

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

Office of the Hemtabad Gram Panchayat  
 Vill - Hemtabad , P.O - Hemtabad , P.S - Hemtabad , Uttar Dinajpur  
**NOTICE INVITING TENDER**

NIT NO - 14/15TH FC(UNTIED)  
 /HMD/GP/2022

Dated : 31/01/2022

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	Estimated Amount (In Rs.)	Earnest Money 2% (In Rs.)	Required Credential (Similar Work)	Work Completion Period
1	CONSTRUCTION OF GUARD WALL WITH BAMBOO PILLING AT MANSER ALI POND IN GOALPARA SANSAD.	GOALPARA	15TH FC UNTIED	72,209.00	1,450.00	43,325.40	15 DAYS
2	CONSTRUCTION OF BOUNDARY WALL OF PURBAARA NITAI GOUR MILAN MANDIR AT HEMTABAD UTTAR SANSAD	HEMTABAD UTTAR	15TH FC UNTIED	327,556.00	6,550.00	196,533.60	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 on any working day within ..... am/pm not later than .....pm/am (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 14/02/2022 4.00 P.M ONWARDS 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 (tick in appropriate box)	Rs. 250/-		Rs. 500/-		Rs. 750/-	
• Last Date & Time of Submission of Application	09/02/2022 1.00 P.M					
• Last Date of Sale of Tender Form	11/02/2022 ON OR BEFORE 1.00 P.M					
• Last date of dropping of Sealed Tender Form	14/02/2022 UPTO 1.00 P.M					
• Date of Opening of Tender	14/02/2022 4.00 P.M ONWARDS					

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 :-**

- Cost of Tender Form (non-refundable) has to be paid in cash only.
- Bidders must submit attested photocopies of valid VAT/GST registration 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.
- Bidders must submit Credential in similar nature of work during last three years.
- Bidders must quote rates in absolute numerical values (both in figures and words) and percentage against the estimated cost.
- 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.
- Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.
- 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.
- Bidders must submit sealed envelope clearly mentioning serial number and name of work on top of the envelop.
- Earnest money should be deposited in Cash/Cheque/Bank Draft or Government Bond/Securities duly pledged in favour of the Pradhan, Hemtabad Gram Panchayat and will be refunded (whichever is applicable) as the case may be. In case of Cash/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.
- 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 Cash/Cheque/Bank Draft/Government Bond / Securities duly pledged in favour of the Pradhan, Hemtabad 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.
- STDS/GST, ITDS and Labour Cess will be deducted as per existing rates fixed by the respective department of the government.

15. Pre-bid conference meeting with the prospective Bidders will be held on ..... at ..... P.M (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.

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

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

16. 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.

17. 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 ESMP (Environmental and Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid.

18. 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.

19. Quoted rate shall be inclusive of all charges including royalty, VAT, tools charges, transportation etc.

20. 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.

21. Bidders will get necessary drawings with the Tender Form. All documents i.e. drawings Tender Form signed by the Bidder must be submitted in Scaled Tender addressed to Pradhan Hemtabad Gram Panchayat, Vill - Hemtabad, P.O - Hemtabad, P.S - Hemtabad, Uttar Dinajpur.

  
Pradhan  
**Prodhan**  
Hemtabad Gram Panchayat

Date : 31/01/2022

Memo No - 14/15TH FC(UNTIED)/HMD/GP/2022

Copy forwarded for information and with a request for making an arrangement to display the notice for wide publicity to:-

1. The S.D.O., Raiganj Sub-Division
2. The Block Development Officer, Hemtabad Block
3. The Office in Charge, TathyaMitraKenda
4. The Librarian, .....Rural Library
5. Notice Board of the Gram Panchayat

6. Website of UDZP.

  
Pradhan  
Hemtabad Gram Panchayat  
**Prodhan**  
Hemtabad Gram Panchayat