

NOWAPARA GRAM PANCHAYAT

(Under Nalhati II Dev Block & Panchayat Samity)

:: Vill: Khalilpur :: PO: Nowapara :: PS : Nalhati :: Dist : Birbhum :: Pin : 731237 ::**NOTICE INVITING e-TENDER**

N.I.T No -WB/BIR/NALHATI-II/NGP/03/23-24

MEMO NO:160/NGP/2023**DATE :- 12/04/2023.**

The Separate tenders are invited by the undersigned for the work mentioned in the table below through electronic tendering (e-tendering). The intending tenders may visit website for the tender notice, submission of bid & other details will be through the website www.wbtenders.gov.in only.

Sl No.	Name of the Scheme	Fund	Tender Amount (In Rs.)	Earnest Money @2% (In Rs.)	Application Fees for Tender (In Rs.)	Credential (In %)	Time of Completion	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	Supply of Tube Well materials for Resinking of Tube Well under Nowapara Gp area ID 57365820	15th CFC (Tied) 2022-23	Rs 294661.00	Rs 6000.00	Rs 400.00	Minimum 60% in Similar nature of Work	15 days	
2	Supply of Tube Well materials for Tube Well maintenance under Nowapara GP area ID 57367433	15th CFC (Tied) 2022-23	Rs 206215.00	Rs 4200.00	Rs 300.00	Minimum 60% in Similar nature of Work	15 days	

1. For e-tendering, intending tenderer may download the tender documents from the above said website directly with the help of digital signature certificate. Necessary Earnest Money (where required) shall be deposited by the intending tenderers by way of **Demand Draft/Bankers Cheque** from any branch of nationalized bank in favour of the **Prodhan, Nowapara Gram Panchayat** payable at **Nowapara Indian Bank** and the same should be documented for e-tendering & virus free scanned copies be uploaded.

2. A. **2.00% Earnest Money** of the tender amount should be deposited in the form of **Demand Draft/Bankers Cheque** from any branch of nationalized bank in favour of the **Prodhan, Nowapara Gram Panchayat** payable at **Nowapara Indian Bank** by the bidder which will be received by this office during office hours on working days.

B. **Application Fees** (Not refundable) for Tender should be deposited in the form of **Demand Draft/ Bankers Cheque** from any branch of nationalized bank in favour of the **Prodhan, Nowapara Gram Panchayat** by the bidder which will be received by this office during office hours on working days. **Demand Draft/ Bankers Cheque** copy of the same should be uploaded to the 'TENDER FEES' folder.

3. Properly indexed & self attested documents & duly digitally signed of both the Technical Bid & Financial Bid should be concurrently submitted in the website mentioned above as per time schedule given below.

4. Eligibility Criterion for participation of the Tender :

i) The prospective tenderers as a primary agency should have satisfactorily completed at least one work for a magnitude of 60% of the amount put to the tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 03(Three)financial years.

ii) Technical Bid Documents should be accompanied with copies of tenderer's PAN Card, Professional Tax Receipt /Challan , GST return for the current year.

iii)Registered Co-Operative Societies of Unemployment Engineers and Diploma Holders in Engineering are required to furnish valid Bye Laws, latest Audit Report, Valid Clearance Certificate from Assistant Register of Co Operative Societies from the year 2018-19 along with others relevant supporting papers.

iv) A Company shall furnish the Article of Association and Memorandum.

v) The partnership firm is requested to furnish the copy of Registered Partnership Deed.

5. Payment of bill on its production will be made after successful execution of the work subject to availability of fund and no claim whatsoever will be entertained for any delay in payment . No escalation charge will be entertained against any e-NIT /any accepted Tender. Deduction of Income Tax, Construction Workers' welfare Cess etc will be made at source in accordance with the existing rules/order.
6. Neither any Mobilization Advance nor any Secured Advance will be allowed.
7. The Contractor shall have to arrange nearest to the work site, required land for installation of plant & machineries(specified for each awarded work) ,storing of materials ,provision of labour shed & labrotary etc at his own cost and responsibility.

8. Date and Time Schedule :

SI No	Particulars	Date & Time
1.	<i>Date of Uploading of NIT Documents (Online)</i>	12.04.2023 at 16.00 hrs
2.	<i>Starting Date of downloading of Documents(Online)</i>	12.04.2023 at 16.00 hrs
3.	<i>Last Date of downloading of Documents (Online)</i>	20.04.2023 upto 18.00 hrs
4.	<i>Starting Date of Submission of Bid (Online)</i>	12.04.2023 at 16.00 hrs
5.	<i>Last Date of Submission of Bid (Online)</i>	20.04.2023 upto 18.00 hrs
6.	<i>Opening date of Technical Bid (Online)</i>	24.04.2023 at 11.00 hrs
7.	<i>Last Date of submission of Original copies of tender documents & application fees,EMD in original at Office of the undersigned(Offline).</i>	25.04.2023 upto 16.00 hrs
8.	<i>Opening Date of Financial Bid (Online)</i>	Will be notified later

9. Financial Bids of those tenderers who qualify in Technical Bid will only be opened. Dates, if changed , due to unavoidable circumstances, will be published in the said website and office notice board only without any individual intimation.
10. A tenderer may visit the site of works and its surroundings on his own cost in order to prepare bid for its submission.
11. No cost of bidding shall be reimbursable by the Office of the Prodhan, Nowapra GP. Authority may accept or reject any tender without assigning any reason , whatsoever, and is not liable for any cost that might have incurred by a Bidder.
12. The Earnest Money deposited by a successful Tenderer will be converted into Security Deposit and after submission of materials as sample he will be awarded through Work Order after verification of materials and after supplying the all materials and payment of bills the Earnest Money & sample copy of materials will be released.
13. The willing tenderers may remain present at the time of Opening of Tender.
14. The Prodhan, Nowapara Gram Panchayat , reserves the right to cancel e-NIT due to unavoidable circumstances and no claim in this respect will be entertained.
15. A tenderer's bid will be out rightly rejected with a forfeiture of his Earnest Money if it comes to the notice of the Tender Inviting Authority scrutiny that the credential or any other papers of a tenderer are manufactured/fabricated etc.
16. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tender, if found necessary, before issuance of the Work Order and the Work Order will not be issued in favour of the tenderer if it found on verification that such documents submitted by him is either manufactured or fabricated, etc.
17. A clause stated in the later notification will supersede the corresponding one mentioned in previous notification in the following sequences ;
- a) NIT, b) Technical Bid, c) Financial Bid.
18. Evaluation of Technical Bid & Financial Bid will be held at the Chamber of the Prodhan, Nowapara Gram Panchayat.
19. BID validity valid upto 180 days from the date of issue of the order.

TERMS AND CONDITIONS :

1. The interested tenderer/quotationer should apply to the undersigned within the stipulated date & time for issue of Tender Form along with valid clearance certificate of Professional Tax , valid clearance certificate of Labour Department (not necessary for supply work) , PAN card, etc xerox copy with original and Credential Certificate(xerox copy with original) as demanded.
2. The payment (amount) received by the agency for any work completion from any authority (Govt./Semi Govt.) within a financial year should be treated as his Credential of the agency for that financial year and total payment receive amount for particular type of work in a financial year should be treated as his credential for that particular type of work.
3. The tenderer/quotationer who will apply for the construction work they should submit sufficient experience certificate for doing such type of work and that will be certified by the competent authority.
4. The undersigned should be the sole authority in consultation with Tender Committee to the judge the tenderer(s)/quotationer(s) good intension and ability to do the work successfully and he shall issue paper on personal satisfaction about such intension and ability.
5. The undersigned has every right to accept or reject any or all tender(s)/quotation(s) without assigning any reason.
6. The tenderer/quotationer are hereby requested to visit the work site before dropping their tender/quotation.

7. The selected agencies for Tender/Quotation should deposit the application fees and Earnest Money of Tender/Quotation during the time of submission of original copies of tender documents , the receipt of which shall have to be submitted to the undersigned for issuing tender form.
8. The tenderer/quotationer should submit their tender/quotation by filling the tender/quotation form received by them along with Earnest Money as demanded, through Demand Draft addressing to the undersigned . All these papers should be sealed in an envelope over which the name of the work should be written.
9. The case of tenderer/quotationer whose tender/quotation will be accepted and who will execute the agreement, the Earnest Money deposited by him will automatically be converted into Security Deposit (Earnest Money not necessary for Labour Co-Operative Society, 10% bill amount should be deducted from each bill as Security Deposit for them) and the rest amount of Security Deposit (8%) should be deducted from each progressive bill of agency for constitute 10 % Security Deposit as a whole. Such Security Deposit should be refunded to the agency (after secured period) on successful completion of the work.
10. Each page of the Tender notice & other documents must be signed by the tenderer before dropping it.
11. Offered rate on Tender/Quotation form should be written in figure as well as in words for the unit mentioned in the Tender/Quotation schedule against the respective item of work or whole work as demanded.
12. The offered rate should be including all(viz. carrying ,loading, unloading, stacking, short carriage, labour, materials, sale tax, income tax, royalty, cess etc) complete.
- 13.No conditional offered rate should be allowed from any agency.
14. In the event of the tender being submitted by a firm it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorized him to do so.
15. If the accepted tenderer/quotationer fails to execute agreement with the date mentioned in the letter of intimation for acceptance of Tender/Quotation , his Tender/Quotation will be cancelled and disciplinary action may be taken against him.
16. Work/Supply Order should be issued to the accepted Tender/Quotation after agreement over Non-Judicial stamp paper worth Rs 10.00 (Ten) , which will be supplied by the agency himself, with undersigned.
17. The Earnest Money deposited by the unsuccessful Tenderer/Quotationer should be released after expiry of 07 (seven) days from the opening of the Tender/Quotation or after issue of Work/Supply order.
18. The value of the work as indicate din the price schedule/estimate attach with the Tender is approximate only and may be increased or decreased appreciably either as whole or for particular item on the direction of the authority concerned during actual execution.
19. If any extra work/supply is/are required to be done which is not include in the approved estimate/price schedule , the payment of such works will be made as per PWD schedule of rate and rates of such work/item do not appear PWD schedule , the cost of such work/item will be determined by the authority analyzing on the basis of market rate in the line of PWD practice in vague.
20. Brand/Company of Steel & Cement required for the work shall have to approve by Engineer-in charge before purchase by the Contractor/Supplier.
21. Contractor/Supplier will store all Steel materials, cement purchased by him at the site with adequate storage agreement which will be open to inspection by the Prodhana or his representative (Engineer-in charge).
- 22 The selected Tenderer/Quotationer will have to use Roller, Mixture Machine ,Vibrator, Generator etc at the time of work according to necessity as per direction of Engineer-in charge. No separate payment should be made for these machineries.
23. Measurement will be taken in stacks for the case of supply of Sand, Morrum, Stone chips, Stone ballast, gravels, boulder , carried earth etc on the work site and for the case of constructional work measurement should be taken at site over work done quantity, for the case of supply of pipes measurement should be taken along with its axis.
24. For the case of stacks measurement for fine and course aggregates shrinkage should be deducted as applicable as per PWD rule.
25. For the case of sinking of Tube well when Department will supply the required materials , should be issued from Office after completion of boring work.
26. For the case of sinking of Tube well, the suitable layer should be determined by Engineer-in charge and lowering work should be done in presence of Engineer-in charge.
27. The Contractors/Suppliers shall keep a whole time competent and qualified worker at work site.
28. No claim for escalation of rates will entertained during the currency of the Tender for idle labour or increase in the cost of labour or materials .
29. Payment should be made on the basis of measurement taken by Engineer-in charge.

30. Necessary deduction should be made from gross bill amount of agency (viz GST,IT,Cess, Royalty, Security Deposit)
- 31.No payment should be made for the work not conform the specification.
32. Work must be completed within stipulated time period.
33. In case of failure to complete the work in stipulated time period, the Security Deposit will be forfeited.
34. For the case of Supply work , sinking/re sinking works and construction work Security Deposit should be deducted from bill and should be released to the agency after 3(three) or 6(six) months respectively from satisfactory completion of the work.
35. The Notice Inviting Tender(NIT)/Quotation(NIQ) is a part of agreement whose each page should be signed by the participant agency before dropping their Tender/Quotation.
36. Credential should not be older than financial year 2020-2021, i.e. financial year 2020-21,2021-22,2022-23 are allowed. Provided they have IT,GST return.
37. Time is essence of contract. The successful contractor must complete the work within the specified for completion. No extension of time will be allowed except in special case. If any contractor fails to complete the work within stipulated time the work order issued in his favour will be cancelled without assigning any reason therefore. The undersigned may also proceed to get the balance work completed by any other means including through other contractors. The excess expenditure , if any, due to such step would be recoverable from the unpaid bills/security deposit of the tenderer. This is apart from any other measure the undersigned may take including blacklisting of the contractors forfeiture of Earnest Money.
- 38.Audit Report of last financial year 2021-22 will have to submitted in case of Engg. Co-Operative Societies or Labour Co-Operative Societies. The tender form are to be received by the Chairman, secretary ar any member of Society having prper power of attorney. Credential of work will have to be produced in case of Engg. Co-Operative Societies or Labour Co-Operative Societies.
39. The successful tenderer will have to abide by the provision of West Bengal Contract Labour (Regulation and Abolition) Rules 1972nas will be force time to time. If no Labour license is obtained and produced by the contractor , payment will liable to be withheld.
40. In support of their Credential applicant should have to submit self attested xerox copy of their Bank Pass Book where in the amount is clearly mentioned,
41. Following late fine is to be imposed on for non completion the work in time :

Project Cost	Late fine to be imposed
Upto Rs. 100000.00	Rs 50.00 for each exceeding day
From Rs. 100001.00-Rs. 200000.00	Rs 100.00 for each exceeding day
From Rs. 200001.00-Rs. 500000.00	Rs 150.00 for each exceeding day
From Rs. 500001.00-Rs. 1000000.00	Rs 200.00 for each exceeding day
Above Rs. 1000000.00	Rs 300.00 for each exceeding day

The late fine would be deducted from his payment. Completion time may be increased with proper permission of the undersigned in advance.

INSTRUCTION TO BIDDERS :

- 1. General Guidance for e-Tendering :** Instructions/Guidelines for electronic submission of the tenders have been annexed for guidance/assistance of the tenderers to participate in e-tendering.
- 2. Registration of Tenderer :** Any Tenderer willing to participate in e-tendering will have to get himself enrolled & registered with the Government e-procurement system by logging in to <https://wbtenders.gov.in> . The tenderer is to click on the link for e-tendering site as given on the web portal.
- 3. Digital Signature Certificate (DSC) :** For submission of tenders, each tenderer is required to obtain a Digital Signature Certificate (DSC) from the approved service provider or the National Informatics Centre (NIC) on payment of requisite amount, the details of which are available at the website.
- A tenderer can search & download NIT & Tender documents electronically , the only mode of collection of tender documents from computers once he log in to the website using Digital Signature Certificate.
- 5. Submission of Tenders :** General Process of Submission : Both Technical Bid and Financial Bid in separate folders will have to be submitted online in the website at a time for each work before the notified date & time using the Digital Signature Certificate (DSC) and virus free scanned and duly digitally signed copies of documents should also be uploaded in the website(These documents will get encrypted i.e. transformed into non readable formats).

6. COVER DETAILS :

- (a) Statutory Cover containing the following documents:

TECHNICAL

- i) NIT : NIT downloads properly and upload the digitally signed copy of the same in NIT folder.

ii) **TENDER FEES AND EMD** : Scanned copy of **Demand Draft** towards Tender Form Value and EMD as prescribed in the NIT against each of the work in favour of the **Pradhan, Nowapara Gram Panchayat** and payable at **Nowapara Indian Bank** to be submitted in the folder.

FINANCIAL

i) **BOQ** : The Financial Proposal should contain the following documents in one cover (folder) i.e. the Contractor is to quote the rate (percentage Above/Below/At Par) online through computer in the space marked for quoting rate in Bill of Quantities (BOQ), only downloaded copies of the above documents are to be uploaded duly virus free scanned & digitally signed by the Contractor.

(b) Non Statutory Cover containing the following documents:

i) Scanned copy of proper credential Certificate in form of Completion Certificate/Payment Certificate of at least one work for a magnitude of 60% of the amount put to the tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 03(Three)financial years.

ii) Scanned copy of Trade License.

iii) Scanned copies of Professional Tax(P. Tax) Deposit Receipt/Challan for the financial year 2021-22 ,the IT,PAN Card , GST.

iv) Scanned copy of Registration Certificate under the Companies Act (if applicable).

v) Scanned copy of Registered Deed of Partnership Firm/Article of Association & Memorandum (if applicable),

vi) Scanned copy of Power of Attorney (for Partnership Firm/Private Limited Company) (if applicable),

vii) Scanned copy of up to date "No Objection Certificate" issued by the Assistant Registrar of Co-Operative Societies (ARCS), (if applicable).

N.B. : Original copies of all documents have to be produced on demand for checking otherwise tender will be rejected.

Sl No	Category Name	Sub Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	GST,PAN,P Tax (Challan)(upto date) Latest IT Receipt, Trade License
B.	Company Detail(s)	Company Detail(s)	Proprietorship Firm(Trade License), Partnership Firm(partnership Deed, Trade license), Ltd. company(Incorporation Certificate, Trade License). Society(Society Registration copy, Trade License),Power of Attorney
C.	Credential	Credential-1 Credential-2(if any)	Work done, Completion or Payment Certificate which is applicable for eligibility in this tender.

7. Rejection of Bid:

The Tender Accepting Authority reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids at any time prior to the award of contract without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Bidder or Bidders of the ground for Tender Accepting Authority's action.

8. Tender Selection Committee :

i) The Committee will act for recommendation of technically and subsequently financially qualified bidders.

ii) Intending Tenderers may remain present during the Financial Bids. Technical Bids will be open first and the defective tender will be summarily rejected.


Pradhan
Nowapara Gram Panchayat
P.O:Nowapara*Dist: Birbhum

MEMO NO:160(6)/1/NGP/2023

DATE :-12/04/2023.

Copy forwarded for information and with a request for making an arrangement to display the notice for wide publicity to :

1. The Sub Divisional Officer, Rampurhat Sub Division, Birbhum
2. The Sabhapati, Nalhati 2 Panchyat Samity.
3. The Executive Officer, Nalhati 2 Panchayat Samity.
4. The Branch Manager, Indian Bank, Nowapara Branch.
5. Office Notice Board, Nowapara Gram Panchayat.
6. Bengal Message News Paper.


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