

D/ No. 8403 / DP & RDO dtd. 18/9/2023
Mail / letter received on...
and forwarded / sent to... CLO
on... at... Anwar
for taking necessary action

Signature

**Office of the
Chowhatta Mahodary-II Gram Panchayat
Tatinapara, Birbhum.
NOTICE INVITING e-TENDER**

Memo No:190/CM-IIGP/23

Date: 13/09/2023

NIT No: WB/BZP/LABPUR/CM-II GP/NIET-09/2023-24

For and on behalf of the Chowhatta Mahodary-II Gram Panchayat, The Pradhan, Chowhatta Mahodary-II Gram Panchayat invites Percentage Rate tenders through E-tendering for the following Works mentioned below in annexure-A by two folder system. Pre-qualification Bid to be submitted in a separate online cover comprising of technical document along with scanned copy of Challan for cost of bid document and that of Earnest money in a separate file and Bid document with schedule rate in another folder are to be submitted by the qualified Contactors.

The applicant in the same nature and type as prime contractor should have successfully completed at least one contract of same type of work at least 60% of similar nature of the work in a single contract within last 3 (three) financial years from the date of issue of this NIT in any Government / Semi Government/ Undertaking/ Autonomous Bodies / Statuary Bodies and Local Bodies who satisfy the terms and conditions set out in pre-qualification document and having registration in e-procurement portal. The Tenders shall be available for viewing in our website <http://wbtenders.gov.in/>

Annexure-A								
Sl No	Name of the work	Site details	Source of Fund	Amount Put to Tender (Rs.) (excl. Contingency)	Earnest Money (Rs.)	Required Credential (Rs.)	Tender Processing Fees	Work completion period
1	RENOVATION OF OFFICE ROOM	Mouza :- TATINAPARA J.L.no. :-40, Plot no. :-177 ACTIVITY ID- 67764716	FFC BG UNTIED	145000.00	2900.00	87000.00	500.00	45Days
2	Creation of Shed for segregation and processing of wet and dry waste for SWM	Mouza :- TATINAPARA, J.L.no. :-40, Plot no. :-177 ACTIVITY ID- 67599801	FFC BG TIED	164876.00	3298.00	98926.00	500.00	45Days

Intending bidders may download tender documents from e-procurement portal of Government of West Bengal portal (www.wbtenders.gov.in). The pre-qualification and bid documents duly filled and digitally signed in all respect may be submitted online through mentioned e-Portal. Chowhatta Mahodary Gram Panchayat does not take any responsibility for the delay caused due to non-availability of internet connection or traffic jam etc. for on-line bidding. Cost of Pre-qualification and bid document is as stated in the above table for online bids.

Cost of Prequalification of bid documents should be deposited to the specific Bank Account through NEFT/RTGS in favour of "OSR Chowhatta Mahodary-2 Gram Panchayat" (Account No-1039010505901, IFSC Code-PUNB0103920, PNB) and Earnest money should be deposited to the specific Bank Account through NEFT/RTGS in favour of "Chowhatta Mahodary No-II Gram Panchayat". (Account No-11810100000931, IFSC Code-UCBA0RRBPPBG, PBGB)

Chalan / receipt copy of deposited/transferred fees of EMD and Prequalification bid fees has to be submitted along with mentioning the specific NIT no. & sl no.

Names of the Technically qualified bidders on the basis of information furnished in the and in "My document" uploaded by concerned bidders after verification of the same with original, will be displayed in the portal and this Office Notice Board, subject to completion of verification and technical evaluation.

The Pradhan, Chowhatta Mahodary-II Gram Panchayat reserves the right to reject or cancel any or all prequalification documents and bid document without assigning any reason's whatsoever.

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>.

Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Date and Time Schedule.

The Technical Bid/Proposal is submitted in two parts. The two parts of the proposal are:-

- (i) Part - 1 : Technical proposal
 - Folder 1 : Prequalification documents.
 - Folder 2 : Technical submission by bidder.
- (ii) Part - 2 : Financial proposal

✘ **Eligibility criteria for participation in the tender :**

✘ 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 at least one work of similar nature under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government and having a magnitude of 60 % (sixty percent) of the amount put to tender. [Non-statutory documents]

N . B . : Estimated amount, Date of Completion of Project and detail communicational address of client must be indicated in the Credential Certificate.

✘ Income Tax Return Acknowledgement for the Last three years, P . T . Deposit Challan for the year 2 0 2 3 - 2 0 2 4 , Pan Card, GST Registration Certificate(optional, Terms And Conditions apply) are to be accompanied with the Technical-Bid Documents.[Non-statutory documents]

✘ The Working Capital shall not be less than 15 % (fifteen percent) of the amount put to tender out of which minimum 10 % shall be of applicant's own resource .

✘ The prospective bidders should own or arrange through lease hold registered agreement, the required plant and machineries . Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted .

✘ Registered Partnership Deed for Partnership Firm is 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, while uploading any tender for and on behalf of such company or firm , **invariably upload a copy of registered power of attorney showing clear authorization in his favour**, by the rest of the directors of such company or the partners of such firm , to upload such tender. [Non-statutory documents]

✘ **Joint Ventures will not be allowed .**

✘ A prospective bidder shall be allowed to participate in a particular 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, without assigning any reason thereof.

✘ Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 3 0% of the tendered amount whichever is less . Provisions in Clause(s) 7 , 8 & 9 contained in W . B . Form No. 2 9 1 1 (ii) so far as they relate to quantum and frequency of payment are to be treated assuperseded .

✘ **No mobilisation advance and secured advance will be allowed .**

✘ **Security Deposit:** Retention money towards performance Security amounting to 10% (ten percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.

✘ Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

✘ All materials required for the proposed work including cement and steel shall be of specified grade and approved brand inconformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.

✘ **All kinds of taxes as per govt. norms will be calculated and paid at the time of billing.**

✘ 1% Cess under W.B. Building and other construction workers (Regulation of Employments & condition of Service) welfare cess act, 1966 will be deducted from the running bills.

✘ **There shall be no provision of Arbitration . The Clause No . 25 of 2911 (ii) is omitted vide Notification No . 558 /SPW Dated : 13 th December, 2011 of the Secretary, P . W . Department .**

✘ Bids shall remain valid for a period not less than 1 2 0 (one hundred twenty) 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

✘ **Date and Time Schedule:**

Sl No	Particulars		Date	Time
1	Published Date		15/09/2023	06:00PM
2	Documents Download / Sale Start Date	From	15/09/2023	06:00PM
3	Documents Download / Sale End Date	To	22/09/2023	01:00PM
4	Bid Submission Start Date		16/09/2023	10:00AM
5	Bid Submission End Date		22/09/2023	04:00PM
6	Date of Submitting COTP & EMD (With an application mention NEFT/RTGS ID No with Amount and Date)		16/09/2023 TO 22/09/2023	01:00PM
7	Bid Opening Date (Technical)		22/09/2023	04:00PM
8	Bid Opening Date (Financial)		25/09/2022	10:30AM
9	Place of Opening Bid		To be mentioned at the time of technical evaluation	
10	Officer Inviting Bid		Chowhatta Mahodary-II Gram Panchayat	
			Prodhan, Chowhatta Mahodary-II Gram Panchayat	

**SECTION - A
INSTRUCTION TO BIDDERS**

A . General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

A .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://wbttenders.gov.in> The contractor is to click on the link for e-Tendering site as given on the web portal.

A .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 Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A .1 .above, DSC is given as a USB e-Token.

A .3 . The contractor can search and download N .I.T ., Tender Document(s) and Addenda & Corrigenda (if any) electronically from computer once he logs on to the website mentioned in Clause A .1 . using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

A .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. A prospective bidder (including his participation in partnership) shall be allowed to participate in single road / building work as mentioned in the list of schemes.

A .5 . Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A .1 . in two folders at a time for each work, one is Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) Virus free scanned copy of the documents are to be uploaded duly Digitally Signed. The documents will get encrypted (transformed into non readable formats) .

A .5 .1 . Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers(folders).

A .5 .1 .1 . Technical Cover Containing the following documents:

(i) NIT (Downloaded from the e-Tender)

☒ (ii) NEFT/RTGS ID towards Earnest Money (EMD) & Tender fees as prescribed in the N .I.eT . against the work payable at **Lalpur in favour of " Chowhatta Mahodary No II Gram Panchayat" & payable at Bhalas in favour of "OSR Chowhatta Mahodary -II Gram Panchayet" respectively .**

5.1.2 Financial Cover Containing the following documents:

i) BOQ

A .5 .1 .2 .Non -statutory Cover Containing the following documents :

(i) Professional Tax (PT) deposit receipt challan for the financial year 2023 -24 , Pan Card, ITR Acknowledgement for the last three years . GST Registration Certificate(optional, Terms And Conditions apply).

(ii) Registration Certificate under Company Act. / TradeLicence as the case may be.

(iii) Registered Deed of partnership Firm / Article of Association & Memorandum .

(iv) Power of Attorney (For Partnership Firm / Private Limited Company) .

(v) Valid bye laws , current Audit Report, Minutes of last AGM are to be submitted by the Registered Labour Co-Operative Society / Engineers' Co-Operative Society.

(vi) Credential for completion of at least one similar nature of work under the authority of State / Central Government, statutory bodies constituted under the statute of the State / Central Government / Central Government undertaking having a magnitude of 60 % (forty percent) of the Estimated amount put to tender during the last 3 (three) years prior to the date of issue of this N .I.T . is to be furnished. Scanned copy of Original Credential Certificate as stated in N .I.T .

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	Detail(s)
A.	Certificate(s)	Certificate(s)	1. GST Registration Certificate Acknowledgement. (Optional, Terms and Conditions apply). 2. PAN 3. P Tax (Challan) (2023-24) 4. Last three years IT Receipt

B.	Company Detail(s)	Company Detail-1	1. Proprietorship Firm (Trade License))Section-B Form-II (Structure & Org.) 2. Partnership Firm (Partnership Deed, Trade License) 3. Ltd. Company (Incorporation Certificate, Trade License) 4. Society (Society Registration Copy, Trade License) 5. Power of Attorney, Memorandum of Association and Articles of Association of the Company.
C.	Credential	Credential-1 Credential-2	1. Similar nature of work done & completion certificate which is applicable for eligibility in this tender as per Form-IV Section-B

A.5.2. Tender Evaluation Committee (TEC)

A.5.2.1. Evaluation Committee constituted as per Order of the Govt. Of West Bengal will function as Evaluation Committee for selection of technically qualified contractors.

A.5.2.2. Opening & evaluation of tender:

If any contractor is exempted from payment of EMD , copy of relevant Government Order needs to be furnished.

A.5.2.3. Opening of Technical Proposal:

Technical proposals will be opened by the Jt. Prodhnan & NS & Tender Committee, Chowhatta Mahodary-II Gram Panchayat and his authorized representative electronically from the website using their Digital Signature Certificate (DSC) .

A.5.2.4. Intending tenderers may remain present if they so desire.

A.5.2.5. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened.

A.5.2.6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

A.5.2.7. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals .

A.5.2.8. During evaluation the committee may summon of the tenderers & seek clarification / information or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame , their proposals will be liable for rejection.

A.5.3. Financial Proposal

A.5.3.1. 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 (Presenting Above / Below / At per) online through computer in the space marked for quoting rate in the BOQ .

A.5.3.2. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

A.6. Financial capacity of a bidder will be judged on the basis of working capital and available bid capacity as mentioned in the N.I.T. to be derived from the information furnished in **FORM - II** (Section -B) i.e., Financial Statement. If an applicant feels that his / their Working Capital beyond own resource may be insufficient, he / they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Tender Inviting / Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit. Such revolving line of credit should be maintained until the works are taken over by the Engineer-in-Charge / Employer. The audited Balance sheet for the last 3 (three) years, net worth, bid capacity, etc. are to be submitted which must demonstrate the soundness of Bidder's financial position , showing long term profitability

including an estimated financial projection of the next two years.

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

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and Audited Balance Sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

A.8. Rejection of Bid:

Employer 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 action .

A.9. Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance . The notification of award will constitute the formation of the Contract.

The Agreement in West Bengal Form No. 2911(ii) will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q, will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents along with requisite cost (Ref: SL 36 of this N.I.T.) through NEFT/RTGS from any Nationalized / scheduled bank payable at Chowhatta Mahodary-II in favour of "Prodhan, Chowhatta Mahodary-II Gram Panchayat", of the concerned work within time limit to be set in the letter of acceptance.

R.P. Mandal

Prodhhan
Chowhatta Mahodary-II Gram Panchayat
Tatinapara, Birbhum

Memo No: 190(12)/CM-IIGP/23

NIT No: WB/BZP/LABPUR/CM-II GP/NIET-09/2023-24

Date: 13/09/2023

Copy forwarded for information and wide publication to:

1. The BDO, Labpur Dev. Block
2. The SDO, Bolpur Subdivision [through mail id- sdoblp@gmail.com]
3. The Sabhapati, Labpur Panchayat Samity
4. The DP&RDO, Birbhum [through mail id- dprdobirbhum05@gmail.com]
5. The DCU, ISGPP-II, Suri, Birbhum [through mail id- isgppbirbhum@gmail.com]
6. The Manager, PBGB, Labpur Branch
7. Nirman Sahayak, Chowhatta Mahodary-II Gram Panchayat
8. The Editor, Pratidin Patrika, for publishing an advertisement regarding the tender
9. The Librarian, Tatinapara Rural library
10. Secretary, Chowhatta Mahodary-II Gram Panchayat for collect NEFT/RTGS ID of Cost of Tender paper and EMD.
11. Office Notice Board
12. District Monitoring System Website

R.P. Mandal

Sd/-
Prodhhan
Chowhatta Mahodary-II Gram Panchayat
Tatinapara, Birbhum