

OFFICE OF THE COUNCILLORS
KALNA MUNICIPALITY

P.O.: KALNA, DIST- PURBA BARDHAMAN, PH. NO-03454-255004

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Memo No. KAL/480/ PW

Dated-11.11.2019

Notice Inviting Electronic Tender No-WBMAD/KALNA/IN/NIQ-13/19-20

The Chairman, Kalna Municipality on behalf of BOC, invites e-Tender in Municipal Tender Form on rate Quoted basis from reputed and resourceful contractor/ Company / firm / Public Sector Undertaking / Government Company having experience in Govt. Departments for execution of similar type of Plumbing works for the work as given below (Submission of both technical and price Bid through online).

| Sl. No | Name of the Work | Estimated Amount (Rs.) | Earnest Money (Rs.) | Period of Completion |
|--------|--|------------------------|---|----------------------|
| 1 | Interconnection of Existing Pump house Pipe Line (1. 108 temple 2. Subarnanagar, 3. Jhupri 4. Modon Cinema, 5) Municipal office) with New DI Pipe Line ,including supply, installation & laying DI Pipe ,DI Fittings, DI Sluice valve , DI Non return Valve and other necessary materials with Construction of valve chamber under Kalna municipality | Nil | Rs. 22500.00/- (Rupees twenty two thousand five hundred only) as an initial Earnest Money Deposit which should be remitted through NEFT/RTGS challan from the e-tendering portal in favour of the The Chairman, Kalna Municipality and also to be documented through e-filing. The scan copy of NEFT/RTGS challan from the e-tendering portal should be uploaded in file, for the amounts mentioned in the list . The scan copy of NEFT/RTGS challan from the e-tendering portal towards the EMD should be uploaded as Statutory Document / Technical File. | 1 (One month) |

1. In the event of e-Filing intending bidder may download the tender document from the website directly by the help of Digital Signature Certificate.
2. In the event of online submission, both technical Bid (Part-I) and Financial Bid (Part-II) will be submitted concurrently duly digitally signed in the Website <https://etender.wb.nic.in>.
3. Eligibility criteria for participation in tender:
 - i. Tenderer must have physically completed at least one similar nature of works the last five financial years
 - vi. The intending tenderer will have to produce the following information / data / credentials / certificates etc. to the undersigned along with the prayer for obtaining permission to participate in the tender.
 - a. Copy of PAN Card.
 - b. Copy of the GST REGISTRAION CERTIFICATE
 - c. Copy of the Professional Tax clearance Challan.

The documents as mentioned above will be examined in order to assess the eligibility of the applicant to participate in the tender. On being satisfied about the eligibility, part-II financial bid will be opened.

- vii) Each Tenderer shall submit their tender offer marked Part-I and Part-II. The Part-I shall contain "TECHNICAL PART OF THE OFFER & COMMERCIAL TERMS" and Part-II shall contain "PRICE BID".

In the Technical part of the offer each tenderer must submit all the calculations and characteristic curves in the NIT. Failure to comply with the above requirement or submission of incorrect / incomplete information may call for rejection of the tender summarily without any further notice to the tenderer.

4. Date & Time Schedule:-

| Sl | Particulars | Date and Time |
|----|---|---------------------------|
| 1 | Date of uploading of NIT Tender Documents (online) (Publishing date) | 11/11/2019 on 10.00 AM |
| 2 | Document download to participate in e-tender start date (online) | 11/11/2019 on 10.00 AM |
| 3 | Both Technical and financial bid submission starting date (online) | 11/11/2019 on 10.00 AM |
| 4 | Both Technical and financial bid submission closing date (online) | 27/11/2019 up to 03.00 PM |
| 5 | Date of opening of Technical Proposals (online) | 29/11/2019 on 04.00 PM |
| 6 | Date of uploading of list of technically qualified bidders (online) | To be notified later on. |
| 7 | Date of opening of financial bid (online) | To be notified later on. |
| 8 | Date of uploading of list of bidders along with the rates through (online), also if necessary for further negotiation through (offline) for final rate. | |

5. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents].
6. Where there is a discrepancy between the rate in figures & words the rate in words will govern.
7. Constructional Labour Welfare Cess @ 1 (one) % of cost of construction will be deducted from every progressive bill. Vat, Royalty & all other statutory levy / Cess will have to be borne by the contractor & the rate quoted by them should be inclusive of all the taxes & cess etc.
8. Security Deposit: Balance amount of security deposit @ 8% (eight percent) will be deducted from each and every progressive bill to make 10% security deposit as per terms of the contract and the same will be refunded after expiry of the security period of 6 (six) months from the date of completion of the work.
9. No conditional/ incomplete tender will be accepted under any circumstances.
10. The Chairman, Kalna Municipality, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
12. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other papers submitted are found incorrect / manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
13. The tender inviting authority reserves the right to accept or reject any bids and to cancel the bidding process without assigning any reason whatsoever to the tenderer.

14. Qualification Criteria

The Tender Inviting & Accepting Authority through an '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

Chairman
Kalna Municipality

Memo. No. KAL/480/PW

Dated-11/11/2019

Copy forwarded to :

1. The Chief Engineer, Municipal Engineering Directorate, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata.
2. The Superintending Engineer, Burdwan, Municipal Engineering Directorate, Govt. of West Bengal.
3. The Executive Engineer, Municipal Engineering Directorate, Burdwan Govt. of West Bengal.
4. Office Notice Board.
5. Website:<https://wbtenders.gov.in>

Chairman
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INSTRUCTION TO BIDDERS

SECTION – A

1. General guidance for e-Tendering:-

Instructions/ Guidelines for tenders for electronic submission of the tenders online 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. 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. Submission of Tenders:

General process of submission:

Tenders are to be submitted online through the website stated in Cl. 2 in two folders as per tender schedule, one is Technical BID (Part-I) & the other is Financial BID (Part-II) 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 to be submitted in the following two covers (Folders):

(A-1). Statutory Cover Containing:

Following Scanned Documents are to be uploaded virus scanned and digitally signed by the Bidder:-

- (a) N.I.T.
- (b) Technical Documents
- (c) Municipal Tender Form (No rates to be given)

(e) Prequalification Forms (Section-B, Form-I)

(F) Scanned copy of EMD

(A-2).Non-Statutory Cover Containing:

Following Scanned Documents are to be uploaded virus scanned and digitally signed by the Bidder:-

- (a) GST Registration, PAN ,P. Tax Clearance Certificate.
- (b) Income Tax Acknowledgement Receipt for last assessment year as per last audited financial year.
- (c) Trade License, Labour License Certificate etc.
- (d) Registration Certificate under Company Act. (if any).
- (e) Registered Deed of Partnership Firm / Article of Association & Memorandum.
- (f) Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- (g) Experience Certificate for completion of similar nature of work.
- (h) Scanned copy of Original Credential Certificates.

Chairman
Kalna Municipality

SECTION – B:

[Forms to be submitted by the tenderer]

FORM –I

PRE-QUALIFICATION APPLICATION

To

The Chairman,

----- Municipality,

-----.

Ref.:- Tender for the work of-----

N.I.T. No. -----of The Chairman, ----- 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 in 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.

Enclose: - e-Filling

- 1. Statutory Documents
- 2. Non Statutory Documents

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

Date: -

