

OFFICE OF THE
MALAM GRAM PANCHAYAT

NaagramPanchayetSamity
Kalmapukuria★jhargram

Pin No -721159

Email ID: malamgp004ngm@gmail.com

NOTICE INVITING TENDER

e-NIT no.-12/MGP(2020-21)

Memo No :183/MGP/2020-21

Date: -26/12/2020

Sealed Tender is invited from the experienced and resourceful bidders for execution of the work(s) mentioned below in Annexure-A.

Annexure-A

Sl. No.	Name of the work	Site details	Source of Fund	Tendered Amount (In Rs.)	Earnest Money (In Rs.)	Required Credential	Work completion Period.
01	SOLAR PHOTOVOLTIC ROOFTOP AT KHARIPAL WATCH TOWER	Kharipal Malam	14 th Cfc	349430.00	6990.00	60%	45 days
02	SOLAR PHOTOVOLTIC SUBMERSIBLE PUMP AT KHARIPAL	Kharipal Malam	14 th Cfc	3,49,912.00	6700.00	60%	45 days

Tender document will have to be submitted within 08/03/2021 Delayed submission of tender documents shall lead to outright rejection. The undersigned will not be responsible for rejection of the tender due to the delay for any reason. Technical Bid will be opened on 10/03/2021

Information to bidders:

1. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1.	Date of Uploading of NIT Documents (Online)	26/02/2020
2.	Starting Date of Downloading of Documents (Online)	27/02/2020
3.	Last Date of Downloading of Documents (Online)	8/03/2021
4.	Starting Date of Submission of Bid (Online)	27/02/2021
5.	Last Date of Submission of Bid (Online)	08/03/2021
6.	Opening Date of Technical Bid (Online)	10/03/2021
7.	Cost of Tender Form	750.00

2. Financial Bids of those Bidders who qualify in Technical Bid will only be opened. Dates, if changed, due to un-avoidable circumstances, will be published in the said website and the office notice board only without any individual intimation.

3. A Bidder may visit the site of works and its surroundings on his own cost in order to prepare bid for its submission.

4.. No cost of bidding shall be reimbursable by the Office of the Pradhan, .Malam Gram Panchayat. Authority may accept or reject any tender without assigning any reason, whatsoever, and is not liable for any cost that might have incurred by a Bidder.

5. Refund of EMD: The Earnest Money of all the unsuccessful Bidders will be refunded from 10/03/2021 Malam.Gram Panchayat office.

6. The Earnest Money deposited by a successful Bidder will be converted into Security deposit and the balance amount for security deposit @8.00% of the bill value will be deducted from the bill at the time of payment to retain 10% of bill value of the total work done (final bill value) from the Security Money for performance of work. No interest on Security Deposit will be paid by the Tender accepting Authority.

7. The willing Bidders may remain present at the time of Opening of Tender.

8. The Pradhan, Malam Gram Panchayat reserves the right to cancel the e-NIT due to un-avoidable circumstances and no claim in this respect will be entertained.

9. A Bidder's bid will be out rightly rejected with a forfeiture of his earnest money if it comes to the notice of the Tender Inviting Authority scrutiny that the credential or any other papers of a Bidder are manufactured/ fabricated, etc

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10. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tender, if found necessary, before issuance of the Work Order and the work order will not be issued in favour of the Bidder if it found on verification that such documents submitted by him is either manufactured or fabricated, etc.

11. A clause stated in the later notification will supersede the corresponding one mentioned in former notification in the following sequence:-

- a). Tender Form as prescribed.
- b). NIT.
- c). Special Terms & Conditions.
- d). Technical Bid.
- e). Financial Bid.

12. Evaluation of Technical & Financial Bid will be held at the Chamber of the Pradhan, Malam Gram Panchayat as mentioned in Para 09. of this NIT.

INSTRUCTIONS TO BIDDERS

1. **General Guidance for e-Tendering:** Instructions/ Guidelines for electronic submission of the tenders have been annexed for guidance/ assistance of the Bidders to participate in e-tendering.

2. **Registration of Bidder:** Any Bidder willing to participate in e-Tendering will have to get himself enrolled& registered with the government e-procurement system by logging on to <http://wbttenders.nic.in> The Bidder is to click on the link for e-tendering site as given on the web portal.

3. **Digital Signature Certificate (DSC):** For submission of tenders, each Bidder is required to obtain a Digital Signature Certificate (DSC) from the approved service provider or the National Informatics Centre (NIC) on payment of requisite amount, the details of which are available at the website.

4. A Bidder 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 Digital Signature Certificate.

5. **Submission of Tenders:** General Process of Submission:

Both the Technical Bid and Financial Bid in separate folders will have to be submitted online in the website at a time for each work before the notified date & time using the Digital Signature Certificates (DSC) and virus scanned and duly digitally signed copies of documents should also be uploaded in the website (These documents will get encrypted i.e. transformed into non-readable formats).

COVER "A"

Technical Bid

(Technical Bid **should** contain scanned copies of the following in one cover)

- i). Scanned copy of Trade License. ii). Scanned copy of proper Credential Certificate in form of completion certificate or Payment Certificate for last three years individual i.e 2017-18 to 2019-20 including copy of vetted Estimate and Work order of same type scheme having a magnitude of 60% (sixty) percent of the amount put to tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 03 (Three) years from the date of issue of this Notice.. iii). Scanned copies of Professional Tax (P.Tax) Deposit Receipt/ current Challan for the Financial Year 2020-21, last three years I.T. return, PAN Card, the GSTIN Registration Certificate with latest return. iv). Scanned copy of Registration Certificate under the Companies Act. (If applicable). v). Scanned copy of Registered Deed of Partnership Firm/Sole Proprietorship/ Article of Association & Memorandum (if applicable). vi). Scanned copy of Power of Attorney (for Partnership Firm/ Private Limited Company), (if applicable) vii). Scanned copy of upto date "No Objection Certificate" issued by the Assistant Registrar of Co-Operative Societies (ARCS), (if applicable). viii). **An Engineering Co-Operative Society**, if not categorically mentioned in NIT, will have to submit credential as mentioned above and is not exempted from deposit of Earnest Money only. ix) Scanned copy (bothside)of Affidavit with mentioning eNIT No. x) Credential submitted only compact rate of WBM road works, otherwise not accepted

N.B.: Original copies of all documents have to be produced on demand for checking otherwise tender will be rejected.

COVER "B"

Financial Bid

The Financial Proposal should contain the following documents in one cover (folder). i.e. The Contractor is to quote the rate (percentage Above/ Below/ At Par) online through computer in the space marked for quoting rate in Bill of Quantities (BOQ), only downloaded copies of the above documents are to be uploaded duly virus scanned & Digitally Signed by the Contractor.

If quoted rate above 5% or bellow 5%, the Contractor should submit RATE ANALYSIS later.

If quoted rate above 15% or bellow 15%, the Contractor should deposit 50% of estimated amount in demand draft in favor of Pradhan Malam Gram Panchayat

8. Rejection of Bid:

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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 Bidder or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (Tender Accepting Authority) action.

9. Tender Selection Committee:

- i) The Committee will act for recommendation of technically and subsequently financially qualified bidders.
- ii) Intending Bidders may remain present during the Scrutiny of Technical & Financial Bids. Technical Bids will be opened first and the defective tender will be summarily be rejected.

Cost of Bid document(**non refundable**) and Earnest money(**refundable**) to be deposited in online mode in favour of **PRADHAN, MALAM GRAMPANCHAYAT**

Bank Name – ICICI

Branch Name – MIDNAPORE

IFSC CODE – ICIC0000597

Account No – 059705003154

Account Name – MALAM GRAM PANCHAYAT E-PROCUREMENT

NOTE: -No special preferences in respect of Earnest Money, Security Deposit etc. will be given to any Cooperative Society/Government owned Company/Government Undertaking/Corporation/ Engineering Cooperative etc In other words, all participating Bidders will be treated on equal basis only and no favourable/special considerations will be accorded to any bidders. Any bid not accompanied by an acceptable bid security shall be rejected outright as non

Annexure-B

Terms & Conditions: -

1. Cost of Tender Form (non-refundable) has to be paid.
2. Bidders must submit attested photocopies of valid GST registration Certificate with latest E-Return acknowledgement, last three years Income Tax Return, Profession Tax Registration Certificate with current challan and Trade Registration Certificate/License from local bodies as the case may be.
3. Bidders must submit Credential in similar nature of work during last three years.
4. In case of bid/tender emanating from cartelization of bidders, entire tender process will be cancelled and earnest money may be forfeited.
5. Bidders must quote rates in absolute numerical values (both in figures and words) against the estimated cost. Rate quoted in percentage term will be rejected.
6. Rate offered by a bidder in a particular Tender shall be treated as final and subsequent negotiation with that bidder for change in price shall not be allowed.
7. Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.
8. No special preferences in respect of Earnest Money, Security Deposit etc. will be given to any Cooperative Society/Government owned Company/Government Undertaking/Corporation/ Engineering Cooperative etc. In other words, all participating Bidders will be treated on equal basis only and no favorable/special considerations will be accorded to any bidders
9. Pre-bid conference/meeting with the prospective bidders will be held on 27/09/2019 at 11A.m onward. Environmental and social safeguards issues pertaining to the tender work will also be discussed and explained in the meeting.
10. Earnest money should be deposited in e-payment mode that's mean NEFT/RTGS etc in favor of ICICI bank which is detailed in tender site and unsuccessful bidder will refund the earnest money after completion of whole tender process. Earnest money may be forfeited for any breach of Terms & Conditions.
11. Successful Bidder (s) will be required to lodge security deposit (10% of the total value of the work as quoted by him) as performance security in the form of **Cash/Cheque/Bank Draft** OR the amount may be deducted from every running payment (not exceeding three including the final bill) made and will be released after 6 months. R/A bill may be released as per Gram Panchayat procurement manual 2014.
12. Taxes will be deducted as per existing rates fixed by the respective department of the government. **G.S.T is applicable as per govt.**
13. Last three years IT Return , & GST Return submitted ,
14. At least one Diploma Holder in ELECTRICAL Engineering should be engaged for each work and SUBMIT ORIGINAL CERTIFICATE AND SELF DECLARATION OF THE ENGINEER.

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norms.

13. Site visit may be done by the bidders at their own cost.
14. Erroneous or incomplete Tender Form will be summarily rejected without assigning any reason whatsoever.
15. Bidder(s) may be asked to submit rate analysis for items where the quoted rates are either too high or low than the estimated cost. Such bids may also be considered as null and void if there is a reason to believe that the Bidders have formed a cartel and rates have been manipulated, unbalanced or unreasonable.
16. Last three years it returns submitted .
17. Similar types of works credential required.
18. Submitted labour license
19. Successful Bidder will have to execute a formal agreement on a Non-Judicial Stamp paper within seven days from the receipt of "Letter of Acceptance" with the Gram Panchayat wherein the description, specification, quantity, date of completion of work, other mandatory conditions and ESMF (Environmental and Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid.
20. The undersigned is not bound to accept the lowest tender and reserves the right to accept or reject any or all tenders, as the case may be without assigning any reason whatsoever.
21. Quoted rate shall be inclusive of all charges **excluding G.S.T & labour welfare cess as applicable.**
22. **The successful bidder will have to procure Non-Judicial Stamp paper in his/her own cost.**
23. **Bidders will get necessary drawings with the B.O.Q.**

Memo No:-

Copy Forwarded:-BDO Nayagram DEV.Block
As per Procurement Manual

Memo Date :-


Pradip Pradhan
Malam Gram Panchayat
Nayagram Dev. Block

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TENDER FORM

(To be submitted as per specimen, duly filled up and uploaded with digital signature which shall be treated as the self declaration of the bidder)

e-TENDER (NIT NO-12/MGP/2020-21)

To,
The Pradhan
Malam Gram Panchayat

S.L.NO.& Name of the work.....

Name of the agency /contractor with address and Mobile No.....

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Dear Sir,

Having examined the Technical PQ cover, OID cover, Corrigendum (*optional) & entire e-NIT documents, I/we hereby would like to state that I/we wilfully accept all your conditions and offer to execute the work as per the tenders rules in e-NIT, terms & conditions. I/we shall abide by all terms and conditions for each of the work enclosed in the schedule and shall abide by all the rules and deviations, from the schedule as prescribed by the authorities from time to time. If there be any discrepancy found, I/we shall be penalize under Govt. Rules and Orders imposed thereon.

In case any dispute, decision of the authority is final and binding.

Dated.....day of 20

Witness Address:

Occupation

SIGNATURE OF THE AGENCY/TENDERER