

OFFICE OF THE BOARD OF COUNCILLORS'

DHUPGURI MUNICIPALITY

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Memo No: 1867-X/PWD/DPGM/2017-18

DATE: 21/11/2017

Notice inviting E- Tender NO.- WBMAD/DHUPGURI /38/2017-18

Notice Inviting e-Tender On behalf of The Chairperson, Dhupguri Municipality invites e-tender for the work detailed in the table below. (Submission of Bid through online)

TABLE-1

E-TENDER REF NO:		DHUPGURI /DMAS/38/2017-18					
SL. NO.	NAME OF THE WORK	ESTIMATED AMOUNT PUT TO TENDER (RS.) (2)	EARNEST MONEY (RS.) (3)	PRICE OF TECHNICAL & FINANCIAL BID DOCUMENTS AND OTHER ANNEXURES (RS.) (4)	PERIOD OF COMPLETION (5)	NAME OF THE TENDER INVITING AUTHORITY (6)	ELIGIBILITY OF CONTRACTOR (7)
1	CONSTRUCTION OF PAVER BLOCK ROAD FROM THE REGULATED MARKET TO TAPAN BARMAN AND DILIP BASAK TO AVIJIT BARMAN IN WARD NO 04 UNDER DHUPGURI MUNICIPALITY OUT OF FUND DMAS	Rs. 4308485.00 (Forty three lac eight thousand four hundred eighty five only)	Rs. 86170.00 (@ Rs. 2.00% of the amount put to tender)	During Execution of formal Agreement Price of Tender Document & Tender form-K (Vide rule-160) will have to be Paid by the successful Tenderer @ Rs.5000.00/- Set	45(Forty five) days from the date of Commencement.	Chairperson, Dhupguri Municipality	Govt. bonafied, resourceful contractor or outsiders or reputed firm having an experience of completion of 'one single works related to any type of constructional work and value of work at least 40% of the estimated amount put to tender within last 5 (five) years and also should possess valid PAN card,VAT/ Sales Tax, Professional Tax and Valid Trade Licence ,GST, Registration Certificate, Labour Licence, Technical Personnel etc. in any form will not be allowed or provided in this contract.

1. A bidder desirous of taking part in a tender shall login to the e-Procurement Portal of the Government of West Bengal <https://wbftenders.gov.in> using his login ID and Password and thereafter may download the tender document consisting of this N.I.T., Schedule of Works (BOQ), W.B. Municipal Tender Form- K (vide rule-160) and Addenda & Corrigenda (if any) from the website directly with the help of Digital Signature Certificate.

2. Earnest Money :- An earnest money amounting to 2 % (two percent) of the estimated value of work for which tender has been called for, shall have to be deposited by all intending tenderers. In any case Fixed Permanent Security Deposit will not be entertained as an earnest money, as per Notification no: 24-A/2D-13/2010 Dated: - 31.01.2014. As per G.O. No. 430(3)-W(C)/1M-208/15 Dt 31.08.2015 of the Joint Secretary, P.W. Department in concurrence of G.O. No. 6417-F(Y) dated 26-08-2015 of the Principal Secretary to the Govt. of West Bengal, Finance Department, Audit Branch three State Government enterprises viz. Mackintosh Burn Limited, Westinghouse Saxby Framer Limited and Britannia Engineering Limited has given exemption from deposit of earnest money for participating in Government tenders, subject to the condition that they will furnish security deposit if selected in a tender.

As per G.O. No. 416(8)-W(C)/1M-291/16 dated 03.08.2016 of the Joint Secretary, Works Branch, PWD in concurrence of G.O. No. 3975-F(Y) dated 28.07.2016 of the Secretary, Audit Branch, Finance Department a bidder should initiate payment of pre-defined EMD for the tender by selecting from either of the following payments modes:

- Net Banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;

Earnest Money Payment Procedure

- a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:
 - i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
 - ii. Bidder will make the payment after entering his Unique ID and Password of the bank to process the transaction.
 - iii. Bidder will receive a confirmation message regarding success/ failure of the transaction.
 - iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R. N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
 - v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

- b) Payment through RTGS/NEFT :
 - i. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
 - ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
 - iii. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
 - iv. If verification is successful, the fund will get credited to the respective pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R. N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
 - v. Hereafter, the bidder will go to e-procurement portal for submission of his bid.
 - vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

2.2. Earnest Money Refund/Settlement Process :

- i. The EMD of the Bidders disqualified at Technical Evaluation will be refunded through an automated process to respective bidder's Bank Accounts from which they made the payment transaction.
- ii. 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.
- iii. If the L1 bidder accepts the LOI and the same 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.
- iv. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-procurement portal, EMD of the L1 bidder will automatically get transferred from the pooling account to the State Government deposit Head through GRIPS along with the bank particulars of the L1 bidder.

3. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <http://etender.wb.nic.in>
4. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule.

5. Eligibility Criteria for participation in the tender
 - a. The prospective Tenderers who are eligible to participate (Bonafide Outsider Contractors /Engineers Co.Op./Labour Co. Op. etc.) should have sufficient resources, financial solvency, sufficient experience & should have satisfactorily completed during the last 5(five) years prior to the date of issue of this Notice at least one single work related to any type of constructional work under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Govt. Organization etc., having a magnitude of 40%

WB/DHUPGURI/38/2017-18

percentage of the Estimated amount put to tender supported by completion certificate in support of the credential. Scanned copy of the original Completion Certificate issued by the Concerned Executing Authority should be uploaded as Non-Statutory Document through online. Payment certificate/work order/certificate state in work under progress will not be considered as credential in this respect.

All Tenderers should have to upload only their self attested copies of the requisite documents in the website for submitting their tender.

Tender Documents shall consist of the following documents:

- Municipal Tender Form-K
- NT
- Typical Section of Drawings
- Compendium, if any

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

a. Statutory Technical folder containing,

- Notice Inviting Tender
- Municipal tender Form-K (Vide Rule-160)
- BOQ/Price Schedule

b. Non-Statutory Technical cover containing,

- Up to date Professional Tax (PT) Clearance receipts, IT PAN Card valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- Up to date VAT Registration Certificate and up to date and valid Return Certificate of the last quarter of the current financial year.
- Registered Deed for Partnership Firm.
- Completion Certificate during the last 5 (Five) years for one single works related to any type of constructional work worth at least 40% (forty Percent) of the amount put to tender for the work the contractor intends to participate.
- 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.

Note:-

Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.

Tenders will be summarily rejected if any item in the statutory cover is missing.

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.

Necessary deduction i.e. VAT, S.T, I.T. CESS etc. will be made as per relevant Govt. order.

NON STATUTORY TECHNICAL COVER FORMAT (TABLE-II)

SL. NO.	CATEGORY NAME	SUB-CATEGORY	SUB-CATEGORY DESCRIPTION
1	Certificate(s)	Certificates	1. VAT / Sales Tax Registration Certificate along with acknowledgement 2. PAN 3. Latest IT acknowledgement 4. P Tax 5. Labour License 6. GST. Registration Certificate
2	Company Detail(s)	Company Details-1	1. Partnership Deed 2. Co-operative Society Bylaw 3. Trade License 4. Company Registration Certificate
3	Credential	Credential-2	Completion certificate
4	Declaration	Declaration File 1	Declaration File 1
5	Equipments	Machineries 1	Machineries 1
6	Financial Info	P/L and Balance Sheet 2015-16	1. P/L and Balance Sheet 2016-17 (Audited)
7	Man Power	Technical Personnel	Technical Personnel on Contract

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

8.

FINANCIAL PROPOSAL:-

- Financial proposal should contain the following documents in one folder i.e. Bill of quantities -(BOQ) the contractor is to quote the rate (percentage above/below/ at par) online and municipal tender form filled up in all respect. It may please be noted that the rate quoted in BOQ should match with the rate quoted in the tender form.
- Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

9.

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 be suspended from participating in the

E NIT No: WBMD/DHUPGURI/38/ 2017-18

WB/DHUPGURI/38/ 2017-18
 bidders on e-Tender platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairperson, Dhupguri Municipality may take appropriate legal action against such defaulting Tenderer. The authority may ask to show hard copies of all credentials, certificates, company details, partnership deeds etc. etc. as uploaded by the Tenderer and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.

REJECTION OF TENDER

The employer (Tender accepting authority) receives the right to accept or reject any Tender and to cancel the Tendering process and reject all Tenders 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 Tenderers of the ground for employer's (Tender accepting authority) action.

11.

DATE & TIME SCHEDULE (TABLE -III):-

SL No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	21/11/2017 at 17:00 Hrs.
2	Documents download/sell start date (Online)	21/11/2017 at 17:00 Hrs.
3	Bid submission start date (Online)	21/11/2017 at 17:00 Hrs.
4	Bid Submission closing (On line)	05/12/2017 at 17:00 Hrs.
5	Bid opening date for Technical Proposals (Online)	08/12/2017 at 11:00 Hrs.

NOTE:-

1. In case of Bundh/strike /holiday etc. falls on the schedule dates as mentioned above, the same will be treated next working day of the fixed dates and time as scheduled above only.
2. Scrutiny of technical proposal and recommendation thereafter and processing of Comparative Statement for acceptance etc. will be made by Tender committee of Dhupguri Municipality

FORM - I

PRE-QUALIFICATION APPLICATION

To

CHAIRPERSON

DHUPGURI MUNICIPALITY,

DHUPGURI, JALPAIGURI.

Ref : Tender for

(Name of work)

e-N.I.T. No.:

Dear Sir,

Having examined the Statutory, Non-statutory & N.I.T. 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.

E NIT No: WBMD/DHUPGURI/38/ 2017-18

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

Enclosure(s): e-Filing:-

- 3) Statutory Documents.
- 4) Non Statutory Documents.

Date:

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

AFFIDAVIT "Y"

Declaration of the Bidder

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Appropriate Value And Duly Notarized)

I, _____, son of _____, do hereby solemnly affirm and
aged about _____ years by occupation _____
confirm as follow:

1. That, I am the _____ Of _____ have duly authorized by and competent to affirm this affidavit on behalf of the said Bidder.

2. That, I have inspected the site of work covered under eNIT (eNIT No. _____) circulated through Office memo bearing No. _____ dated _____ and have made myself fully acquainted with the site conditions existing level/proposed level and local conditions in and around the site of work. I have also carefully and meticulously gone through the Bid documents. Bid of the above named Bidder is offered and submitted upon due consideration of all factors and if the same is accepted, I on and for behalf of the aforesaid Bidder, being lawfully and duly authorized, promise to abide by all the covenants, conditions and stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the Bid accepting Authority of the Work and abide by all instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake to abide by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would be applicable to the Contractor upon entering into formal Contract / agreement with the Bid Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has been suppressed in the Bid documents.

4. That the statement above made by me is true to my knowledge.

Deponent

Solemnly affirmed by the said

Before me.

(1st class Judicial Magistrate / Notary Public)