

**TECHNICAL BID**  
**Office of the**  
**Tenkaraipur Balumati Gram Panchayat**  
**Tenkaraipur : Murshidabad**  
**NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER**  
**(TWO COVER SYSTEM)**

**NOTICE INVITING e-TENDER NO. 07/14th C.F.C. /TBGP/2020-2021.**

**[1st Call]**

**Memo No. - 173/TBGP.**

**Dated : 10/11/2020.**

For and on behalf of the Proddhan, Tenkaraipur Balumati Gram Panchayat, Murshidabad, invites sealed percentage rate tenders for following work by two cover system up to 18.00 hours 18/11/2020 (Wednesday). Pre-qualification documents in a separate cover and Bid document with schedule rate in another cover are to be submitted by the Bonafied Outsiders who satisfy the terms and conditions set out in pre-qualification document.

Sl. No	Name of the work	Class of Contractors	Tendered Amount	Earnest Money Rs	Cost of Bid Document (Rs)	Completion Time ( Day )	Credential
1	Installation of 10KW on grid solar power supply on G.P Office Rooftop at Tenkaraipur Balumati G.P.	Bonafied outsiders	510373.00	10207.46	500.00	25 days	255186.50

Intending bidders may download tender documents from e-procurement portal of our website <http://wbtenders.gov.in> from 10/11/2020 at 18.00 Hours to 18/11/2020 up to 18.00 Hours. The pre-qualification and bid documents duly filled in all respect should be submitted through on-line only to the Proddhan, Tenkaraipur Balumati Gram Panchayat, Murshidabad up to 18.00 Hours (as per server clock) on 18/11/2020 (Wednesday). Proddhan, Tenkaraipur Balumati Gram Panchayat, Murshidabad does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam/ server problem etc.

**A. Necessary Earnest money and cost of Tender paper 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 generating NEFT/RTGS challan from the eTendering portal (<https://wbtenders.gov.in>) Intending Bidder will get the Beneficiary details from eTender portal with the help of Digital Signature Certificate and may transfer the EMD from from their respective Bank as per the Beneficiary Name & Account No, amount, Beneficiary Bank name (ICICI) & IFSC code and e-proc Ref no. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidder are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of payment of EMD. Bidder eligible for exemption of EMD as per Govt. rules may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder.**

The pre-qualification documents alone will be opened on and after 23/11/2020 (Monday) at 13.00 hours, by the Proddhan, Tenkaraipur Balumati Gram Panchayat, Murshidabad in presence of the bidders.

The financial bid document of the technically qualified bidders will be announced after technical evaluation and the other bid documents will be unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given in News dailies. No individual intimation will be given. Name of the qualified bidders will be displayed in the office notice board.

The Proddhan, Tenkaraipur Balumati Gram Panchayat, Murshidabad reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason whatsoever.

**The eligibility criteria are given below: -**

1) Achieved in any one year during last **Five years** (excluding current year) a minimum financial turnover at least **50%** of the Estimated Amount put to Tender. The turnover will be indexed at the rate of 8% for a completed year.

**Annual Turnover in contractual business should be authenticated by a Chartered Accountant.**

2) The credential should be submitted/uploaded at least **50%** of the amount put to Tender supported by final payment Certificate or Completion Certificate within the last 3 years in the specified nature of work in 1st page. The work should be completed successfully.

3) The Credential should be in the name & style of the intending tenderer only, and not in the name and / or style of any of the Partner(s).

**Please note that, Final Payment Certificate or Completion Certificate along with Work Order will only be entertained as CREDENTIAL.**

4) Income Tax return, GST clearance should be submitted/uploaded for the last 3(three) financial years with the technical bid.

5) Latest Professional Tax receipt Challan, GST registration Certificate, Pan Card, Trade Licence.

6) A prospective bidder shall be allowed to participate in the work either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single work, all his applications will be rejected for that work.

7) The partnership firm shall upload the registered partnership deed and the company shall furnish the Article of Association and Memorandum.

8) Intending Labour Co-Operative Societies & Unemployed Engineers' Co-Operative Societies should enclose the documents in proof of their Registration & Validity to participate in this Tender during the period of deposition of the Tender. **No exemption will be allowed regarding deposit of Earnest money.**

9) Receipt copy of deposit (Cost of Tender Paper & Earnest money) Challan should be submitted/uploaded with the tender documents.

10) Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder.

11) All the documents in proof of their eligibility IN ORIGINAL need to be produced as and when asked and Required.

12) Information regarding any litigation or arbitration during the last four years in which the Bidder is involved, the parties concerned, the disputed amount, and the matter.

13) To qualify for a work of contracts made up of this and other contracts for which bids are invited in the Notice Inviting Tender, the bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contracts.

14) The scope of Sub-Contracting is not allowed strictly by anyway.

15) **Even though the bidders meet the above qualifying criteria, they are subject to be disqualified and legal action may be taken if they have:**

(i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).

(ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

(iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer

16) Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing addenda.

17) Affidavit attested by Notary Public should be submitted/uploaded with the tender documents.[format enclosed with SBD].

18) A printed letter Head Pad of the concerned agency must submit with the tender.

*The amount of earnest money is 2% of the tender cost of construction for each work. All duties, taxes, royalties, cess, [including 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Act, 1996 ], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 1 % Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills/Final Bills.*

19) The intending bidders are requested to inspect the work site alignment of the proposed work before quoting their rates.

  
**Prodhan**  
Tenkaraipur Balumati G. P  
Raninagar-I, Murshidabad

Prodhan

Tenkaraipur Balumati Gram Panchayat

Dated : -10/11/2020.

**Memo No. -173/TBGP.**

**Copy of N.I.T No. 07/14th C.F.C. /TBGP/2020-2021. forwarded with a request to display in the Notice Board to the:-**

- 1) The District Magistrate, Murshidabad, Berhampore.
- 2) The Sub- Division Officer, Domkal.
- 3) The Block Development Officer, Raninagar-I.
- 4) ISGP Cell, Domkal Unit.
- 5) Office Notice Board.

  
**Prodhan**  
Tenkaraipur Balumati G. P  
Raninagar-I, Murshidabad

Prodhan

Tenkaraipur Balumati Gram Panchayat

## Section 1

### List of Important Dates of Bids

1. Name of Work : As mentioned in the Column No. 2 (Name of the work)  
2. Completion Period for construction : As mentioned against the work in Column No. 6 above.  
3. Date of Issue of Notice Inviting Bid Date 10/11/2020

4 Period and time for download of Bidding Documents :-

FROM			To		
Date	Day	Time	Date	Day	Time
10/11/2020	Tuesday	18.00 h	18/11/2020	Wednesday	18.00 h

5. Time, Date and Place of Pre-bid Meeting :-

Date	Day	Time	Place
xxx	xx	xxx	xxxxxx

6. Time of Uploading/submission Bids for Bidders

FROM			To		
Date	Day	Time	Date	Day	Time
10/11/2020	Tuesday	18.00 h	18/11/2020	Wednesday	18.00 h

7. Time and Date for opening Technical Bid/Bids :-

Date	Day	Time
23/11/2020	Monday	13.00h

8. Time and Date of opening Financial Bids:-

Date	Day	Time
<b>DATE WILL BE ANNOUNCED AFTER TECHNICAL EVALUATION.</b>		

09. Place of opening bids

: Office Chamber of the Prodhnan,  
Tenkaraipur Balumati Gram Panchayat, Tenkaraipur, Murshidabad

10. Last Date of Bid Validity

: 60 days from the opening of Financial bid

11. Officer inviting Bids

: Designation: - Prodhnan, Tenkaraipur Balumati Gram Panchayat, Murshidabad  
Address: Tenkaraipur ,Murshidabad  
Cont. No- 8327068420.

**Tenkaraipur Balumati Gram Panchayat**

**Tenkaraipur : MURSHIDABAD**

**SPECIAL TERMS & CONDITIONS FOR DIFFERENT WORKS /BRIDGES/BUILDINGS/CULVERT WORKS AND SUPPLY OF MATERIALS**

*The following terms and conditions will have to be strictly followed by the willing Tenderers/quotationers.*

1. Participating contractors or their authorized representatives are requested to be present during opening. If no contractor is present during opening, the Tenders/Quotations will be opened in their absence.

2. 2% Earnest money of the Tender amount should be deposited in the form of Demand Draft / Bank Draft etc in favour of Prodhnan, Tenkaraipur Balumati Gram Panchayat by the Bidder which will be received by this Office during Office hour on working days.

The said amount will have to be adjusted towards security deposit of the successful Tenderer of the balance 8% security deposit should be deducted from progressive bills to constitute 10% of the total value of the work actually done.

The Deposited amount of the unsuccessful tenderers/quotationers will be released in due time.

3. In case of unwillingness of the successful tenderer(s) / quotationer(s) to accept the work order at his/their tendered rate, the aforesaid amount will be forfeited in favour of Tenkaraipur Balumati e-tender.

4. Plan and drawing and other details etc. can be seen in the office during office hours.

5. Tenders must be in the form of "Form for local Tenders" of Tenkaraipur Balumati G.P obtainable at Rs.5/- only plus cost of schedule to this office. Tenderer will have to quote rate clearly in figure and in words as well as percentage at per, above or below the estimated/Schedule rates. If this form is not filled up properly, the Tender may be cancelled. For proper filling of Tender form the undersigned may be consulted.

6. Proforma for quoting rates of any quotation must be filled in properly.

7. All pages of the Schedule, Terms & Conditions is to be duly signed by the contractor otherwise the tender/quotation may be cancelled.

8. All sanitary and plumbing materials and fittings should be as per I.S. Specification. Any other conditions & specifications not mentioned in this tender paper those may be necessary will be guided of the Schedule of Rates of Central Circle, P.W.D. for Plumbing, Sanitary and Drainage works.

9. Intending tenderers/quotationers are to inspect the site of work and to get acquainted with the local condition and difficulties in execution for which no objection will be entertained in future.

10. the rate quoted must be including all incidental charges of Income Tax, Sale Tax, Duties, Octroi, Local Taxes, Ferry Charges and should be completed with all labour and materials as per details of items.

11. For the rate of any supplementary items not provided in the tender the same should be arrived at form items of the printed schedule of P.W.D. Central Circle/P.W.(Roads) Dppt. If the items are not available in the schedule, the analysis may be made on market rates of materials.

12. All tools and plants and water supply and hutment of labour will have to be arranged by the contractor at his own cost.

13. For "Specification of works", The general specification as laid down in the P.W.D., Central Circle/P.W.(Roads) schedule of rates for work are to be strictly observed and binding on the contractor.

14. The undersigned has the authority for any alteration or addition or omission for the work shall not vitiate the contract but such additions, alterations and omission shall duly be carried by the contractor at the accepted rate.

15. Contractors are to consider the probable escalation of rates of cement and also other items over the rates considered in the estimate during execution period and quote their rates accordingly and no extra payment will be given for any escalation of rates of cement or steel or any other materials.

16. The materials brought at site for execution of work by the contractors should be approved by the undersigned or by his authorized representative concerned before use.

17. Rejected materials, if any, should be removed from site forthwith.

18. The contractor will have to clear the site after completion of work as per direction.

19. Security money will be returned after successful completion of the work ( after secured period) if no defect is detected in the mean time.

20. The undersigned reserves every right to accept/reject any or all tenders without assigning any reason thereof.

21. The amount of the work may be increased or reduced as per necessity and availability of fund for which the contractor will have no extra claim.

22. Work must be started within 15 (fifteen) days of receipt of work order if the site is suitable for work. Hence before receiving work order the contractor should be aware of site condition.
23. The work must be completed in all respects within the scheduled time failing which penalty will be strictly enforced as per rule.
24. For supply works final time for supply will be mentioned but the materials may be received as per necessity of the work and site condition for which the supplier will have no extra claim.
25. Mode of measurements will be as per rules in of P.W.D./P.W.(Roads).
26. Any other points not covered by the above will be followed as per general terms & conditions as laid down in P.W.D./P.W.(Roads).
27. The supplier will have to produce papers in support of the payment of due royalty against supply of sand and stone materials before payment of the bill, if necessary.
28. No complain regarding technical bid evaluation will be entertained after 2 days of technical bid opening.
29. No complain regarding financial bid will be entertained after 2 days of financial bid opening.

  
**Prodhan**  
 Tenkaraipur Balumati G. P  
 Raninagar-I, Murshidabad  
 Prodhan

**Tenkaraipur Balumati Gram Panchayat**

To be filled in by the contractor(s) ( in block letter )

1. Name of contractor(s).....
2. N.I.T. / N.I.Q. No. ....
- under Memo No. ....Dated.....

signature of Contractor(s)

## Section 2

### Instructions to Bidders (ITB)

#### A. General

##### 1. Scope of Bid

- 1.1 The Employer as defined in the Appendix to ITB invites bids for the construction of Works as described in these documents and referred to as “the works”. The name and identification number of the works is provided in the Appendix to ITB. The bidders may submit bids for any or all of the works detailed in the table given in the Notice Inviting Tender. Bid for each work should be submitted separately.
- 1.2 The successful Bidder will be expected to complete the Works by the Intended Completion Date specified in the NIT(effect from the date of issue of Work Order).
- 1.3 Throughout these documents, the terms “bid” and “tender” and their derivatives (bidder/tenderer, bid/tender, bidding/tendering etc.) are synonymous.

##### 2. Eligible Bidders

- 2.1 This Invitation for Bids is open to all bidders as defined in the Appendix to ITB.
- 2.2 Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government.

##### 3. Qualification of the Bidder

- 3.1 All bidders shall include the following information and documents with their bids as described below:
- (a) Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder.
- (b) Experience in works of a similar nature and size for each of the last Five years, and details of works in progress or contractually committed with certificates from the concerned Officer.
- (c) Evidence of ownership of major items of construction equipment named in Clause 4.4B(b)(i) of ITB or evidence of arrangement of possessing them on hire/lease/buying as defined therein.
- (d) Details of the technical personnel proposed to be employed for the Contract having the qualifications defined in Clause 4.4B(b)(ii) of ITB for the construction.
- (e) Information regarding any litigation or arbitration during the last four years in which the Bidder is involved, the parties concerned, the disputed amount, and the matter; -
- 3.2 **Bids from joint venture are not allowed.**
- 3.3 (a) **Each bidder must produce:**
- (i) The current income tax return and Pan Card.
- (ii) Such other certificates as defined in the Appendix to ITB. Failure to produce the certificates shall make the bid non-responsive.
- (b) **Each bidder must demonstrate:**
- (i) Availability for construction work, either owned, or on lease or on hire, of the key equipment stated in the Appendix to ITB including equipments required for establishing field laboratory to perform mandatory tests, and those stated in the Appendix to ITB;
- (ii) Availability of technical personnel as stated in the Appendix to ITB.
- (c) **The bidder must not have in his employment:**
- (i) The near relations (defined as first blood relations, and their spouses, of the bidder or the bidder’s spouse) of persons listed in the Appendix to ITB.
- (ii) Without Government permission, any person who retired as gazetted officer within the last two years of the rank and from the departments listed in the Appendix to ITB.

3.4 To qualify for a package of contracts made up of this and other contracts for which bids are invited in the Notice Inviting Tender, the bidder must demonstrate having experience and resources sufficient to meet the aggregate of the qualifying criteria for the individual contracts.

3.5 **The scope of Sub-Contracting will not be allowed strictly by any way.**

3.6 **Even though the bidders meet the above qualifying criteria, they are subject to be**

**4. disqualified and legal action may be taken if they have:**

4.1 (i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).

(ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

(iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer.

#### **5. One Bid per Bidder.**

5.1 (i) Each Bidder shall submit only one Bid in one NIT. A Bidder who submits more than one Bid in one particular NIT will cause the proposals with the Bidder's participation to be disqualified.

#### **6. Cost of Bidding**

6.1 The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case, be responsible or liable for those costs.

#### **7. Site Visit**

7.1 The Bidder, at his own cost, responsibility and risk, is encouraged to visit, examine and familiarise himself with the Site of Works and its surroundings including source of earth, water, road aggregates etc. and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense. He may contact the person whose contact details are given in the Appendix to ITB.

### **B. Bidding Documents**

#### **8. Content of Bidding Documents**

8.1 The set of bidding documents comprises the documents listed below and addenda issued in accordance with Clause 10

1. Notice Inviting Tender
2. Instructions to Bidders
3. Conditions of Contract
4. Specifications (Schedule of Quantity)
5. Drawings
6. Bill of Quantities

8.2 The bidder should download all the bidding document from the website-<http://wbetenders.gov.in>

8.3 The bidder is expected to examine carefully all instructions, conditions of contract, contract data, forms, terms and specifications, bill of quantities, forms and drawings in the Bid Document. Failure to comply with the requirements of Bid Documents shall be liable to rejection of Bid Documents.

#### **9. Clarification of Bidding Documents and Pre-bid Meeting**

9.1 A prospective Bidder requiring any clarification of the bidding documents may notify the Employer in writing or by cable ("cable" includes fax, e-mail and facsimile) at the Employer's address indicated in the Notice Inviting Tenders. The Employer will respond to any request for clarification received earlier than 10 days prior to the deadline for submission of bids. Copies of the Employer's response will be forwarded to all purchasers of the bidding documents, including a description of the inquiry, but without identifying its source.

9.2 If a pre-bid meeting is to be held, the bidder or his authorised representative is invited to attend it. Its date, time and address are given in the Appendix to ITB.

9.3 The purpose of the meeting will be to clarify issues if any and to answer questions on any matter that may be raised at that stage.

9.4 The bidder is requested to submit any questions in writing or by cable so as to reach the Employer not later than one week before the meeting.

9.5 Minutes of the meeting, including the text of the questions raised (without identifying the source of the enquiry) and the responses given will be transmitted without delay to all purchasers of the bidding documents. Any modifications of the bidding documents listed in Clause 8.1 of ITB, which may become necessary as a result of the pre-bid meeting shall be made by the Employer exclusively through

9.6 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

#### **10. Amendment of Bidding Documents**

10.1 Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing addenda.

10.2 Any addendum thus issued shall be part of the bidding documents and shall be communicated in writing by registered post or by cable to all purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by fax, e-mail and facsimile to the Employer.

10.3 To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the Employer shall extend, as necessary, the deadline for submission of bids, in accordance with Clause 20.2 of ITB.

## **C. Preparation of Bids**

### **11. Language of Bid**

11.1 All documents relating to the Bid shall be in the language specified in the Appendix to ITB.

### **12. Documents Comprising the Bid**

12.1 The Bid submitted by the Bidder shall be in two separate parts:

**Part I** This shall be named Technical Bid and shall comprise of:

I. For bidding documents downloaded from the website, the Xerox /scanned copy of the RTGS/NEFT/CBS Challan for the cost of the bidding documents placed in a separate file, marked "bidder file1" downloaded from the internet".

II. Xerox copy /Scanned copy of the RTGS/NEFT/CBS Challan for cost of tender paper in the above mentioned file

III. Authorised address and contact details of the bidder having the following information:-

#### **Address for Communication :**

Telephone no Office :

Residence:

Mobile No :

FAX no

Electronic Mail Identification (E-mail ID):-

**IV.Undertaking that the bid shall remain valid for the period specified in clause 15.1 OF ITB.**

**V.Any other information / documents required to be completed and submitted by bidders, as specified in the**

**VI.Schedule of Quantities (SOQ)**

**VII.Standard Bidding Document (SBD)**

**PART-II** It shall be named Financial Bid and shall comprise of:

(i)Bill of Quantity (BOQ) and quoting of rate thereof.

12.2 Each part shall be separately uploaded

### **13. Bid Prices**

13.1 The Contract shall be for the whole Works, as described in Clause 1. 1 of ITB, based on the priced Bill of Quantities submitted by the Bidder.

13.2 The Bidder shall adopt the Percentage Rate Method as specified in the Appendix to ITB; only the same option is allowed to all the Bidders.

Percentage Rate Method requires the bidder to quote a percentage above/below/at par of the schedule of rates specified in the Appendix to ITB.

13.3 All duties, taxes, royalties and other levies payable by the Contractor under the Contract to the State / Central Government / Local bodies for any other cause, shall be included in the rates, prices, and total Bid price submitted by the Bidder. **1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service)Welfare Cess Act, 1996 will be deducted from the running bills.**

13.4 The rates and prices quoted by the Bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment.

#### **14. Currencies of Bid**

14.1 The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.

#### **15. Bid Validity**

15.1 Bids shall remain valid for a period of sixty days after the deadline for financial bid date for bid submission specified in Clause 20 of ITB. A bid valid for a shorter period **shall be rejected by the Employer as non-responsive.**

15.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the bidders may extend the period of validity for a specified additional period. The request and the bidders' responses shall be made in writing or by cable. A bidder will not be required or permitted to modify his bid, but will be required to extend the validity of his earnest money for a period of the extension, and in compliance with Clause 16 of ITB in all respects.

#### **16. Earnest Money**

16.1 The Bidder shall furnish, as part of the Bid, Earnest Money, in the amount specified in the N.I.T

16.2 A. 2% Earnest money of the Tender amount should be deposited in the form of Demand Draft / Bank Draft etc in favour of Proddhan, Tenkaraipur Balumati Gram Panchayat by the Bidder which will be received by this Office during Office hour on working days.

16.3 Any bid not accompanied by an acceptable Earnest Money in the Technical Bid shall be rejected by the Employer as non-responsive.

16.4 The Earnest Money of unsuccessful bidders will be returned after 28 days from the date of issue of work-order.

16.5 In respect of successful tenderers, the earnest money on acceptance of the tenders shall be converted as a part of security deposit. If the security money falls short of 2% (two percent) of the tendered amount the tenderer shall have to deposit the balance amount within 15 (fifteen) days from the date of issue of acceptance of the tender.

In other cases the balance 8% (eight percent) shall be recovered from the progressive bill of the amount of each bill.

In all cases the amount of recovery of the final bill will be so adjusted as to make the total amount of security equivalent to 10% (ten percent) of the total value of work so executed.

16.6 The Earnest Money may be forfeited:

- a) If the Bidder withdraws the Bid after bid opening (technical bid) during the period of Bid validity;
- b) In the case of a successful Bidder, if the Bidder fails within the specified time limit fails to Sign the Agreement;

#### **17. Alternative Proposals by Bidders**

17.1 Bidders shall submit offers that comply with the requirements of the bidding documents, including the Bill of Quantities and the basic technical design as indicated in the drawings and specifications. Alternative proposals will be rejected as non-responsive.

#### **18. Format and Signing of Bid**

18.1 The Bidder shall submit one set of the bid comprising of the documents as described in Clause 12 of ITB.

18.2 The Bid shall be digitally signed by a person or persons duly authorised to sign on behalf of the Bidder.

#### **D. Submission of Bids**

##### **19. Sealing and Marking of Bids**

19.1 The Bidder shall upload/submit the two separate cover/folder marked "Technical Bid" and "Financial Bid" in one outer cover/folder.

The contents of the Technical and Financial Bids shall be as specified in clause 12.1 of ITB.

##### **20. Deadline for Submission of Bids**

20.1 Complete Bids (including Technical and Financial) must be uploaded by the Bidder within specified time as per Server clock

20.2 The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 10.3 of ITB, in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will then be subject to the new deadline.

##### **21. Late Bids**

21.1 Any Bid after the deadline prescribed in Clause 20 of ITB will be not be accepted by the website.

#### **E. Bid Opening and Evaluation**

##### **22. Bid Opening**

22.1 The Employer will open the bids received in the presence of the bidders / bidders' representatives who choose to attend at the time, date and place specified in the Appendix to ITB. In the event of the specified date for the submission of bids being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.

22.2 The cover/folder containing the technical bid shall be opened. The inner Folder marked "Bidders File" will be opened first and if the cost of the bidding documents is not there, or incomplete, the remaining bid documents will not be opened, and bid will be rejected.

22.3 In all other cases, forms and validity shall be announced. Thereafter, the bidders' names and such other details as the Employer may consider appropriate, will be announced by the Employer at the opening.

22.4 The Employer will prepare entire bid details in the tender register after opening of the bid.

22.5 Evaluation of the technical bids with respect to bid security, qualification information and other information furnished in Part I of the bid in pursuant to Clause 12.1 of ITB, shall be taken up and completed preferably within fifteen working days of the date of bid opening, and a list will be drawn up of the responsive bids whose financial bids are eligible for consideration.

22.6 The Employer shall publish a list of the bidders, whose technical bids are found responsive and will be displayed in the Office Notice Board/in the website (<http://wbtenders.gov.in>) one day before the schedule date of opening of financial bid. In case the specified date is deferred, a corrigenda notice will be published stating the revised schedule of bid opening (Financial) and will be displayed in the Office Notice Board /in the website (<http://wbtenders.gov.in>) at least one day before the Specific date as mentioned in Section 1 (List of Important dates). No separate communication will be made to the prospective bidder from the end of the Employer.

22.7 At the time of the opening of the 'Financial Bid', the names of the bidders whose technical bids were found responsive in accordance with clause 22.5 of ITB will be announced. The financial bids of only these bidders will be opened. The remaining bids will be returned unopened to the bidders. The responsive bidders' names, the Bid prices, the total amount of each bid, and such other details as the Employer may consider appropriate will be announced by the Employer at the time of bid opening. Any Bid price, which is not read out and recorded, will not be taken into account in Bid Evaluation.

22.8 The Employer shall enter the bid details in a register to be opened for this purpose.

### 23. Process to be Confidential

23.1 Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the Employer's processing of bids or award decisions may result in the rejection of his Bid

### 24. Clarification of Bids and Contacting the Employer

24.1 No Bidder shall contact the Employer on any matter relating to its bid from the time of the bid opening to the time the contract is awarded.

24.2 Any attempt by the bidder to influence the Employer's bid evaluation, bid comparison or contract award decision may result in the rejection of his bid.

### 25. Examination of Bids and Determination of Responsiveness

25.1 During the detailed evaluation of "Technical Bids", the Employer will determine whether each Bid (a) meets the eligibility criteria defined in Clauses 3 and 4; (b) has been properly signed; (c) is accompanied by the required securities; and (d) is substantially responsive to the requirements of the bidding documents. During the detailed evaluation of the "Financial Bids", the responsiveness of the bids will be further determined with respect to the remaining bid conditions, i.e., priced bill of quantities, technical specifications and drawings.

25.2 A substantially responsive "Financial Bid" is one, which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the bidding documents, the Employer's rights or the Bidder's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids. No conditional bid will be accepted in any form.

25.3 If a "Financial Bid" is not substantially responsive, it will be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

### 26. Evaluation and Comparison of Bids

26.1 The Employer will evaluate and compare only the bids determined to be substantially responsive in accordance with Clause 25 of ITB.

26.2 In evaluating the bids, the Employer will determine for each Bid the evaluated Bid price

26.3 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer's estimate of the cost of work to be performed under the contract, the Employer may require the Bidder to produce detailed price analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed. After evaluation of the price analyses, the Employer may require that the amount of the performance security at the expense of the successful Bidder to a level sufficient to protect the Employer against financial loss in the event of default of the successful Bidder under the Contract. The amount of the performance security shall be decided at the sole discretion of the Employer, which shall be final, binding and conclusive on the bidder.

### 27. Price Preference

27.1 There will be no price preference to any bidder.



## **F. Award of Contract**

### **28. Award Criteria**

- 28.1 Subject to Clause 31 of ITB, the Employer will award the Contract to the Bidder whose Bid has been determined: to be substantially responsive to the bidding documents and who has offered the lowest evaluated Bid price, provided that such Bidder has been determined to be (a) eligible in accordance with the provisions of Clause 3 of ITB, and (b) qualified in accordance with the provisions of Clause 4 of ITB; and

### **29. Employer's Right to Accept any Bid and to Reject any or all Bids**

- 29.1 Notwithstanding Clause 29 above, the Employer 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 Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Employer's action.

### **30. Notification of Award and Signing of Agreement.**

- 30.1 The bidder whose Bid has been accepted will be notified of the award by the Employer prior to expiration of the Bid validity period by cable, fax, letter, e-mail or facsimile confirmed by registered letter.
- 30.2 The notification of award will constitute the formation of the Contract, subject only to the furnishing of a performance security, if required
- 30.3 The Agreement will incorporate all agreements between the Employer and the successful Bidder. It will be signed by the Employer and the successful Bidder after the performance security (if required) is furnished.
- 30.4 Upon doing the agreement the Employer will promptly notify the other Bidders that their Bids have been unsuccessful.

### **31. Advances**

- 31.1 No Mobilization Advance and Advance against purchase of equipments will be paid for the work
- 31.2 No Secured Advance will be paid for the work under any circumstances

### **32. Corrupt or Fraudulent Practices**

- 32.1 The Employer requires the bidders / Contractors to strictly observe the laws against fraud and corruption in force in India, namely, Prevention of Corruption Act, 1988.

### **33. Escalation in Price**

- 33.1 Under no circumstances Escalation in prices in materials, labour charges, cost of P.O.L. will be entertained.

## **Appendix to ITB**

The Employer should fill out this Appendix to ITB before issuing the bidding documents. The insertions should correspond to the information provided in the invitation for Bids.

### **Instructions to Bidders :-**

#### **Clause Reference**

- 1 The Employer : " Prodhan,Tenkaraipur Balumati Gram Panchayat".
- 2 The Works is : **As notified in the NIT.**
- 3 Identification No. of the works is: **As notified in the NIT.**
- 4 The District is Murshidabad & the State is West Bengal.
- 5 Eligible Bidders are: **As notified in the NIT.**
- 6 The information required from bidders in Clause 4.2 is modified as follows: Nil
- 7 Other Certificates required with the bid one: affidavit in respect of clause No. 4.2B (C)(i) & (ii)
  
- 8 The percentage is as **notified in the NIT (Col. No. 3)**
- 9 Other certificates required with the bid are: NIL
- 10 Note: (a) The bidder must produce documentary evidence in support of his owning the above equipment:
  
- 11 The contact person is: Prodhan,  
Address: Tenkaraipur Balumati Gram Panchayat, Tenkaraipur, Murshidabad  
**Mobile No : 8327068420.**
- 12 Place, Time and Date for pre-bid meeting are: if any as per list of important date of bid of Section 1 of SBD.
- 13 Language of the bid is: **English**
- 14 Bids may be submitted only in one of the following: **Percentage Rate Method**
- 15 **Schedule of Rate applicable for Percentage Rate Method is: PWD Schedule of Rates**
- 16 The amount of Earnest Money as mentioned in NIT.
- 17 The Employer's address for the purpose of Bid submission is "Prodhan, Tenkaraipur Balumati Gram Panchayat", Tenkaraipur, Murshidabad.
- 18 The deadline for submission of bids shall be: as per list of important date of bid of Section 1 of SBD
- 19 The date, time and place for opening of the Technical Bids are: as per list of important date of bid of Section 1 of SBD

**(A) Technical Bid : as per list of important date of bid of Section 1 of SBD**

**(B) Financial Bid (For qualified bidder as) : as per list of important date of bid of Section 1 of SBD**

Signature of



**Prodhan**  
Tenkaraipur Balumati G. P  
Raninagar-I, Murshidabad  
Prodhan,

Tenkaraipur Balumati Gram Panchayat