

**OFFICE OF THE
DOMKAL MUNICIPALITY
Domkal, Murshidabad.**

e-mail : municipalitydomkal@gmail.com

web:-<http://www.domkalmunicipality.org.in/>

Memo No. :133/MD/2018

Dated : 22/02/2018

**NOTICE INVITING ELECTRONIC TENDER NO. 07/MD /2017-18 OF
THE CHAIRMAN DOMKAL MUNICIPALITY**

**1. The Chairman Domkal Municipality, invites e-Tender or the work detailed in the table below
(Submission of Bid through *online*).**

1).List of schemes :

S I . N O	Name of the work	Estimat ed Amoun t (Rs.)	Earne st Mon ey (Rs.)	Price of Techni cal & Financi al Bid docume nts,	Period of Comple tion	Name of the Concerned Office	Eligibility of Contractor
1.	Construction of footpath from Domkal old BDO More to the Shop of Bengal Furniture at word No 17 with in Domkal Municipality	4361015.00	87300.00/-	Rs. 8000/- (Per set)	60 (six ty) Da ys	Domkal Municipality	Bonafied resourceful outsiders having 40 % credential
2.	Construction of footpath at Domkal-Karimpur Road from Shop of Bengal Furniture to J.N, Restaurant at word No 17 with in Domkal Municipality	4357354.00	87200.00/-	Rs. 8000/- (Per set)	60 (six ty) Da ys	Domkal Municipality	Bonafied resourceful outsiders having 40 % credential
3.	Construction of footpath at Domkal-Karimpur Road from J.N, Restaurant to shop at word No 12 with in Domkal Municipality	4366754.00	87400.00/-	Rs. 8000/- (Per set)	60 (six ty) Da ys	Domkal Municipality	Bonafied resourceful outsiders having 40 % credential
4.	Construction of footpath at Domkal-Karimpur Road from shop to Badsah Tea shop at word No 12 with in Domkal Municipality	4364526.00	87300.00/-	Rs. 8000/- (Per set)	60 (six ty) Da ys	Domkal Municipality	Bonafied resourceful outsiders having 40 % credential
5.	Construction of footpath at Domkal-Karimpur Road from Badsah Tea shop to Gabtala More at word No 14 with in Domkal Municipality	4367209.00	87400.00/-	Rs. 8000/- (Per set)	60 (six ty) Da ys	Domkal Municipality	Bonafied resourceful outsiders having 40 % credential

2. **Date & Time Schedule :**

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT Documents (online).	23.02.2018 from 11.00 P.M.
2	Documents download/sell start date (online).	23.02.2018 from 11.00 P.M.
3	Date of start of submission of Technical & Financial Bid.	24.02.2014 from 11.00 P.M.
4	Date of closing of submission of Technical Bid & Financial Bid (online).	17.03.2018 up to 5.00 P.M.
5	Bid opening date & time for Technical Bid & Financial Bid (online).	19.03.2018 after 2.00 P.M.
6.	Date of submission of cost of tender document ,EMD Affidavits (offline)	19.03.2018 up to 2.00 P.M

3. **There shall be no provision of Arbitration clauses.**

4. Cost of Bid processing fee should be deposited in BANK OF INDIA Bank A/c No-501710210000004, IFS Code-BKID0005017 in favor of Chairman ,Domkal Municipality Tender A/c, through RTGS/NEFT/CBS system only.

5. **Earnest Money:** The process of deposit of Earnest Money through offline instruments like bank Draft, pay Order etc. will be stopped for e-tender procurement of this Department w.e.f. 31.08.2016 as per G.O. Finance Department vide Memo No. 3975-F(Y) dt. 28.07.2016 Necessary earnest Money @ 2% or mention will be deposited by the bidder electronically online through his net banking enabled bank account, maintained at any bank or offline through any bank by generation NEFT/RTGS challan from the e-tendering portal. Intending bidder will get the beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per Beneficiary Name & Account No., Amount, Beneficiary Bank Name (ICICI Bank) & IFSC Code and e-Procurement Reference Number. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from e-Procurement site.

Bidders are also advised to submit EMD of their bid, at least 3(three) working days before the bid submission closing date as it requires time for processing of Payment of EMD. **Bidders eligible for exemption of EMD as per Govt. Rule** may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statuary Bid Documents.

5. No **CONDITIONAL/ INCOMPLETE TENDER** will be accepted under any circumstances.

6. Document to be uploaded

- a. NIT
- b. Package Date 1
- c. Special terms & Condition
- d. Technical bid
- e. Financial bid

18. Qualification Criteria

The Tender Inviting & Accepting Authority through a 'Tender Evaluation Committee' will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding :

- a) **Financial Capacity**
- b) **Technical Capability comprising of personnel & equipment capability**
- c) **Experience**

7. If any documents / Formats / B.O.Q. are found in altered / tempered shape other than the shape uploaded in the web portal , their participation in the tender will be treated as cancelled and participation in other tender in future may not be considered too.

INSTRUCTION TO BIDDERS
SECTION – A

1. ***General guidance for e-Tendering***
Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.
2. ***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://wbtenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.
3. ***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 2 of Guideline to Tenderer DSC is given as a USB e-Token.
4. 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.
5. ***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.
6. ***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 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).
 - A. ***Technical proposal***
The Technical proposal should contain scanned copies of the following further two covers(folders).
 - A-1. ***Statutory Cover Containing***
 - i. Prequalification Application (Sec-B, Form – I)
 - ii. NEFT/RTGS challan to wards cost of tender documents/ original documents as prescribed in the NIT, and EMD against each serial of work in concerned with the work.
 - iii. Affidavits (Ref:- format for general affidavit shown in “Y” Part “B”).
 - iv. NIT with all agenda & corrigendum (***download & upload the same Digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid.***)
 - v. Special Terms, condition & specification of works.
 - vi. Certificate of revolving line of credit by the Bank(if required)
 - A-2. ***Non statutory Cover Containing***
 - i. Professional Tax(PT) deposit receipt challan for the financial year 2017-18, Pan Card, IT, Saral for the Assessment year 2015-16,2016-17,GST Registration Certificate.
 - ii. Registration Certificate under Company Act. (if any).
 - iii. Registered Deed of partnership Firm/ Article of Association & Memorandum
 - iv. Power of Attorney (For Partnership Firm/ Private Limited Company, if any)
 - v. Tax Audited Report in 3 Cd Form along with Balance Sheet & Profit & Loss A/c for the last five years(year just preceding the current Financial Year will be considered as year – I)
 - vi. Clearance Certificate for the Current Year issued by the Assistant Register of Co-Op(S) (ARCS) bye laws are to be submitted by the Registered labour Co-Op(S) Engineers' Co.-Opt.(S)

- vii. Credential for completion of at least one similar nature of work under the authority of state/ central Govt. statutory bodies under State/Central Govt. constituted under the statute of the state/ state Govt. having a magnitude of **40 (Forty)** percent of the Estimated amount put to tender during the last 3(three) years prior to the date of issue of this NIT is to be furnished.
- viii. Scanned copy of Original Credential Certificate as stated
- ix. 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.

Intending Bidders should be uploaded documents as per following folders :

S I	Category Name	Sub Category	Details
A.	CERTIFICATES	CERTIFICATES	1. GST REGISTRATION CERTIFICATE & ACNOWLEGEEMENT 2. PAN 3. P TAX (CHALLN) (2017-18) 4. LATEST IT RECEIPT 5. IT-SARAL for ASSESMENT YEAR 2014-15,2015-16 ,2016-17& 2017-18
B.	COMPANY DETAILS	COMPANY DETAILS 1	1. PROPRIORSHIP FIRM (TRDE LICENCE) 2. PARTNERSHIP FIRM (PARTERNERSHIP DEED, TRADE LICENCE) 3. LTD.COMPANY(INCORPORATION CERTIFICATE, TRADE LICENCE) 4. SOCIETY (SOCIETY REGISTRATION COPY, TRADE LICENCE) 5. POWER OF ATTORNOY 6. .PREQUALIFICATION APPLICATION (SEC-B, FORM-I)
C.	CREDENTIAL	CREDENTIA L1 CREDENTIA L2	1. SIMILAR NATURE OF WORK DONE & COMPLETIONERTIFICATE WHICH IS APPLICABLE FOR ELIGIBILITY IN THIS TENDER(40 %)
E.	FINANCIAL (INFO)	WORK IN HAND	1. AUTHENTICATED CERTIFICATE 2. FINANCIAL STATEMENT
		PAYMENT CERTIFICATE 1	3. ONLY PAYMENT CERTIFICATE
G	2014-2015,2015-16,2016-17 &2017-18	P/L AND BALANCE SHEET	PROFIT & LOSS AND BALANCE SHEET (WITH ANNEXTURE AND 3CD FORM IN CASE OF TAX AUDIT)
H	Machinery(for bituminous road)	Machinery own Machinery hire	1 no static roller, Mobile Hot Mix Plant (light duty),Bitumen sprayer ,Tandem roller, Paver finisher
I	Man Power(for bituminous road)	Contractual/Daily wage	One Diploma holder having Construction work experience

A.3

- (1) 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 for 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 proceed to get the balance work completed by any other means including through other contractor. The excess expenditure, if any due to such a step would be recoverable for the unpaid bills/ security deposit of tender. This is a part from any other measure the undersigned may tales, including blacklisting of the contractor, forfeiture of earnest money etc.
- (2) Earnest money noted against the name of work @ 2% of the value of work will have to be deposited in the form of cash / N.S.C. with pledging form / National Bank Draft in favour of the undersigned. In case of Cash/ bank draft, the bidder must collect money receipt from this office and quote the number in tender form. The earnest money will be covered in to the security money after acceptance. Balance 8% security money

will be deducted from the bill to constitute 10% security money. Engineers Co-Operative societies will also be required to deposit earnest money.

(3) The security money will be released as per ORDER Memo No.592/MA/C-10/3S-21/2013, Dated, Kolkata the 28th day of October, 2016 by the secretary to the Government of West Bengal, Department of Municipal Affairs, Pura Prasashan Bhaban, DD-1, Salt Lake, Kolkata-700064. An agreement between this Municipality and the Agency will be made on Non-Judicial stamp paper for the maintenance of the roads by the executing agency for three years by their own arrangement; and the defect liability to be borne by agency for three years.

(4) The rate should be quoted in percentage both in figure as well as in word. If the tendered amount is less than 15% of the estimated amount, an analysis of the tendered amount would have to be provided.

5) Incomplete tender will be rejected summarily. The successful tenderers will have to execute a formal agreement on a non-judicial stamp worth Rs 10/-(Ten) within "Ten" working days from the date of issue of work order.

6) Audit report of last financial year will have to be submitted in case of Engineering Co-Operative and Labour Co-Operative societies. The Tender forms are to be received by the chairman or secretaries or any other member of the society having power of attorney. No tender form will be handed over to any other outsider. Credential of similar type of works will have to be produced in case of Engineering Co-Operative and Labour Co-Operative.

7) All works will be done according to specification and drawing approved by the authority and as per direction of Engg-in-charge of Domkal Municipality. No consumable materials will be supplied to the agency for work from the office of the undersigned. Agency will be responsible for procure all materials required for proper execution of work at his own cost. Bitumen will be supplied by the contractors with his own arrangement of I.O.C.

8) For construction of Black Top Road, Power Roller of 8-10 Ton, Hand Roller & Mix Plant of 3-5 Ton-hour capacity be arranged by the contractor at his own cost.

9) All rates shall be inclusive of all charges, Royalty, Toll charges, Carriage etc.

10) Before starting the Work, the work site must be dressed and cleared by cutting all sorts of jungle, shrubs, etc., for which no extra payment will be made.

11) Only one tender form will be issued to each contractor or a group.

12) Any rate above of the scheduled rate of work will not be entertained.

13) The contractor who will not submit tender paper or do not return the same before the date and time of dropping, after receiving the same will not be allowed to participate in two consecutive tenders.

14) The successful tenderer will have to start the work within seven days from the date of issue of work order after execution of formal agreement as per rule and will have to complete the work within the time allowed for completion.

15) Acceptance of the lowest tender is not obligatory and the undersigned reserves, the right to accept or reject any or all tenders without assigning any reason what so ever and also to split up the tendered work to more than one contractor in the interest of scheme execution.

16) Amalgamation of unemployed Engineering Co-Operative & Labour Co-Operative in any form should not be allowed towards counting of eligibility in participation of tender.

17) Sales Tax. / Income Tax. /Welfare Cess / Royalty at the prescribed rate will be deducted at source as per norms.

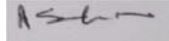
18) This notice shall form part of terms and conditions of tender and tenderers shall be bound to abide by them.

19) Before submission of the tender the contractor must visit the worksite to judge the local condition from all corners and no plea / complain about the site will be entertained afterwards. It will be presumed that the agency offered the tender after reviewing entire position of the worksite.

20) a) Separate tenders should be submitted in similar way for each work or group of work.

a. Before submitting, tenderer must get his signature attested on the contract form from Witness failing which his tender may be liable to be rejected.

- 21) All working tools and plants required for the works are to be arranged and supplied by the successful tenderer at his own cost.
- 22) The successful tenderers will have to abide by the provisions of West Bengal contract labour (Regulation & Abolition) rules 1972 as will be in forced from time to time. If no labour license is obtained and produced by the contractor, payment will be liable to be withheld.
- 23) Terms and conditions etc. and information can be obtained from the engineering section or S.A.E.in charge, of the concerned office, during the office period from 12.00 Noon to 2.00 P.M. of the working days.
- 24) Claim for idle labour from contractor will not be entertained under any circumstances. No claim will be entertained for any increase in Railway-freight and market price.
- 25) The tender received after the date and time any charge in quotation after opening of the tender will be out rightly rejected. The Department will not be responsible for the loss of tender form or for the delay in the postal transit.



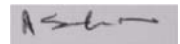
Chairman
Domkal Municipality
Domkal; Murshidabad.

Memo No.- 133(24)/DOM.MUN/2018

Dated: 21/02/2018

Copy forwarded for information and wide circulation to:-

1. The Joint Director (Finance),The State Urban Development Authority, "IL GUS BHABAN", H-C Block, Sector-III, Bidhannagar, Kol-700106
2. The District Magistrate. Murshidabad.
3. Addl. District Magistrate (General), Murshidabad
4. Addl. District Magistrate (Zilla Parishad), Murshidabad Zilla Parishad.
5. SDO,Domkal SDO Office
6. Vice Chairman , Domkal Municipality,
7. Chairman in councullor, Domkal Municipality
8. AEO,Domkal Municipality,
9. Advisor, Domkal Municipality
10. The Finance Officer, Domkal Municipality, Domkal Murshidabad
11. The Executive Engineer; Berhampore Division; Municipal Engineering Directorate. Babulbona Road, Modhupur, Berhampore, Msd.
12. The Assistant Engineer; Berhampore Division; Municipal Engineering Directorate. Babulbona Road, Modhupur, Berhampore, Msd.
- 13-15) SAE in Charge, Domkal Municipality,
- 16-19) The Block Dev. Officer; Domkal/Jalangi/Raninagar-I/Raninagar-II ;Murshidabad. with a request to publish the notice
- 20) The DIO, NIC, Murshidabad, with a request to publish the notice in the notice the District website
- 21) The Inspector-in-charge , Domkal Police Station. Domkal, Murshidabad.
- 22) web site of Domkal Municipality
- 23) The Notice Board of Domkal Municipality.
- 24) The office copy.



Chairman
Domkal Municipality
Domkal, Murshidabad.

SECTION – B

FORM –I

PRE-QUALIFICATION APPLICATION

To
Chairman.
Domkal Municipality

Ref: - Tender

for _____

_____ (Name of work) _____

N.I.T.No.:(Sl. No.) of 2017-18 of Chairman, Domkal Municipality

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of In the capacity-----
duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

Enclo:- e-Filling:-

- 1. Statutory Documents
- 2. Non Statutory Documents

Date: -

Signature of applicant including title
and capacity in which application is made.

AFFIDAVIT – “Y”

**(To be furnished in Non – Judicial Stamp paper
of appropriate value duly notarized)**

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm M/S _____ nor any of constituent partner had been debarred to participate in tender by Municipality during the last 5 (five) years prior to the date of this NIT.
3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm & I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer

_____ Name
of the Firm with Seal

Date _____