OFFICE OF THE BALURGHAT MUNICIPALITY



SOVA MAJUMDER SARANI BALURGHAT: DAKSHIN DINAJPUR

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Memo No 1000 /PW(Elec)-3 Date - 22'06: 2029

NOTICE INVITING e-QUOTATION NO: MAD/ULB/BLGT/(ELECTRICAL)01/24-25

(Through Pre-qualification)

On behalf of The Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of & nos air-conditioner machines including acquired interest and a large of the chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotations (electronic quotation process), to obtain rate for "Supply & installation of the Chairman, Balurghat Municipality, invites e-Quotation of the Chairman of the Chairma of 8 nos. air-conditioner machines including required internal electrification at Balurghat Poura Hospital & Matrisadan under Balurghat Municipality."

Details of quotation with necessary requirement towards submission/download of Quotation Papers will be available from website: http://etender.wb.nic.in or http://wbtenders.gov.in directly with the help of Digital Signature Certificate (DSC).

- 1. Applicants willing to take part in the process of e-Quotationing will have to be enrolled & registered with the Government e-Procurement system; through logging on to http://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 Quotation submission activities through this web site. Digital Signature Certificate can be obtained from the authorized certifying agencies, details of which are available in the website http://wbtenders.gov.in
- Intending Quotationers can search and download NIe-Q and other Quotation documents electronically by logging on to the website http://wbtenders.gov.in, using his Digital Signature Certificate (DSC). This is the mode of collection of Quotation documents
- For participating in the tender, the 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) - a) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway. b) RTGS/NEFT in case of offline payment through bank account in any bank. Quotation will be declared informal if earnest money is not submitted as directed above.
- i) The prospective tenderers who are eligible to participate (Bonafide Outsider Contractors / Engineers Co.Op. / Labour Co. Op. etc.) should have govt. electrical contractor license, sufficient resources, sufficient experience during the last 5 (five) financial years prior to the date of issue of this Notice for same nature of works in a single tender under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Govt. Organization etc., having a credential of a similar nature of completed work at least 40% of the estimated amount put to tender or 2 (two) similar nature of completed work, each of the minimum value of 30% of the estimated amount put to tender or one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value i.e. 40% of the estimated amount put to tender. Scanned copy of Payment certificates or completion certificates including work order 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, G.S.T. 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
 - 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.

The Quotation Documents shall consist of the following documents:

- Tender Form Municipal K Form
- NIQ ii.
- BOQ/ Price Schedule iii)
- 5. Submission of Quotations
- 5.1 General process of submission

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Quotations 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) Notice Inviting Quotation
- iii) Tender Municipal K Form
- iv) BOQ

Note:

- i. Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii. Quotations 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. G.S.T., S.T. I.T. CESS, 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, IT PAN Card & Income Tax Return receipts, G.S.T. registration certificate valid up to the date of opening of the quotations. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- ii. Registered Deed for Partnership Firm, if applicable with notary.
- iii. Certificate during the Last 5 (five) consecutive years as stated in Clauses 6 (i).
- iv. 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.
- v. Experience profile should be furnished as per following table.

Experience profile

List of projects completed for of similar nature of works for the work for the last 5(five) years.

Name of Agenc y	Name locati on & nature of work	Tende r No. & Work order No.	Name of E.I.C. responsible supervision of for work	Estima ted amoun t put to tender (Rs)	Contrac tual rate	Date of commenc ement	Schedule date of completio n	Actual date of completio n of work	Reason for delay in completio n (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.

		Details			
Sl.	Category Name	Sub Category Description	1. PAN Card		
No A.	CERTIFICATES	CERTIFICATES (ALL CERTIFICATE SHOULD BE UP TO DATE)	2. P Tax (CHALLES) 3. Income Tax Return receipts (refer clause 6-ii) (refer clause 6-ii)		
			5. Valid Trade in certificate. 6. GST registration certificate.		
В.	COMPANY DETAILS	COMPANY DETAILS	8. Supervisory 9. Current working certificate of the electrical 9. Current working certificate of the electrical 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) Byelaws,		
		Credential	5. Power of Attorney (Registered) 1. Payment Certificate or completion certificates including work order 1. Payment Certificate or completion certificates including work order 1. Payment Certificate or works in a single tender Done (refer clause 4. i)		
C.	CREDENTIAL	Credenia	BOVE MENTIONED DOCUMENTS WILL RENDER THE		

NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE

- i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities (BOQ) the contractor is to quote the rates
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor. against each item online filled up in all respect including totaling.
- 7. Penalty for suppression / distortion of facts: If any quotationers fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Quotation 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 quotationer 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 Chairman, 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

The employer (Quotation accepting authority) reserves the right to accept or reject any quotation and to cancel the quiation process and reject all quotations at any time prior to the award of contract without thereby incurring any liability to the affected Quotationers or any obligation to 8. Rejection of Quotation inform the affected quotationers of the ground for employer's Quotation accepting authority) action.

(Table-I)

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9. Date &	& schedule	(Table-I)
(a) 1	Name of the work:-	"Supply & installation of 8 nos. air-conditioner machines including required internal electrification at Balurghat Poura Hospital & Matrisadan under Balurghat Municipality". Executive Officer, Balurghat Municipality P.O Balurghat, Dist
b)	Name and Address of the Tendering authority	Dakshin Dinajpur.

17.7

Earnest money:	_	ligibility of the Contractor:-	ovt. licensed electrical contractor having supervisory competency rtificate Part 1,2 &11 and having credential for similar nature of
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	viii)	with the offer rates through (on the)	To be notified later.

Note:

- 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. g) (v) to (ix) of Table-1 unless otherwise notified through Net (e-PORTAL) The successful quotationer 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.
- 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. service act 1996.

- Site inspection should be made before submission of quotation.
- In case of any dispute arising in this regard the Court of Balurghat will have exclusive Jurisdiction to deal with the same.
- Payment will be made as per availability of fund.

Executive Officer alurghat Municipality

FORM-I PRE-QUALIFICATION APPLICATION

To The Chairman Balurghat Municipality Dakshin Dinajpur,				
Ref Quotation for	(Name of work)			_
NIcQ.No.:			and relevant documents for	or evaluation. The
Dear Sir,	a statutory and NIeQ documents, I /we here	eby submit all the necessary information	In In	the capacity

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 duly authorized to submit the order.

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

(a) Quotation Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.

(b) Quotation 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 - 1 00 6 /1(8)/PW(Elec) -3

Copy to:-

The District Magistrate, Dakshin Dinajpur, Balurghat.

- The Sub Divisional Officer, Balurghat Sadar, Dakshin Dinajpur.
- 2. The District Information & Cultural Officer, Dakshin Dinajpur, Balurghat.
- The Executive Engineer, P.W.D., Dakshin Dinajpur, Division, Balurghat.
- The Executive Engineer, P.W.D. Electrical, Dakshin Dinajpur, Electrical Division, Balurghat.
- The Divisional Manager WBSEDCL, Dakshin Dinajpur, (D) Division, Balurghat.
- The Assistant Engineer, P.W.D., Balurghat Electrical Sub Division, Balurghat, Dakshin Dinajpur.
- The Assistant Engineer, WBSEDCL, Balurghat Customer Care Centre, Balurghat, Dakshin Dinajpur For information and wide publication through their Notice Board please.

Executive Officer Belurghat Municipality

Date: 22 10

Date: 2210612024

Memo No:- 10 6 0 /2(12)/PW(Elec)-3 Copy to:-

The Chairman, Balurghat Municipality. Sri. Bipul Kanti Ghosh, MCIC, Balurghat Municipality.

The Finance Officer, Balurghat Municipality.

The Assistant Engineer, MED department, Balurghat Sub Division.

The Assistant Engineer, Balurghat Municipality.

The Head Clerk, Balurghat Municipality

The Accountant, Balurghat Municipality.

The Cashier, Balurghat Municipality.

Sri. Saumyadip Dey, S.A.E. Electrical (contractual), Balurghat Municipality.

Sri. D.Saha, In-charge receive section, Balurghat Municipality.

Sri Mrinmoy Das, I.T. Support Specialist / Sri. Ramkrishna Sikdar, I.T. Coordinator, Balurghat Municipality. He is directed to upload the N.I.e.Q. on municipal website.

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12. Municipal Notice Board for wide publication

Executive Officer lurghat Municipality

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