

BALURGHAT MUNICIPALITY

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Memo No - 1380 /PW - 1

Date - 12.10.2020

NOTICE INVITING e-TENDER NO: MAD/ULB/BLGT/PW/01/20-21

Name of the Work: Renovation and up gradation of cement concrete Roads, Bituminous Roads, Masonry Drains and Building within Balurghat Municipality. (As per enclosed list in Annexure - 1).

1. Applications are invited as specified by the Chairperson, Board of Administrators, Balurghat Municipality on behalf of Balurghat Municipality, P.O- Balurghat, Dist- Dakshin Dinajpur. Invites e-Tender (Electronic Quotation) from eligible resourceful & bonafied suppliers as per the enclosed list of Items (Table -1)
2. Applicants willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Portal system through logging on to <https://wbtenders.gov.in> using the option -Click here to Enroll. Possession of a Valid Class II Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the Tender submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://wbtenders.gov.in>
3. Intending tenderer can search and download NleT and other tender documents electronically by logging on to the website <https://wbtenders.gov.in>, using his Digital Signature Certificate (DSC). This is the mode of collection of tender documents electronically.
4. For participating in the tender, the tenderer shall have to deposit the Earnest Money @ 2% of the estimated amount will be deposited by the bidder through the following payment mode as per Finance Department Order No. 3975-F(Y) dated 28th July, 2016 (Annexure - A) - i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway. ii) RTGS/NEFT in case of offline payment through bank account in any bank. Balance Earnest Money Deposit if any shall be deposited after acceptance of Bid Proposal as per direction of TIA/EIC.

Tender will be declared informal if earnest money is not submitted as directed above.

5. A prospective tenderers shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.
6. **Eligibility criteria for participation in tender:**
 - i) The prospective tenderers who are eligible to participate (Bonafide Outsider Contractors / Engineers Co.Op. / Labour Co. Op. etc.) should have sufficient resources, financial solvency, sufficient experience during the last 5 (five) financial years prior to the date of issue of this Notice single similar nature work under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Govt. Organization etc., having a credential of 40% of similar nature of work, Scanned copy of Payment certificates or completion certificates issued by the Concerned Executing Authority should be uploaded as Non-Statutory Document through online.
 - ii) Uploading of scanned copies of Pan Card, up to date Income Tax Return receipts, up to date Professional Tax receipts, up to date GST registration Certificate, valid Trade License in the Technical Proposal as Non Statutory Documents.
 - iii) Registered Unemployed Engineer's Co-Operative Societies and Registered Labour Co-Operative Societies are to upload the documents apart from the documents mentioned under Cl. 6(ii) Registration certificate, Bye Laws, audited balance sheet showing up to date accounts as Non Statutory Documents.

- iv) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum as Non Statutory Documents.
- v) Valid challans of minerals have to be submitted at the time of submission of bill, otherwise necessary deduction will be done as per Govt order
- vi) Test certificate has to be submitted for new works

The Tender Documents shall consist of the following documents:

- i. Tender Form Municipal K Form
- ii. NIT
- iii) BOQ/ Price Schedule

7. Submission of Tenders

7.1 General process of submission

Tenders are to be submitted online through the website, in two folders, at a time for each work, one is Qualifying Bid and the other is Financial Bid, before the prescribed date and time mentioned in Table-1.

Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

a. Statutory folder containing,

- i) Application in letter headed pad duly signed in. Letter head should contain full address, telephone no. mobile no, fax & e-mail.
- ii) Scanned copy of Earnest Money Deposit (EMD) as prescribed in the NIT, in favour of "Balurghat Municipality **payable at** Balurghat,
- iii) Notice Inviting Tender
- iv) Tender Municipal K Form
- v) BOQ/Price Schedule

Note:

- i. Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii. Tenders will be summarily rejected if any item in the statutory cover is missing.
- iii. In case of any inadvertent typographical mistake the same to be treated to be corrected as to confirm to the prevailing relevant schedule of rates or technically sanctioned estimate.
- iv. Necessary deduction i.e. GST registration Certificate, I.T, Royalty etc. will be made as per relevant Govt. order.

b. Non-Statutory Technical cover containing,

- i. Up to date Professional Tax (PT) Clearance receipts, PAN Card & Income Tax Return receipts valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- ii. Up to date GST registration Certificate.
- iii. Registered Deed for Partnership Firm, if applicable with notary.
- iv. Certificate during the Last 5 (five) consecutive years [as stated in Clauses 6 (i) for single similar nature work of a credential value of 40% of the estimated cost for the work the contractor intends to participate.
- v. For Registered Unemployed Engineers'Co-Operative Societies and Registered Labour Co-Operative Societies *registration papers in support of their registration, Bye Laws*, up to date audited balance sheet.
- vi. Experience profile should be furnished as per following table.

Experience profile

List of projects completed of single similar nature work having a credential value of 40% of the estimated cost for the work for the last 5(five) financial years.

Name of Agency	Name location & nature of work	Tender No. & Work order No.	Name of E.I.C. responsible supervision of for work	Estimated amount put to tender(Rs)	Contractual rate	Date of commencement	Schedule date of completion	Actual date of completion of work	Reason for delay in completion (If any)

Note: Applicant may add necessary column and space, if required from his end.

THE ABOVE STATED NON-STATUTORY TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the —My Documents list and then click the tab —Submit Non Statutory Documents to send the selected documents to Non-Statutory folder. Next, click the tab —Click to Encrypt and upload and then click the —Technical Folder to upload the Technical Documents.

Sl. No	Category Name	Sub Category Description	Details
A.	CERTIFICATES	CERTIFICATES (ALL CERTIFICATE SHOULD BE UP TO DATE)	1. GST registration Certificate 2. PAN Card 3. P Tax (CHALLN) 4. Income Tax Return receipts (refer clause 6-ii) 5. Pre-Qualification Application (Form I) 6. Valid Trade license
B.	COMPANY DETAILS	COMPANY DETAILS	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. LTD. Company (Registration Certificate, Trade License) 4. Co-Operative Society (Society Registration Certificate) Bye Laws, up to date Audited Balance Sheet. 5. Power of Attorney (Registered)
C.	CREDENTIAL	Credential	1. Payment or Completion Certificate for similar nature of Work Done within last 5(five) financial years (refer clause 6. i)

NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE TENDER LIABLE TO BE REJECTED.

8. Financial Proposal

i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities - (BOQ) the contractor is to quote the rates against each item online filled up in all respect including totaling.

ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

9. Penalty for suppression / distortion of facts: If any tenderer fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the Tenderer will be suspended from participating in the tenders on e-Tender platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairperson, Board of Administrators, Balurghat Municipality P.O Balurghat, Dist Dakshin Dinajpur may/shall take appropriate legal action against such defaulting tenderer. The authority may ask to show hard copies of all credentials, certificates, company details, partnership deeds etc. etc. as uploaded by the tenderer and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.

10. Rejection of Tender

The employer (Tender accepting authority) receives the right to accept or reject any tender and to cancel the tendering process and reject all tenders at any time prior to the award of contract without thereby incurring any liability to the affected tenderers or any obligation to inform the affected tenderers of the ground for employer's (Tender accepting authority) action.

11. Date & schedule


(Table-I)

a)	Name of the work:-	As per enclosed list in Annexure - I
b)	Name and Address of the Tendering authority	Chairperson, Board of Administrators, Balurghat Municipality P.O Balurghat, Dist Dakshin Dinajpur.
c)	Eligibility of the Contractor :-	Enlisted contractor of PWD. Dte, Govt Bonafide outsiders, Reputed firm, Engineers Co-Operative, having an experience of single similar nature work of a credential value of 40% of the estimated cost executed under Government/Semi Government, Public Sector, Government autonomous body Municipality, Gram Panchayet within last 5(five) financial years and also should possess valid PAN card., GST registration Certificate, Professional Tax Clearance Certificate and Valid trade license, MOU / Joint Venture/ sub contract in any form will not be allowed or provided in this contract.(refer clause 6-i). Only payment certificate or completion certificate in respect of credential value may be included in NIT.
d)	Estimated cost: -	As stated in enclosed list of Annexure - I
e)	Earnest money:-	As per Annexure – I, Earnest Money will be deposited by the bidder through the following payment mode as per Finance Department Order No. 3975-F(Y) dated 28th July, 2016 (Annexure – A) – i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway. ii) RTGS/NEFT in case of offline payment through bank account in any bank. Tender will be declared informal if Earnest money is not submitted as directed above
f)	Time of completion	As per Annexure – I
g)	Terms and condition	i) 3(three) years maintenance cost will be borne by the Agency ii) Security money will be refunded in three installment i.e, 30% of the security money will be refunded after 1(one) year from the date of completion of the work. Next 30% of the security money will be

		refunded after 2(two) years from the date of completion of the work and rest 40% of the security money will be refunded after 3(three) years from the date of completion of the work
i)	<u>Date and Time Schedule as follows :</u>	
i)	Date of uploading of NleT, and Tender Documents online (Publishing Date)	14.10.2020
ii)	Document downloaded / sell start date (on line)	15.10.2020 at 11.00 hour
iii)	Tender submission start date (on line)	16.10.2020 at 11.00 hour
iv)	Tender submission closing date (on line)	04.11.2020 at 15.00 hour
v)	Tender opening date for Technical proposals (on line)	06.11.2020 at 12.00 hour
vi)	Date of uploading list for Technically Qualified Tenderers (on line)	To be notified later
vii)	Date and place for opening of Financial proposals (on line)	To be notified during uploading of Technical Evaluation Sheet of Tenderers.
viii)	Date of uploading of list of Tenderers along with the offer rates through (on line)	To be notified later. (L1 should submit original papers physically before issue of Work Order)
ix)	Also if necessary for further negotiation through offline for final rate	To be notified later.

Note:

1. In case of bundh/strike /holiday etc. falls on the schedule dates as mentioned above, the same will be treated on the next working day on the same time as scheduled above only for Sl. No. h) (v) to (x) of Table-1 unless otherwise notified through Net (e-PORTAL)
2. Scrutiny of technical proposal and recommendation thereafter and processing of Comparative Statement for acceptance etc. will be made by Municipal Engineering Directorate, Govt. of West Bengal under the Deptt. of Municipal affairs.
3. The successful tenderer shall has to execute an agreement with the authority as per usual norms in the K Form within 7 days after the issue of acceptance letter.
4. The contractors shall have to procure all materials including steel and cement as and when necessary as per directive of EIC whose decision is final and binding.
5. Recovery of 1% (one percent) for labour welfare cess of gross value of the bills to be made as per regulation of employment and conditions of service act 1996.
6. Site inspection should be made before submission of tender.
7. In case of any dispute arising in this regard the Court of Balurghat will have exclusive Jurisdiction to deal with the same.
8. The work order will be issued after receiving required fund from the competent Authority.


Executive Officer

ca Balurghat Municipality

FORM -I
PRE-QUALIFICATION APPLICATION

To
The Chairperson
Board of Administrators
Balurghat Municipality
Dakshin Dinajpur,

Ref: - Tender for _____
_____ (Name of work)

NleT.No.:

Dear Sir,

Having examined the Statutory, Non statutory and NleT documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of _____ In the capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.
- (b) Tender Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

Enclo:- e-Filling:-

1. Statutory Documents
2. Non Statutory Documents

Date: - **Signature of applicant including title**
and capacity in which application is made.

Memo No -1380 /1(13)/PW - 1

Date - 12.10.2020

Copy Forwarded for information and for favour of wide circulation to:

1. The District Magistrate, Balurghat, Dakshin Dinajpur.
2. The Chairperson, Board of Administrators, Balurghat Municipality
3. Smt. Arpita Ghosh, Member, Board of Administrators, Balurghat Municipality.
4. Shri Shankar Chakraborty, Member, Board of Administrators, Balurghat Municipality.
5. The District Information & Cultural Officer, Dakshin Dinajpur, Balurghat.
6. The Finance Officer, Balurghat Municipality.
7. The Assistant Engineer, Balurghat Municipality
8. The Office Superintendent, Balurghat Municipality.
9. The Accountant, Balurghat Municipality.
10. The Cashier, Balurghat Municipality.
11. Smt J.Dey, Staff, Balurghat Municipality.
12. Computer Section, Balurghat Municipality.
13. Municipal Notice Board.


Executive Officer
ca **Balurghat Municipality**

ANNEXURE – I

Enclosure to this office Tender Notice No. MAD/ULB/BLGT/PW/01/20-21 & Memo No /PW – 1, dated –

List of the Schemes within Balurghat Municipality

Sl No	Name of work	Estimated cost (Rs)	Eligibility of Contractor	Time of completion	Earnest Money (Rs)
1	Construction And Up gradation Of Bituminous Road From H/O Late Gobinda Mahanta Towards Sandhya Cinema Hall And Others Within W/N-18	473827.00	Outsider with similar credential	30 days	9477.00
2	Construction And Up gradation Of Bituminous Road From H/O Asoke Ghosh Towards H/O Bhanu Das, H/O Asoke Ghosh Towards Bandhan Lodge, H/O Bhanu Das Towards H/O Tarun Sarkar And Others Within W/N-19	404196.00		30 days	8084.00
3	Construction And Up gradation Of Bituminous Road From/Near Krishna Lodge Towards H/O Mukul Mohanta In Ward No 15	477446.00		30 days	9549.00
4	Construction And Up gradation Of Bituminous Road From/Near H/O Bishu Dr. Towards Shibtali Club In Ward No 5	478566.00		30 days	9571.00
5	Repairing Of Masonry Drain Leading From Jubasanha Towards Badurtala Within Ward No 16 & 17 (Phase I)	422084.00		90 days	8442.00
6	Renovation Of Masonry Drain And Rec Slab From H/O Prakash Choudhury To H/O Avijit Saha At Mangalpur From H/O Putu Mandal To H/O Bimal Goswami At Bangabashipara And Others in Ward No 9,14 And 15	386734.00		90 days	7735.00
7	C.C. Road Leading From H/O Saraswati Barman Towards Park And H/O Beauti Paul In Ward No 15	260370.00		30 days	5207.00
8	The Construction Of C.C. Road leading From H/O Baidya Sutradhar Towards Sukanta Murmu In Ward No 15	367997.00		30 days	7360.00
9	Renovation Of Cement Concrete Road And Masonry Drain From Lalur Arat Towards Road Via Kali Mandir, , Near Kajol Hotel; Near Agnisikha Club And Others Within Ward No 13 and 16	366330.00		90 days	7327.00
10	Construction Of Dining Hall At Khadimpur Girls High School (Upper Primary)	490440.00		120 days	9809.00
11	Renovation Of Subarna Utsav Bhawan (Internal).	497764.00		90 days	9955.00
12	Outside Colour Works Of Ananya Ceremonial Hall.	165407.00		45 days	3308.00
13	Construction and up gradation of Bituminous Road Bituminous Road Near Bandhan Lodge towards Kabitirtha Club in ward no 19	478878.00		30 days	9578.00
14	Construction and up gradation of Bituminous Road from PWD road toward Agnisikha Club via Biswabharati Club in ward no 16 & 13	497211.00		30 days	9944.00
15	Construction and up gradation of Bituminous Road Near H/O- Kumkum Chakraborty towards Netaji Sporting Club in Ward no-19 & 20	373541.00		30 days	7471.00
16	Construction and up gradation of Bituminous Road Near Monimela school towards lenin murti in Ward no-22	270226.00		30 days	5405.00
17	Construction and up gradation of Bituminous Road Near Sandhya Hall towards Sanglap More in Ward no-18 & 19	314079.00		30 days	6282.00
18	Construction and up gradation of Bituminous Road Near Kalpataru Bastalaya towards Ram Sita Mandir & others in Ward no-12	141201.00		30 days	2824.00
19	Cement Concrete Road leading from H/O- Nripen Saha towards H/O- Gopal Saha at Sangashree club Para in ward no 24	85635.00		30 days	1713.00
20	Renovation of Cement Concrete Road including Massonry drain leading from H/O- Mantu Mallick to H/O- Subal Sarkar at Atri Colony in ward no 3 and others	202281.00		30 days	4046.00
21	Renovation of Cement Concrete Road including Massonry drain leading from H/O-Biren Mondal towards Dishari club via H/O- Ranjit Babu at Dishari Para in ward no 7	194942.00		60 days	3899.00
22	Construction of Cement Concrete Lining at K Basin at Chhinnyamasta Colony in ward no 02	485225.00		90 days	9705.00
23	Construction of Flap Shutter Gate including Cement Concrete Lining at K Basin at Chhinnyamasta Colony in ward no 02	479207.00		90 days	9584.00

Executive Officer
Balurghat Municipality