

DIAMOND CITY WEST APARTMENT OWNERS' ASSOCIATION

(A Registered Society under West Bengal Apartment Owners Association Act 1972.)

PHONE No.: (M) +91-9836309100 , URL: www.dcwaoa.org

TENDER DOCUMENT FOR

STRUCTURAL AND ARCHITECTURAL REPAIR WORK

at

DIAMOND CITY WEST

18, Ho Chi Minh Sarani, Sarsuna, Behala, Kolkata – 700061.

Tender reference number:

NIT/DCWAOA/2025-26/RNM-CE/001

Notice Inviting Tenders

Notice No: NIT/DCWAOA/2025-26/PROJ-CE/001

Date: 09.03.2026

Open Tenders are invited on behalf of the President, DCWAOA under Two-Bid System (“**Technical bid**” and “**Financial bid**”) from the *bona fide* manufacturers/authorized agents/ distributors/ partners/ dealers/ suppliers/ contractors for the **Structural and Architectural Repair Work** at the housing complex, Diamond City West, 18 Ho Chi Minh Sarani, Sarsuna, Behala, Kolkata 700061. Details are available in All Tower Notice Boards, No-broker **Hood** App and also in our website: <http://dcwaoa.org/tenders.html>.

A. Important Information		
1)	Location of Work	Diamond City West, 18 Ho Chi Minh Sarani, Sarsuna, Behala, Kolkata 700061.
2)	Name of Work	Structural And Architectural Repair Work at Diamond City West, Behala, Kolkata 700061.
3)	Completion of Work	The work must be completed within 60 days from the date of issue of Purchase Order as per the schedule mentioned above
4)	To qualify for award of the work, each bidder in its name should have	Valid license for turn-key jobs of Civil Engineering in nature of high value and satisfactorily completed during the last three years such job of value more than Rs. 18,00,000/- (Rupees Eighteen Lakh) or as mentioned in item C(3) herein.
5)	Earnest Money Deposit	2% of bid value or 50,000/- (Rupees Fifty Thousand only) whichever is larger to be paid Online or by Bank Draft in favor of Diamond City West Apartment Owners’ Association (DCWAOA) as mentioned in Section E-(8) . <u>Please share the TXN Details.</u>
6)	Estimated Value of Tender	Rs. 30,00,000.00
7)	Date of N. I. T.	09.03.2026
8)	Clarification needed on Bidding Documents may be inquired to	Mr. Partha Pratim Roy (Mob: 9836309100) or Dr. Amalendu Ghosh (98317 34543) or Dr. Sandip Ghosh (95661 11266). The Vendor should clearly understand our requirements before submitting quotations. Hence Pre-bid meeting at a mutually convenient time/ site visit/ inspection is mandatory and may be arranged on pre-appointment with the contact number given above. Vendors submitting quotations without knowledge of our requirements will not be entertained later.
9)	Technical Bids to be submitted to	Soft copy through email: vncdcwaoa2528@gmail.com along with all required documents duly signed by the vendor.
10)	Last Date of Submission of Technical Bid	03.04.2026, by 17:00 Hours
11)	Date of Opening of Technical Bid	04.04.2026, Time 11:00 Hours
12)	Financial Bids to be submitted to	Hard copy in sealed envelopes by post/courier to the Property Manager, Property Management Office of DCWAOA, Diamond City West, 18, Ho Chi Minh Sarani, Sarsuna, Behala, Kolkata – 700061 or to be dropped in the designated Drop Box.
13)	Last Date of Submission of Financial Bid	03.04.2026, by 17:00 Hours
14)	Date of Opening of Financial Bid	Will be notified later. (Only for the technically qualified bidders)
15)	Officer Inviting Bid	The President, DCWAOA, Kolkata - 700061.

B.	Technical bid shall consist of the following Information and documents
1)	Name of the firm and constitution:
2)	Address of the Registered Office:
3)	Contact Phone No:
4)	Contact E-mail address:
5)	Constitution or legal status of the Bidder:
6)	Place of registration:
7)	Principal place of business:
8)	Power of attorney of signatory:
9)	Valid Trade License:
10)	GST Certificate &No.:
11)	PAN:
12)	Professional Tax:
13)	IT Return
14)	Valid License for CivilEngg. contractor job
15)	Credentials for completion of similar work(s):
16)	Earnest Money Deposit amount & payment reference:
17)	Profile of Key Personnels

C. Eligibility criteria for participation in tender:

The technical evaluation will be done on the following parameters and offers from firms not conforming to any of these parameters will be rejected.

- 1) The bidder should have a valid Trade License, PAN, Professional Certificate, IT statements, and GST Registration Certificate. Bidder shall have to submit a photocopy of the documents.
- 2) The bidder should have at least 5 years' experience of turn-key jobs in Civil Engineering of a similar nature in a large residential/commercial complex or similar establishments.
- 3) The Bidder should have successfully completed similar jobs of minimum value as described below in their own name as principal contractor and not in any other name in the last five years till the date of publication of this NIT. Necessary Work Order/Completion Certificate etc., to be submitted.
 - a) One similar job costing not less than 60% of the estimated value of this tender OR,
 - b) Two similar jobs costing not less than 40% of the estimated value of this tender OR,
 - c) Three similar jobs costing not less than 30% of the estimated value of this tender.
- 4) The bidder should have an office in Kolkata.
- 5) The bidder should have responsible and licensed persons to supervise civil/electrical/mechanical jobs.
- 6) The Bidder should have a minimum average annual turnover of 200% of the estimated value of this tender in last three financial years ending 31.03.2023 of which at least 50% should be in the exact area of the present job, calculated as the total certified payments towards the same. Bidder shall have to submit the audited statement of accounts for last 3 financial years till 2024-25.
- 7) Bidder's experience working with a Government Department or large housing complex or smart city of any state or similar will be given preference.
- 8) Manufacturer's authorizations for main components must be submitted.
- 9) Manufacturer's Warranty for the other components, if applicable, should be supplied.
- 10) MSME certificate may be provided, if applicable.
- 11) All technical compliance, financial terms and this NIT document is to be signed & stamped by the bidder and sent with the "Technical bid".

D. Technical Specifications/ Scope of the work

Certain civil work as listed below is to be executed as Turn-key jobs at Diamond City West, Behala, Kolkata 700061,

D-1. Objective:

The objective of this contract is to ensure safe dismantling, durable structural and architectural repairs, and long-term waterproofing of all specified areas at Diamond City West (DCW), Behala, in compliance with relevant IS standards.

The employer in this case is the Diamond City West Apartment Owners' Association (DCWAOA). DCWAOA requires competent and experienced vendors to undertake dismantling and repair works at Diamond City West, Behala. The works include dismantling distressed architectural arches, repairing structural cracks in beams, slabs, chajjas/cornices, columns, and connectors, as well as addressing water seepage issues, overhead reservoir maintenance, and pigeon menace control. The works shall be carried out with minimal disturbance to residents and without compromising the structural integrity of the building.

The scope includes, but is not limited to, the following:

D-1.1. Architectural Arches & Elevation

- Safe dismantling and removal of distressed arches at tower tops.
- Vendor must adopt methods that:
 - Do not affect structural integrity.
 - Minimize noise and vibrations to avoid disturbance to occupants.
- After dismantling, affected areas must be repaired, aligned and finished properly.
- Lightning arresters shall be straightened and reinstated post-work.

D-1.2. Expansion Joints & Waterproofing

- Repair of damaged/broken expansion joints below personal terraces, including reinstatement of waterproofing.
- Repair of chunks/fallen pieces around joints using approved repair mortars.
- Before this work, owners shall be requested to repair the top of the expansion joints at their own cost following the prescribed methodology by DCWAOA-selected or equivalent contractor.

D-1.3. Cracks & Structural Repairs

- Rust cleaner to be applied on exposed and rusted re-bar. In case of loss of effective area, additional re-bar to be added by anchoring along with links.
- Repair of cracks in beams, slabs, chajjas, cornices, and columns using resin/grout injection and polymer-modified mortar as per IS standards.
- Surface preparation, including removal of loose plaster/concrete, cleaning and bonding treatment.

D-1.4. Reservoirs & Rooms

- Overhead Reservoir: Crack sealing, waterproofing, and leak-proofing as per IS 1343 & IS 456 provisions. Lift Machine Room: Repair of seepage, crack injection, and surface waterproofing.
- Underground Reservoir: Sealing of cracks with PU/injection grout and external/internal waterproofing.

D-1.5. Pump Room Near WTP

- Seepage repair by grouting and waterproof coating as per IS 13620 and IS waterproofing codes.
- Rust cleaner to be applied on exposed and rusted rebar. In case of loss of effective area, additional rebar to be added by anchoring along with links. If needed, extensive structural repair, including jacketing / raising additional support, to be done.
- Repair of cracks in beams, slabs, walls and columns using resin/grout injection and polymer-modified mortar as per IS standards.

D-1.6. Other Works

- AC water dripping complaints rectification through proper drainage detailing.
- Installation of pigeon nets below rooftop shades in each tower (two shafts each).

D-1.7. Technical Specifications & IS References

- All works shall be carried out strictly in accordance with relevant Indian Standards, including but not limited to:
 - IS 456:2000 – Code of Practice for Plain and Reinforced Concrete.
 - IS 15988:2013 – Seismic Evaluation and Strengthening of Existing RCC Buildings.
 - IS 13620:1993 – Polymer-modified Cementitious Mortars.
 - IS 1343:2012 – Prestressed Concrete (for reservoir-related crack detailing).
 - IS 2645:2003 – Integral Waterproofing Compounds for Cement Mortar and Concrete.
 - IS 402 (waterproofing bitumen felts, if applicable)
 - IS 9103:1999 – Concrete Admixtures.
 - IS 1200 (method of measurement of building works) for billing
 - Relevant IS codes for non-destructive testing, crack injection, and waterproofing works.
- Only approved materials from reputed brands (CICO, Sika, Fosroc, STP, or equivalent) shall be permitted. Vendor must have valid training/enlistment/recommendation certificates from these brands, not older than **1st September 2024**.
- Vendors shall conduct **initial visual inspections** to estimate the areas at no additional cost before quotation submission.
- During execution, vendors must assess repair areas before commencement. **Photographs** of each location shall be submitted before work, during work, and after work for billing purposes.
- Suitable methods must be adopted for dismantling architectural arches to avoid structural impact and minimize noise disturbance.
- After dismantling, finishing must include straightening of **lightning arresters**.
- **Rooftop flooring repair** is excluded, except for damage caused during dismantling or repair work.

D-2. Methodology of Works

D-2.1. Pre-Execution

- Joint site inspection with Employer.
- Vendor to submit a visual inspection report with photographs and estimated areas.
- Work methodology and material data-sheets to be approved by the Employer.

D-2.2. Execution Stage

- Surface preparation: chipping loose materials, cleaning, wire brushing, etc.
- Crack treatment: epoxy/PU resin injection, polymer-modified mortar application.
- Waterproofing: integral cementitious/membrane systems as per IS standards.
- Dismantling: scaffolding/hoisting with safety measures, low-noise mechanical/manual cutting, controlled removal of arches.
- Finishing: plastering, painting and reinstatement of waterproofing.
- Waste disposal & Debris management: Contractor to remove debris daily and dispose as per KMC norms.
- Temporary protection: Contractor to use (plastic sheets, netting, etc.) to avoid inconvenience/damage to residents during work.

D-2.3. Documentation for Billing

- Pictures of each work location:
 - Before work.
 - During work.
 - After completion.
- Quantities to be measured jointly before starting work.

D-3. Quality Control & Safety

- All materials shall have manufacturer's test certificates and must be of approved make (CICO, Fosroc, Sika, STP, or equivalent).
- Random sampling/testing shall be carried out as per IS requirements and manufacturer's specifications.
- Safety nets, scaffolding, PPE (helmets, harnesses, lifelines, gloves, shoes), and barricading must be provided by the vendor at all times.
- Work at height shall strictly comply with **IS 3696 (Safety Code for Scaffolds and Ladders)**.
- All labourers must be covered under insurance by the contractor, including high-altitude work coverage.
- Contractor shall conduct **daily safety toolbox talks** before commencement of work.
- Advance intimation must be provided to residents prior to noisy or disruptive works.
- Vendor must ensure temporary protection (plastic sheets, nets, coverings) to avoid damage/inconvenience to residents and property during execution.
- Contractor shall be responsible for **waste removal and debris disposal** daily, as per KMC norms, at no additional cost.
- Vendors shall maintain strict quality control measures and workmanship standards as per IS guidelines.
- Daily logbook of progress shall be maintained and shared with Employer's representative.
- Any damage of property shall be repaired by the Contractor at his/her own cost. In case of special repair if needed, the cost of repair shall be reimbursed to the Association / affected Owner / Service Centre as applicable.
- **Third-party inspection/testing** for critical repairs (resin injection, waterproofing membranes, etc.) may be mandated by Employer at vendor's cost.

D-4. Time for Completion / Work Schedule

- All work must be completed within 6 months from the date of the Work Order, unless extended in writing.
- The Contractor shall strictly adhere to the approved work schedule and complete the works within the stipulated duration as mentioned in the Work Order / mutually agreed with DCWAOA or the execution agency or the Project Management Consultant.
- Milestones shall be identified and progress shall be monitored jointly by the Employer and Contractor.
- Any delay must be informed in writing in advance with proper justification, subject to the Employer's approval.

D-5. Warranty / Defect Liability Clauses

Warranty will restart for rectified works from the date of rectification.

D-5.1. Minor Plaster Crack / Repair

- Warranty period: **18 months** from the date of completion.
- Defects such as reappearance of cracks, flaking, or surface finish failure shall be rectified by the Vendor at no extra cost.

D-5.2. Medium Structural Crack Repair

- Warranty period: **36 months** from the date of completion.
- Defects such as reopening of cracks, re-bonding of repair mortar, or seepage shall be rectified free of cost during the warranty period.

D-5.3. Major Structural Crack Repair / Strengthening Works

- Warranty period: **48 months** from the date of completion.
- Structural distress, loss of bond, seepage, or failure in performance shall be rectified by the Vendor at their own cost.

D-5.4. Waterproofing Works (including terrace, toilet, walls, and any treated area)

- Warranty period: **72 months** from the date of completion.
- Any leakage, dampness, or seepage in treated areas shall be rectified free of cost by the Vendor within the warranty period.

D-5.1. Architectural Arches & Elevation Repair / Finishing Works

- Warranty period: **36 months** from the date of completion.
- Any reappearance of cracks, poor finish, or improper alignment (including lightning arrestor straightening) shall be corrected by the Vendor.

D-6. Rectification of Defects & Damage Liability

- If the Contractor fails to initiate rectification within **15 days** of written intimation, DCWAOA shall be entitled to carry out the required repair works directly or through another agency, and the cost shall be deducted from the Security Deposit or any amount payable to the Contractor.
- Any damage to property caused during execution shall be repaired by the Contractor at his/her own cost. In case of special repair, the cost of such repair shall be reimbursed to the Association / affected Owner / Service Centre, as applicable.
- Any costs deducted under this clause shall **not release the Contractor from warranty and defect liability obligations** as defined in Section 12.
- The Contractor shall remain fully responsible for the quality, safety, and durability of the works, irrespective of deductions or recoveries made by the Employer.

D-7. Guidelines for Filling the Tender

- The tendering process shall be conducted **offline only**.
- Each bidder shall submit **three separate envelopes** enclosed within **one master envelope**. The contents and markings of each envelope shall be as follows:
 - **Envelope #1 – Technical:** To contain all technical documents specified in this tender, including compliances, credentials, and supporting documents.
 - **Envelope #2 – EMD:** To contain a Demand Draft of **₹50,000/- (Rupees Fifty Thousand only)**, payable to *“Diamond City West Apartment Owners’ Association”*.
 - **Envelope #3 – Commercial:** To contain the price quotation. An indicative format is provided at the end of this document; however, bidders may adopt an alternative format if considered suitable.
- All bidders shall be permitted to carry out a **visual inspection** to assess the estimated quantities. However, billing shall be made strictly on the **basis of actual quantities** as per joint measurement. The methodology of measurement shall conform to **IS 1200 (Method of Measurement of Building Works)**.
- Bidders shall quote **unit rates only**, except in reference to item #15 in the bill of quantities.
- During execution, if the quantity of any item exceeds by more than **5%**, the Contractor shall notify the Employer in writing to seek approval for the additional work. The Employer, in turn, shall ensure prompt approval or rejection of such requests, taking into account the importance and urgency of the situation.

D-7. Bill of Quantities (Indicative Format)

#	Description of Work	Unit	Estimated Quantity ¹	Rate (INR)	Amount (INR)	Remarks
1	Safe dismantling & removal of distressed architectural arches, including finishing and reinstatement of lightning arresters	sq. m.				Noise & vibration-controlled method
2	Repair of expansion joints below terraces, including reinstatement of waterproofing	running metre				As per IS 456/IS 2645
3	Minor plaster crack repair (surface cracks, up to 5 mm)	sq. m.				Polymer-modified mortar
4	Medium structural crack repair (5–15 mm, incl. resin injection)	running metre				IS 15988 & IS 13620
5	Major structural crack repair/strengthening (wider cracks, rebar anchoring, jacketing)	sq. m.				As per the structural engineer's direction
6	Reservoir repairs (OH & UG) – crack sealing, PU injection, waterproofing	sq. m.				IS 1343, IS 456
7	Pump room near WTP – structural & seepage repairs	sq. m.				Jacketing if required
8	Chajjas / Cornices – crack & spall repair	sq. m.				Polymer mortar & coating
9	Columns & connectors – repair & strengthening	sq. m.				Epoxy/resin injection
10	Lift machine room repairs (seepage & cracks)	sq. m.				Waterproof coating
11	AC water dripping rectification (drainage fixing)	nos.				Complete in all respects
12	Fixing pigeon nets under rooftop shades (two shafts per tower)	sq. m.				Heavy-duty nylon/HDPE net
13	Waterproof protective coatings (where specified)	sq. m.				As per IS 2645/IS 9103
14	Debris removal & disposal as per KMC norms	cum.				Daily disposal mandatory
15	Temporary protective works (nets, coverings, scaffolding, safety gear)	lumpsum				Contractor's responsibility
16	Waterproofing of Tower Roof Floors	sq. m.				5 years warranty

D-8. Estimated Cost of Work

- The indicative **Estimated Cost of Work is Rs. 30,00,000/- (Rupees Thirty Lakh only)**.
- Vendors are advised to quote accordingly, keeping in view the technical requirements, quality standards, and safety provisions mentioned in this tender.

D-9. Vendor Qualifications

- Vendor must have a **valid training certificate/enlistment/recommendation letter** from CICO, Sika, Fosroc, or STP or equivalent, not older than **1st September 2024**.
- Vendor shall submit **completion certificates of similar works** executed in multi-storey buildings.
- Vendor must carry out **initial area estimation through visual inspection (at no additional cost)** before submitting quotation.
- Vendor must have completed at least 2 similar repair contracts of value more than ₹15 lakh each in the last 5 years.
- Vendor must submit **valid GST registration, PF/ESI compliance** and proof of insurance.

¹Quantity may vary in actual. Measurement methodology shall follow IS 1200 (Method of Measurement of Building Works).

E. Terms and Conditions:

- 1) All rates should be quoted showing MRP and discounts thereon, HSN No. of the item(s) GST on rate should be mentioned separately. The total amount should be quoted both in figures and words. Request for inclusion of any tax/levy at later stage will not be entertained.
- 2) The quotations on comprehensive turn-key job basis will be given preference though the vendors may submit parts of Civil/Mechanical/Electrical jobs as per their expertise. The association (DCWAOA) however reserves the right to accept/reject all/any of the tenders without assigning for any reason.
- 3) The association (DCWAOA) reserves the right to award all or parts of the work to one or multiple vendors in one go or in phased manner depending upon the Bids, Qualification and Fund Positions.
- 4) Materials & accessories used should be as per specification and of Approved Quality.
- 5) Packing, Forwarding and Transportation Charges, if any, should be specifically indicated.
- 6) Installation and commissioning charges should be mentioned separately
- 7) Delivery is to be done on site and DCWAOA will have no liability for any damage in transit.
- 8) **The work must be completed as per the schedule mentioned in section D above, latest within 60 days from the date of issue of Purchase Order.**
- 9) The bidder shall submit an Earnest Money Deposit (EMD) of 2% of bid value or **Rs. 50,000/- (Rupees Fifty Thousand only)**, whichever is larger along with the tender. **EMD to be deposited to the account of DCWAOA Online to the following Bank Details:**

Account Name : **Diamond City West Apartment Owners Association**
Account No. & Type : **37489797811, Current Account**
Bank & Branch : **State Bank of India, Bakultala Branch**
IFSC Code : **SBIN0001489**

Please share the transaction details.

- 10) The EMD may be exempted for the MSME/SSI vendors/service providers as per the Govt. rule.
- 11) The EMD amount will be forfeited in case, the qualified Bidder refuses to accept the purchase order or, fails to carry out the obligations mentioned therein or, if the project is left midway by the vendor.
- 12) Upon award of the contract, an amount equivalent to **10% of the Work Order Value**, shall be retained as **Performance Security Deposit (PSD)**. The EMD amount of the successful vendor will be adjusted with the PSD or refunded against the bank guarantee of the full PSD. **The PSD shall be released only after** successful completion of the defect liability period and certification of satisfactory work completion by the Employer.
- 13) The PSD will be forfeited in case of non-performance or non-fulfilment of any of the terms & conditions of the contract and for compensating for any loss suffered.
- 14) The EMD **will be refunded without** interest to the **unsuccessful bidders against** their written application at the earliest and after finalization of the contract with the successful bidder.
- 15) **Warranty requirements –as mentioned in item D-5** on the workmanship and materials supplied.
- 16) **Dispute Resolution / Arbitration**
 - Any dispute arising out of or relating to this contract shall be first attempted to be resolved amicably between the parties.
 - If not resolved within 30 days, the matter shall be referred to arbitration under the provisions of the Arbitration & Conciliation Act, 1996, as amended.
 - The venue of arbitration shall be Kolkata, West Bengal, and the language shall be English.
 - The decision of the Arbitrator shall be final and binding on both parties.
 - The courts at Kolkata shall have jurisdiction in case of any dispute.
- 17) **Liquidated Damages /Penalties**
 - In case of delay in completion beyond the stipulated time (without approved extension), liquidated damages at the rate of 0.5% of the contract value per week (subject to a maximum of 5%) shall be levied.

- Persistent non-compliance with milestones may attract additional penalties, including termination of the contract.

18) **Termination Clause**

- The Employer may terminate the contract in case of non-performance, poor quality, or violation of safety/contract terms, after giving due written notice.
- The Contractor may also request termination if continuation becomes impractical due to reasons beyond their control, subject to the Employer's approval.
- **The contract may also be terminated at any stage by mutual consent of both Employer and Contractor, with settlement of accounts for the work completed up to the date of termination**

19) **Payment terms:**

- No advance payment shall be made.
- Running Account (RA) bills may be raised monthly/as per progress, based on joint measurements and certification by Employer and Vendor.
- Bills must be supported with pre-work, during-work, and post-work photographs.
- Final bill shall be paid only after satisfactory completion and acceptance of works.
- Payment shall be made by a/c payee cheque or through Online transfer to the vendor's bank account. No cash payment will be made under any circumstances.
- Statutory deductions (TDS, GST, Labour Cess, etc.) shall be made as applicable.

Authorized signatory
on behalf President, DCWAOA

Accepted Terms & Conditions

Authorized Signatory on behalf of the Vendor.
Date & Stamp