

# OFFICE OF THE RAGHUNATHBARI GRAM PANCHAYAT

Vill:- RAGHUNATHBARI, P.O:-RAGHUNATHBARI

P.S:-PANSKURA, DIST.- PURBA MEDINIPUR

## NOTICE INVITING E-TENDER

NOTICE NO:- NleT-PM/PANS/RBARI/10/15TH CFC/2024-25

MEMO NO. 55/ R.BARI

DATE:-16/01/2025

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### NOTICE INVITING E-TENDER

Notice inviting E-Tender No: WB/Purba Medinipur/Panskura1/RAGHUNATHBARI / NleT-10/15Th CFC/2024-25 of the office of the RAGHUNATHBARI GRAM PANCHAYAT UNDER PANSKURA-1 DEV. BLOCK ,PO:- RAGHUNATHBARI, PANSKURA, Dist: Purba Medinipur Invites E-tender for the works detailed in the table below. (Submission of Bid through online)

#### Annexure-A

SL No.	Name of the work	Site details	AAP / SAP SL NO & YEAR	Estimated Amount (In Rs.)	Earnest Money (In Rs.)	COST OF TENDER DOCUMENT	Required Credential	Work completion period.
1	SINKING OF SUBMERSIBLE PUMP WITH TANK NEAR SUNIL SHEE HOUSE AT PURBA ITARA	PURBA ITARA	89375549 2024-25	130000	2600	250	Bonafide contractors having sufficient experience in execution of similar nature of works value not less than 50% of work in a single contract within last 3 years	15 Days
2	SINKING OF SUBMERSIBLE PUMP WITH TANK NEAR MARKET COMPLEX RAGHUNATHBARI GP AT RAGHUNATHBARI	RAGHUNATHBARI	89379618 2024-25	150000	3000	250		15 Days
3	CONSTRUCTION OF CONCRETE DRAIN NEAR PALTU BHATTACHARYA HOUSE AT ATBERIA CONVERGENCE WITH SBM	ATBERIA	89154467 2024-25	150000	3000	250		21 Days
4	CONSTRUCTION OF CONCRETE DRAIN FROM PURBA ITARA PHC BOUNDARY WALL TO KAMAL KAR POND SIDE AT PURBA ITARA CONVERGENCE WITH SBM	PURBA ITARA	89194615 2024-25	150000	3000	250		21 Days
5	CONSTRUCTION OF CC DRAIN WITH LID NEAR BABUKUMAR DHARA HOUSE TO TAPAS DAS POND AT KHASARBAN UNCHU CONVERGENCE WITH SBM	KHASARBAN UNCHU	89195502 2024-25	150000	3000	250		21 Days
6	CONSTRUCTION OF CC DRAIN WITH LID NEAR ADI KALIMATA MANDIR TO DILLIP MISHRA HOUSE AT RAGHUNATHBARI CONVERGENCE WITH SBM	RAGHUNATHBARI	89195948 2024-25	150000	3000	250		21 Days
7	CONSTRUCTION OF CC DRAIN WITH LID NEAR HOUSE OF DHANANJAY MAITY HOUSE TO JAYDEB DHARA HOUSE AT SUNDARNAGAR PASCHIM CONVERGENCE WITH SBM	SUNDARNAGAR PASCHIM	89196333 2024-25	150000	3000	250		21 Days
8	CONSTRUCTION OF COMMUNITY TOILET NEAR SUBHASH SANGHA CLUB AT SARASWATYA NICHU CONVERGENCE WITH SBM	SARASWATYA NICHU	89241514 2024-25	150000	3000	250		30 Days
	<b>TOTAL</b>			<b>1180000</b>	<b>23600</b>	<b>2000</b>		

N.B. – 1. Eligibility of Bidder - Bonafied ,reputed, reliable, experienced and resourceful contractor or un-employed engineers co- operative Societies having requisite credential of same type of work (Gram Panchayat Procurement Manual will be followed for this purpose) in any Govt./Semi Govt Concern.

2. Earnest money -(i.e 2% of the estimated Amount put to Tender) The amount of earnest money has to be deposited through RTGS/NEFT of ICICI Bank or ICICI Bank Net Banking and the documentary proof of such deposition is to be accompanied with the technical bid . The Earnest money will be converted as security deposit for the successful bidder(s).

The amount of cost of tender document has to be deposited through RTGS/NEFT of ICICI Bank or ICICI Bank Net Banking and the documentary proof of such deposition is to be accompanied with the technical bid .

[Tenders without EMD & CD shall out rightly be rejected and bid documents submitted by the bidder will not be opened.]

3. Maintenance period of 6 months from the date of completion.

In the event of e-filing intending bidder may download the tender document from the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) indirectly with the help of Digital Signature certificate . Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the [www.wbtenders.gov.in](http://www.wbtenders.gov.in) as per the time schedule. The document submitted by the bidder should be properly indexed & digitally signed.

i). 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).

ii). 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.

4. 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. Credential mentioned above as noted above against each serial number under the authority of State/Central Govt./ Central Govt. undertaking /Statutory Bodies constituted under the statute of the Central/ State Govt. and having a magnitude of 60 (sixty)% of the amount put to tender (Non Statutory Document).

ii) P. Tax deposit challan for the current fin. year, PAN Card, 15 digit Goods & Services Tax Payer Identification Number (GSTIN) under GST Act, 2017, has to be accompanied with the technical bid document ( Non- Statutory Documents) & relevant GST Rules shall be applicable. IT Return of last Three Assessment Year should be submitted along with the tender documents. Non production of the documents and rate offered by the bidder above the estimated cost will lead to cancellation of bid.



5. Registered Partnership Deed in case of partnership firm has to be submitted. The company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, where uploading any tender for on behalf of company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the director of such company or the partners of such firm to upload such tender. ( Non- Statutory Documents )

6. Joint venture will not be allowed.

7. The tenderer shall establish field testing laboratory equipped with requisite instrument and technical staffs according to the requirements of works to be executed.

8. Payment will be made as and when fund is available from the concerned source For R.A bill payment latest finance rules will be followed.

9. No arbitration is allowed in this contract.

10. 8 (Eight)% value of the work will be deducted as Security deposit from the progressive / final bill & 10 (ten) % Security deposit (including the 2% earnest money) retained as security deposit which will be released after as per tender notice from successful completion project. Agencies have to arrange land for Plant & Machineries, storing of materials labour shed, Lab rotary etc. water and electricity at their own cost and responsibility.

11. No material will be issued from the department.

12. Constructional labour welfare Cess at @ 1% of the bill value will be deducted from every bill.

13. Constructors 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 the of or any laws relating thereto and the rules made and order issued there under from time to time.

14. The schedule of rates : as given in BOQ

15. 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 and necessary action may be taken against him and he might be blacklisted from participating in tenders at our GP in future.

16. The authority reserves the right to cancel the NIT due to unavoidable circumstance and for the no claim will be entertained.

17. Bids shall remain valid as mentioned above. 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.

18. 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.

19. 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 and any unwanted incidents etc. at any circumstances.

20. Date and Time Schedule:

Sl. No.	Particulars	Date	Time
1	Date of uploading of N.I.T. & other Documents (online Publishing Date)	16/01/2025	06:00PM
2	Bid submission start date (On line)	17/01/2025	09:00AM
3	Bid Submission closing (On line)	24/01/2025	11:00AM
4	Bid opening date for Technical Proposals (On line)	27/01/2025	11:00AM
5	Date of uploading list for Technically Qualified Bidder (Off line)	To be notified later.	
6	Date of uploading the final list of Technically Qualified Bidder (online) after disposal of appeals, if any.		
7	Date for opening of Financial Proposal (Online)		

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

22. Contractor has to execute the work on strict supervision of the N.S. / Authority.

23. Decision of authority will be final & binding on contractor in case of any dispute.

24. All tools, plants, & machineries including vibratory, road roller etc. required to execute the Contract, has to be arranged by Contractor at his own cost.

25. The works are time bound project & time of completion of work should be strictly followed.

26. The undersigned reserve the right to ask the tenderer to submit analysis of the quoted rate at any point.

27. Audited Accounts of last financial year will have to be submitted in case of Engineers Co-operative societies & Labour Co-operatives. The tender forms are to be received by the Chairman or Secretaries or any member of the Society having proper power of attorney. Credential of similar type of works as noted above against each serial number will have to be produced in case of Engineer Co-operative Societies.

28. The agency should have to obtain registration certificate and Labour license from the Regional Labour Office in respect of building and other construction workers welfare "Cess Act" 1996 within ten days from the date of issue of work order falling of which termination of contract will take effect as per rule.



29. Time is the essence of contract. The successful contractor must start the work within ten 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 prescribed 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.

(a) A penalty @ 0.1% (Zero point One percent) of the value of work may be imposed on per day of delay.

(b) 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 work order and contract shall be cancelled, the earnest money shall be forfeited, the contractor may be blacklisted and claim of payment of work already executed before such termination, may not be considered or entertained.

(c) In case of such mid-term termination of the work order and contract act, 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 -(b) above.

30. Income Tax @ 1 / 2 % (as applicable), relevant GST Rules under GST Act, 2017 shall be applicable in the time of billing, Labour Welfare Cess @ 1% and other statutory deductions at the Govt. prescribed rate will be deducted at source during payment of each bill (R/A or Final). (Rate may be changed as per direction of competent authority)

31.8 (Eight)% value of the work will be deducted as Security deposit from the progressive / final bill & 10 (ten)% Security deposit (including the 2% earnest money) which will be released after one year from the date of completion subject to condition that no defect appears in the work. In case of defects found within six months 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.

32. For materials that will be used in the road construction against which payment of royalty to competent authority is mandatory under any existing act or rule, original copies 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.

33. If you less 20% and above of tender value of this work, clarification and 10% of tender value must be submitted in Gram Panchayat Office.

#### 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://wbenders.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's 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:

###### 4.1 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).

###### 4.2 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) 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, IT Return for the last three financial years.
- ii) Registration Certificate under Company Act, (If any)
- iii) Registered Deed for partnership Firm/ Article of Association & Memorandum (If required).
- iv) Power of Attorney (For partnership Firm/ Private Limited Company, If required )
- 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-Op(s).
- vi) Credential certificates for completion of at least one same type of work (as per Gram Panchayat Procurement Manual or Decision of the Aortho O Porikolpona Upa Samity) 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 NIT is to be furnished.
- 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	1. PAN. 2. P.TAX (Challan) & Certificate 3. IT – Sahaj(ITR-I) for last three financial years as mentioned. 4. GST Registration No.
B.	Company details	Company details –I	1. Proprietorship Firm (Trade License). 2. Partnership Firm (Partnership Deed, Trade License) 3. Society Registration Copy.(If Applicable) 4. Power of attorney.(If Applicable)
C.	Credential	Credential -I	1. Same Type of work's Completion Certificate or Credential which are applicable for eligibility (Last 3 Financial Year from the date of issue of this Notice)

#### 4.3. 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.

#### 5. Opening & evaluation of tender:

##### Opening of Technical proposal:-

Technical proposals will be open by the Pradhan & Sanchalok of Aortho O Porikolpona Upa Samity, Raghunathbari 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.

#### 6. Acceptance of Tender:

The Bidder whose 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.

#### 7. Penalty for suppression / distortion of facts:

Submission of false document by tenderer is strictly prohibited & 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 and necessary action may be taken against him and he might be blacklisted from participating in tenders at our GP in future.

8. 1 % Contingency which includes Out of Estimated Expenditures, is added with the estimate. To get that amount concerned agency has to produced relevant bills. It might be same agency who get the work order or any other agency as the case may be.

#### 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.



MEMO NO. 15/ R.BARI

Copy forward for information to :

- 1.The Sub Divisional Officer, Purba Medinipur Sadar (Tamluk)
- 2.The Block Development Officer, Panskura-1 Dev. Block.
- 3.The Sabhapati, Panskura-1 Panchayat Samity.
4. Banishree Pathagar, Purba Shukutia,
5. Gram Panchayat (ALL), Panskura-1 Block.
6. Notice Board, Raghunathbari Gram Panchayat.
7. Executive Assistant, Raghunathbari Gram Panchayat.
8. Nirman sahayak, raghunathbari Gram Panchayat.



*[Signature]*  
Pradhan  
Raghunathbari Gram Panchayat  
Panskura-1 Purba Medinipur

DATE:-16/01/2025

*[Signature]*  
Pradhan  
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Panskura-1 Purba Medinipur