



OFFICE OF THE
NOWGAN GRAM PANCHAYAT

MALPAR :: BARSAHARA :: SABANG :: PASCHIM MEDINIPUR

E-mail: pradhan.2nowgangnp@gmail.com



Memo No.: 475(3)/NGP/2020

Date: 10.11.2020

2ND NOTICE INVITING e-TENDER

NIT No.: WB/PMZP/SBG/NGP/NIET- 475(3) 2019-20 SAAP – 2020-21

For and behalf of Nowgan Gram Panchayat, the Pradhan invites e-Tender for the work mentioned in Table below from the bonafied, Experienced, outside and resource full contractors with in specific time and instruction stated below. Intending contractors may visit web site of tender notice through Website www.wbtenders.gov.in for collection (downloading) & submission (Uploading) of tender documents.

Work schedule :- FUND – CFCG 2019-20

Sl. No.	Name of the Work	Estimated amount put to tender (Rs)	Earnest Money (Rs.)	Cost of Tender documents (Rs.)	Completion time of the work
1.	Solar Project For Office Building (SAAP 2020-21)	529473.66	10590.00	750.00	1Month
2.	Construction of Furniture and Decoration of Meeting Hall UNDER CFCG 2019-20	308817.30	6176.00	500.00	1Month
3.	Construction of Furniture and Decoration of Office Building UNDER CFCG 2019-20	440403.52	8808.00	500.00	1Month

In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money may be remitted through separate Demand Drafts issued from any nationalized bank in favour of the “PRADHAN, NOWGAN GRAM PANCHAYAT” payable at UBI Bank, Nowgan Branch respectively and also to be documented through e-filling. The original Demand Drafts against Tender fees & Earnest Money Deposit (EMD) and copy of other Non-Statutory documents in support should be submitted physically at Office of the PRADHAN, NOWGAN GRAM PANCHAYAT within 25/11/2020 between 12.00hrs to 16.00 hrs.

Date and Time Schedule:-

Sl. No.	Particulars	Date & Time	
i)	Date & Time of publishing NIT under website www.wbtenders.gov.in (online)	10.11.2020 at 10.00hrs	
ii)	Date & time for Downloading Tender documents from mentioned website(online)	Start	10.11.2020 at 10.00hrs
		End	24.11.2020 at 14:00 hrs.
iii)	Date & Time of submission of tender works above website(online)	Start	10.11.2020 at 10.00hrs
		End	24.11.2020 at 14:00 hrs.
iv)	Date of submission of drafts of tender fees & earnest money and copy of other Non-Statutory documents in Office of the NOWGAN GRAM PANCHAYAT (offline).	25.11.2020 between 12.00hrs to 14.00 hrs.	
v)	Date, Time & Place of opening technical BID through above Website(online)	27.11.2020 after 14:00 hrs at the office of PRADHAN, NOWGAN GRAM PANCHAYAT	
vi)	Date of uploading the final list of technically qualified Bidders after evaluation through above Website (online)	To be notified latter	
vii)	Date, time & place of opening of financial BID through above Website(online)	To be notified latter	
viii)	Date of uploading the list of Bidders with their rate offered through above Website(online)	To be notified latter	



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PRADHAN,

NOWGAN GRAM PANCHAYAT

Pradhan
Nowgan Gram Panchayat
Malpur, Barsahara, Sabang
Paschim Medinipur

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INSTRUCTION TO BIDDERS

General guidance for e-Tendering for online submission of tenders annexed for participating in e-tendering.

1. Registration of tenders: - Any tenderer willing to participate in e-tendering will have to get himself enrolled and registered with the Government e-procurement system by login on www.wbtenders.nic.in. The tenderers are to click on the link for e-tendering site as given on the web portal.
2. Digital Signature Certificate (DSC) :- For submission of tenders, each tenders is required to obtain a DSC from the approved service provider at the National Informatics Center (NIC) on payment of requisite amount, the details of which are available at the website.
3. A tenderer can search & download NIT & tender documents electronically, the only mode of collection of tender documents from computers, once he logs on to the website using DSC.
4. Submission of Tenders:- Both the technical Bid and Financial Bid in two separate folders will have to be submitted online in the website at a time for each work within modified date & time using DSC and virus scanned and duly digitally signed copies of documents should be uploaded in the website. (These documents will get encrypted i.e., transformed in to non readable formats.)

Technical COVER:

Statutory Documents:-

- a. NIT
- b. Scanned copy of –
 - i) Demand Draft of any nationalized Bank towards earnest money of the amount prescribed in NIT against each work in favour of **Pradhan, Nowgan Gram Panchayat.**
 - ii. Demand Draft of any nationalized Bank towards cost of tender documents of the amount prescribed in NIT against each work in favour of **Pradhan, Nowgan Gram Panchayat.**

Non-Statutory Documents:-

- i. Professional Tax receipt with Certificate in current financial year
- ii. Credential Certificate in form of Payment Certificate/ Completion Certificate in a single work of similar nature from State Government or its undertaking a Central Government or its undertaking having a magnitude of 60% in 1st call, 50% in 2nd call & 40% in 3rd call.
- iii. PAN Card.
- iv. Trade License Current Financial Year
- v. GST registration certificate with Last Return
- vi. Up to date Income Tax return. (Last 3 Years)
- vii. Register Deed of partnership form (if applicable)
- viii. Power of attorney. (if applicable)

N.B:- Original Copies of all documents are to be produced on demand for checking, otherwise tender will be rejected.

Financial COVER :

- a. Only bill of quantity (BOQ). Intending tenderer is to quote this rate in Percentage, above or below / at per (in figure & word also) in space marked for quoting rate in BOQ through online.

General Terms and Conditions.

1. Unless otherwise stipulated, all the works are to be done as per general qualification and any discrepancy in arithmetical calculation in BOQ should be brought to the notice of the Nirman Sahayak, Nowgan Gram Panchayat.

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2. Before quoting the rate in BOQ, the intending tenderers are requested to visit the site of work. No plea regarding enhancement of rate is entertained.
3. The work must have to be completed in all respects within the stipulated time as mentioned in NIT. Time extension shall not be allowed without any reasonable ground.
4. All materials should be approved by Engineer-in-Charge. Inferior quality of material, if found should be removed from the site within 24 hours by the contractor in his own cost.
5. Payment will be made on the basis of successfully completion of work and availability of fund.
6. Successful tenderer shall have to produce all documents in original for verification prior to issuance of work order.
7. Before issuance of work order the successful tenderer shall have to make an agreement /contract in Non Judicial Stamp of worth Rs 10.00
8. Conditional or incomplete tender will not be entertained.
9. Deduction of Tax shall be followed as per Govt. Rule.
10. The tender inviting authority reserves the right to accept or reject any tender and to cancel the tendering process and reject all tenders at any time without assigning any reason.
11. The bidder whose bid has been accepted will be informed by tender inviting & accepting authority through acceptance letter.
12. All tender documents including NIT & B.O.Q will be the part of contract/agreement.
13. As per finance (Taxation) Department of Income Tax, Tax will be deducted from each bill of the contractor as per applicable rate in force.
14. Cess of 1.0% will be deducted from the contractor's each bill on account of the 'Building and other construction workers Welfare Act 1996(Act 28 of 1996).
15. Power of attorney holders are not allowed to sign in tender documents unless otherwise approved by tender inviting authority.
16. The documents like, i. Draft of requisite amount against cost of Tender documents in favour Pradhan, Nowgan Gram Panchayat,(payable at Nowgan), ii Draft of requisite amount against Earnest Money Deposit(EMD) in favour Pradhan, Nowgan Gram Panchayat,(payable at Nowgan), and copy of other Non-Statutory Documents must be submitted physically within stipulated date & time.
One who does not submitted the documents: *he will be disqualified in technical bid.*
17. *If it is proved that any bidder submitted false documents, security deposit may be forfeited or other disciplinary action as desired by this office may be imposed upon him.*

Memo No.475(3)/12/NGP/2020

Copy Forwarded for information and wide ventilation to :-

- 1) The District Magistrate (Dev. & Planning Deptt), Paschim Medinipur.
- 2) The Secretary, Paschim Medinipur Zilla Parishad.
- 3) The Sub-Division Officer, Kharagpur.
- 4) The B.D.O Sabang Development Block.
- 5) The Sabhapati, Sabang Panchayat Samity
- 6) The Officer-in-Charge, Sabang Police Station.
- 7) The B.L & L.R. O Sabang.
- 8) Office Notice Board.
- 9) The Pradhans, All G.P
- 10) Branch Manager , UBI Bank , Nowgan
- 11) Tathya Mitra Kendra , Malpar
- 12) Sanbad Pratidin , News Paper


Pradhan

Nowgan Gram Panchayat

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Talpur, Barsahara, Sabang
Paschim Medinipur

Dated: 10.11.2020


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