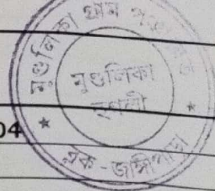


**MUNDALIKA GRAM PANCHAYAT
(UNDER JANGIPARA BLOCK & PANCHAYAT SAMITI)**

VILL - KODALPUR PO:-MUNDALIKA, DIST:HOOGHLY, PIN:-712404

E-mail ID:mundalikagp@rediffmail.com



Memo No:- 707/24-25/15TH CFC- TIED

Dated:-04/03/25

NIT NO - WBZP/MGP/NIT-13/24-25

E- TENDERS NOTICE

A. PREFACE:-

NOTICE INVITING COMPETATIVE E- QUOTATIONS / E- TENDERS IN TWO BID SYSTEM ON PERCENTAGE (%) BASIS ARE HEREBY INVITED BY THE PRODHAN, MUNDALIKA GRAM PANCHAYAT UNDER JANGIPARA BLOCK & PANCHAYAT SAMITY ,MUNDALIKA , JANGIPARA , HOOGHLY FOR THE FOLLOWING WORK / WORKS FROM EXPERIENCED, RESOURCEFUL, BONAFIED AGENCY / FIRMS / SUPPLIER HAVING EXPERIENCE OF SIMILAR NATURE OF WORKS / SUPPLY THE SIMILAR MATERILAS FOR EXECUTION OF FOLLOWING WORK / WORKS AS BRIEFED IN TABLE BELOW.

TABLE

FUND :-15TH CFC- TIED

SL NO	NAME OF THE ITEMS	MATERIALS COST / ESTIMATED COST (VALU OF WORK PUT TO TENDER) (Rs)	EARNEST MONEY TO BE DEPOSITED	PARTICIPATION CHARGE(RS) (Not Refundable)	TIME ALLOWED	REMARKS
1	CONSTRUCTION OF WATER TANK AT MOROLPARA MASJIDTALA	₹ 524,297.00	₹ 10,486.00	₹ 250.00	40 DAYS	40 PERCENT Credential Certificate of the Similar Work for General
		₹ 524,297.00				

B SCHEDULE:

- I NOTE: Prescribed Formats for submission of E-Tender (on-line) and the Specified Schedule will available at "eprocurement" link under <https://wb tenders.gov.in> or [https:// etender.wb.nic.in](https://etender.wb.nic.in) Website and the filled-in tender Forms may be submitted on-line through the aforesaid e-portal.
- II Cost of Tender Documents:- Cost of the tender Documents in the form of DD/Bank Draft/RTGS BANK A/C NO 429702010004180 UNION BANK MUNDALIKA ,IFSC CODE UBIN0542971, of any Nationalized Bank payable to PRODHAN, MUNDALIKA GRAM PANCHAYAT , payable at MUNDALIKA shall have to be upload (scanned copies of the originals)in technical folder & has to be submitted in original along with a forwarding letter to this office on Company Letterhead on or before as per
- III Earnest Money Deposit:- EMD in the form of DD/Bank Draft of any Nationalized Bank in favour of PRODHAN, MUNDALIKA GRAM PANCHAYAT payable at MUNDALIKA shall have to be upload (scanned copies of the originals) in technical folder & has to be submitted in original along with a forwarding letter to this office on Company Letterhead on or before as per dates and schedule mentioned herewith during office hour.
- IV The Office of the MUNDALIKA GRAM PANCHAYAT does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. The Bid submitted by post/telex/telegrams/fax/e-mail will not be considered.

IMPORTANT INFORMATION FOR CRITICAL DATE & TIME SCHEDULE

SL NO	PARTICULARS	DATE & TIME (AS PER SERVER TIME)	
1	Date & time of Publication	5-Mar-25	AT 11.00 AM
2	Documents download & Sales start date & time (Online)	5-Mar-25	AT 11.00 AM
3	Document sales End date & time (Online)	12-Mar-25	AT 3.00 PM
4	Seek Clarification Start date & time (Online)	5-Mar-25	AT 11.00 AM
5	Seek Clarification End date & time (Online)	12-Mar-25	AT 3.00 PM
6	Bid proposal submission start date & time (Online)	5-Mar-25	AT 11.00 AM
7	Bid proposal submission End date & time (Online)	12-Mar-25	AT 3.00 PM
8	Original Hard copy of Bank DD of Tender Fees & EMD submitted to the MUNDALIKA GP Office manually with sealed cover.	12-Mar-25	AT 3.00 PM
9	Bid Opening of Technical Proposal date & time (Online)	14-Mar-25	AT 3.00 PM

D WHO CAN PARTICIPATE

- 1 Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during 2 (Two) years prior to the date of issue of the tender notice.
- 2 Payment Certificate will not be treated as credential. Credential Certificate issued by the Executive Engineer or equivalent or competent authority of a Sate / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State stature, on the executed value of completed work will be taken as credential.

E INSTRUCTION TO THE INTENDING TENDERERS:

- 1 Please Quote your Rate on percentage basis (Less/At Per/Above) at appropriate places in the prescribe format.
- 2 All intending bidders are required to produce the documents of valid up-to-date copies of requisite tax clearance certificates such as I.T for the last THREE F.Y with their eligibility IN ORIGINAL need to be produced as and when asked and required.

- 3 Please enclose the copies of Credentials as per para C.
- 4 Bids from joint venture are not allowed.
- 5 Bid shall be digitally signed by a person or persons duly authorised to sign on behalf of the Bidder.
- 6 Tender will be of two separate parts. Part-I will be for "Technical Bid" containing mainly pre-qualification documents and Part-II "Financial Bid".
- F Part-I "Technical Bid" will contain the following documents :-
- A1. STATUTORY COVER FILES CONTAINING.
- a) Details of Organization.
- b) Scanned copies of Credentials as per para C.
- c) Scanned copy of DD / Bank Draft for cost of Tender Documents.
- d) Scanned copy of Bank Draft towards earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of the Pradhan, MUNDALIKA Gram Panchayat concerned.
- e) NIT(Properly uploaded and digitallsigned).
- f) Schedule of Quantities. (S.O.Q.) and Standard Bidding Document (S.B.D) duly signed and stamped by the tenderer.
- g) The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) the tender is liable to be summarily rejected).
- f)Section B Application Form to be submitted technical folder
- g) Other relevant documents in support of Technical and Financial Bid.
- A-2. NON-STATUTORY / TECHNICAL DOCUMENTS.
- a) Professional Tax Clearance Certificate / Professional Tax(PT) deposit receipt challan forthe financial year 2024-25, Pan Card,
- b) Registered Deed of partnership Firm
- c) Trade License from the respective Municipality/Panchayet etc. (in case of S & P Contractors only)
- d) 'Certificate of Registration' from the respective Assistant Registrar of Co - operative Societies (for Regd. Unemployed Engineer's Co - Operative Society Ltd.)
- e) Requisite Credential Certificate for completion of at least one similar nature of work inany Govt. Department having a magnitude of at least 40(Forty) percent in General for 30(Thirty) Percent for Engineers Co-operative of the Estimated amount of the work put to tender not earlier than 01.01.2012 (in applicable cases)
- Note:- Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.
- Note:- Failure of submission of any of the above mentioned documents will render the tender liable to be 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 uploadthe Technical Documents.

SL NO	CATEGORY NAME	SUB-CATEGORY DESCRIPTION	DETAILS.
A	CERTIFICATES	CERTIFICATES	1. PAN CARD 2. Professional Tax 3. PT Challan 2024-25 4. GSTN Clearance Certificate 5. I.T for the last THREE F.Y with pl balance-sheet 6. Trade Licence 7. 40 % Credential Certificate of the Similar Work for General

- G Part-II "Financial Bid" will contain the following documents :-
- a) Schedule of Quantities. (S.O.Q.) and Standard Bidding Document (S.B.D) duly signed and stamped by the tenderer.
- b) 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 on the basis of percentage (Above / Below / At par) online through Computer in the space marked for quoting rate in the BOQ
- c) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the Contractor.
- d) Each part shall be separately submitted.

- H OPENING AND RECEIVING OF TENDER:
- 1 The Tenders, so received on Dated as prescribed above "Technical Bid" will be opened at 11:00 A.M. in this office in presence of the available intending Tenderers or at any other date as the authority deem fit. Only "Financial Bid" of the participant tenders will be opened if the "Technical Bid" opened first is qualified. Otherwise the financial bid shall be considered as informal. In case, the last date of Opening of tender happens to be a holiday, or for any unforeseen reason the tender cannot be opened, as the case may be, the Tenders shall be opened on the next working day at the same hour of the day and at the same venue.
- 2 The financial bid document of the technically qualified bidders will be opened for evaluation and the other bid documents will be unopened. No individual intimation will be given separately. Name of the qualified bidders will be displayed in the office notice board.

3	THE PRODHAN, Mundalika GP & THE ARTHYA-O-PARIKALPANA UPA-SAMITY / TENDER COMMITTEE reserves the right to reject or cancel any or all prequalification documents and bid document without assigning any reason whatsoever.
1	TERMS & CONDITIONS:
1	The Bidder, at his own cost, responsibility and risk, is encouraged to visit, examine and familiarise himself with the Site of Works and its surroundings including source of earth, water, road aggregates etc. and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.
2	Intending Tenderers may obtain detailed information about General & detailed technical information, specification, other conditions, procedure guidelines etc and other Terms & Conditions related with the work(s) but not incorporated in this Tender, in any, from the MUNDALIKA GP OFFICE on all working days during office hours and also available at "eprocurement" link under https://wbttenders.gov.in Website.
3	While submitting rate, the intending tenderer should keep in account that the rate so quoted should be inclusive of all taxes, Cess, levy, royalty and all other incidental charges related with the material and labour, plants and machineries, any other charges payable to other statutory bodies etc. weather it is inclusive in the prise schedule or not. No extra payment over the scheduled items will be allowed.
4	Due to any reason, any tender being uploaded after the Specified date and time will not be considered as valid and will automatically be rejected.
5	Successful Tenderers should have to execute an Agreement with PRODHAN , MUNDALIKA GRAM PANCHAYAT as per norms within Seven Days from the issue date of Work Order effectively otherwise panel action will be taken by the authority.
6	Security deposit shall be deducted from each progressive bill due from time to time on account of work done and supplies made under a contract in such manner that final Security deposit comes to 10% (ten percent) of the value of work done or supplied with and will be refunded after completion of the defect liability period is over of said work form the date of final measurement. Necessary taxes will also be deducted from each Bill as per prevailing norms.
7	In case of any unscheduled holiday on the aforesaid dates, the next working day will be treated as schedule / prescribed date for the same purpose.
8	Earnest Money @2.00% of the estimated amount put to tender in the shape of BankDraft of any Nationalized Bank to be drawn in favour of the Pradhan, MUNDALIKA Gram Panchayat to be documented through e-filing and the original of which to be submitted physically to the office of the Pradhan, MUNDALIKA Gram Panchayat Hooghly under sealed cover before 24 hours of the date & time of opening of Bid. Balance amount of earnest money if any required (calculated on the basis of 3% of total quoted value) has to be deposited by the successful bidders in the form of demand draft of any Nationalized Bank to be drawn in favour of the Pradhan, MUNDALIKA Gram Panchayat at the time of execution of Formal Agreement. The earnest money of the successful bidders (being converted to security deposit) deposited, will remain under the custody of the department till satisfactory completion of the work in full including extended quantity if ordered for. Besides this, necessary percentages shall be deducted from the progressive bids so as to make it 10% (Ten percent) of the value of work billed for.
9	Exemption from payment of Earnest money of the Registered Labour Co-operative Society Ltd. may be done as per rule. Proper document in this regard should be documented through e-filing.
10	The Earnest Money of the unsuccessful Bidder (s) will be refunded from the office of the Pradhan, MUNDALIKA Gram Panchayat Hooghly after He/She/They is/are to apply for the same, giving the reference to the Work, NIT No., date of Tender, amount and mode of Earnest Money deposited - all in a complete form. The Earnest Money of all the tenderers other than lowest tenderers should be refunded as per norms.
11	The successful Bidder shall have to execute Formal Agreement with Pradhan, Mundalika Gram Panchayat Hooghly in three copies of printed form no. W.B.F. 2911(ii) within 7 (Seven) days from the issuance of Letter of Acceptance. All document required for execution of Formal Agreement along with WBF 2911(ii) are to be purchased from this office on usual payment of cost i.e. @ 800.00 (Rupees Eight Hundred only - [for SL.No.1]) per set. The Formal Agreement comprises of the following documents and forms apart of the Agreement. i) WBF 2911 (ii) printed form ii) Notice Inviting Tender iii) Special Terms & Conditions iv) Letter of Acceptance. & BOQ
12	If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder
13	At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered as non-responsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.
14	Before issuance of Letter of Acceptance / Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so uploaded online if found necessary. If it is found such document incorrect / manufactured / fabricated, Letter of Acceptance / Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.
15	The Earnest Money may be forfeited if:-
16	a) The Bidder withdraws the Bid during the period of Bid validity.
17	b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
18	c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.
19	The contractor shall not be allowed to sub-contract to any part or the works or whole of the works.
20	Successful Tenderers are to get his establishment registered under the Act "The Building and Others construction works welfare on Act 1996" and rules made there under from The Regional Labour Officers and follow various provision of the Act
21	All risks or loss or damage to public property and or personal injury or death which arise during and in consequences of the performance of the contract are the full responsibility of the contractor.
22	The contractor shall be responsible for the safety of all activities on the site.
23	Anything of historical or other interest or of significant value unexpectedly discovered on the site shall be the property of the MUNDALIKA GP. The contractor shall notify the Engineer-in-Charge of their project of such discoveries and carryout the interaction of Engineer-in-Charge for dealing with them.
24	The contractor should have sufficient technical manpower, tools and plants to complete the work.
25	To Keep the Work done in good conditions during the next 6 (Six) months after the completion of the construction any additional/excess work is required over the stipulated quantity in the schedule, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.
26	No Secured Advance will be paid for the work under any circumstances

27	No Price / Cost escalation over the rate specified in the price schedule will be allowed.
28	The work shall have to be completed within the stipulated time by maintaining actual specification and direction of Engineer-in-Charge. If the work is not being completed within the stipulated time, penal action, as decided by the PRODHAN, MUNDALIKA GP & ARTHA-O-PARIKALPANA UPA-SAMITY / TENDER COMMITTEE . will be imposed as per Standard Bidding Documents.
29	THE PRODHAN, MUNDALIKA GP & ARTHYA-O-PARIKALPANA UPA-SAMITY / TENDER COMMITTEE reserves the right to accept or reject any or all the Tenders without assigning any reason. The said authority will not be bound to accept the lowest tender.
30	No arbitration will be entertained.
31	If any tenderer fails to produce the original hard copies of the documents or any other documents on demand of the Tender Evaluation Committee / ARTHYA-O-PARIKALPANA UPA-SAMITY within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a certain period. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited, besides, PRODHAN, MUNDALIKA GP, & ARTHYA-O-PARIKALPANA UPA-SAMITY / TENDER COMMITTEE may take appropriate legal action against such defaulting tenderer.
32	While evaluating, the tender inviting authority may summon the tenderers & seek clarification /information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposal will be liable for rejection.
33	Income Tax, GST Registration / Acknowledgement no, Labour welfare CESS and service tax , TDS etc. If any will be deducted from the progressive bills as per Govt. order in vogue.
34	The document submitted by the tenderers should be properly indexed and be self-attested with seal.
35	The rates quoted in the tender shall remain valid for six (6) months from the date of submission of tender for acceptance.
36	The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufacture or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force
37	The decision of the undersigned is final in case of any dispute arises.

J INSTRUCTION TO BIDDERS (SECTION-A) GENERAL GUIDENCE FOR E- TENDERING.

Instructions/ 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 the 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 and etc. 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-2 of Guideline to Bidder DSC is given as a USB e- Token.
3	The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital signature Certificate. This is the only mode of collection of Tender Documents
4	Participation in more than one work: A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
5	Submission of Tenders- General process of submission: Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one at Technical Proposal & the other in the 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).

Copy forwarded for information with a request to publish the Notice through Office Notice Board to: -

1	The District Magistrate, Hooghly
2	The District Informatics Officer, Hooghly with a request to publish the notice at District official web (www.hooghly.nic.in).
3	The BDO, JANGIPARA block and panchayat samity, hooghly.
4	The Sabhapati, JANGIPARA Panchayat Samity, Hooghly
5	The Sahakari Sabhapati, JANGIPARA Panchayat Samity, Hooghly
6	The Prodhhan all GP, Under JANGIPARA Panchayat Samity, Hooghly
7	The Mundalika SKUS, Hooghly
8	THE NOTICE BOARD

Swapan Kumar (B.F)
06/03/25
RECEIVED
Contents Not Verified
06-03-25
B.D.O. Jangipara
Hooghly



Received
Contents not verified
06/03/25
For Kotalpur Gram Panchayat

Munmun Nongal
PRODHAN
MUNDALIKA GRAM PANCHAYAT
Prodhhan
MUNDALIKA GRAM PANCHAYAT