 20.
 - B. For handing over of a plot size more than 20 acres, the amount of the fee payable will be calculated by multiplying the area of the plot with the rate quoted.

19. Time of Completion & subsequent Payment Terms :

Sl. No.	Scope of work – stage wise	Submission Timeframe	Payment Terms
1.	After successful handing over of the plot size up to 20 acres	The physical handing over of the plot is to be done on a particular date as per suitability of the concerned unit as and when Required time to time.	100%
2.	After successful handing over of the plot size more than 20 acres	The physical handing over of the plot is to be done on a particular date as per suitability of the Concerned unit as and when required, time to time.	100%

Other Terms & Conditions of the Quotation

• 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 Bid will be rejected at once. In addition, the WBIDC Directorate may take appropriate legal actions against such defaulting bidder as per Laws of Land.

• 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

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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.

- **Location details of Site : Dhakeswari Cotton Mill Premises, Burnpur**
P.S.: Hirapur, P.O.: Dhakeswari Suryanagar, Chakra- Suryanagar
Paschim Bardhaman -713361, W.Bengal
Area of Land parcel: 193.29 Acres in total (allotable area 148.61 acres in 16 nos. plots)

For site related query may please contact Mr. Soham Dutta, EA-IP, 1st Floor, (O) 033 22553-745

- Total works as mentioned above, to be completed successfully and full satisfaction of the departmental authorized engineer in all respect.
- Other Statutory deduction towards I.T etc. or as applicable will be deducted from the respective bill/s.
- Payment for the work as mention above 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.
- Bidders shall not be under Ban/Blacklisting/Debarment for corrupt and fraudulent practices or for lack in performance by any Government/PSU/Semi-Government/Reputed Private entity etc.
- All payment will be made in account payee cheque / direct bank transfer only as per the availability Departmental fund.
- The participant in the quotation process may remain present personally or may send their authorized representative during opening of their quotations.
- **For payment :**

- 1) **EMD to be submitted : Rs. 5,000.00 (Rupees Five Thousand)only**
- 2) **DLP : after 30 calendar days of full completion of work in all respect.**

Mode of payment:- RTGS or NEFT (Successful Bidder has to be deposited before issuance of Work Order).

Account details - WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LIMITED

Account Number: **011010200021340**

Bank's Name : **Axis Bank Limited.** IFS Code : **UTIB0000011**

Branch Name: **Golpark, Kolkata-19, W.Bengal.**

- The bidder quoting the lowest rates, if all other conditions are satisfied, may be issued to work contract.
- **EMD shall be kept as Security Deposit which will be released after expiry of DLP. Bidder will have to submit security deposit amount within 07(seven) working days from the date of issuance of Work Order.**
- **EMD shall be returned to the unsuccessful bidder within a period of one month from the date of issuance of AoC to the successful bidder.**

- The bidder will sign on every page of this 'N.I.Q Bid documents' a token of acceptance of the terms and conditions.
- Conditional quotation will not be accepted and shall be deemed as "informal".
- **Termination of Contract:**

WBIDC reserves the right to terminate the work on the following grounds :-

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- a) If the Bidder fails to execute the work within the time limit as provided in this Bid Document.
- b) In case the Bidder fails to deliver or submit the deliverables as required under this NIQ and within such time as is provided in this EOI, unless such time is extended in writing by WBIDC.

• **In continuation to the aboves, the Earnest Money may be forfeited if ;-**

- a) If the Bidder withdraws the Bid during the period of Bid validity.
 - b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
 - c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.
- **Dispute Resolution :**
- i) In case of any dispute arise during execution of the work or after completion of the work, The Managing Director, WBIDC Ltd. reserves the right to accept / cancel/ change/ modify this notice completely or partially without giving any notice to anybody.
 - ii) In connection with the work, Arbitration will not be allowed.
 - iii) High Court, Kolkata shall have jurisdiction for any dispute concerning the Work Order.

Copy forwarded to :

- i) Advisor (Land Management Division), WBIDC
- ii) Ground Floor Notice Board of WBIDC
- iii) Office File

By Order –

Sd/-

The Managing Director
WBIDC Ltd.

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ANNEXTURE – I

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

Name of Agency:

Address (Office):

Contact No. :

- NIQ No. : WBIDC/IP/DCMP/POSSESSION/a
- Memo No.: DHAKESWARI/2026/792, dated 17.08.2026
- Site Address : Dhakeswari Cotton Mill Premises, Burnpur in the district of Paschim Bardhaman : 713361

Sl. No.	Work Details	Rate including Taxes (in Rs. per Acres) in Figures	Rate including Taxes (in Rs. per Acres) in Words
1.	After successful handing over of the plot size up to 20 acres		
	After successful handing over of the plot size more than 20 acres		

Stamp & signature with date
(of respective Bidder)

Place:

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ANNEXURE II

Draft Contract Agreement

THIS AGREEMENT ("Contract Agreement") is made on the day of 2026 at Kolkata.

BETWEEN :

West Bengal Industrial Development Corporation Limited, (Govt. of West Bengal undertaking), (hereinafter referred to as "WBIDC") which expression shall, unless it be repugnant to the context or meaning thereof, include its administrators, successors in office and assigns) of One Part

AND

..... **LIMITED**, a company incorporated under the provisions of the Companies Act, 1956
and having its registered office at (hereinafter referred to as the
"Contractor") which expression shall, unless it be repugnant to the context or meaning thereof, include its administrators, successors in office) of the Other Part.

WBIDC and the contractor are collectively referred to as Parties and individually as Party.

Whereas the WBIDC has invited Quotation, **Notice Inviting Quotation Reference No. : WBIDC/IP/DCMP/POSSESSION/a** for the work **"Selection of surveying agency for preparation of lay-out maps & rendering assistance in handing over of the plots of different area aggregating to 148.61 acres to the prospective investors as and when required with the help of land details available with WBIDC at Dhakeswari Cotton Mill Premises site, Burnpur in the district of Paschim Bardhaman : 713361"**

AND WHEREAS the Contractor in Pursuant to that advertisement has participated in the tender process and thus become a successful lowest bidder accordingly and has agreed to execute upon and subject to the conditions set forth herein and Schedule of items and quantities, General Conditions of Contract, Eligibility Criteria, Scope of Work, Deliverables, Rates Quoted, Time of Completion & Subsequent Payment terms including all other conditions as mentioned in the quotation document, specifications and all correspondence exchanged by or between the parties from the submission of tender till the award of work, both letters inclusive of, (all of which are collectively hereinafter referred to as "the said conditions") the work shown upon the said drawings and/or described in the said specification and included in the schedule of items and quantities at the respective rates therein set forth amounting to Rs.....(Rupees.....only per acre) as therein arrived at or such other sum as shall become payable there under (Hereinafter referred to as "the said Contract amount")

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NOW IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of the said contract rate to be paid at the times and in the manner set forth in the said conditions, the Contractor shall upon and subject to the said conditions execute and complete the work shown upon the said drawings and described in the said specifications and the schedule of items and quantities.
2. The WBIDC shall pay the Contractor the said amount, or such other sum as shall become payable, at the times and in the manner specified in the said conditions.
3. The said conditions and Appendices thereto shall be read and considered as forming part of this Agreement, and the parties hereto shall respectively abide by, submit themselves to the said conditions and perform the agreement on their part respectively in the said conditions contained.
4. Following documents mentioned herein below shall form and part this contract:
 - a) NIQ Document vide ref. No -----, Date
 - b) List of Important Dates, Press Notice, Notice Inviting quotation
 - c) General Conditions of Contract
 - d) Eligibility criteria
 - e) Scope of work
 - f) Work Order vide ref. no. Date
 - g) Deliverables
 - h) Modalities of rate and payment
 - i) Time of completion and subsequent payment terms
5. The WBIDC reserves to itself the right of altering the drawings and nature of the work by adding to or omitting any items of work or having portions of the same carried out without prejudice to this contract.
6. Time shall be considered as the essence of this contract and the contractor hereby agrees to commence the work on the day of handing over of the site.
7. All payments by the WBIDC under this contract will be made at Kolkata and 30 days from receipt of the bill.
8. In case of any dispute by and between the contracting parties the same shall be referred to the Managing Director of WBIDC whose opinion shall be prevailed as final and binding on all the parties and shall be subjected to Kolkata jurisdiction only.
9. The various clause & sub-clause of the tender document along with its annexures and modifications made thereon by WBIDC shall be read and be treated as forming part of this Agreement and parties hereto will respectively be bound thereby and to abide by and submit themselves to the conditions and stipulations and perform the provisions of this Agreement on their parts respectively.
10. That the several parts of this contract have been read by the contractor and fully understood by the contractor.

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In witness whereof the Employer and the contractor have set their respective hands to those presents through their duly authorized official and the said two duplicates hereof to be executed on its behalf or the day and year first herein above written.

Signed on behalf of WBIDC
by its duly authorized official

Signed on behalf of the Contractor

In the presence of:

In the presence of:

1. Signature_____

1. Signature_____

Name with address_____

1. Name with address_____

2. Signature _____

2. Signature_____

Name with address_____

Name with address_____

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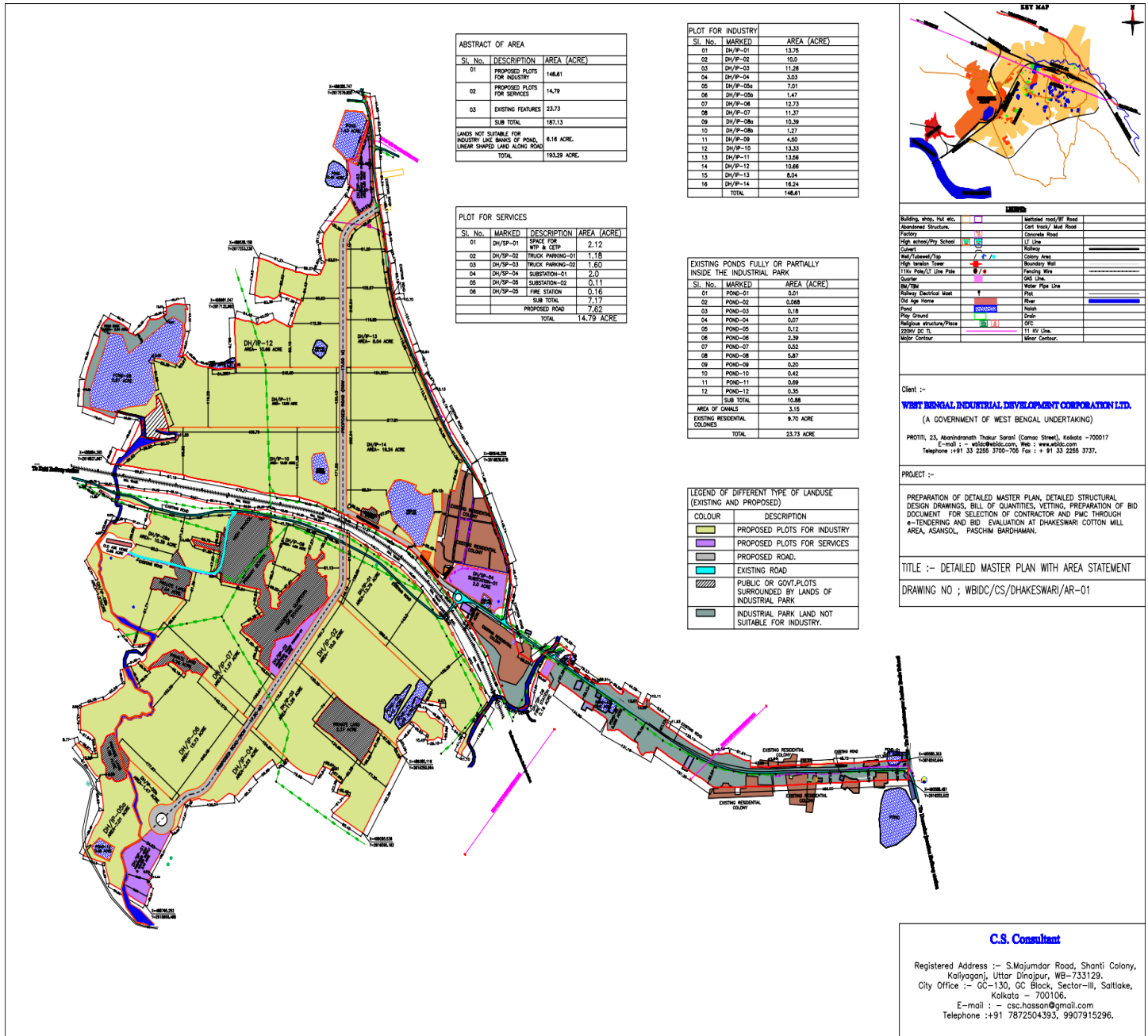
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Master Plan of Dhakeswari Cotton Mill Premises

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DISCLAIMER

The information contained in this Notice Inviting Quotation (NIQ) document or subsequently provided to Bidder(s), whether verbally or in documentary form by or on behalf of West Bengal Industrial Development Corporation Limited (WBIDC), is provided to Bidder(s) on the terms and conditions set out in this NIQ document and any other terms and conditions subject to which such information is provided. This NIQ document is not an agreement and is neither an offer nor invitation to any other party. The purpose of this NIQ document is to provide interested Bidder(s) with information that may be useful to them to prepare their proposal including financial offers (the “Bid”) pursuant to this NIQ Document. This specification includes statements, which reflect various assumptions; assessments arrived at by WBIDC in relation to the project. Such assumptions, assessments and statements do not purport to contain all the information each Bidder(s) may require. This NIQ document may not be appropriate for all persons, and it is not possible for WBIDC and their employees or advisors to consider the investment objectives, financial situation and particular needs of each Bidder(s) who reads or uses the NIQ document. The assumptions, assessments, statements and information contained in this NIQ document, may not be complete, accurate, adequate or correct. Each Bidder(s) should, therefore, conduct its own investigations and analysis, and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information in this NIQ document and obtain independent advice from appropriate sources. Information provided in this NIQ document to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. WBIDC, its employees, advisors and technical Contractor/Bidders accepts no responsibility for the accuracy or otherwise for any interpretation or opinion of law expressed herein. WBIDC and their employees, advisors and technical Contractor/Bidder make no representation or warranty and shall incur no liability under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this NIQ document or otherwise, including the accuracy, adequacy, correctness, reliability of completeness of the NIQ document and assessment, assumption, statement or information contained therein or deemed to form part of this NIQ document or arising in any way in this Bid stage. WBIDC, its employees, advisors and technical Contractor/s also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder(s) upon the statements contained in the NIQ document. WBIDC may at their absolute discretion, but without being under any obligation to do, so update, amend or supplement the information, assessment or assumptions contained in this NIQ document.

The issue of this NIQ document does not imply that WBIDC is bound to select a Bidder(s) or to appoint the preferred Bidder(s) for the project and WBIDC reserves the right to reject all or any of the Bidder(s) or Bid without assigning any reason. The Bidder(s) shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by WBIDC or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder(s) and WBIDC shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder(s) in preparation or submission of the Bid regardless of the conduct or outcome of the Bidding Process.

Memo No.: DHAKESWARI/2026/792, Dated 17.08.2026