



**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE BLOCK DEVELOPMENT OFFICER  
KURSEONG DEVELOPMENT BLOCK  
KURSEONG:DARJEELING:WB-734203**

Phone/ FAX No. 0354-2346444

e-mail : [bdokurseong@gmail.com](mailto:bdokurseong@gmail.com)

**NOTICE INVITING e-TENDER**

**NOTICE INVITING ELECTRONIC TENDER No.25BDOKSG/NIT/AWC/quotation/21-22, DT.22.09.2021**

Separate tenders are invited by the undersigned for the work mentioned in the table below through electronic tendering (e-tendering). The intending tenderers may visit the office of the undersigned for the tender notice & other details. But submission of bid will be through the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) only. **Rate should be on percentage basis including all charges upto worksite.**

Sl. No	Name of the work	Estimated Amount (in Rs)	Earnest Money (in Rs)	Fee	Period of Supply	Eligibility of Contractor
1	2	3	4	5	6	7
1	Supply of material for the work " Construction of Aganwadi Centre, at Chisopani, Rohini in convergence with T.D.D and MGNREGS	Rs. 5,40,000/-	Rs. 10,800/-	Rs. 1500/-	60 days	Should have 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 this tender notice. (Or for details please refer to Notification no. 04-A/PW/O/10C-02/14, dated 18.03.2015 of the Principal Secretary to the Govt. Of West Bengal, Public Work Deptt., Accounts Branch, Nabanna, Howrah-711102).

- For e-tendering, intending tenderer may download the tender document from the said website directly with the help of Digital Signature Certificate. Earnest Money and fees for participating in e-tender is exempted in e-tender site. But both Earnest Money and fees for participating in e-tender (together sum of two) shall be deposited by the intending tenderer by way of NEFT/RTGS or cash deposit etc to the following bank account:-
  - Name of the Account Holder – Block Development Officer, Kurseong
  - Account Number – 50160003020644
  - Name of the Bank – Bandhan Bank Ltd.
  - Branch Name – Kurseong
  - IFS code – BDBL0001469
  - MICR Code – 734750603
- Virus free scanned copy of the NEFT/RTGS/ Cash deposit receipt/Challan should be uploaded along with the other Technical Bid documents, failure of which within the specified time and date, the bid will be summarily rejected.
- Properly indexed & Self-attested documents & duly digitally signed of both the Technical Bid and the Financial Bid should be concurrently submitted in the Website mentioned above as per time schedule given below.
- Eligibility criteria for participation in tender :
  - As state above under Eligibility of Contractor.



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- b) Technical Bid documents should be accompanied with copies of tenderer's Pan Card, Professional Tax Receipt/Challan for the current year, GST Registration Certificate and Trade License (for the current year).
- c) Registered Co-operative Societies of Unemployed Engineers and Diploma Holders in Engineering are required to furnish valid Bye-Law, Latest Audit Report, Valid Clearance Certificate from the Assistant Registrar of Co-operative Societies for the year 2021-22 along with other relevant supporting papers.
- d) The partnership firm is required to furnish copy of Registered Partnership Deed.
- e) A Company shall furnish the **Article of Association and Memorandum**.
5. Payment of bill on its production will be made after successful execution of the work subject to availability of fund and no claim, whatsoever will be entertained for any delay of payment. No escalation charge will be entertained against any N.I.T/any accepted tender.
6. Neither any Mobilization Advance nor any Secured Advance will be allowed.
7. The contractor shall have to arrange, nearest to the work site, required land for installation of plant & machineries (specified for each awarded work), storing the materials, provision of labour shed & laboratory etc at his own cost and responsibility.
8. Bids shall remain valid for a period of 120 days (one hundred twenty) from the date of opening of Financial bid. If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof. No interest on the deposited Earnest Money shall be allowed if the said bid cancelled.
9. **Date & Time Schedule:**

Sl.No	Particulars	Date & Time
1	Date of uploading of NIT documents (online publishing date)	22.09.2021
2	Start date of downloading of documents (online)	22.09.2021
3	Last date of downloading of documents (online)	04.10.2021
4	Start date of submission of bid (online)	22.09.2021
5	Last date of submission of bid (online)	04.10.2021
6	Last date for deposit of EMD at Bandhan Bank, Kurseong	04.10.2021 (till working hours of bank)
7	Opening date of Technical Bid	07.10.2021 at 10.00 am
8	Date of Scrutiny of Technical Bid (offline)	07.10.2021 (from 12.00 noon) at chamber of Block Development Officer, P.B Road, Kurseong
9	Opening date of Financial Bid (online)	08.10.2021 (from 10.00 am)
10	Date of Scrutiny of Financial Bid (Offline)	08.10.2021 (from 12.00 noon) at the chamber of Block Development Officer, PB Road, Kurseong

10. Financial bids of those tenderers who qualify in technical bid will only be opened. Dated, if changed, due to un-avoidable circumstances, will be published in the said websites and the office notice board only without any individual intimation.
11. A tenderers may visit the site of works and its surroundings on his own cost in order to prepare bid for its submission.
12. No cost of Bidding or the fees for participating in e-tender shall be reimbursable by the office of the Block Development Officer, Kurseong. Authority may accept or reject any tender without assigning any reason, whatsoever, and is not liable for any cost that might that have been incurred by a Bidder.



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13. **Refund of EMD :** The Earnest Money of all unsuccessful Tenders will be refunded on receipt of application from the Tenderer from the office of the Block Development Officer, Kurseong. The Earnest Money deposited by a successful Tenderer will be converted into Security deposit and the balance amount for security deposit @ 8% of the bill value will be deducted from the bill at the time of payment to retain 10% of bill value of the total work done (final bill value) to form Security Money for performance of work. No Interest on Security Deposit will be paid by the tender accepting authority.
14. The willing tenderers may remain present at the time of opening of Tender.
15. The Block Development Officer, Kurseong reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.
16. A tenderer's nid will be out rightly rejected with a forfeiture of his earnest money if it comes to the notice of the tendere inviting authority during scrutiny that the credential or any other papers of a tenderer are manufactured /fabricated etc.
17. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tender, if found necessary, before issuance of the work order nad the work order will not be issued in favour of tenderer if it on verification that such document submitted by him is either manufactured or fabricated etc.
18. A clauase stated in the later notification will supercede the corresponding one mentioned in former notification in the following sequence :-
  - a) Tender Form as prescribed.
  - b) NIT
  - c) Special term & Conditions.
  - d) Technical bid.
  - e) Financial bid.

**INSTRUCTION TO BIDDERS**

1. **General Guidance for e-Tendering :** Instructions/Guidelines for electronic submission of the tenders have been annexed for guidance/assistance of the tenderers to participate in e-tTendering.
2. **Registration of Tenderer :** Any tenderer willing to participate in e-Tendering will have to get himself enrolled & registered with the government e-procurement system by logging on to <http://etender.wb.nic.in> The tenderer is to click on the link for e-Tendering site as given on the web portal.
3. **Digital Signature Certificate(DSC) :** For submission of tenders, each tenderer is required to obtain a Digital Signature Certificate (DSC) from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount, the details of which are available at the website.
4. A tenderer can search & download NIT & tender documents electronically, the only mode of colleciton of tender documents from computers once he logs on the website using his Digital Signature Certificate.
5. **Submission of tenders :** General process of submission :-

Both the Technical and Financial bid in separate folders will have to be submitted online in the website at a time for each work before the notified date & time using the Digital Signature Certificate (DSC) and virus scanned and duly digitally signed copies of documents should also be uploaded in the website. (These documents will get encrypted i.e, transformed into non-readable formats.)



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**COVER "A"**

**(Technical bid should contain scanned copies of the following in one cover)**

- I.** Scanned copy of Trade License (Current Financial year)
- II.** Scanned copy of EMD deposited slip/acknowledgement issued by the bank towards earnest money (EMD) and as prescribed in the N.I.T against each of works in favour of the Block Development Officer, Kurseong.
- III.** Scanned Copy of Proper Credential Certificate in form of Completion Certificate of at least one work of similar nature having a magnitude of 40 (forty) percent of the amount put out tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 5 (five) years from the date of issue of the Notice..(or for details please refer to Notification No. 04-A/PW/O/10C-02/14, dated 18.03.2015 of the Principal Secretary to the Government of West Bengal, Public Works Deptt., Accounts Branch, Nabanna, Howrah-711102). Please note that, PAYMENT CERTIFICATE WILL NOT BE TREATED AS CREDENTIAL.
- IV.** Scanned Copies the Professional Tax (P.Tax) Deposit Receipt/ Challan for the financial year 2021-22, the I.T Pan card, the GST Registration Certificate.
- V.** Scanned copy of Registration Certificate under the Companies Act. (if any)
- VI.** Scanned copy of Registered Deed of Partnership Firm/Article of Association & Memorandum.
- VII.** Scanned copy of Power of Attorney (for Partnership Firm/Private Limited Company, if any)
- VIII.** Scanned Copy of up to date " No objection Certificate" issued by the Assistant Registrar Co-operative Societies (ARCS).
- IX.** An Engg. Co-operative Society, if categorically mentioned in NIT, will have to submit credential as mentioned in VIII above and is exempt from deposit of Earnest Money only.

**COVER "B"**

**Financial Bid**

The financial proposal should contain the following documents in one cover (folder ) i.e. the Contractor is to quote the rate (percentage above/below/At par) online through computer in the space marked for quoting rate in Bill of quantities (BOQ) only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

**1. Rejection of BID :**

The employer (Tender Accepting Authority) reserves the right to accept or reject any BID and to cancel the Bidding processes and reject all Bids at any time prior to the award of contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (Tender Accepting Authority) action,

**2. Tender Selection Committee.**

- i)** The committee will act for recommendation of technically and subsequently financially qualified bidders,
- ii)** Intending Tenderers may remain present during evaluation of Technical & Financial Bids. Technical Bids will be opened first and the defective tender will summarily be rejected.

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**\*Note: - if any Govt. holiday falls on the Tender Opening day, the tender will be opened on the next working day.**

**No. 410/Estt**

**Date:22.09.2021**

**Copy forwarded for favour of kind information to:-**

- 1. The District Magistrate, Darjeeling.**
- 2. The Sub-Divisional Officer, Kurseong.**
- 3. The Executive Director, MGNREGS, G.T.A, Darjeeling.**
- 4. The Child Development Project Officer, ICDS (R), Kurseong.**
- 5. The Branch Manager, Bandhan Bank Ltd., Kurseong Branch, Kurseong**
- 6. Office Copy.**

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Kurseong**