

**Annexure -1**  
**NOTICE INVITING TENDER**  
**Office of the Kapista Gram Panchayat**  
**Under Md Bazar Dev Block**  
**N.I.T NO-08 / 2021-22**

**Memo No:- 206 /1(08)/KGP/2022 Date:-07/03/2022**

Sealed Tender is invited from the experienced and resourceful bidders for execution of the work(s) mentioned below in Annexure-A (Total 01 schemes) **Annexure-A**

Sl No	Name of the work	Site details	Source of Fund	Tender Amount	Earnest Money	Cost of Tender paper	Work completion period
1	Construction of drain from Lakhi hemram house towards manik mahato house at ranjan nagar (Activity ID- 40029313)	Kapista	<b>PBG SFC 2021-22</b>	106176.00	2200.00	500.00	10Days

**Tender papers** will have to be sent by Registered Post or Courier or may be dropped in the Tender Box kept at the office of the undersigned by Hand (in sealed cover) and it should reach the office of the undersigned on any working day within **16/03/2022** not later than **1:30 pm** (within office hours). Delayed submission of tender documents shall lead to outright rejection. The undersigned will not be responsible for rejection of the tender due to the delay in the postal/courier transit or any other reason. The Sealed Tenders will be opened on the same day i.e. on **16/03/2022 at 2:00 P.M.** in presence of the bidders, who may wish to remain present. Tender Form along-with relevant documents has to be purchased from the Gram Panchayat office.

**Information to bidders:**

Cost of Tender Document	<b>Mention above.</b>
Last date of application	On any working day from <b>07/03/2022 to 14/03/2022 (from 11:30 AM to 3:00 PM)</b>
Date of Sale of Tender Form	<b>15/03/2022 11:00 AM To 2:30 PM</b>
Last date of dropping of Sealed Tender Form	On or before <b>16/03/2022_(up-to 1:30.PM)</b>
Date of Opening of Tender	<b>16/03/2022 time 2:00 PM</b>

N.B. – If the office remains closed in any unavoidable circumstances on above-mentioned any days, then next working day will come into force & the scheduled time will remain unchanged.

**Annexure-B**  
**Terms & Conditions : -**

1. Cost of Tender Form (non-refundable) has to be paid in cash only.
2. Bidders **must** submit **self attested** photocopies of valid up to dated :-
  - a) **GST Registration No certificate**
  - b) **Income Tax return.(previous 3 year)**
  - c) **Profession Tax Registration Certificate**
  - d) **Current challan valid upto 31/03/2022**
  - e) **PAN card**
  - f) **Trade Registration Certificate/License from local bodies as the case may be.(Fy 2021-22)**
3. Bidders must submit **min 60 % for CFC & 100% for PBG works, Credential in similar nature of work with respective work order copy**during last three years.(ie-Fy 2017-18)
4. **Maximum 2 (Two) paper will issue to each Bidder against this NIT .Hence, Each bidder can apply only two nos. of works.** In case of bid/tender emanating from cartelization of bidders, entire tender process will be cancelled.
5. Time is the essence of contract. The successful contractor must complete the work within the time specified for completion. **No. Extension of time will be allowed** except in special case. If any contractor fails to complete the work within the stipulated time the work order issued in his favour will be cancelled without assigning any reason thereof. 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 a step

would be recoverable from the unpaid Bills/Security deposit of the Tenderer. This is the apart from the penal measure the undersigned may take, including, Blacklisting of the contractor and forfeiture of Earnest Money

**6. Bidders must quote rates in Percentage basis (both in figures and words).**

7. Rate offered by a bidder in a particular Tender shall be treated as final and subsequent negotiation with that bidder for change in price shall not be allowed.

8. Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.

9. No special preferences in respect of Earnest Money, Security Deposit etc. will be given to any Cooperative Society/Government owned Company/Government Undertaking/Corporation/ Engineering Cooperative etc. In other words, all participating Bidders will be treated on equal basis only and no favorable/special considerations will be accorded to any bidders.

10. Bidder must submit sealed envelope clearly mentioning serial number and name of work on top of the envelop.

11. Earnest Money, noted against the name of the work @ **2%( two percent)** of Tender amount or as stated shall be deposited in the form of **demand draft with pledge form as earnest money in favour of Pradhan, KAPISTA Gram Panchayat.**

12. security deposit (10% of the total value of the work as quoted by him) as performance security in the form of Cash/Cheque/Bank Draft/Government Bond / Securities duly pledged in favour of the Pradhan, kapista Gram Panchayat OR the amount may be deducted from every running payment (not exceeding two including the final bill) made and will be released after 6 months in all cases.

13. ITDS and Labour Cess will be deducted as per existing rates fixed by the respective department of the government.

14. Site visit may be done by the bidders at their own cost.

15. Erroneous or incomplete Tender Form will be summarily rejected without assigning any reason whatsoever.

16. Bidder(s) may be asked to submit rate analysis for items where the quoted rates are either below or above 35% than the estimated cost. Such bids may also be considered as null and void if there is a reason to believe that the Bidders have formed a cartel and rates have been manipulated, unbalanced or unreasonable.

17. Successful Bidder will have to execute a formal contract on a Non-Judicial Stamp paper (Rs10.00) within seven days from the receipt of "Letter of Acceptance" with the Gram Panchayat wherein the description, specification, quantity, date of completion of work, other mandatory conditions and ESMF (Environmental and Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid. Cost of Non Judicial stamp paper of Rs.10.00 will bourn by bidder.

18. The undersigned is not bound to accept the lowest tender and reserves the right to accept or reject any or all tenders, as the case may be without assigning any reason whatsoever.

19. Quoted rate shall be inclusive of all charges including royalty, tools charges, transportation etc.

20. Any bid received from the bidder without authentication of correction made in rate quoted in word or figure shall lead to cancellation of the bid.

21. Bidders will get necessary schedule with the Tender Form. All documents i.e. schedule & Tender Form signed by the Bidder must be submitted in Sealed Tender addressed to

**Pradhan, Kapista Gram Panchayat,  
Vill – Kapista PO- Kapista PS:- Md Bazar District- Birbhum**

**Signature of Pradhan  
Kapista Gram Panchayat**

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

- 1.AEO, BirbhumZillaParishad ,:: Suri -Birbhum
- 2.B.D.O , Md Bazar Dev Block, :: Patel Nagar – Birbhum
- 3.S.D.O Suri,Sadar::Suri- Birbhum
- 4.Post Master, Kapista Post Office :: Kapista –Birbhum
- 5.Manager, U.C.O Bank ,Kapista Branch:: Birbhum
- 6.Prodhan Hinglow G.P, Hinglow :: Birbhum
- 7.District Co-Ordinator- Birbhum:: ISGPP cell
- 8.Notice Board of this panchayat.

**Signature of Pradhan  
Kapista Gram Panchayat**