

# Braj araj pur GRAM PANCHAYAT

Vill:-Mudunia ☆ Post:-Gunnath ☆ Dist:-Bankura ☆ Pin:-722121

email: [brajarajpur.gp@gmail.com](mailto:brajarajpur.gp@gmail.com)

Memo No: -470/BrajaGP/2024

Date: -04/12/2024

## NleT – 11/BrajaGP/2024-25 (1st Call)

(For viewing Tender:-[www.wbtenders.gov.in](http://www.wbtenders.gov.in))

e-Tenders are hereby invited by this office from the bonafied, reliable, resourceful and experienced Contractors for the following works detailed in the table below :-

| SI No | Name of Work   | Fund  | Tender Amount (In Rs.) | Cost including GST, Labour Cess (Rs.) | Earnest Money (in Rs) | Cost of Paper (In Rs.) | Period of Completion | Eligibility of Bidder   |
|-------|--|---|------------------------|---------------------------------------|-----------------------|------------------------|----------------------|---|
| 1     | CC ROAD FROM JHARIA SWAPAN KONAR BANSH JHORE TO TAPAN GHOSH HOUSE. Activity ID-67627278 AAP No-31(23-24)     | XVFC (UnTied) (23-24)<br><b>2nd Installment</b> | 125713.00              | 149824.00                             | 2514.00               | 1000.00                | 30 Days              | 40% credential in any Govt./ Semi Govt Concern in a single occasion during last 3 years |
| 2     | CC ROAD FROM HRIDAY PARAMANIK HOUSE TO LALTU PARAMANIK HOUSE. Activity ID-88895328 AAP No-79(24-25)          | XVFC (UnTied) (24-25)<br><b>1st Installment</b> | 83623.00               | 99662.00                              | 1672.00               | 700.00                 | 30 Days              | 40% credential in any Govt./ Semi Govt Concern in a single occasion during last 3 years |
| 3     | CC ROAD FROM HARI MELA TO MAYA LOHAR HOUSE Activity ID-88895755 AAP No-91(24-25)                             | XVFC (UnTied) (24-25)<br><b>1st Installment</b> | 125713.00              | 149824.00                             | 2514.00               | 1000.00                | 30 Days              | 40% credential in any Govt./ Semi Govt Concern in a single occasion during last 3 years |
| 4     | CC ROAD FROM ATCHALA TO AMAR PATRA HOUSE AT KURKUTIA VILLAGE Activity ID-88895800 AAP No-92(24-25)           | XVFC (UnTied) (24-25)<br><b>1st Installment</b> | 125713.00              | 149824.00                             | 2514.00               | 1000.00                | 30 Days              | 40% credential in any Govt./ Semi Govt Concern in a single occasion during last 3 years |
| 5     | CC PUCCA DRAIN FROM BELDANGA FOUR NO SAKHA CANEL TO BAID WITH SOCKPIT. Activity ID-67656006 AAP No-21(23-24) | XVFC(Tied) (23-24)<br><b>2nd Installment</b>    | 250937.00              | 299066.00                             | 5019.00               | 1200.00                | 30 Days              | 40% credential in any Govt./Semi Govt Concern in a single occasion during last 3 years  |

N.B. –

**1. Eligibility of Bidder** - Bonafied, reputed, reliable, experienced and resourceful Contractors having requisite credential of similar nature of work in any Govt./Semi Govt Concern.

**2. 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](http://www.wbtenders.gov.in). Vide Memorandum No. – 3975-F(Y) Dated: 28<sup>th</sup> July'2016 of Government of West Bengal, Finance Department, Audit Branch.

**3. Cost of Document – 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 [www.wbtenders.gov.in](http://www.wbtenders.gov.in). Vide Memorandum No. – 3975-F(Y) Dated: 28<sup>th</sup> July'2016 of Government of West Bengal, Finance Department, Audit Branch.**

- 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](http://www.wbtenders.gov.in).
- 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, a **single work** under the authority of State/Central Govt./ Central Govt. undertaking /Statutory Bodies constituted under the stature of the Central/ State Govt. and having a magnitude of **40 (Forty)% of the amount put to tender for similar nature of work (Bidder must uploads Work order, Payment Certificate & Completion Certificate)** 1. Pan Card, P. Tax Certificate, P. Tax deposit Challan (**upto 31-03-2024**) & I.T. Returns of last three years (**2021-22, 2022-23 and 2023-24**), **PAN Card, GST Registration Certificate and/or Last GST Return Certificate and Trade Registration Certificate of Gram Panchayat (for 2024-25)** has to be accompanied with the technical bid document (Non-Statutory Documents).
- Joint venture will not be allowed.
  - Work Order will be issued and Payment will be made as and when fund will be available from the concern source.** No claim will be entertained whatsoever for dealing payment if any. Only final bill will be paid for these works. Contractors are requested to quote their rate accordingly.
  - No arbitration will be entertained.
  - Agencies have to arrange land for Plant & Machineries, storing of materials labour shed, Lab rotary etc. including water and electricity at their won cost and responsibility.
  - The rates are including GST and Labour Cess.
  - IT, Constructional labour welfare Cess at @ 1% and the CGST @ 1% & SGST @ 1% of the bill value will be deducted from the bill(s) as per norms.
  - Contractors 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 there of or any laws relating thereto and the rules made and order issued from time to time.
  - The schedule of rates is given in B.O.Q.
  - 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.
  - The authority reserves the right to cancel the NIT due to unavoidable circumstance and for it no claim will be entertained.
  - Bids shall remain valid for a period not less than 150(one hundred fifty) 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.
  - 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.
  - It is 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.

16. Date and Time Schedule:

| Sl. No. | Particulars  | Date & Time                |
|---------|--|----------------------------|
| 1.      | Date of uploading of NIT and other document(s)   | 04.12.2024 from 11.00 hrs  |
| 2.      | Date of start of downloading the documents, submission of Technical Bid & Financial Bid etc.         | 04.12.2024 from 11.30 hrs  |
| 3.      | Date of closing of submission of Technical Bid & Financial Bid                                       | 10.12.2024 up to 17.00 hrs |
| 4.      | Date of opening of Technical Bid at office of the Brajarajpur Gram Panchayat.                        | 13.12.2024 up to 12.00 hrs |
| 5.      | Date of produce of Original Bid documents to the Tender Inviting Authority for physical verification | 13.12.2024 at 14.00 hrs    |
| 6.      | Date of opening of Financial Bid at office of the Brajarajpur Gram Panchayat                         | After technical evaluation |

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

18. Contractor has to execute the work on strict supervision of the Nirman Sahayak / Authority; prior approval should be taken regarding quality of materials.
19. Decision of authority will be final & binding on contractor in case of any dispute.
20. Contractor has to arrange to display sign. board at the site before starting the job indicating the following.
- Name of the work.
  - Name & nature of the contract.
  - Name of the Executing Agency.
  - Name & Address of the Contractor.
  - Estimated amount.
  - From which fund the work is being executed
  - Time of completion.
21. All tools, plants, & machineries including vibrator, road roller etc. required to execute the Contract, has to be arranged by Contractor at his own cost. **If the work is awarded, the contractor has to follow the provisions as laid down under KARMASHREE SCHEME of Govt of West Bengal.**
22. The works are time bound project & time of completion of work should be strictly followed.
23. The undersigned reserve the right to ask the tenderer to submit analysis of the quoted rate at any point.
24. **Time is the essence of contract.** The successful contractor must start the work 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 stipulated 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.
- 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 undersigned reserves the power to take actions like deduction of penalty @ 1% per day of delay from the bill, cancellation of the work order and contract, forfeiture of the earnest money, blacklisting of the contractor and cancellation of payment of work already executed before such tenure against the contractor.
  - 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 –(a) above.
  - If it is found during award of contract that the successful bidder offered 15% or more less, he has to submit an additional performance security of 10% of the Amount put to Tender to this office within 7 days after receiving the letter of acceptance and before issuance of Work Order, failing which, his participation will be cancelled. The amount, so deposited, will be refunded during payment of the work after completion.**
25. **Bidder may remain present at the time of the opening of both Technical and Financial bids.**
26. **Tender inviting authority may call bidders/L-1 for verification of Credential and any other documents, if required.**
27. GST / IT or other Tax and other statutory deductions as to be applicable in Govt. rule will be deducted at source during payment of each bill (R/A or Final).
28. **10% of the bill amount shall be deducted as security money from each bill which will be released after 6 months from the date of completion subject to condition that no defect appears in the work. In case of defects found within such time, 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. The office may use his security money to repair the defect in case of failure from the contractor's part.**
29. For materials that will be used in the road construction or others against which payment of royalty to competent authority is mandatory under any existing act or rule, original copies/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.
30. This notice shall form part of terms and conditions of tender, tenderer shall be bound to abide by the same.
31. Work order will be issued after available of fund.
32. After any kind concreting work, curing period sickly maintained by the selected tenderer as per relevant IS codes. If any kind of negligence/casualness shown by them, strict action will be taken by the undersigned.

### **INSTRUCTION OF 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 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. Participation all Sl. No. of above mentioned Works:

#### 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).

#### A-1. Statutory Cover Containing.

- i) Prequalification Application.
- ii) Challans as proof of submission of cost of tender paper and earnest money.

#### 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.

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

- i) Professional Tax (PT) deposit receipt challan for the current financial year, Pan Card, Sahaj (ITR-I) for the last 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).
- 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. No. | Category Name        | Sub Category Description | Details   |
|---------|----------------------|--------------------------|---|
| A.      | Certificates         | Certificates             | <ol style="list-style-type: none"> <li>1. GSTIN Regd. Certificate.</li> <li>2. PAN.</li> <li>3. P.TAX (Challan)</li> <li>4. IT – Sahaj (ITR-I).</li> </ol>                      |
| B.      | Credential           | Credential -1            | <ol style="list-style-type: none"> <li>1. Similar Nature of work's Work order, Payment Certificate &amp; Completion Certificate which are applicable for eligibility</li> </ol> |
| C.      | Financial capability | Certificates             | <ol style="list-style-type: none"> <li>1. Self certified documents for carry out the work.</li> </ol>   |

##### 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.

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

### 6. Opening & evaluation of tender:

#### Opening of Technical proposal:-

Technical proposals will be open by the Pradhan, Brajarajpur Gram Panchayat.

- 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 who's 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 to 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.

**10. It will be assumed that when a bidder is participating in bidding process, he has gone through all the rules and regulations as described in this eNIT and he is submitting his documents after complying these rules and regulations.**

M. Panda

Pradhan  
Brajarajpur Gram Panchayat

**Memo No.:- 470/1(8)/BrajaGP/2024**

**Date: - 04/12/2024**

**Copy forwarded for information & wide circulation to :-**

1. The Sub-Divisional Officer, Khatra/Bankura Sadar/Bishnupur Sub-Division,
2. The District Panchayat and Rural Development Officer, Bankura.
3. The Sabhapati, **Indpur** Panchayat Samiti, Brajarajpur
4. The Block Development Officer, Indpur with the request to kindly publish this tender in bankura.nic.in
5. The Block Development Officer, ..... Block through e-mail.
6. The Pradhan (All)..... Gram Panchayat through e-mail.
7. ISGP Cell, Khatra
8. The Editor, The .....
9. Office Copy

M. Panda

Pradhan  
Brajarajpur Gram Panchayat

**PRE QUALIFICATION APPLICATION**

To  
The Pradhan,  
Brajarajpur Gram Panchayat,  
Address. Vill-Mudunia, P.O.- Gunnath,  
Dist:-Bankura , Pin:-722121.

Ref : Tender no – 11 / BrajaGP / 2024-25 (1st Call)

Sl. No.- .....

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents and complying the rules and regulations framed in the NIT document, I/we hereby submit all the necessary information and relevant documents for evaluation.

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

I/We understand that-

(a)Tender inviting & Accepting Authority/Nirman Sahayak can amend the scope & value of the contract bid under this project.

(b)Tender inviting & Accepting Authority / Nirman Sahayak reserve the right to reject application without assigning any reason.

I/We shall execute the work as per estimate provided by the office / as per direction of the Nirman Sahayak, failing which I/We shall submit no claim for payment of the work.

**Details:**

Name of Bidder :-----

Mobile No:-----

E-mail address:-----

Office address:-----

Enclo: e-Filling :-  
Statutory Documents.  
Non Statutory Documents.  
Financial Document.

Date : ...../...../2024

.....  
Signature of applicant