

NEW BARRACKPORE MUNICIPALITY

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North 24 Parganas, Kolkata 700 131
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Memo No.:-NBM/PWD/1883/2024

Dated:- 05/08/2024

NOTICE INVITING E-TENDER

Tender No.:- WBMAD/ULB/NBM/NIT – 86/2024-25

The Chairman, Executive Officer of Councilors of New Barrackpore Municipality invites e-Tender from reliable and resourceful Companies/Firms/Contractors having experience and acumen in construction work as noted below :

| Sl. No. | Name of Works | Fund | Estimated Amount of Works Put to Tender | Earnest Money (2% of Amount put to Tender) | Date of Completion |
|---------|--|------|---|--|--------------------|
| 1 | Construction of Toilet Block near 7 no Rly Gate Bazaar at ward no. 17 , New Barrackpore. | MF | 3,02,570.00 | 6,051.00 | 30DAYS |
| 2 | Construction of R.C.C Slab over existing drain starting from Narayan Tikadar 's House to Giyanath Majumder's house,at Ward No. - 10. | MF | 2,36,652.00 | 4,733.00 | 30DAYS |
| 3 | Improvement of covered drain & Construction of R.C.C Slab starting from Shamal Paul's house to P.Singha Roy's house .at Ward No. - 10. | MF | 2,73,358.00 | 5,467.00 | 30DAYS |
| 4 | Construction of R.C.C Slab over existing drain starting from Kishore Parishad Club to Nepal Das 's house ,at Ward No. - 10. | MF | 1,15,000.00 | 2,300.00 | 30DAYS |
| 5 | Improvement of drain starting from Susanta Barai's house to Pappa Biswas's house ,at Ward No. - 10. | MF | 2,65,608.00 | 5,312.00 | 30DAYS |

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| 6 | Improvement of drain starting from Shibu Chakraborty's house to IPPB ,at Ward No. - 10. | MF | 2,94,125.00 | 5,883.00 | 30DAYS |
| 7 | Renovation work of Ward office & I.P.P(viii)Centre at ward no. 18 . New Barrackpore. | MF | 2,89,419.00 | 5,788.00 | 30DAYS |
| 8 | Improvement of Black Top Road starting from Subhas Saha's house to Santosh Sil, At Ward No- 17. | MF | 4,38,265.00 | 8,765.00 | 30DAYS |
| 9 | Improvement of Cement Concrete Road starting from Sabyasachi Shyam Chowdhury's house to Maa Mangala Kali Mandir's ,at Ward No. - 13. | MF | 3,22,719.00 | 6,454.00 | 30DAYS |
| 10 | Improvement of Black Top Road starting from Ranuka Bag Centre to Jhankar Academy's , At Ward No- 06. | MF | 4,30,056.00 | 8,601.00 | 30DAYS |
| 11 | Improvement of Cement Concrete Road starting from Paltu Das to Haripada Saha's House ,at Ward No. - 16. | MF | 3,87,602.00 | 7,752.00 | 30DAYS |
| 12 | Improvement of Cement Concrete Road with covered drain starting from Prantik Park to Prantik Math ,at Ward No. - 15. | MF | 4,00,510.00 | 8,010.00 | 30DAYS |
| 13 | Improvement of Cement Concrete Road with covered drain starting from Nagen Das's house to Mr. Rakesh's house ,at Ward No. - 15. | MF | 1,90,396.00 | 3,808.00 | 30DAYS |
| 14 | Improvement of Cement Concrete Road with Both side covered drain starting from Ashok Mukherjee's house to Prafulla Ghosh's House ,at Ward No. - 15. | MF | 4,82,960.00 | 9,659.00 | 30DAYS |

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| 15 | Improvement of Cement Concrete Road starting from Joy Nandi's house to Kalpana Mukherjee's House ,at Ward No. - 15 | MF | 2,24,351.00 | 4,487.00 | 30DAYS |
| 16 | Improvement of Cement Concrete Road with covered drain starting from Goutam Sarkar's house to Khokan Sarkar's house ,at Ward No. - 15 | MF | 3,96,872.00 | 7,937.00 | 30DAYS |
| 17 | Improvement of Cement Concrete Road starting from (i)Biswajit Mistri to Sodepure road ,(ii) Pulin Sarkar's house to Ashwini Dutta Road (iii) Ashwini Dutta Road to Sudipta Sengupta's house at Ward No. - 06. | MF | 2,99,752.00 | 5,995.00 | 30DAYS |
| 18 | Improvement of Cement Concrete Road with covered drain starting from Partho Gosh's house to Bablu Roy's house ,at Ward No. - 06 | MF | 2,31,340.00 | 4,627.00 | 30DAYS |
| 19 | Improvement of Cement Concrete Road with Both side covered drain starting from Subir Saha's House to Rana Bose's House ,at Ward No. - 13. | MF | 1,56,036.00 | 3,121.00 | 30DAYS |
| 20 | Improvement of Cement Concrete Road with Both side covered drain starting from Tapas Bose's House to Apu Pal's House ,at Ward No. - 13. | MF | 4,84,669.00 | 9,693.00 | 30DAYS |
| 21 | Improvement of Cement Concrete Road starting from (i) Nag Shoes House to Babuda's House ,(ii) Nababarrackpore Store to Anubhav ,at Ward No. - 13. | MF | 3,94,855.00 | 7,897.00 | 30DAYS |
| 22 | Improvement of Cement Concrete Road with Both side covered drain starting from Apurba Sarkar's house to Samir Das's house ,at Ward No. - 13. | MF | 3,34,268.00 | 6,685.00 | 30DAYS |
| 23 | Improvement of Cement Concrete Road with covered drain starting from Malay Sengupta's house to Subhas Samaddar's House ,at Ward No. - 17 | MF | 2,81,559.00 | 5,631.00 | 30DAYS |

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|----|---|----|-------------|----------|--------|
| 24 | Improvement of Cement Concrete Road starting from (i) Krishna Kumar Das's house to Judisti Gain's House , (i) Amit Chakraborty's house to Dipankar Nandi's House at Ward No. - 17. | MF | 1,83,030.00 | 3,661.00 | 30DAYS |
| 25 | Improvement of cement Concrete road with covered drain starting from Maa Kalyani Bhavan's to Rabi Das's house at ward no-18 | MF | 484532.00 | 9691.00 | 30DAYS |
| 26 | Improvement of With R.C.C Slab Over Existing Drain Starting from F,P School to Biswas Kuthi's, at Ward No-10 | MF | 1,60,692.00 | 3,214.00 | 30DAYS |
| 27 | Improvement of Cement Concrete Road with covered drain starting from (i) Manju Gosh's house to Sekhar sil's house, (ii) Bihari house to Swapn Deb's house at Ward No-18 | MF | 3,08,537.00 | 6,171.00 | 30DAYS |
| 28 | Improvement of Cement Concrete Road with covered drain starting from (i) Sanjoy Sil's house to Subhas Dutta's house, (ii) Rajukanu to Saha Babu's house (iii) Badol Chakraborty's house to Kajol Das's house, at Ward No-18 | MF | 3,33,123.00 | 662.00 | 30DAYS |
| 29 | Improvement of Cement Concrete Road with covered drain starting from Nandita Das's house to Champak Pramanik's house , at Ward No. - 16. | MF | 1,51,747.00 | 3,035.00 | 30DAYS |
| 30 | Improvement of Cement Concrete Road with covered drain starting from Bacchu Sen's house to Chandmohan Saha's house , at Ward No. - 16 | MF | 3,16,085.00 | 6,322.00 | 30DAYS |
| 31 | Iron fencing Work at Agradut Playground beside pond at Ward No. - 06. | MF | 3,72,675.00 | 7,454.00 | 30DAYS |
| 32 | Improvement of Covered Drain Starting from Biswajit Pau's house to Kalidas Sarkar's house, at Ward No-10. | MF | 474209.00 | 9484.00 | 30DAYS |

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|----|---|----|-------------|----------|--------|
| 33 | Improvement of Cement Concrete Road with covered drain starting from Shyamal Dutta's house to Sunil Bose's house ,at Ward No - 16 | MF | 3,16,484.00 | 6,330.00 | 30DAYS |
| 34 | Improvement of Cement Concrete Road starting from Prabir Sarder's House to Keya Ghosh's House ,at Ward No. - 16. | MF | 4,66,782.00 | 9,336.00 | 30DAYS |
| 35 | Improvement of Cement Concrete Road & R.C.C Slab starting from Santi Ranjan Bose's house to Gopal Gharami ,at Ward No. - 16 | MF | 1,39,636.00 | 2,793.00 | 30DAYS |
| 36 | Improvement of Cement Concrete Road starting from Somnath Dey's House to Sukumar Baidya's House ,at Ward No. - 16 | MF | 1,18,787.00 | 2,376.00 | 30DAYS |
| 37 | Improvement of Both side Covered Drain from Manik Roy Chowdhury's house to Nani Das's house , Ward no. - 16 , under New Barrackpore Municipality | MF | 4,81,519.00 | 9,630.00 | 30DAYS |
| 38 | Improvement of Cement Concrete Road with covered drain starting from (i) Pradip Dutta's house to ILA Ghosaf's House (ii) Sankar Bramha's house to Maloy Roy's House (iii) Madon Halder's house to Alo Rani's House ,at Ward No. - 16. | MF | 2,60,370.00 | 5,207.00 | 30DAYS |
| 39 | Improvement of R.C.C. slab starting from Shibaji Mitra's house to Tapas Dev's house at ward no-13 | MF | 133727 | 2675.00 | 30DAYS |
| 40 | Construction of G.I. Shed at Ward office & Toto charging Point , Ward no. - 10 under New Barrackpore Municipality. | MF | 2,10,085.00 | 4,202.00 | 30DAYS |
| 41 | Improvement of covered drain starting from (i)Nakul Das's house to Khokan Sarka's house ,(ii) R.C.C Slab Starting from Atin Sarkar's house To Dilip Bose's house ,at Ward No. - 15. | MF | 1,24,854.00 | 2,497.00 | 30DAYS |

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|----|---|----|-------------|----------|--------|
| 42 | Improvement of covered drain starting from Abha Apartmente to Gandhi Statue ,at Ward No. - 13. | MF | 1,51,990.00 | 3,040.00 | 30DAYS |
| 43 | Improvement of Cement Concrete Road with covered drain starting from (i)Kanti Bhattacharjee's house to Amar Chakraborty's House,(ii) Nihar Ranjan Dey's house to Kanok Roy's house (iii) Shila Biswas's house to Roy Furniture's, at Ward no-17 | MF | 2,52,624.00 | 5,052.00 | 30DAYS |

N OTE : Tender fees nil for the above – mentioned work

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| 2. | Eligibility to participate in the Tender | <p>Bona fide contractor or outsiders or reputed firm having an experience for construction similar nature of work at least 40% (forty Percent) of the estimated amount put to tender in a single tender within last 5 (Five) years prior to the date of publishing of this Tender</p> <p>Intending tenderers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of 30% (Thirty percent) of the estimated amount during last 5 (five) years prior to the date of issue of the tender notice</p> <p>OR</p> <p>Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% (seventy five percent) physically or more and value of which is not less than the desired value i.e., 40% of tender amount.</p> <p>Work order and price schedule/BOQ is also required to ascertain the eligible criteria of the bidder if the eligibility is not determined from the completion certificate.</p> <p>***Up to date P. Tax clearance Certificates, PAN Card, Valid Trade License, (Electrical trade license & Supervisory license and agreement copy only for electrical work) Income Tax Return receipts for AY-2023-2024 , Balance sheet for FY- 2022-23 or 2023-24 , and GST registration certificate and Up to date GST return are required .</p> |
| 3. | Documents to be produced in support of Credential for Tender | <p>A successful performance and completion certificate supplemented with work order or payment certificate issued by the competent authority shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 2 : Eligibility to participate in the Tender). Besides this, following documents shall have to be furnished: up to date p tax, IT return AY- 2023-2024</p> |
| | | a. Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm |
| | | b. Copies of valid PAN Card, GST Certificate. GST Return etc. |

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| | | c. | Corresponding address, fax & telephone nos. Contract mobile no. & Email no. of the Organization. |
| | | | <u>All documents in original to be produced in due course of time as & when asked by the Tender Inviting Authority</u> |
| 4. | Earnest Money | a. | 2% of the estimated amount put to tender |

5. Date and Time Schedule :-

| Sl. No. | Particulars | Date and Time |
|---------|--|---|
| a) | Date of uploading of N.I.T. and Tender Documents online) (Publishing Date) | 06/08/2024 10.00 Hrs |
| b) | Documents download start date | 07/08/2024 10.00Hrs |
| c) | Bid submission start date (On line) | 07/08/2024 10.00Hrs |
| d) | Bid Submission closing (On line) | 16/08/2024 18.00Hrs |
| e) | Bid opening date for Technical Proposals (Online) | 19/08/2024 10.00Hrs |
| f) | Date of uploading list for Technically Qualified Tenderers (online) | To be notified Later |
| g) | Date and Place for opening of Financial Proposal (Online) | To be notified Later |
| h) | Date of uploading of list of tenderers along with the offer rates through (on line), | To be notified Later |
| | Also if necessary for further negotiation through offline for final rate. | To be notified Later |
| 6. | Time of completion | Time of completion of the Contract is 180 Days for All the Groups from the date of issue of Work Order. |
| 7. | Site inspection & general information | Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices. |
| 8. | Tender documents | A full set of Tender documents consists of 2 Parts. These are; |
| | I) | Part I containing all documents in relation to the name of the firm applied for and credentials possessed by them along with all relevant documents as depicted in Sl. No. 2 |
| | II) | Part II containing following documents; |
| | a. | Bid Price / Price Schedule.(.xls sheet) |
| 9. | Validity of Bid | A Bid submitted shall remain valid for a period of 180 calendar days from the date of publication of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders. |

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| 10. | Withdrawal of Bid | A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his/their Bid(s) within the validity period then Earnest Money as deposited by him/them will be forfeited. |
| 11. | Acceptance of Bid | The Chairman, New Barrackpore Municipality will accept the Bid. He does not bind himself to accept otherwise the lowest Bid and reserves to himself the right to reject any or all of the Bids received without assigning any reason thereof. |
| 12. | Intimation | The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the "Contractor" and he shall forthwith take steps to execute Formal Contract Agreement in appropriate Municipal Form with the Chairman, New Barrackpore Municipality and fulfill all his obligations as required by the Contract. |
| 13. | Escalation of Cost | There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the O&M of the contract. |
| 14. | Name & address of Engineer-In-Charge (EIC) of the Work | Sub-Assistant/ Assistant Engineer, New Barrackpore Municipality. |
| 15. | Execution of Work | The Contractor is liable to execute the whole work as per direction and instruction of the Sub-Asst. Engineer, New Barrackpore Municipality, who is the Engineer in Charge of the work. |
| 16. | Payment | Payment will be made to the Contractor/Agency by the Chairman, New Barrackpore Municipality periodically only on receipt of written recommendation from the Sub-Asst. Engineer, New Barrackpore Municipality |
| 17. | Influence | Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection. |

Note: Defect Liability Period/Security Period will be as per PWD Order No- 5784-PWL&A I2M-17 512017 Dated. 12.09.17

18. Applicants 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> using the option —Click here to Enroll. Possession of a Valid Class II Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the bid submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://wbtenders.gov.in>

19. Intending Tenderer can search NleT and other tender documents electronically by logging on to the website <https://wbtenders.gov.in>, using his Digital Signature Certificate (DSC). This is the mode of collection of tender documents electronically.

20. In the event of e-filing, intending bidder may download the tender documents from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate and Earnest Money may

be remitted through NEFT/RTGS challan from the e-tendering portal in favour of **The Chairman New Barrackpore 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. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the <https://wbtenders.gov.in>. Intending bidders will have to submit document in proper way from original copy or fresh / current photocopy duly attested /self-attested. The documents submitted by the bidders should be properly indexed & digitally signed.

20A. Earnest Money: The process of deposit of Earnest Money through offline instruments like bank Draft, pay Order etc. stopped for e-tender procurement as per G.O. Finance Department vide Memo No. **3975-F(Y) Dt. 28.07.2016** Necessary Earnest Money, mentioned above 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 exemptions of Earnest Money (EMD) have to select exempted: Yes, and then upload the undertaking / exemption G.O.

20B. Refund of E.M.D.: After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made availability, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund generally take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.

Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund generally take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the AOC process is successful.

If the L1 bidder accepts the LOA and the AOC is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund generally take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.

20C. Both the Technical document and Financial Bid are to be submitted in technical (Statutory & Non-Statutory folder) and financial folder concurrently duly digitally signed in the website <https://wbtenders.gov.in>.

22D. The Technical document and Financial Bid submission should be done as per clause no. 7 of this NleT.

20E. The FINANCIAL OFFER of the prospective bidder will be considered only if the TECHNICAL DOCUMENT (both Statutory and non- statutory) of the bidder found qualified.

21. 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 any bidder found to have applied severally in a single job, all his applications will be rejected for that job.

22. Eligibility criteria for participation in tender:

i) The prospective tenderer who are eligible to participate (Bona fide Outsider Contractors / Engineers Co. Op. / Labour Co. Op. etc. etc.) should have sufficient resources, financial solvency, sufficient experience & should have satisfactorily completed during the **last 5 (Five) years** prior to the date of publishing of this Tender at least one work of similar nature under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Reputed Govt. Organization etc., having a magnitude as per clause no. 2 put to tender supported by **Completion Certificate** in support of the credential. Scanned copy of the same issued by the Concerned Executing Authority should be uploaded as Non-Statutory Document through online.

ii) Uploading of scanned copies of Pan Card, up to date Professional Tax receipts, GST Registration Certificate, Valid Trade License upto date in the Technical Proposal as Non-Statutory Documents.

iii) Registered Unemployed Engineer's Co-Operative Societies and registered Labour Co-Operative Societies are to upload the documents apart from the documents mentioned under Cl. 6(i). Registration certificate, Bye Laws, audited balance sheet showing up to date accounts as Non-Statutory Documents.

iv) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum as Non-Statutory Documents.

All Tenderers should have to upload only their self-attested copies of the requisite documents in the web site for submitting their bid.

The Tender Documents shall consist of the following documents:

- i) NleT
- ii) WEST BENGAL FORM NO-2911(ii)
- iii) BOQ

23. Submission of Tenders

23.1 General process of submission

Tenders are to be submitted online through the website, in two folders, at a time for each work, one is Technical Proposal and the other is Financial Proposal, before the prescribed date and time mentioned in Table-I.

Using the Digital Signature Certificate (DSC), the documents are to uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

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

A. Statutory Technical folder containing,

i) EMD (Properly scanned & upload the same Digitally Signed)

e-Procurement Reference No./ NEFT/RTGS Challan towards Earnest Money (EMD) as prescribed in the NleT in favour of the Chairman, New Barrackpore Municipality with the work. Bidders eligible for exemptions of Earnest Money (EMD) have to upload the undertaking / exemption G.O.

ii) NleT (Properly download & upload the same Digitally Signed)

Notice Inviting e-Tender (NleT), all Corrigendum & Addendum should be properly downloaded & uploaded the same Digitally Signed.

iv) WEST BENGAL FORM NO-2911(ii) (Properly download & upload the same Digitally Signed)

West Bengal Form No-2911(ii) (Properly download & upload the same Digitally Signed except quoting rate, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in West Bengal Form No-2911(ii) the tender liable to summarily reject.)

Note:

- i) Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii) If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- iii) Tenders will be summarily rejected if any item in the statutory cover is missing.
- iv) In case of any inadvertent typographical mistake the same to be treated to be corrected as to confirm to the prevailing relevant schedule of rates or technically sanctioned estimate.
- v) Necessary deduction i.e. GST, I.T. etc. will be made as per relevant Govt. order.

B. Non-Statutory Technical folder containing,

- i) Up to date Professional Tax (PT) Clearance receipts & PAN. Application for such clearance addressed to the competent authority may also be considered.
- ii) GST Registration Certificate. And GST Return
- iii) Registered Deed for Partnership Firm.
- iv) Completion Certificate for the last 5 (Five) years prior to the date of publishing of this Tender [as stated in Clauses-4 for one single work of similar nature work for the work, the contractor intends to participate.
- v) For Registered Unemployed Engineers 'Co-Operative Societies and Registered Labour Co-Operative Societies registration papers in support of their registration, Bye Laws, up to date audited balance sheet.

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 Documents 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 | Details |
|---------|-----------------|--|---|
| A. | CERTIFICATES | CERTIFICATES (ALL CERTIFICATES SHOULD BE UP TO DATE) | 1. GST Registration Certificate 2. GST Return 3. PAN Card 4. P. Tax (CHALLAN/ certificate) 5. Valid Trade License |
| B. | COMPANY DETAILS | COMPANY DETAILS | 1. Proprietorship Firm (Trade Licence) 2. Partnership Firm (Partnership Deed, Trade Licence) 3. LTD. Company (Registration Certificate, Trade Licence) 4. Co-Operative Society (Society Registration Certificate) Bye Laws, up to date Audited Balance Sheet. 5. Power of Attorney (Registered) |
| C. | CREDENTIAL | Credential | 1. Completion Certificate for Similar Nature of Work Done |

NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS MAY RENDER THE TENDER LIABLE TO REJECT.

C. Financial Proposal

i) 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 (Percentage Above (+)/ Below (-)/ At per (+0.00)) over the total estimated cost of the intended job online through computer in the space marked for quoting rate in the BOQ.

ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

24. Penalty for suppression / distortion of facts:

If any Tenderer fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the Tenderer will face the appropriate action as deem fit. Besides, the **Chairman, New Barrackpore Municipality** may take appropriate legal action against such defaulting Tenderer.

25. Rejection of Bid

The employer (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 Tenderers or any obligation to inform the affected Tenderer or Tenderers.

26. Award of Contract (AOC)

The Tenderer who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority. The notification of award will constitute the formation of the Contract. The Agreement in West Bengal Form No-2911(ii) with incorporation of all the required documents, i.e., NieT including all its addenda & corrigendum, Application and Financial Offer on Bill of Quantities (BOQ) will be executed between the Tender Accepting Authority and the successful Tenderer. The Tender Inviting Authority may ask for submission of the hard copy of all the uploaded documents of all eligible tenderers along with original, before awarding contract. **AOC will be issued only after getting the necessary Administrative & Financial approval from competent authority.**

27. Formalities

During execution if any approval from the competent authorities is required the same has to be obtained by the tenderer/agency.

28. Work Site, Drawing & Machinery

Before quotation of rate the tenderer should inspect the site and get fully acquainted with the all physical and technical parameters related to the successful completion of the work. The intending Agency should have own minimum Tools and Machinery for successful completion of the work.

29. Mode of Payment

Payment will be made as per the availability of the fund from the govt. for the respective project. No mobilization advance and secured advance will be allowed.

30. Security Deposit

a) SD at a rate as per prevailing govt order i.e. @ 10% will be deducted EMD @ 2% submitted during tender will be converted to SD and rest SD will be deducted from each running bill. All usual deductions for taxes i.e., GST, IT, and Labour welfare cess, Revenue etc. as applicable will be made from the bills time to time.

b) Additional performance security @10% of the tender amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the Estimate put to tender. The Additional performance security shall be submitted in the form of bank guarantee from any schedule bank before issuance of the work order (please refer G.O No – 4608 –F (Y) of finance department, Audit Branch dated 18th July 2018 for details.

C) Refund of Security Deposit will be made on the pro-rate basis as per PWD Order No-5784-PWL&A I2M-17 512017 Dated. 12.09.17 Hence CI No. 17 of 2911(ii) is here by superseded.

31. Other Deduction will be made from every Bill of the selected agency as per Government Rules.

32. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.

- (a) WEST BENGAL FORM NO-2911(ii)
(b) NieT
(c) All Corrigendum & Addendum.

33. Supplementary/Additional Items of Works:

Notwithstanding the provisions made in the related printed tender form, any item of work which can legitimately be considered as not stipulated in the specific price schedule of probable items of work but has become necessary as a reasonable contingent item during actual execution of work will have to be done by the Contractor, if so directed by the Engineer-in-Charge and the rates will be fixed in the manner as stated below:-

- (a) Rate of Supplementary items shall be analyzed in the 1st instant extended possible from the rates of the allied items of work appearing in the tender schedule.
- (b) Rate of supplementary items shall be analysed to the maximum extent possible from rates of the allied items of work appearing in the schedule of rates of probable items of work as will be in force at the time of NieT.
- (c) If the rates of the supplementary items cannot be computed even after application of clauses stated above, the same shall be determined by analysis from market rates of material, Labour and carriage cost prevailing at the time of execution of such items of work. Profit and overhead charges (both together) as per Govt. norms will be allowed only.
- (d) Black market rates shall never be allowed.
- (e) It may be noted that the cases of supplementary items of claim shall not be entertained unless supported by entries in the Work Order Book or any written order from the tender accepting authority.

34. Periodical quality test of materials supplied by the agency and final products are to be made as per guideline of schedule of PWD / I.S. at Contractor's cost. Testing of materials / final products will be done from the outside recognized laboratory at the discretion of Engineer-in-Charge. In both the cases necessary cost of testing charges will be borne by the agency.

2008/05/18/24



13/05/24
Executive Officer
New Barrackpore Municipality
Executive Officer
New Barrackpore Municipality