

Government of West Bengal
Office of the District Magistrate

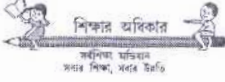
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District Project Director

Sarva Shiksha Mission, Purba Bardhaman

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Notice Inviting e-Tender (e-NIT)

e-NIT No. SSM/PBD/e-NIT-02/21-22

e-Tenders are hereby invited from reputed, bonafide & responsible agencies / contractors / registered SSI Unit having credential of Similar type of work for printing of Activity Task.

Schedule of Work are furnished below:

SL. No	Name of Work	No. of Page(s) to be print	Cost of Tender Document (Rs.)	Cost of EMD (Rs.)
1.	Printing & supply of Activity Task.	Bulk	Rs. 2,500/-	Rs. 20,000/-

For e-filling, the intending bidder may download the tender documents which He / She intends to bid, from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate .Necessary Fees for Tender Processing & Earnest Money Deposit are to be paid through:

(1) Net Banking (any of the Banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank payment gateway or (2) RTGS / NEFT in case of offline payment through Bank account in any Bank as per the memorandum No. 3975-F(Y) dated 28th July 2016 of Finance Department (Audit Branch), Govt. of West Bengal. The bidder may see the Memorandum 3975-F(Y) dated 28th July 2016 of Finance Department (Audit Branch), Govt. Of West Bengal.

After technical evaluation and on receipt of the information from the e-procurement portal, the EMD of the bidders disqualified at the technical evaluation will be refunded through an automated process to bidders 'Bank Account from which the bidder made the payment transaction of EMD. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than lowest bidder will be refunded through an automated process

The bidders who are exempted to deposit EMD as per existing Government order in force should submit an application including supporting Government order claiming exemption of EMD and same need to be uploaded in folder EMD'. After opening of Financial Bid, *LOWEST bidder of each scheme* shall be asked to produce original documents for verification which must be tallied with scan copy of documents already uploaded at the time of submission of Tender, failing which his/her tender shall be liable to be rejected.

EMD & Tender Processing fee payment procedure:

a. Payment by Net Banking out of any listed bank through ICICI Bank Payment Gateway:

i. On selection of Net Banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway (along with a string containing a Unique ID) where he/she will select the Bank through which he/she wants to electronically transact the EMD.

ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the e-transaction.

iii. Bidder will receive a confirmation message on registered mobile phone regarding success/failure of the transaction.

iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD against unique codes for identification of the tendering authority.

v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

b. Payment through RTGS/NEFT:

i. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the (Enclosure to I&WD No. 14(8)-IB/IW/O/IB-Misc-72/2016-17 dated 09.04.2018) Page 9 of 24 details to process RTGS/NEFT transaction.

ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his/her own designated Bank account.

iii. Once payment is made, the bank would provide an "UTR remittance number" for successful transaction with which the bidder will come back to the e-Procurement portal after expiry of 2 to 3 bank working days to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue with his/her bidding process.

iv. If verification is successful, the fund get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD.

v. Hereafter, the bidder will go to e-Procurement portal for final submission of his/her e-bid within pre-assigned last date of submission of e-tender.

vi. If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder's bank account.

Note: EMD made through RTGS/NEFT would require additional 2 to 3 Bank working days after date of transaction in the Bank before the procedure is completed for enabling the bidder to continue with the bidding process in the on-line final bid submission. Thus, the bidder is to take precaution in case of RTGS/NEFT transfers, so that the entire process of submission of e-tender is completed within last date of on-line submission of his/her tender. However, Net-banking transaction through ICICI bank payment Gateway would be on real time basis.

Refund/Settlement Process for EMD:

- i. After decrypting/admitting of all e-bids, the preliminary technical bid evaluation (TBO) summary sheet would be published in the Portal after two working days, and thereafter at least after four working days, the Final technical evaluation (TBE) summary sheet would be published in the Portal with simultaneous electronic processing in the e Procurement portal by the tender inviting authority done so that status of the all bids as qualified or disqualified; based on the Final Bid Evaluation Sheet (FBE) is made available to all bidders along with the details of the unsuccessful bidders to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund through an automated process the EMD of the bidders disqualified at the technical evaluation to the respective bidders' Bank accounts from which they made the EMD on-line transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the Tender Inviting Authority.
- iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 will be refunded, through an automated e-process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank working days where T will mean the date on which information on rejection of financial bid is uploaded to the e Procurement portal by the tender inviting authority.
- iv. As soon as the L1 bidder is awarded the contract (AOC), the same is processed electronically in the e-Procurement portal for transfer to Government Receipt under Public Accounts of the State through GRIPS where under the security deposit will also be collected in connection with the work.
- v. All refunds will be made mandatorily to the Bank account from which the payment of EMD was initiated.

- vi. If the e-tender is cancelled, then the EMD would be reverted to the original bidder's bank account automatically after such cancellation order is processed online by the Tender Inviting Authority.
- vii. DPO reserves the right to forfeit the EMD electronically in case of breach/violation of tender rules.

Both Technical Bid & Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>

The Financial Bid of the respective Bidder will be considered & opened only if the bidder is qualified in the technical bid.

ELIGIBILITY CRITERIA :

A) The tender inviting and accepting authority through a Committee will determine the eligibility criteria of each bidder. The intending bidder shall have to meet all the minimum criteria regarding :

- i) Technical Capability comprising of personnel & equipment capability
- ii) Financial capacity
- iii) Experience / Credential

B) All the following documents (photo copy) duly self attested must be submitted. The Eligibility of a bidder will be ascertained on the basis of the information supplied in the technical bid (Schedule A+B) and submission of the following documents duly self attested

- a) Proof of Trade License or its Equivalent for the relevant trade with current validity.
- b) Copy of I. T. return or IT clearance for the last three financial years. (In this case decision of the Authority is final)
- c) PAN Card.
- d) GST Registration Certificate with last return copy.
- e) PTPC [Professional Tax Payment Certificate] and P. Tax Challan (Up to date) showing P.Tax Registration Number & other necessary detail.

(Where P.Tax is not applicable, a certificate to this effect from the competent authority is to be furnished with the bid document)

- f) Audited Balance Sheet & Profit & Loss Account or Financial Statement (In where Audit is not mandatory) for last 3 (three) financial years [from **19-20 onwards in Audit report UDIN is must**]. (In this case decision of the Authority is final)
- g) Turnover required at least **Rs. 25 Lakhs** (Rupees Twenty five Lakhs) each for last 3 financial years. (In case of Financial Statement Turnover Must be certified by a Chartered Accountant for last 3 financial years [**where UDIN is mandatory**] required to be annexed with the bid document if needed.)
- h) Credential Certificate in the form of payment certificate or work completion certificate of similar job at least **Rs. 10 Lakhs (Rupees Ten Lakhs)** from any Govt. Departments/ Undertaking/ Autonomous Body/ Public Sector Units (PSU) should not exceed last 5(five) years.. **Mere copy of Work / Supply order will not be treated as the Credential certificate and the same will be rejected straight way.**
- i) Tender Processing Fees (Non refundable) & Earnest Money Deposit (Online Payment) as stated must be submitted in the technical bid.
- j) The attendance of intended agencies at Pre Bid meeting is mandatory. The specifications of printing job will be supplied in Pre Bid meeting. The bidders who will be absent in Pre Bid meeting they will be treated as disqualified in the tendering process. The Bidder will be quote the rate per page of printing of Activity Task. Therefore, the intending bidders are requested to join in the pre bid meeting with all documents and which are mentioned in respective e-tender notice without fail. Pre Bid meeting will be held on after three working days of the date of Publishing of the E-Tender at 4 p.m, which will be held at the Chamber of D.P.O, SSM, Purba Bardhaman.

Date & Time Schedule of the e-tender is furnished below:

Sl	Particulars	Date	Time
1	Date of publishing of NIT & Tender documents (Online)	19.08.2021	05.00 pm
2	Download start date (Online)	19.08.2021	05.30 pm
3	Bid Submission start date (Online)	19.08.2021	05.30 pm
4	Bid submission end date	03.09.2021	05.30 pm
5	Technical Bid opening (Online)	06.09.2021 on or after	10.30am
6	Technical bid opening summary sheet uploading (Online)	06.09.2021 on or after	
7	Technical final summary sheet uploading	To be notified later	
8	Financial bid opening (Online)	To be notified later	
9	Uploading of CS and uploading of final FBE sheet	To be notified later	
10	Uploading of AOC (Work Order)	To be notified later	

The undersigned reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever and forfeit the Earnest money in the event of any sort of breach of contract.



**District Project Officer
SSM, Purba Bardhaman**

Memo No. 652(14)/SSM / BANGLAR SHIKSHA

Date: 17 / 08 / 2021

Copy forwarded for information and wide circulation to the: -

- 1) The Chairman, DPSC, Purba Bardhaman.
- 2) The Chairman, Burdwan Municipality.
- 3) The Superintendent of Police, Purba Bardhaman.
- 4) The Secretary, Zilla Parishad, Purba Bardhaman.
- 5) Nazareth Deputy Collector, Burdwan Collectorate, Purba Bardhaman.
- 6) The Block Development Officer, All Block, Purba Bardhaman.
- 7) CA to Sabhadhipati, Burdwan Zilla Parishad, Purba Bardhaman.
- 8) CA to SDO (Sadar South) & SDO(Sadar North), Purba Bardhaman.
- 9) CA to District Magistrate, Purba Bardhaman.
- 10) CA to Additional District Magistrate (Education), Purba Bardhaman.
- 11) DIO, NIC, Purba Bardhaman with a request for putting on Website.
- 12) MIS-Cell, SSM, Purba Bardhaman. With a request for putting on SSM Website.
- 13) Accounts Cell, SSM, Purba Bardhaman.
- 14) Notice Board, (SSM Office), Purba Bardhaman. .



**District Project Officer
SSM, Purba Bardhaman**