

BAMUNTORE GRAM PANCHAYAT

BAMUNTORE, SALTORA, BANKURA

EMAIL: - pradhan.bamuntoregp@rediffmail.com

A PANCHAYAT RAJ INSTITUTION UNDER P&RD DEPTT. GOVT OF WB UNDER SALTORA PANCHAYAT SAMITY

MEMO No.: 507 / BGP


Date: 16.10.2020

The Pradhan, Bamuntore Gram Panchayat invites percentage rate **e-tender** from the Bonafied, Reputed, Reliable, Experienced and Resourceful Contractor / Un-employed Engineers Co- operative Societies having requisite credential as per column-7 of following table for the works detailed in the Table below. (Submission of Bid through online).

Sl. No.	E-NIT NO	Name of Work	Name of the fund	Estimated amount Put to tender [Rs.]	Earnest money [Rs.] & tender cost	Credential required	Time of completion
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
01	13	RENOVATION AND UPGRADATION OF OFFICE INTERIOR STRUCTURE	14 TH F/C	347747	7000.00 1000.00	60% of the total amt in a single similar nature of work	90 DAYS

Date of closing of submission of Technical Bid & Financial Bid	09.11.2020 AT 5.00 PM
---	------------------------------

All other details will be available in the office of the undersigned in any working day or visit the website - www.wbtenders.gov.in


Pradhan
Bamuntore Gram Panchayat

In the event of e-filing intending bidder may download the tender document from the website www.wbtenders.gov.in directly with the help of Digital Signature certificate and necessary Earnest money may be remitted through demand draft issued from any nationalised bank in favour of the **Pradhan, Bamuntore Gram Panchayat** and payable at Allahabad Bank Bamuntore Branch and also to be documented through e-filing (scan copy is to be submitted). The original copy of demand draft should be submitted physically for verification to the office of the undersigned as per the date and time schedule given in the tender .

Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the www.wbtenders.gov.in as per the time schedule.

The document submitted by the bidder should be properly indexed & digitally signed.

1. Both technical document & Financial Bid are to be submitted in technical (Statutory & Non- Statutory Folder) and financial folder concurrently duly digitally signed in the website www.wbtenders.gov.in.
2. The financial offer of the prospective tenderer will be considered only if the Technical Document (both statutory & non-statutory) of the tenderer found qualified by the undersigned. The decision of undersigned will be final & absolute in this respect. The both list of responsive & Non-responsive bidders will be displayed in the website and also notice board of this office on the schedule date and time.
3. Eligibility criteria for participation in the tender i)The prospective Bidders shall have satisfactorily completed as a prime agency during the last 3 (Three) years from the date of issue of this notice at least one work of "Similar nature as mentioned in the above table in column-7 of each serial no of work" under the authority of State/Central Govt./ Local Bodies /Central Govt undertaking /Statutory Bodies constituted under the stature of the Central/ State Govt .
4. PAN Card , TRADE LICENCE ,PROF. Tax enrollment certificate & deposit challan for the year of 2020-21, , IT RETURN OF LAST 3 YEARS, GST Registration Certificate with latest GST return, Credential in the form of Payment certificate &/or Completion Certificate & work order has to be accompanied with the technical bid document (Non- Statutory Documents)
5. Registered Partner Ship Deed in case of partnership firm has to be submitted. The company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, where uploading any tender form on behalf of company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the director of such company or the partners of such firm to upload such tender. (Non- Statutory Documents)
6. Joint venture will not be allowed.
7. The Tenderer shall established field testing laboratory equipped with requisite instrument and technical staffs according to the requirements of works to be executed.
8. Payment will be made as a when fund is available from the concern source. No claim whatsoever for dealing payment, if any will be entertained. Only final bill will be paid for this work. Contractors are requested to quote their rate accordingly.
9. No arbitration is allowed in this contract.
10. 10(Ten) % value of the work will be retained as security deposit which will be released after as per tender notice from successful completion project. Agencies have to arrange land for Plant & Machineries, storing of materials labour shed, Labrotary etc. water and electricity at their won cost and responsibility.
11. No material will be issued from the department.
13. Constructors shall have to comply with the provinces of A) the contract labour (regulation Abolition) Act. 1917 B) apprentice Act.1961 & C) Minimum wages Act. 1948 of the notification ther of or any laws relating

thereto and the rules made and order issued there under from time to time Constructional labour welfare Cess at @ 1% of the bill value will be deducted from every bill.

14. The schedule of rates: as given in estimate.

15. During scrutiny if it comes to notice of the tender inviting authority that the credential or any other paper found incorrect / manufacture / fabricated, that bidder would not be allowed to participate in the tender and that application will be reject without any prejudice.

16. The authority reserves the right to cancel the NIT due to unavoidable circumstance and for the no claim will be entertained.

17. Bids shall remain valid for a period not less than 90 (ninety) days from the last date of submission of Financial Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

18. Before submission of tender, the tenderer shall have to acquaint by actual visit to the site as regards prevailing conditions and tenderer submitting tender shall be deemed to have done so. He must acquaint himself with local conditions of labour, material, transport, electricity, water. Panchayat regulations etc.

19. The Contractor's responsibility to keep the road open to all kind of traffic during the execution of work. No claim what-so-ever will be entertained for idle labour , establishment cost of hire & labour charges of tools & plants etc. at any circumstances.

20. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of publishing of NIT and other document(s)	27.10.2020 at 5.00 PM
2	Date of start of downloading the documents. Etc.	27.10.2020 at 5.00 PM
3	Date of closing of downloading the documents, etc.	09.11.2020 UPTO 5.00 PM
4	Date of start of submission of Technical & Financial Bid	27.10.2020 AT 5.00 PM
5	Date of closing of submission of Technical & Financial Bid	09.11.2020 UPTO 5.00 PM
6	Date & time of submission of original copies of Demand Draft Order against Earnest Money (Off line) in the Drop Box kept at the BAMUNTORE GRAM PACHAYAT OFFICE.	09.11.2020 UPTO 5.00 PM
7	Date of opening of Bid at Bamuntore Gram Panchayat OFFICE	11.11.2020 AT 5.00 PM

21. The contractor shall pay of charge & fees legally payable for act out of their works & hold the employer free of such cost.

22. Contractor has to execute the work on strict supervision of the N.S. / Authority.

23. Decision of authority will be final & binding on contractor in case of any dispute.

24. Contractor has to arrange at his own cost, to display sign. Board at the site before starting the job indicating the following.

- i) Name of the work.
- ii) Name & nature of the contract.
- iii) Name of the Executing Agency.
- iv) Name & Address of the Contractor.
- v) Estimated amount.
- vi) From which fund the work is being executed
- vii) Time of completion.

25. All tools, plants, & machineries including vibratory, road roller etc. required to execute the Contract, has to be arranged by

Contractor at his own cost.

26. The works are time bound project & time of completion of work should be strictly followed.

27. The undersigned reserve the right to ask the Tenderer to submit analysis of the quoted rate at any point.

28. Audited Accounts of last financial year i.e. 2017 – 2018 will have to be submitted in case of Engineers Co-operative societies & Labour Co-operatives. The tender forms are to be received by the Chairman or Secretaries or any member of the Society having proper power of attorney.. Credential of similar type of works as mentioned in column -6 of each serial of work will have to be produced in case of Engineer Co-operative Societies.

29. Time is the essence of contract. The successful contractor must start the work / supply within seven days from the date of signing of agreement / contract failing which the undersigned may cancel the work order & contract and forfeit the earnest money. The work should be completed within the prescribed time. No extension of time will be allowed except in special cases if it is found that the delay caused due to such reason which is beyond the control of the contractor and on the issue whether any reason is beyond the control of the contractor, the decision of the undersigned shall be final.
- (a) A penalty @ 0.1% (Zero point One percent) of the value of work may be imposed on per day of delay.
- (b) If during execution of work it is found that the progress of work is very slow and the contractor failed to speed up the work even after repeated reminders and the work is going to be delayed unnecessarily due to fault on the part of contractor and / or the quality of work is not as per the plan & estimate and the contractor does not make required rectification after being so instructed, the work order and contract shall be cancelled, the earnest money shall be forfeited, the contractor may be blacklisted and claim of payment of work already executed before such termination, may not be considered or entertained.
- (c) In case of such mid-term termination of the work order and contract, the undersigned may also proceed to get the balance work completed by engaging other contractor/s agencies or departmentally. The excess expenditure if any, due to such a step would be recoverable from the unpaid bills of the defaulting contractor, if claim of such bills has not been forfeited at the time of termination of work order and contract as mentioned at point –(b) above.
30. GST / IT and other statutory deductions at the prescribed rate will be deducted at source during payment of each bill (R/A or Final).
31. 10% of the bill amount shall be deducted as security money from each bill which will be released after one year from the date of completion subject to condition that no defect appears in the work. In case of defects found within one year the same should be repaired properly by the contractor in his own cost and after repairing, the earnest money may be released in full or part depending on the nature of defect.
32. For materials that will be used in the road construction against which payment of royalty to competent authority is mandatory under the existing act or rule, original copie/s of Challan/s as proof of deposition of royalty is/are to be produced at the time of processing of bill failing which bills shall not be entertained.
33. This notice shall form part of term and conditions of tender, tenderers shall be bound to abide by the same.

SD/-

**Pradhan
Bamuntore Gram Panchayat**

INSTRUCTION for BIDDERS

Instruction / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

1. Registration of Contractor:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC):

Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-1 of Guideline to Bidder. DSC is given as a USB e-Token.

3. Collection of Tender Documents:

The contractor/Agency can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. Participation in more than one work:

Normally, any contractor can collect and submit tenders for maximum 50 % of the total number of works (rounded upto next higher integer) in any particular NIT depending on his credential and financial capability.

5. Submission of Tenders:

5.1 General process of submission:

Tenders are to be submitted through online to the website stated in Cl.1 in two folders at a time for each work, one in **Technical Proposal** & the other is **Financial Proposal** before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

5.2 Technical proposal:

The Technical proposal should contain scanned copies of the following further in two covers (folders). **Documents required to Qualify [Statutory / Non-Statutory / Technical]**

i) Prequalification Application.

ii) Demand Draft/ bankers Cheque towards earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of the **Pradhan, Bamuntore Gram Panchayat**

Note:- No Fixed Deposit will be entrained.

iii) Tender form no. 2911(ii) & NIT with all agenda & corrigendum (download & upload the same Digitally Signed). *Quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) , the tender liable to summarily rejected.*

v) Special Terms, Condition & Specification of works, Drawings(if any).

Note:- Tenders will be summarily rejected if any item in the Statutory cover is missing.

iv) Professional Tax (PT) deposit receipt challan for the current financial year, Pan Card, Sahaj (ITR-I) for the last financial year, GST Registration Certificate & latest return for the current financial year.

v) Registration Certificate under Company Act. (If any)

vi) Registered Deed for partnership Firm/ Article of Association & Memorandum.

vii) Power of Attorney (For partnership Firm/ Private Limited Company, if any)

viii) Clearance Certificate for the Current year issued by the Assistant Register of Co-Op(s) (ARCS) by laws are to be submitted by the Registered labour Co-Op(s) Engineers"Co-Opt(s).

ix) Credential certificates as mentioned above.

x) Self certified document in favour of financial capability to carry out the works.

xi) Audited Accounts of last financial year i.e. 2018-19 will have to be submitted in case of Engineers Co-operative societies & Labour Co-operatives.

Note : Failure of submission of any of the above mentioned documents (as stated above) will render the tender liable to summarily rejected for both statutory & non statutory cover.

5.3. Financial proposal:

i). The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ) the contractor is to quote the rate (Percentage above/below/at par) online through computer in the space marked for quoting rate in the BOQ.

6. Opening & evaluation of tender:

Opening of Technical proposal:-

Technical proposals will be open in the office of **BAMUNTORE GRAM PANCHAYAT** under Saltora Development Block.

- i) Intending tenderers may remain present if they so desire.
- ii) Cover (folder) statutory documents would be open first & if found in order and correct, cover (Folder) for non statutory documents will be opened. If there is any deficiency in the statutory & non statutory documents the tender will summarily be rejected.
- iii) Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the tender evaluation committee.
- iv).Uploading of summary list of technically qualified tenderers.

NB: While evaluation, the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if those are not produced within the stipulated time frame, their proposals will be liable for rejection.

Opening and evaluation of Financial Proposal:

- i) Financial proposals of tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal on the prescribed date and time.
- ii) The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.

7. Acceptance of Tender:

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Contract. The Agreement in W.B.F. No. 2911(ii) will incorporate all necessary documents e.g. N.I.T. all corrigendum, special terms & condition ,specification of work, Drawings, different filled up forms ,B.O,Q. and the same will be constituted between the Accepting Authority and the successful Bidder.

8. Penalty for suppression / distortion of facts:

Submission of false document by tenderer is strictly prohibited & if found the tenderer will be suspended from participating in the tenders on e-tenders platform for a period of 3(three) years. In addition this user ID will be deactivated & Earnest money Deposit(EMD) will stand forfeited.

9.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

SD/-

**Pradhan
Bamuntore Gram Panchayat**

MEMO No.: 507 / BGP (14)

Date: 16.10.2020

Copy forwarded for information to:

1. The AEO ZP Bankura
2. The DCU ISGPP BANKURA
3. The DIO NIC Bankura for uploading in the District website for wide publicity
- 4.. The Block Development Officer, Saltora Block.
5. The Sabhapati, Saltora Panchayat Samiti.
- 6-13. The Pradhan _All_ Gram Panchayat UNDER Saltora Dev. Block (EXCEPT BAMUNTORE G.P)
13. Office File
- 14.. NOTICE BOARD.

**Pradhan
Bamuntore Gram Panchayat**

PRE QUALIFICATION APPLICATION

To,
The Pradhan
Bamuntore Gram Panchayat
Bamuntore Saltora Bankura

Ref :-MEMO NO – 507/BGP DATED 16.10.2020
E-NIT No.- 13 DATED 16.10.2020

NAME OF THE WORK: - RENOVATION AND UPGRADATION OF OFFICE INTERIOR STRUCTURE

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/we hereby submit all the necessary information and relevant documents for evaluation.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that-

(a)Tender inviting & Accepting Authority/Engineer-in-charge can amend the scope & value of the contract bid under this project.

(b)Tender inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject application without assigning any reason.

Address:

Name of Bidder :-----

Mobile No – -----

E-mail address:-----

Office address:-----

Encl: e-Filling :-

Statutory Documents.

Non Statutory Documents.

Financial Document.

Date :

Signature of applicant