

PRADHAN, BIBARDA GRAM PANCHAYAT
BIBARDA, TALDANGRA, BANKURA

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Memo No: 281/BIB/2024

Date 27/06/2024

NOTICE INVITING E-TENDER No. - 05 of 2024-25 of the Pradhan, Bibarda Gram Panchayat, Taldangra Bankura.

NOTICE INVITING E- TENDER

Separate tenders are invited by the Pradhan, Bibarda Gram Panchayat, Taldangra , Bankura, for the work(s) mentioned in the list through e-tendering from eligible and resourceful contractors having sufficient credential and financial capability for execution of construction works .

List of Schemes :-

Sl. No	Name of the Work	Estimated Amount Put to tender.	Source of Fund	Earnest Money Deposit (Rs.)	Tender Fees (Rs.)	Period of Completion	Eligibility of Contractor
1	Construction of CC Road at Harialgara Village from Tapan mumur house towards canal bridge under Bibarda GP	194496/-	15 th CFC Untied	3900/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
2	Construction of CC Road From Uttam Blswas House Towards Bhombal Banerjee House under Bibarda GP	199481/-	15 th CFC Untied	4000/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
3	Construction of CC Road from Pry School Towards Sorighat under Bibarda GP	199481/-	15 th CFC Untied	4000/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
4	Construction of Community Hall At Mallopara Under Bibarda GP	198234/-	15 th CFC Untied	4000/-	500/-	60 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
5	Installation of Submersible at Telengpara Village under Bibarda Gp	158895/-	15 th CFC Tied	3200/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
6	Installation of Submersible at Amsole Village Under Bibarda GP	158895/-	15 th CFC Tied	3200/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
7	Installation of Submersible at Bhedua Village Under Bibarda GP	158895/-	15 th CFC Tied	3200/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work
8	Installation of Submersible at Harakona Village Under Bibarda GP	158500/-	15 th CFC Tied	3200/-	500/-	21 Days from the issue of workorder	60% of Estimated cost in similar nature of Work

1. For e-Filling intending bidder may download the required tender document's separately for each serial number which he intends to bid, from the website: <http://wbtenders.gov.in> directly by the help of Digital Signature Certificate.

2. **Tender Fees& Earnest Money:** 2% of the estimated cost to be deposited Through Net Banking through ICICI bank payment Gateway or through RTGS/NEFT using online pre-fill challans generated in this system of State Government e-Product portal www.wbtenders.gov.in. Vide Memorandum No. - 3975-F(Y) Dated: 28th July'2016 of Government of West Bengal, Finance Department, Audit Branch . Mentioned amount for respective serial to be deposited through ICICI bank payment Gateway or through RTGS/NEFT using online pre-fill challans generated in this system of State Government e-Product portal

3. Both Technical Bid and Financial Bid have to be submitted online concurrently duly digitally signed in the Website <https://wbtenders.gov.in> as per time schedule stated herein under. The documents submitted by the bidders should be properly indexed & self-attested with seal and must be digitally signed using DSC.

4. The Financial Bid of the respective Bidder will be considered & opened only if the Technical Bid of the bidder is found qualified by the 'Tender Evaluation Committee'. The list of qualified bidders will be displayed in the website on the scheduled date and time.

5. Eligibility criteria for participation in tender:

i). The prospective bidders shall have satisfactorily completed as a prime agency during the last 03 (three) years prior to the date of issue of this Notice at least one construction/ structural work under the authority of State/ Central Govt., State/Central Govt. undertaking/ Statutory Bodies constituted under the statute of the Central/ State Government and having a magnitude of **60 (Sixty) percent** of the Estimated amount put to tender in a single work order. In support of the credential, scanned copy of the **Completion or Payment**

Certificate along with Workorder issued by the Executing Authority should be loaded as **Non Statutory Document** through online.

N.B.i) Completion certificate ALONGWITH WORK ORDER indicating work as per BOQ, Estimated amount, Gross bill value, Date of commencement and completion of project & detail communication of the client must be indicated in the Credential certificate.

ii) Pan Card, Trade Registration current year, Professional Tax receipts Challan for the current year, ITR-I(SAHA) for the last three year, GST registration and latest return to be accompanied with the Technical Bid document **(Non Statutory Documents)**

iii) Registered Unemployed Engineers, Co-operative Societies/ Unemployed Labour Co-Op. Societies are required to furnish valid Bye Law, Current Audit Report, Valid clearance Certificate from A.R.C.S. for the current financial year along with other relevant supporting papers. **(Non Statutory Documents)**

iv) A prospective bidder shall be allowed to participate in the particular job either in the financial capacity of individual or as a partner of a firm. During Technical Evaluation of Bid, Financial Capability to execute the work may be verified by the tender inviting authority.

v) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum (Non Statutory Documents).

6. Issuance of work order as well as Payment will depend on site clearance, availability of materials and availability of fund in appropriate head and no claim whatsoever will be entertained for delay issuance of work order as well as payment. Works should be completed within stipulated period. If any, intending bidders may consider these criteria while quoting their rates.

7. The bidders shall quote rate (Percentage above / below / at par) accordingly considering that no escalation and/ or price adjustment will be allowed by the Department under any circumstances.

8. Bids shall remain valid for a period not less than 365 (Three Hundred & Sixty Five) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

9. Constructional Labour Welfare Cess @1(one) % of cost of construction will be deducted from every bill of the selected agency. GST, IT, Royalty & all other statutory levy/Cess will have to be borne by the Contractor & the rate in the schedule of rates is inclusive of all the taxes & Cess stated above.

10. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1.	Date of Publishing of N.I.T. & Tender Documents (On line)	27.06.2024 (6:00 PM)
2.	Documents download start date (On line)	27.06.2024 (6:00 PM)
3.	Documents download end date (On line)	04/07/2024 (6.00 PM)
4.	Date of start of submission of Technical Bid & Financial Bid (On line)	27/06/2024 (6:00 PM)
5.	Bid Submission closing (On line)	04/07/2024 (6.00 PM)
6	Date of opening of Technical Bid at Bibarda GP Office	08/07/2024 (11.00 AM onwards)
7	Date for opening of Financial Proposal (On line)	To be informed after Technical Bid Evaluation

11. There shall be no provision of Arbitration. Hence Cl. 25 of 2908 is modified vide notification no. 8182-F/Y dt.26.09.12 of Secretary to the Govt. of West Bengal.

12. The Bidder, at his own responsibility and risk is encouraged to visit and examine the Work Site and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into contract for the work as mentioned in the Notice inviting Tender before submitting the offer with full satisfaction. The cost of visiting the site shall be at the Bidder's own expense.

13. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. **The Pradhan, Bibarda Gram Panchayat**, reserves the right to reject any or all the application for purchasing Bid documents and/or to accept or reject any or all the offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the state of Bidding.

14. Refund of EMD: The Earnest Money of all the unsuccessful Bidders deposited in favour of **The Pradhan, Bibarda Gram Panchayat, Bankura** will be refunded **after issuance of Work order to The Successful Bidder**.

15. The intending bidders are required to quote and submit the rates online only. No offline tender will be entertained.

16. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act.1961 and (c) minimum wage Act. 1948 and any notification thereof or any other laws relating thereto and rules made and order issued to this effect from time to time.

17. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned before bidding.

18. All intending bidders are requested to be present in the office of **The Pradhan, Bibarda Gram Panchayat, Bibarda, Bankura** during opening of the Tender to observe the tender opening procedure.

19. NO CONDITIONAL / INCOMPLETE TENDER will be accepted under any circumstances.

20. **The Pradhan, Bibarda Gram Panchayat, Bibarda, Bankura** reserves the right to cancel this e.N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

21. During scrutiny, if it is come to the notice to the tender inviting authority that the credential or any other papers of any bidder is incorrect/ manufactured/ fabricated, that bidder will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.

22. In case if there be any objection regarding Pre qualifying the Agency that should be lodged to the **The Pradhan, Bibarda Gram Panchayat**, Bankura within 2 days from the date of publication of list of qualified Agency and beyond that time schedule no objection will be entertained.

23. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest bidder if found necessary. After verification, if it is found that such documents

submitted by the lowest bidder is either manufacture or false in that case, work order will not be issued in favour of the bidder under any circumstances.

24. The specification for the works made of execution and measurement will be governed by the specification laid down in the Departmental schedule and relevant provision of IS code & as per base practice according to the direction of Engineer-in-charge.

25. All materials to be supplied by the Contractor should be good approved by the Engineer-in-charge or his authorized representative before use. PVC pipes supplied by the contractor for installation of MDTW

26. Contractor shall have to comply with the provisions of (a) the contract labor (Regulation Abolition) Act, 1970 (b) Apprentice Act, 1961 and (c) minimum wage Act, 1948 and any notification thereof or any other laws relating thereto and rules made and order issued to this effect from time to time.

27. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned before bidding.

28. Cost of Tender Fees is not refundable.

29. No special preferences in respect of Earnest Money Deposit / Security Deposit etc. will be given to any Cooperative Society / Government Own Company / Government Undertaking / Corporation / Engineering Cooperative etc.

30. Pre-Bid conference / meeting with the prospective bidders will be held before the last date of submission of tender where the Environmental and The West Bengal Gram Panchayat Procurement Manual – 2014, Social Safeguard issues pertaining to the tendered work will also be discussed and explained in the meeting.

31. Successful bidder will have to **execute a formal agreement on a Non Judicial Stamp Paper within seven days from the receipt of "Letter of Acceptance" with the gram Panchayat** wherein the description, specification, quantity, date of completion of work, other mandatory conditions and ESMF (Environmental & Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid.

32. The Successful bidder will have to bear all costs related to testing as instructed by Engineer-In-charge from time to time and no extra claim for this will be entertained.

33. The Successful bidder will have to source the labour from Karmasree for the projects outlined in the tender.

34. In Case of Installation Of Submersible Estimate may be revised as per the nature of the soil and related technical issue.

INSTRUCTION TO 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://wbtenders.gov.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 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 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. Submission of Tenders:

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).

Technical proposal:

The Technical proposal should contain scanned copies of the following further in two covers (folders).

A-1. Statutory Cover Containing.

i) Prequalification Application. (Annexed at the end)

ii) Tender form & 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 of quoting any rate in tender Form, the tender liable to summarily rejected.

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

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

A-2. Non Statutory/ Technical Documents Cover Containing.

- i) Professional Tax (PT) deposit receipt challan for the current financial year, Pan Card, Sahaj (ITR-1) for the last three financial year, GST Registration and latest return for the current financial year.
- ii) Registration Certificate under Company Act. (If any)
- iii) Registered Deed for partnership Firm/ Article of Association & Memorandum.
- iv) Power of Attorney (For partnership Firm/ Private Limited Company, if any)
- v) 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).
- vi) Credential certificates or payment certificates for completion of at least one structural/construction work under the authority of state/central Govt. statutory bodies under State/Central Govt. constituted under the statute of the state/State Govt. having a magnitudes **60 (Sixty) per cent of the estimated amount put to tender** in a single work order during the last 03(three) years prior to the date of issue of this eNIT is to be furnished. **WORK ORDER MUST ACCOMPANY THE COMPLETION CERTIFICATE.**
- vii) Self certified document in favour of financial capability to carry out the works.

Note : Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

THE ABOVE STATED NON STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER.

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non statutory folder. Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Sl.N o.	Category Name	SubCategory Description	Details
A.	Certificates	Certificates	1. Latest PAN, GST, P TAX ,IT(last 3 yrs) and other documents
B.	Certificate	GST	2.
C.	Company Details	Company Details -I	1. GST Registration and Latest return. 1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. Society Registration Copy. 4. Power of attorney. 5. Article of Association & Memorandum
D.	Credential	Credential - 1	1. <u>Completion Certificate Alongwith WORK ORDER</u> of structural/Construction work done which is applicable for eligibility.
E.	Declaration	Declaration-1	1. Prequalification application on official letterhead.

4.3. Financial proposal:

- 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.
- Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

5. Opening & evaluation of tender:

Opening of Technical proposal:-

Technical proposals will be open by **The Pradhan, BIBARDA Gram Panchayat, BIBARDA, Bankura**

- Intending bidders may remain present if they so desire.
- 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.
- Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the tender evaluation committee.
- Uploading of summary list of technically qualified bidders.

NB: While evaluation, the committee may summon of the bidders & 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:

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

6. Acceptance of Tender: 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.

7. Penalty for suppression / distortion of facts:

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

8.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.

****Bidder(s) may be asked to submit rate analysis for Item if the quoted rate is below 20 %, and an additional 10% security is also to be deposited before receiving work order as per west Bengal Finance Dept G.O.I.**

Such bids may also be considered as null & void if there is a reason to believe that the bidders have formed a cartel and rates have been manipulated/unbalanced/unreasonable.



Pradhan
Bibarda Gram Panchayat

Memo No. 281(16) Bib/2024

Date-27/06/2024

Copy forwarded for information and taking necessary action to:-

1. To The Sub-Divisional Officer, Khatra
2. The District Panchayat & Rural Development Officer Bankura.
3. The Sabhapati, Taldangra Panchayat Samity,
4. The Block Dev Officer Taldangra
- 5-12 The Pradhan (all) Gram Panchayats under Taldangra Block
- 13 ISGP, Khatra
- 14 Bibarda Library
- 15 Daily Bengali Newspaper
- 16 Office notice Board


Pradhan
Bibarda Gram Panchayat