





| Sl. No. | Particulars   | Date & Time            |
|---------|---|------------------------|
| I       | Date Of Unloading Of N/E/T & Tender Documents (Online) - Publishing Date        | 29.12.2023 At 11.00 AM |
| II      | Documents Download/ Sale Start Date (Online)                                    | 29.12.2023 At 11.00 AM |
| III     | Prequalification, Technical And Financial Bid Submission Starting Date (Online) | 29.12.2023 At 11.00 AM |
| IV      | Documents Download/ Sale Closing Or End Date (Online)                           | 05.01.2024 At 5.00 PM  |
| V       | Prequalification, Technical And Financial Bid Submission Closing Date (Online)  | 05.01.2024 At 5.00 PM  |
| VI      | Date Of Opening Of Prequalification Proposal & Technical Proposal (Online)      | 07.01.2024 At 11.00 AM |
| VII     | Date Of Uploading List Of Technically Qualified Bidder (Online)                 | To Be Inform Later On  |
| VIII    | Date Of Opening Of Financial Bid (Online)                                       | To Be Inform Later On  |

NOTE: - If the dates fall on holidays or on days of Bandh/ Strike or natural calamity, the dates defer to next working days. Acceptance of tender and issuance of work order shall be done only after receipt of appropriate administrative approval in respect of each work.

**B: Bid Opening Place: Bindole Gram Panchayat Office, Raiganj Development Block, Uttar Dinajpur.**

- 4 Cost of Participation Charge (non-refundable) direct deposited/ NEFT/ RTGS to Account No. - 5103010003448 of BGVB, Bindole Branch, IFSC Code - PUNBORRBBGB in favor of Proddhan Bindole Gram Panchayat. Earnest money should be in form of Demand Draft duly pledged in favour of the Proddhan Bindole Gram Panchayat or directly deposited/ NEFT/ RTGS to Account No 5103010003448 of BGVB, Bindole Branch, IFSC Code - PUNBORRBBGB and will be refunded/ forfeited as the case may be. In case of Demand draft, the bidder must collect money receipt from Gram Panchayat office.
- 5 For participating in the Tender, the Tenderer shall have to pay the Earnest Money (EMD) in the form of Demand Draft duly pledged in favour of the Proddhan, Bindole Gram Panchayat, payable at Raiganj, issued by any Nationalized Bank on / after the date of publication of this Notice, for the amounts mentioned in the Annexure -A. Separate EMD and participation charge should be used for each work. The original copies of the EMD should be submitted in sealed envelopes to the undersigned positively on or before-04.01.2024 upto 5:00 PM super scribbling the name of the Agency/ Supplier/ Company and the name of work they applied for. Scanned copies of the Demand Draft (Self Attested) for towards the EMD should be uploaded as Statutory Document / Technical File.
- 6 Intending tenderers are required to submit online self-attested photocopies of all valid company details, valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan/ Professional Tax Clearance Certificate, PAN Card, GST Registration No/ Certificate, Trade License from the respective Municipality or Panchayat, upto date audit report and proper credential of similar nature of work as per G.O. 04-A/PW/O/10C-02/14, dated 18/03/2015 should be submitted. Payment Certificates in lieu of credentials will not be accepted. [Non statutory documents].
- 7 The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction. The cost of visiting the site shall be at his own expense.
- 8 Register 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 the company or firm invariably upload a copy of register power of attorney showing clear authorisation in his favour, by the rest of the director of such company or the partner of such firm to upload such tender. (non statutory document)
- 9 Successful bidder will have to execute a formal contract on a Non-judicial stamp paper within three 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.
- 10 The intending Bidders should clearly understand that whatever may be the outcome of the Present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Tender Inviting authority reserves the right to reject any or all the application(s) for purchasing Bid Documents and/or to accept or reject any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 11 Payment will be made as and when fund is available from the concerned source. No claim for whatsoever for R.A. Bill payment. Only final Bill will be paid for this work. Contractors are requested to quote their rate during security 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 the application will be reject without any prejudice.
- 12 The contractor's responsibility to keep the road open to all kind of traffic during the execution of work. No claim whatso ever will be entertain for idle labour, establishment cost of hire and labor charges of tools and plants and any unwanted incidence etc. at any circumstances.
- 13 Bidder(s) may be asked to submit rate analysis for items where the quoted rate are either below or above 5% than the estimated cost. Such bids may also be considered as null and void if there is a reason to believe that the bidder have formed a cartel and rates have been manipulated, unbalanced or unreasonable.
- 14 Contractor should maintain Covid-19 precaution (Social distance mask sanitizer etc.) at work place as per govt norms and no claim will be entertained for such type of expenditure incurred by the contractor.
- 15 In case of any objection regarding disqualification of any Agency that should be lodged to the tender inviting authority within 1 day from the date of publication of the list of qualified agencies and beyond that time schedule no objection will be entertained.
- 16 Before issuance of the WORK ORDER, the tender inviting authority may verify the credential(s) and/or other document(s) of the lowest tenderer. After verification, if it is found that the document(s) submitted by the lowest tenderer is/are either manufactured or false, the work order will not be issued in favour of the said Tenderer.
- 17 All tenders are requested to be present online during opening of tenders positively. If considered necessary, instant online bid may be conducted immediately after opening of tenders to lower down rates and in no case his/ their absence will stand against holding the same.



- 20 The intending tenderer is required to quote the rate in figures as well as in words as percentage above/ below than or at par with the relevant price schedule of rates. Conditional/ Incomplete tender will not be
- 21 Issuance of Work Order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment. If any. Intending tenderers may consider these criteria quoting their rates.
- 22 If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified for submitting tender to this office for minimum period of 1 (one) year.
- 23 Successful Bidder (s) will be required to lodge security deposit (10% of the total value of the work as quoted by him) deducted from every running payment (not exceeding three including the Final bill) made and will be released as per G.O.
- 24 All risks or damage to physical property and of personal injury and death which may arise during and in consequence of the performance of the contract will be borne by the contractor. Time is the essence of contract. The successfully contractor must start the work within seven days from the date of signing of agreement/ contract failing which the undersigned may cancelled the work order and contract and forfeit the earnest money. The work should be completed within the prescribed time. No extension of time will be allowed accepted 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 wheather any reason is beyond the control of the contractor, the decision of the undersigned shall be final.
- 25 A. A penalty @ of 0.1% (Zero point one percent) of the value of the work may be imposed on per day of delay. 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 delaid unnecessarily due to fault on the part of the contractor and/ or the quality of work is not as per the plan and estimate and the contractor does not make required rectification after being so instructed, the work order and contract shall be cancelled. In case of such mid-term termination of the work order and contract at, the undersigned may also proceed to get the balance work completed by engaging other contractors' 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
- 25 C. Agency must submit relevant test reports of materials or works as per requirement.
- 26 The intending tenderers are required to quote the rate online only, no offline tender will be entertained.
- 27 The tender inviting authority reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- 28 Schedule of Rates applicable for execution of the work(s) is current P.W.D. Schedule of Rates.
- 29 Departmental materials will not be issued. Materials will be purchased by the contractor.
- 30 In case of bid/tender emanating from cartilization of bidders, entire tender process will be cancelled.
- 31 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.
- 32 GST, ITDS and Labour Cess will be deducted as per existing rates fixed by the respective department of the Government.
- 33 Water testing report must be submitted with permissible limit of potable water with final bill submission.
- 34 Erroneous or incomplete e-Tender will be summarily rejected without assigning any reason whatsoever.
- 35 Quoted rate shall be inclusive of all charges including royalty, tools charges, transportation etc.
- 36 Joint venture will not be allowed.
- 37 The contractor shall be responsible for the safety of all activities on the site.
- 38 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.
- 39

**INSTRUCTION TO BIDDERS**  
(General guidance for e-Tendering)

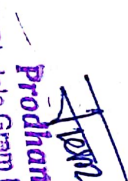
Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering. The Technical proposal should contain scanned copies of the followings in two covers (folders).

- A-1. Statutory Cover file Containing
  - I EMD online receipt copy
  - II Tender form No. 2911(ii) & NIT (Properly uploaded and digitally signed). The rate will be quoted in the BOQ. Quoted rate will be encrypted in the BOQ, under Financial Bid. In case quoting any rate in 2911(ii) the tender is liable to be summarily rejected.
- A-2. Non statutory / Technical Documents
  - I Current Professional Tax (PT) deposit receipt challan, IT return, PAN Card
  - II Registered Deed of Partnership Firm and Power of Attorney.
  - III Valid Trade License from the respective Municipality/ Panchayat etc.
  - IV Requisite Credential Certificate of same nature of work last 3 years.

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 Document 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             | 1. PAN Card<br>2. I. T. Return - Last 3 Years<br>3. P. Tax (Challan) - upto date<br>4. 15 digit Goods and Services Taxpayer Identification Number (GSTIN)/ Return for one year<br>5. Trade Licence Certificate   |
| B       | Company Details                    | Company Details - 1      | 1. Proprietorship Firm - Trade License<br>2. Partnership Firm - Partnership Deed, Valid Trade License & Firm Registration Certificate<br>3. Limited Company - Incorporation Certificate, Valid Trade License<br>4. Co-Operative Society - Society Registration Certificate Copy, Trade License<br>5. Registered Power of Attorney.<br>6. Up to date Audit Report in 3CD/3CB Format/LAST 3 YEAR BALANCE SHEET |
| C       | Credentia<br>(In applicable cases) | Credentia                | 1. Requisite Credential Certificate for the work of similar nature work. Payment Certificates in lieu of credentials will not be accepted.   |

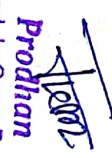
The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The bidders to quote the rate (Offering Above/ below/ At Par) online through Computer in the Space marked for quoting rate in the BOQ. Only downloaded copies of the above documents are to be uploaded Digitally Signed by the contractor.

  
**Proddhan**  
 No-4 Bindole Gram Panchayat  
 Bindole, Raiganj, Uttar Dinajpur

**Memo No: - 511/1(9)/BGP/2023.**

**Date- 28.12.2023.**

- Copy forwarded for information and with a request for making an arrangement to display the notice for wide publicity to:-
- 1) The District Magistrate, Uttar Dinajpur.
  - 2) The S.D.O, Raiganj Sub-Division.
  - 3) The D.P.R.D.O, Uttar Dinajpur.
  - 4) The B.D.O, Raiganj Development Block.
  - 5) The District Co-ordinator, ISGP, Uttar Dinajpur.
  - 6) e-Tender Website : www.wbtenders.gov.in
  - 7) Daily News paper
  - 8) Website of Uttar Dinajpur Zilla Parishad.
  - 9) Office Notice Board, Bindole G.P.

  
**Proddhan**  
 No-4 Bindole Gram Panchayat  
 Bindole, Raiganj, Uttar Dinajpur