

**OFFICE OF THE
CHANDAMARI GRAM PANCHAYAT
Cooch Behar –I Block
P.O. PUTIMARI FULESWARI, Dist. Cooch Behar, Pin- 736157
E-mail: prodhanchandamaricob1@gmail.com**

**NOTICE INVITING PRE-QUALIFICATION- CUM-TENDER (TWO COVER SYSTEM)
[[E-Procurement](Two Cover System)]**

Memo No- 552/CHAN/24-24

Dated: 13/12/2024

NIT NO. 95/CHAN/2024-2025 DATE. 13/12/2024

E-tender is hereby invited in percentage of rates for the following work by Two Cover System (e-procurement) from resourceful & bona fide contractors as mentioned in **ANNEXURE-I TO NIT NO: 95/CHAN/2024-2025 Dt. 13.12.2024**

The pre-qualification documents are to be uploaded in two separates folders. One of the folders shall contain Technical documents along with scanned copy of challan for cost of bid documents & copy of challan for earnest money. Financial Bid is to be uploaded in another folder.

ANNEXURE-I TO NIT NO: 95/CHAN/2024-2025

Dt. 13.12.2024

Sl. No.	Name of the work	Source of fund	Amount put to Tender (Rs.)	Earnest Money (in Rs.) @ 2% of amount put to Tender	Tender Processing Fees	Time for Tender completion of the work	Credential required
1.	CONSTRUCTION OF PLAIN CEMENT CONCRETE ROAD FROM HOUSE OF PRAHLLAD MISTRI TOWARDS BADAL BAISYA HOUSE AT SANSAD XIV UNDER CHANDAMARI GRAM PANCHAYAT .	15 TH FC	Rs.287942.00	Rs.5800.00	500.00	30 days	50% of similar type of work within last 3 years

Note: The tender amount put to this tender is excluding the GST Charges and L Cess. The GST Charges @ 18% & L. cess @ 1% and also other charges (if applicable) should be added at the time of bill of the work.

- ❖ All the important date, time & venue are being stated in **ANNEXURE-II TO NIT NO: 95/CHAN/2024-2025 Dt. 13.12.2024 of** Chandamari Gram Panchayat
- ❖ Intending bidders may download tender documents from website portal of Govt. Of West Bengal as wbtenders.gov.in. The pre-qualification bid documents duly filled in all respect may be submitted online within the scheduled date & time as per ANNEXURE-II attached with this NIT (as per the Server clock).
- ❖ Chandamari Gram Panchayat does not take any responsibility for the delay caused due to non-availability of Internet connection, Internet traffic jam etc. for the online bids.
- ❖ **Earnest Money Deposit (EMD)**
- ❖ Bidder will select the tender to bid and initiate payment of pre-defined EMD for that tender by selecting from either of the following payments modes:
 - ❖ I)ICICI Bank: Net banking in case of payment through ICICI Bank payment Gateway.
 - ❖ II)ICICI RTGS/NEFT: The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- ❖ **A.Login by bidder:**
- ❖ a. A bidder desirous of taking part in a e-tender invited by the State Government shall login to the e-tender Procurement portal of the Government of West Bengal using his/her login ID and password using valid DSC.

- ❖ b. He/she will select the e-tender to bid and initiate payment of pre-defined EMD for that e-tender by selecting from either of the following payments modes:
- ❖ i.) Net-Banking (any of Banks listed in the ICICI Bank Payment Gateway) incase of payment through ICICI Bank Payment Gateway.

❖ **B. EMD Payment Procedure**

- ❖ **a. Payment by Net-banking** (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 webpage (along with string containing unique ID) where he/she will select the bank through which he/she wants to do EMD on-line transaction.
- ❖ ii.) Bidder will make the payment after entering this Unique ID and password of the bank to process the transaction.
- ❖ iii.) Bidder will receive a confirmation message regarding success/failure of the transaction.
- ❖ iv.) If the transaction is successful, the amount paid by the bidder will get credited in 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 trough RTGS/NEFT:**
- ❖ i.) On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having 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 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 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 the e-Procurement portal for final e-submission of his/her bid within pre-assigned last date of submission e-tender.
- ❖ vi.) If the payment verification is unsuccessful, the amount will be returned automatically by the system to the bidder’s account.
- ❖ **Note: EMD payment 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 online e-tender final bid submission. Thus, the bidder is to take precaution in case of RTGS/NEFT transfer so that the entire process of submission of e-tender is completed within the last date of on-line submission of his/her tender. However, Net-banking through ICICI bank payment Gateway would be on real time basis.**

❖ **C. Refund/Settlement Process for EMD:**

- ❖ i.) After opening of his/her bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-procurement portal of the State Government, the tender inviting authority will declare the status of bid as successful or unsuccessful which will be made available 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 bidders are disqualified at the technical evaluation to the respective bidders’ bank accounts from which they made the on-line EMD 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 proceed in the e-Procurement Portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will refunded, through an automated process, to the respective bidders’ bank account 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. However, the L2 bidder should not be rejected till the LOI process is successful.
- ❖ iv.) If the L1 bidder accept LOI and the same proceed electronically in the e-Procurement Portal, EMD of L2 bidder will be refunded through an automated process, to his/her bank account from which he/she have 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 Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority .
- ❖ v.) As soon as the L1 bidder awarded the contract (AOC), the same is proceed electronically in the e-Procurement Portal for transfer credit to Government receipt under Public Accounts through GRIPS where under security deposit to be collected would also be deposited in connection with the work.

- ❖ vi.) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.
- ❖ vii.) If the e-Tender is cancelled, then the EMD would be reverted to the original bidders account automatically after such cancellation order is affected online by the tender inviting authority.
- ❖ Name of Technically qualified bidders will be displayed in the portal and this office notice board subjected to completion of verification and technical evaluation.
- ❖ The Financial bid document of the technically qualified bidders will be opened for evaluation and selection of qualified bidders for scrutiny and the bid documents of non-qualified will remain unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, intimation will be given online. No individual intimation will be given.
- ❖ The tender inviting authority reserves the right to reject or cancel any or all pre-qualification documents and financial bid document without assigning any reason what so over.
- ❖ 1% cess under W.B. building and other construction works (Regulation of Employment & Conditions of Service) welfare cess Act. 1996 will be deducted from the running and final bills.
- ❖ The Security Deposit money of successful bidders will be released after one year completion of the work
Time allowed for completion of work is as mentioned in **ANNEXURE-I TO NIT NO: 95/CHAN/2024-2025 Dt. 13.12.2024** from the date of issue of the work order.
- ❖ The intending bidders must inspect the alignment of the proposed building/site and other site condition before quoting their rates.
- ❖ All the related documents are to be produced **IN ORIGINAL** to this office as and when asked for.
- ❖ Intending tenderers are requested to download the Tender Document from the website wbtenders.gov.in in the stipulated time.
- ❖ Any concealment of fact will be seriously viewed and all tender papers submitted by the agency will be treated as informal and his/her earnest money will be forfeited.



Documents to be enclosed along with the Tender :

1. PAN with last three years income Tax Return.
2. Current Year Trade Registration Certificate /License from local body.
3. Professional Tax clearance certificates/GRIPS e-Challan of current FY.
4. Evidence of documents related to submission of EMD.
5. GSTIN.
6. Completion certificate/ Payment certificate of the work by which the tenderers intend to furnish as support of proof of experience/ credential. **(In case of gram panchayat Prodhana and any officials signature is mandatory).**
7. Work order of the works against which the payment certificate/Credential certificate is being submitted.
8. In case of partnership firm/Registered Company, the intending tenderers are requested to submit the copy of DEED of partnership/relevant document in support of proof of so.
9. Any other relevant documents.

Opening of Tender :

All important date, time & Venue in connection with this Tender are being stated in ANNEXURE-II TO **NIT NO- 95/CHAN/2024-2025 Dt. 13.12.2024** of Chandamari Gram Panchayat

- I) All participating Tenderers are requested to remain present at the time of opening of Technical Bid. No objections in this regard will be entertained raised by any participant will not be present during opening of tender.

Terms & Conditions :

- a. All the intending Tenderers are requested to visit the sites of works prior to the submission of tender at their own effort and interest.
- b. This Notice Inviting Tender will be treated as part of the Tender Document.
- c. In case of any day meant for this tender (only Bid Opening) appears to be unscheduled holiday or any unavoidable reasons, the next working day will be treated as scheduled/prescribed day for the same purpose.
- d. No materials, tools & plants etc. will be issued by Chandamari Gram Panchayat
- e. **Bid Validity 90 days.**
- f. No preconditioned tender will be accepted.

- g. All the rates of works are inclusive of all taxes, cess, levy, royalties, transportation, loading-unloading, stacking etc. including all other incidental charges therein.
- h. The successful Tenderer, herein after called the Contractor, will have to execute an agreement on a Non-Judicial Stamp as per rules and will purchase two additional copies of Tender Document as per rules from this office, duly signed and submit to this office which will be treated as part of the Agreement.
- i. Both, the contractor and the employer have agreed that it is not feasible to precisely estimate the amount of losses due to delay in completion of works and the losses to the public and the economy, therefore, both the parties have agreed that the Contractor shall pay liquidated damage to the employer and not by way of penalty, at the rate per week or part there of stated in the contract Date for the period that the Completion date is later.
- j. Than the intended Completion date. Liquidated damages at the same rates shall be with held if the Contractor fails to achieve the milestones prescribed in the contract Data. However, in case the Contractor achieves the next milestone the amount of the liquidated damages already with held shall be restored to the contractor by adjustment in the next payment certificate, The employer and the contractor have agreed that is a reasonable agreed amount of liquidated damages and the total amount of liquidated damages shall not exceed 10% of the contract price. The employer may deduct liquidated damages from payments but to the contractors. Payment liquidated damages have been paid, the Engineer shall correct any over payment of liquidated damages by the Contractor by adjusting the next payment certificate.
- k. Necessary deduction towards VAT, Income Tax Welfare Cess etc. Will be made as per Govt. Norms and security deposit @ 3% of the value of work will be deducted from each progressive Bill. The earnest money will form part of the Security Deposit.
- l. The successful contractor shall have to submit 3(three) copies of application in the prescribed form for license (Form No.VI) duly filled and signed by the contractor along with the tender. The license fee in terms of Rule-26(2) and the Security Deposit of Labour in terms of Rule-24 of West Bengal Contract & Labour (Regulation & Abolition) Act 1972 should be separately deposited to the Local Treasury under the Head of Account 843 Civil Deposit-Deposit under various central and State Acts deposit under the contract Labour (Regulation and Abolition) Act , 1970.
- m. **Each Bonafide outsider tenderer irrespective of the fact whether he/she is Degree or Diploma holder must have in his/her employment at least one Diploma holder in Civil engineering and Electrical engineering to be posted at the site, and the document in this effect to be submitted along with tender,** unless he/she dedicated himself at work site and an affidavit must be furnished in this respect as and when applicable.
- n. Any bill (running account/final) payment of proposed executed work may be made to Agency as per availability of fund.
- o. The registered cooperative should submit the registration certificate, current renewal certificate of their cooperative from competent authority with Technical bid.
- p. Escalation claimed by the Agency will not be entertained by Authority.
- q. The authority reserves the right to accept or reject any or any time in the BOQ (Bill of Quantity) quantity or Rate, the Tender inviting authority reserves the rights to correct the same as per approved original estimate..
- s. Before submission of tender, tenderers may seen the details estimate and rate of Sanitary Plumbing and Electrical works available at this office on any working day within office hours.
- t. The Tender inviting authority has the right to cancel the tender process for any unwanted reason .

N.B. :- This Notice will be seen on Website : www.wbprd.nic.in or www.wbprd.gov.in or <https://wbtenders.gov.in>

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Prodhan
Chandamari Gram Panchayat
Cooch Behar- I PS.

ANNEXURE-II TO NIT NO. 95/CHAN/2024-2025 Date. 13.12.2024
LIST OF IMPORTANT DATE, TIME & VENUE OF BIDS

1	Name of the work :	As mentioned in ANNEXURE-I TO NIT NO. 95/CHAN/2024-2025 Dt. 13.12.2024
2	Date of Publication of Tender :	Date :16 Month : 12 Year : 2024 Time : 18.00 hours
3	Period and time for download of bidding Documents :	From :- Date : 14 Month : 12 Year : 2024 Time : 18.00 hours To :- Date : 24 Month : 09 Year : 2024 Time : 18.00 hours
4	Date & time of Submission of Bids :	From :- Date : 16 Month : 12 Year : 2024 Time : 10.00 hours To :- Date : 24 Month : 12 Year : 2024 Time : 18.00 hours
5	Date & time of Opening :	As follows
	a) Technical Bids :	Date :26 Month : 12 Year : 2024 Time : 18.00 hours
	b) Date of Publication of Technically Qualified Bidders :	Date : 27 Month : 12 Year : 2024 Time : 11.00 hours
	c) Date & time of Opening of Financial Bids :	Date : 27 Month : 12 Year : 2024 Time : 13.00 hours
6	Place of opening of Bids :	Chandamari Gram Panchayat Office
7	Bid Validity :	90 days
8	Officer inviting Bids :	Prodhan, Chandamari Gram Panchayat

Sd-
Prodhan
Chandamari Gram Panchayat
Cooch Behar-I Dev Block

Memo No. 552(8)/CHAN/2024-25

Dated:13/12/2024

Copy of Detailed Tender Notice forwarded for favour of information with request to kindly display in his Notice Board for giving wide publicity to the :-

1. The District Magistrate, Cooch Behar.
2. The Additional Executive Officer, Coochbehar Zilla Parisad
3. The Sub-Divisional Officer, Cooch Behar Sadar.
4. The Sabhapati, Cooch Behar-I Panchayat Samity .
5. The Block Development officer Cooch Behar-I Dev Block
6. The DC ISGPP Cell Cooch Behar
7. The Office Notice Board, Chandamri Gram Panchayat
8. Office Copy

Sd-
Prodhan
Chandamari Gram Panchayat
Cooch Behar-I Dev Block