

OFFICE OF THE DHABAN GRAM PANCHAYAT

DHABAN : CHHATNA : BANKURA

Memo. No. 352/DHN/GP/2021

DATED- 13.12.2021

e-Tender Notice No. 25/DHN/GP/2021

(for viewing Tender:-www.wbtenders.gov.in)

The Pradhan, Dhaban Gram Panchayat, Chhatna, Bankura, invites percentage rate e-tender for the work detailed in the Table below. (Submission of Bid through online).

Sl. No	Name of work	Estimated amount (in Rs.)	Amount put to Tender (in Rs.)	Earnest Money Amount (in Rs. @ 2% of estimated cost)	Cost of Documents (in Rs.)	Period of Completion	Security Period	Credentials required. (in Rs.) (50 % of the amount Put to Tender)	Remarks
1	Installation, Testing, Commissioning, including 05 years Annual Maintenance of 05 KW Solar Power Plant at Dhaban GP office building of PBG-SFC (SAAP) FUND of THE YEAR 2020-21.	592305.00	592305.00	11846.00	1000.00	60 (SIXTY) days from the date of issue of Work Order	01 year from the date of completion	296153.00	50%

N.B. -

- Eligibility of Bidder**- Bonafide, reputed, reliable, experience and resourceful contractor or un-employed engineers & labour co- operative Societies having requisite credential mentioned above.
- Earnest money** - (i.e 2% of the estimated amount put to Tender) The amount of earnest money has to be deposited in the form of **D.C.R in favour of the Pradhan Dhaban G.P./ Bank Draft in favour of the Pradhan Dhaban G.P.** No any other means will be solicited as Earnest Money. And the documentary proof of such deposition is to be accompanied with the technical bid. The Earnest money will be converted as security deposit for the successful bidder(s).

[The bidders who are exempted to deposit EMD or any required document as per existing Government order in force should submit an application including supporting Government order claiming exemption of EMD or any such document and same need to be uploaded.]

Cost of Document - The amount of cost of Tender document has to be deposited in the form of **D.C.R in favour of the Pradhan Dhaban G.P./ Bank Draft in favour of the Pradhan Dhaban G.P.** No any other means will be solicited, and the documentary proof of such deposition is to be accompanied with the technical bid.

[Tenders without EMD & CD shall out rightly be rejected and bid documents submitted by the bidder will not be opened.]

- Maintenance period** - 1 (One) year from the date of completion.

In the event of e-filing intending bidder may download the tender document from the website www.wbtenders.gov.in directly with the help of Digital Signature certificate. Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the www.wbtenders.gov.in as per the time schedule.

The document submitted by the bidder should be properly indexed & digitally signed.

- Both technical document & Financial Bid are to be submitted in technical (Statutory & Non- Statutory Folder and financial folder concurrently duly digitally signed in the website www.wbtenders.gov.in.
- The financial offer of the prospective tenderer will be considered only if the Technical Document (both statutory & non-statutory) of the tenderer found qualified by the undersigned. The decision of undersigned will be final & absolute in this respect. The both list of responsive & Non-responsive bidders will be displayed in the website and also notice board of this office on the schedule date and time.

4. **Eligibility criteria for participation in the tender**

- The prospective bidders shall have satisfactorily completed as a **prime agency** during the last 3 (three) years from the date of issue of this notice. Credential mentioned above as noted above against each serial number under the authority of State/Central Govt./ Central Govt. undertaking /Statutory Bodies constituted under the stature of the Central/ State Govt. and having a magnitude of **50 (Fifty)%** of the amount put to tender. (Non Statutory Document).
 - P. Tax deposit challan for the current fin. year, PAN Card, 15 digit Goods & Services Tax Payer Identification Number (GSTIN) under GST Act, 2017, has to be accompanied with the technical bid document (Non- Statutory Documents) & relevant GST Rules shall be applicable. GST Return up to date & IT Return of last three Assessment Year should be submitted along with the tender documents. Non production of the documents will lead to cancellation of bid.** (all the documents in proof of their eligibility in original need to be produced as and when asked and required)
5. Registered Partnership Deed in case of partnership firm has to be submitted. The company shall furnish the Article of Association and Memorandum.

Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, where uploading any tender for on behalf of company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the director of such company or the partners of such firm to upload such tender. (Non- Statutory Documents)


6. Joint venture will not be allowed.
7. The tenderer shall establish field testing laboratory equipped with requisite instrument and technical staffs according to the requirements of works to be executed.
8. Payment will be made as and when fund is available from the concerned source. No claim whatsoever for R.A bill payment. Only final bill will be paid for this work. Contractors are requested to quote their rate accordingly.
9. No arbitration is allowed in this contract.
10. 8 (Eight)% value of the work will be deducted as Security deposit from the progressive / final bill & 10 (ten) % Security deposit (including the 2% earnest money) retained as security deposit which will be released after as per tender notice from successful completion project. Agencies have to arrange land for Plant & Machineries, storing of materials labour shed, Lab rotary etc. water and electricity at their own cost and responsibility.
11. No material will be issued from the department.
12. Constructional labour welfare Cess at @ 1% of the bill value will be deducted from every bill.
13. Constructors shall have to comply with the provisions of A) the contract labour (regulation Abolition) Act. 1917 B) apprentice Act.1961 & C) Minimum wages Act. 1948 of the notification the of or any laws relating thereto and the rules made and order issued there under from time to time.
14. The schedule of rates : as given in BOQ
15. During scrutiny if it comes to notice of the tender inviting authority that the credential or any other paper found incorrect / manufacture / fabricated, that bidder would not be allowed to participate in the tender and that application will be reject without any prejudice.
16. The authority reserves the right to cancel the NIT due to unavoidable circumstance and for that no claim will be entertained.
17. Bids shall remain valid as mentioned above. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
18. Before submission of tender, the tenderer shall have to acquaint by actual visit to the site as regards prevailing conditions and tenderer submitting tender shall be deemed to have done so. He must acquaint himself with local conditions of labour, material, transport, electricity, water. Panchayat regulations etc.
19. The Contractor's responsibility to keep the road open to all kind of traffic during the execution of work. No claim what-so-ever will be entertained for idle labour, establishment cost of hire & labour charges of tools & plants and any unwanted incidents etc. at any circumstances.
20. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT and other document(s)	15-12-2021 at 6:00 P.M.
2	Date of start of downloading the documents, etc.	15-12-2021 at 6:00 P.M.
3	Date of closing of downloading the documents, etc.	22-12-2021 at 6:00 P.M.
4	Date of start of submission of Technical Bid & Financial Bid	15-12-2021 at 6:00 P.M.
5	Date of closing of submission of Technical Bid & Financial Bid	22-12-2021 at 6:00 P.M.
6	Date of opening of Technical Bid at office of the Dhaban Gram Panchayat	23-12-2021 at 1:00 P.M.
7	Date of opening of Financial Bid at office of the Dhaban Gram Panchayat	24-12-2021 at 1:00 P.M.

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 Engineer in charge / Authority.
23. Decision of authority will be final & binding on contractor in case of any dispute.
24. **Contractor has to arrange to display the signboard at the site before starting the job indicating the following or as per proforma.**
 - 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 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 noted above against each serial number will have to be produced in case of Engineer Co-operative Societies.
29. The agency should have to obtain registration certificate and Labour license from the Regional Labour Office in respect of building and other construction workers welfare "Cess Act" 1996 within ten days from the date of issue of work order failing of which termination of contract will take effect as per rule.
30. **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 act, 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.

31. Income Tax @ 1 / 2 % (as applicable), relevant GST Rules under GST Act, 2017 shall be applicable in the time of billing, Labour Welfare Cess @ 1% and other statutory deductions at the Govt. prescribed rate will be deducted at source during payment of each bill (R/A or Final). (Rate may be changed as per direction of competent authority)
32. 8 (Eight)% value of the work will be deducted as Security deposit from the progressive / final bill & 10 (ten)% Security deposit (including the 2% earnest money) 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.
33. For materials that will be used in the road construction against which payment of royalty to competent authority is mandatory under any existing act or rule, original copy/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.
34. This notice shall form part of term and conditions of tender, tenderers shall be bound to abide by the same.


Pradhan
Dhaban Gram Panchayat
Dhaban, Bankura
Dhaban Gram Panchayat
Chhatna Block, Bankura

INSTRUCTION OF 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://wb-tenders.gov.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 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 covers (folders).

A-1. Statutory Cover Containing.

i) Prequalification Application.

ii) DCR/ Demand Draft/ bankers Cheque towards earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of the Pradhan, Dhaban Gram Panchayat, Chhatna, Bankura.

Note:- No Fixed Deposit will be entrained.

iii) Tender form (ii) & NIT with all agenda & corrigendum (download & upload the same Digitally Signed). Quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii), the tender liable to summarily rejected.

v) Special Terms Condition & Specification of works. Drawings(if any).

Note:- Tenders will be summarily rejected if any item in the Statutory cover is missing.

A-2. Non Statutory/ Technical Documents Cover Containing.

i) Professional Tax (PT) deposit receipt challan for the current financial year, Pan Card, Sahaj (ITR-I) for the last financial year, GST Registration Certificate / GST Registration Certificate with copy of furnishing return UPTO DATE.

ii) Registration Certificate under Company Act. (If any)

iii) Registered Deed for partnership Firm/ Article of Association & Memorandum.

iv) Power of Attorney (For partnership Firm/ Private Limited Company, if any)

v) Clearance Certificate for the Current year issued by the Assistant Register of Co-Op(s) (ARCS) by laws are to be submitted by the Registered labour Co-Op(s) Engineers"Co-Opt(s).

vi) Credential certificates for completion of at least one similar nature of work under the authority of state/central Govt. statutory bodies under State/Central Govt. constituted under the statute of the state/State Govt. having a magnitudes 60 (sixty) per cent of the estimated amount put to tender in a single work during the last 03(three) years prior to the date of issue of this NIT is to be furnished.

vii) Self certified document in favour of financial capability to carry out the works.