

Office of the

**No.7 Sitgram Gram Panchayat**  
**Boroi : Madhupur : Raiganj: Uttar Dinajpur.**

MemoNo. -154 /SGP/2020-21

Date:-02 /02/2021

**Annexure -1**  
**NOTICE INVITING TENDER FOR WORKS CONTRACT**  
**Section-6.5**

**NOTICE INVITING TENDER**

Sealed Tender is invited from the experienced and resourceful bidders for execution of the work(s) mentioned below in Annexure-A

**Annexure-A**

Sl.No.	Name of the work	Site Details	Source of fund	Tendered Amount (in Rs.)	Earnest Money (in Rs.)	Required Credential	Work Completion Period
1	Repairing and renovation of GP Meeting Hall at Gram Panchayet Office ,Sitgram Gram Panchayet, Uttar Dinajpur	Gram Panchayet Office at Baroi	Own Fund	66410.21	1300/-	60%	45 DAYS

Tender papers will have to be sent by Registered Post or Courier or may be dropped in the Tender Box kept at the office of the undersigned by hand (in sealed cover) and it should reach the office of the undersigned within 12/02/2021 not later than 2:00 PM (within office hours). Delayed submission of tender documents shall lead to outright rejection. The undersigned will not be responsible for rejection of the tender due to the delay in the postal/courier transit or any other reason. The Sealed Tenders will be opened on the same day i.e. on 12/02/2021 at 2:30 P.M. in presence of the bidders, who may wish to remain present. Tender Form along-with relevant documents has to be purchased from the Gram Panchayat office.

**Information to bidders:-**

Cost of Tender Document	1. Up to Rs. 200,000/- :- Rs.250/- 2. Up to Rs. 500,000/- :-Rs.500/-
Date of Application	From:- 03/02/2021 to 11/02/2021 upto 4:00 p.m. (except Holidays)
Date of Sale of Tender Form	From:- 03/02/2021 to 11/02/2021 upto 4:00 p.m. (except Holidays)
Last date of dropping of Sealed Tender form	On or before: - 12/02/2021 (up to 2:00 PM)
Date of Opening of Tender	On 12/03/2020 AT 2:30PM

N.B. – If the office remains closed in any unavoidable circumstances on above-mentioned any days, then next working day will come into force & the scheduled time will remain unchanged. Original certificates or documents as specified in Annexure-B (No. 2&3) must be produced on demand at any stage of tender procedure.

**Annexure-B**

**Terms & Conditions: -**

1. Bidders must submit attested photocopies of valid GST registration No/Certificate (if any), last three years Income Tax Return, Profession Tax Registration Certificate with current Challan and Trade Registration Certificate/License from local bodies as the case may be.
2. Bidders must submit Credential in similar nature of work during last three years.
3. In case of bid/tender emanating from cartelization of bidders, entire tender process will be cancelled
4. Bidders must quote rates in absolute numerical values (both in figures and words) and percentage against the Tendered Amount.
5. 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.
6. Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.
7. No special preferences in respect of Earnest Money, Security Deposit etc. will be given to any Cooperative Society/Government owned Company/Government Undertaking/Corporation/ Engineering Cooperative etc. In other words, all participating Bidders will be treated on equal basis only and no favourable/special considerations will be accorded to any bidders.
8. Bidder must submit sealed envelope clearly mentioning NIT No. with Office Memo no., serial number and name of work on top of the envelop.
9. Earnest money should be deposited in Cash/Cheque/Bank Draft or Government Bond/Securities duly pledged in favour of the Pradhan, Sitgram Gram Panchayat and will be refunded/ forfeited as the case may be. In case of cheque/bank draft, the bidder must collect money receipt from Gram Panchayat office

and quote the number in tender form. In case of Government Bond/securities respective pledged documents need to be submitted along-with Sealed Tender.

10. Successful Bidder (s) will be required to lodge security deposit (10% of the total value of the work as quoted by him) as performance security in the form of Cheque/Bank Draft/Government Bond / Securities duly pledged in favour of the Pradhan Sitgram Gram Panchayat or the amount may be deducted from every running payment (not exceeding three including the final bill) made and will be released 6 months in case of Building, Culvert and Concrete Roads and 3 months in all other cases.

11. STDS, GST, ITDS and Labour Cess will be deducted as per existing rates fixed by the respective department of the government.

12. Pre-bid conference/meeting with the prospective Bidders will be held on 28/09/2020 at 2:00 pm (not later than 4 days before the last date of submission of Tender). Environmental and Social Safeguards issues pertaining to the tendered work will also be discussed and explained in the meeting.

13. Site visit may be done by the bidders at their own cost.

14. Erroneous or incomplete Tender Form will be summarily rejected without assigning any reason whatsoever.

15. Bidder(s) may be asked to submit rate analysis for items where the quoted rates 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 Bidders have formed a cartel and rates have been manipulated, unbalanced or unreasonable.

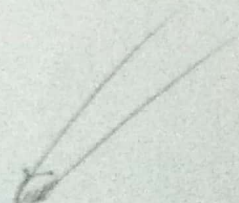
16. Successful Bidder will have to execute a formal contract on a Non-Judicial Stamp paper within seven days from the receipt of "Letter of Acceptance" with the Gram Panchayat wherein the description, specification, quantity, date of completion of work, other mandatory conditions and ESMF (Environmental and Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid.

17. 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.

18. Quoted rate shall be inclusive of all charges including royalty, TAXES, tools charges, transportation etc.

19. Any bid received from the bidder without authentication of correction made in rate quoted in word or figure shall lead to cancellation of the bid.

20. Bidders will get necessary drawings with the Tender Form. All documents i.e. drawings Tender Form signed by the Bidder must be submitted in Sealed Tender addressed to :- "The Pradhan, Shitgram Gram Panchayat, Vill :-Baroi ,P.O.-Madhupur PS:- Raiganj, District- Uttar Dinajpur.

  
No. 1 Pradhan  
Shitgram Gram Panchayat  
Rupur, Raiganj

Copy forwarded for information & taking necessary action :

- 1) The S.D.O, Raiganj, Uttar Dinajpur.
- 2) The Executive Officer, Raiganj Panchayat Samaty
- 3) The Savapati, Raiganj panchayat samity.
- 4) The Post-Master, Madhupur P.O. And Panisala P.O.
- 5) The DCU ISGPP CELL Uttar Dianjpur
- 6) The Tender website portal of UDZP, Uttar Dinajpur
- 7) The News papers
- 8) The office notice Board

Pradhan  
Shitgram Gram Panchaya.