

## Date and Time Schedule:- (as per financial rule )

Sl. No.	Particulars	Date & Time	
1	Date of publishing of NIT and other document(s)	10-Sep-21	at 5:00 PM
2	Date of start of downloading the documents. Etc.	10-Sep-21	at 5:00 PM
3	Date of closing of downloading the documents, etc.	20-Sep-21	upto 5.0.00 PM
4	Date of start of submission of Technical Bid & Financial Bid	10-Sep-21	at 5:00 PM
5	Date of closing of submission of Technical Bid & Financial Bid	20-Sep-21	upto 5.0.00 PM
6	Date & time of closing of submission of original copies of Demand Draft / Pay Order against cost of Tender Documents and Earnest Money (Off line) at the Office of the Undersigned.	22-Sep-21	upto 12.00 PM
7	Date of opening of Bid at office of the Jagannathpur Gram Panchayet Office	22-Sep-21	at 5:00 PM

21. The contractor shall pay of charge & fees legally payable for act out of their works & hold the employer free of such cost.

22. Contractor has to execute the work on strict supervision of the NIRMAN SAHAYAK/ Authority.

23. Decision of authority will be final & binding on contractor in case of any dispute.

24. Contractor has to arrange at his own cost, to display sign. Board at the site before starting the job indicating the following.

i) Name of the work.

ii) Name & nature of the contract.

iii) Name of the Executing Agency.

iv) Name & Address of the Contractor.

v) Estimated amount.

vi) From which fund the work is being executed

vii) Time of completion.

25 All tools, plants , & machineries including vibratory, road roller etc. required to execute the Contract, has to be arranged by Contractor at his own cost.

26. The works are time bound project & time of completion of work should be strictly followed.

27. The undersigned reserve the right to ask the Tenderer to submit analysis of the quoted rate at any point.

28. Audited Accounts of last financial year i.e. 2017-18 will have to be submitted in case of Engineers Co-operative societies & Labour Co-operatives. The tender forms are to be received by the Chairman or Secretaries or any member of the Society having proper power of attorney. Credential of similar type of works as mentioned in column -7 of each serial of work will have to be produced in case of Engineer Co-operative Societies.

**29. Time is the essence of contract.** The successful contractor must start the work within seven days from the date of signing of agreement / contract failing which the undersigned may cancel the work order & contract and forfeit the earnest money. The work should be completed within the prescribed time. No extension of time will be allowed except in special cases if it is found that the delay caused due to such reason which is beyond the control of the contractor and on the issue whether any reason is beyond the control of the contractor, the decision of the undersigned shall be final.

(a) A penalty @ 0.1% (Zero point One percent) of the value of work may be imposed on per day of delay.

(b) If during execution of work it is found that the progress of work is very slow and the contractor failed to speed up the work even after repeated reminders and the work is going to be delayed unnecessarily due to fault on the part of contractor and / or the quality of work is not as per the plan & estimate and the contractor does not make required rectification after being so instructed, the work order and contract shall be cancelled, the earnest money shall be forfeited, the contractor may be blacklisted and claim of payment of work already executed before such termination, may not be considered or entertained.

(c) In case of such mid-term termination of the work order and contract, the undersigned may also proceed to get the balance work completed by engaging other contractor/s agencies or departmentally. The excess expenditure if any, due to such a step would be recoverable from the unpaid bills of the defaulting contractor, if claim of such bills has not been forfeited at the time of termination of work order and contract as mentioned at point -(b) above.



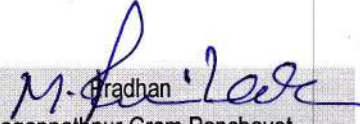
/GST/ IT and other statutory deductions at the prescribed rate will be deducted at source during payment of each bill (R/A or Final).

10% of the bill amount shall be deducted as security money from each bill which will be released after one year from the date of completion subject to condition that no defect appears in the work. In case of defects found within one year the same should be repaired properly by the contractor in his own cost and after repairing, the earnest money may be released in full or part depending on the nature of defect.

32. For materials that will be used in the road construction against which payment of royalty to competent authority is mandatory under the existing act or rule, original copie/s of Challan/s as proof of deposition of royalty is/are to be produced at the time of processing of bill failing which bills shall not be entertained.

**33. Additional Performance Security:** - The Additional Performance Security will be obtained from the successful bidder if the accepted bid value is less than 90% (ninety percent) of the amount put to tender. The Additional Performance Security will be equal to 10% (ten percent) of the amount put to tender. The Additional Performance Security will be submitted in the form of Bank Guarantee from any schedule bank as per prescribed format before issuance of work order. If the bidder fails to submit Additional Performance Security within seven working days from the date of issuance of letter of acceptance, his Earnest Money will be forfeited. The said Bank Guarantee shall be valid upto the end of the Contract Period and will be renewed accordingly. If the bidder fails to complete the work successfully, the Additional Performance Security will be forfeited at any time during pendency of the Contract Period. Necessary provision regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract will in no way affected / altered by this Additional Performance Security.

34. This notice shall form part of term and conditions of tender, tenderers shall be bound to abide by the same.

  
Jagannathpur Gram Panchayet

PRADHAN,  
Jagannathpur Gram Panchayet  
Magura, Bankura.

## **INSTRUCTION for BIDDERS**

**Instruction / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.**

### **1. Registration of Contractor:**

Any contractor 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://etender.wb.nic.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.

### **2. Digital Signature certificate (DSC):**

Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-1 of Guideline to Bidder. DSC is given as a USB e-Token.

### **3. Collection of Tender Documents:**

The contractor/Agency can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

### **4. Participation in more than one work:**

Normally, any contractor can collect and submit tenders for maximum 50 % of the total number of works (rounded upto next higher integer) in any particular NIT depending on his credential and financial capability.

### **5. Submission of Tenders:**

#### **5.1 General process of submission:**

Tenders are to be submitted through online to the website stated in Cl.1 in two folders at a time for each work, one in **Technical Proposal** & the other is **Financial Proposal** before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

#### **5.2 Technical proposal:**

The Technical proposal should contain scanned copies of the following further in two types of Items.