



Part-IV
Annexure -1

NOTICE INVITING TENDER FOR WORKS CONTRACT

Section-6.5

OFFICE OF THE 11 NO. LAHUTARA-II GRAM PANCHAYAT

Memo No. :- 212 /15 th FC (tied)/L-II/2023

Date :- 09.09.2023

NOTICE INVITING e -TENDER NO. :- 11/2023-24/L-II

The Proadhan, Lahutara-II Gram Panchayat, hereby invited e-Tender for the work detailed in the table below. (Submission of Bid through online).

1)

Annexure-A

Sl No.	Name of the work	Site details	Source of Fund	Estimated Amount (In Rs.)	Tender Amount (In Rs.)	Earnest Money (In Rs.)	Required Credential	Participation Charge	Work completion period
1	Construction of Covered Pucca Drain with soakpit from Dinabandhu Singha House to Adesh Singha House at Mehendabari Sansad under Lahutara-II Gram Panchayat	1) Mehendabari-VII 2) J.L NO. : 191	15 th FC (tied)	347440.00	344000.00	6900.00	60%	500.00	30 (Thirty) days
2	Construction of Covered Pucca Drain with soakpit from Bimala Singha House to Tapan Singha House at Beniapara Sadipur Sansad under Lahutara-II Gram	1) Sadipur-XV, 2) JL no.-188	15 th FC (tied)	347440.00	344000.00	6900.00	60%	500.00	30 (Thirty) days
3	Construction of Covered Pucca Drain with soakpit from Tafajul House to Jiaul house at Budhradangi Sansad under Lahutara II Gram Panchayat	1) Budhradangi-III 2) J.L NO. : 173	15 th FC (tied)	347440.00	344000.00	6900.00	60%	500.00	30 (Thirty) days
4	Construction of Covered Pucca Drain with soakpit from PMGSY Road to Astarul House at Kamartore 4 No Sansad under Lahutara-II Gram Panchayat	1) Kamartore-IX, 2) JL no.-190	15 th FC (tied)	347440.00	344000.00	6900.00	60%	500.00	30 (Thirty) days
5	Construction of Covered Pucca Drain with soakpit from Mustak Ali House to Sattar ALI House via Ismail Hoque at Kamartore 6 No Sansad under Lahutara-II Gram Panchayat	1) Kamartore-XI, 2) JL no.-190	15 th FC (tied)	347440.00	344000.00	6900.00	60%	500.00	30 (Thirty) days
6	Construction of Covered Pucca Drain with soakpit from PMGSY road to Israil Pond at Kamartore sansad under Lahutara-II Gram Panchayat	1) Kamartore-X, 2) JL no.-190	15 th FC (tied)	335912.00	332586.00	6700.00	60%	500.00	30 (Thirty) days
7	Construction of Covered Pucca Drain with soakpit from Matin House to Ekramul House Bosra Sansad under Lahutara-II Gram Panchayat	1) Bosra-VI, 2) JL No.-175	15 th FC (tied)	346844.00	343410.00	6900.00	60%	500.00	30 (Thirty) days
8	Construction of Covered Pucca Drain with soakpit from Subodh Singha House to Satish Singha House Bosra Sansad under Lahutara-II Gram Panchayat	1) Bosra-VI, 2) JL No.-175	15 th FC (tied)	346844.00	343410.00	6900.00	60%	500.00	30 (Thirty) days
Total				2766800.00	2739406.00	55000.00			

Note : Work Order will be issued after availability of Fund

2. In the event of e-Filing intending bidder may download the Tender Document from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate, Earnest Money & Participation Charge be remitted through NEFT or RTGS and the documents should be uploaded through e-Filing.

3. (a) The Earnest Money & Participation Charge have to be deposited in Raiganj Central CO- Operative Bank Limited, Tungidighi Branch ,Karandighi, Uttar Dinajpur ,Account No. 109003304218 & IFSC Code : WBSORCCB11 , in favour of the "Lahutara-II Gram Panchayat ", by NEFT or RTGS as per Date & Time Schedule. The Technical Bid (Statutory & Non Statutory Cover) and Financial Bid both will be submitted concurrently duly digitally signed in the website: <http://wbtenders.gov.in>

(b). The scanned copy of NEFT/RTGS, Bank Challan for both cost of Participation Fee and EMD must be uploaded with technical bid, otherwise bid will be clearly rejected. Both the cases the Contractor/Agency's name NIT No. & Sl No. of work to be mentioned clearly on the RTGS/NEFT form and the said RTGS/NEFT form should be scanned and uploaded in e-Filing folder.

4. Eligibility criteria for participation in tender:

The Application must be accompanied with the following documents.

a) Credential with self attested : Bonafied resourceful Contractor / Outsider who have Satisfactorily completed as a prime agency during the last 3 (three) years from the date of issue of this N.I.T at least one work of similar nature under authority of State/Central Government, State/Central Government undertaking, Statutory Bodies Constituted under the statute of the Central/State Government at least in the magnitude of 60% (Sixty percent) of the amount put to tender.

N.B:- Estimated amount, date & period of completion of project and details communicational Address of the client must be indicated in the Credential Certificate

b) Self attested (i) PAN Card, (ii) WITH LAST 3(THREE) YEARS INCOME TAX RETURN (iii) TRADE REGISTRATION CERTIFICATE /LISENCE FROM LOCAL BODY, (iv) Valid GST Registration Certificate with up to date Challan (v) PROFESSIONAL TAX REGISTEATION CERTIFICATE WITH CURRENT CHALLAN/ acknowledgement receipt. vi) Current year Bank Solvency certificate with amount of 60 % of estimated cost mentioned in NIT vii) PF registration certificate & Up to date challan.

c) Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to sign on the Tender documents (if required).

d) Declaration regarding Structure and Organization duly signed by the applicant.

e) Registered Labour Co - Operative Societies Ltd. are required to furnish valid Bye Law, Current Audit Report, along with other relevant supporting papers. Joint Ventures will not be allowed. The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum.

5. There shall be no provision of Arbitration. Hence Clause 25 of. 2911 (ii) is hereby omitted

6. Constructional GST, Royalty & all other statutory levy / Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes & cess stated above.

7. Bids shall remain valid for a period of 120 (One hundred and twenty) days after the dead line date for Financial Bid/ Sealed Bid submission. Bid valid for a shorter period shall be rejected by the undersigned as non- responsive.

8. Date & Time Schedule

Sl No	Particulars	Date & Time
1	Date of uploading of NIT and other documents	11.09.2023 at 18.00 hrs
2	Date of start of downloading the documents, etc.	11.09.2023 at 18.00 hrs
3	Date of start of submission of Technical Bid and Financial Bid	11.09.2023 at 18.00 hrs
4	Date of Closing of downloading the documents ,etc.	20.09.2023 at 18.00 hrs
5	Date of closing of submission of Technical Bid and Financial Bid	20.09.2023 at 18.00 hrs
6	Date of Opening of Technical Bid	22.09.2023 at 18.00 hours
7	Date of uploading the list of technically qualified bidder	To be informed at the time of Technical Bid Evolution
8	Date of Opening of Financial Bid	To be informed later on.
9	Date of uploading of Financial Bid evolution Sheet	To be informed later on.

9. Earnest Money: The amount of Earnest Money is 2% (Two percent) or Rs. 20,000/- which ever is less of the estimated amount put to tender through online in favour of Prodhan, Lahutara-II Gram Panchayat , payable at against the work as required. This clause is also applicable for all categories of applicants except those are exempted as per Government Order no.1110-F, Dated-10.02.2006 of Special Secretary Finance Department, Govt. of West Bengal."

10. The Bidder, at the Bidder's 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, the cost of visiting the site shall be at the Bidder's own expense.

11. The intending Bidders shall 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 undersigned reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

12. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before bidding.

13. (i) According to Finance Department, Audit Branch, Govt. of West Bengal vide Oder No. 4608-F(Y), Dated:- 18th July, 2018. In tender for Government works, bids are sometimes received at much lower rate than the estimated amount put to tender. In such cases, to ensure the quality and proper execution of the work in public interest, the Governor is pleased to decide that Additional Performance Security @10% of the Tendered amount shall be obtained from the successful Bidder if the accepted Bid value is 80% or less of the estimate put to tender. (ii) The Additional Performance Security shall be submitted in the form of Bank Guarantee from any scheduled Bank before issuance of the Work Order. If the Bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per NIT like blacklisting of the Contractor, etc, may be taken. The Bank Guarantee shall have to be valid upto end of the Contract Period and shall be renewed accordingly, if required. (iii) the Bank Guarantee shall be returned immediately on successful completion of the Contract. If the Bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor. Necessary provisions regarding deduction of Security deposit from the progressive Bills of the Contractor as per relevant clauses of the contract shall in no way be altered/ effected by provision of this additional Performance Security. (iv)Henceforth, necessary provision shall be in corporate in all Notice Inviting Tenders and shall be part of the Contract Agreement. (v) This Order will take immediate effect and necessary amendment in the West Bengal Financial Rules shall be made in due course.

14. 10 % (ten percent) from every bill will be deducted as security deposit. Same will be refunded as by order of the Governor, West Bengal vide order no. 177-CRC/2M-57/2008, Dated: 12/07/2012 & Group-I of Finance (Audit) Department vide their U.O. No. 614, Dated: 06/07/2012 from actual date of completion of the work if no defect is detected within security period. If any defect is found SD money will not be refunded within the security period.

15. As per order of District Magistrate, Uttar Dinajpur vide order No. 114/MA&ME, Dated: 03/02/2016 following deduction was considered as an proper to impose penalty for the delay in completing the respective work. Upto six months-1%, above six months to one year-2%, above one year to two years-4%, above two years to three years-6%,above three years-8%.

IN CASE OF OTHERS WORKS.

16. In case of Ascertaining Authority at any stage of application or execution of work necessary registered power of Attorney is to be produced.

17. NO CONDITIONAL / INCOMPLETE TENDER will be accepted under any circumstances.

18. The undersigned reserves the right to cancel the N.I.T. due to unavoidable Circumstances and no claim in this respect will be entertained.

19. During tender processing or when the work in progress, if it comes to the notice to Tender Inviting Authority that the credential or any other papers found incorrect / manufactured / fabricated, that tender will be rejected without any prejudice and necessary action will be taken as per law.

20. Before issuance of the work order, the Tender Inviting Authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacturer or false in that case, work order will not be issued in favour of the tenderer under any circumstances & E.M.D will stand forfeited at any stage without any reference to the bidder.

21. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later.

Notification will supersede former one in following sequence:-

a. NIT, Special Terms & Condition & all Corrigendum & Addendum.

b. Form No. 2911(ii)

c. Financial bid

The eligibility of a bidder will be ascertained on the basis of the digitally signed in support of the minimum criteria as mentioned in (Cl. No. 20) Mentioned above. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder / tenderer will be out rightly rejected at any stage without any prejudice.

22. Award of Contact will be issued to the successful bidder from this office. Work Order will be issued by the Proadhan, Lahutara-II Gram Panchayat, and payment will be made by the Gram Panchayat through online according to E-Gram Swaraj system and 15th FC guideline.

23. Participation Charge @ Rs. 250.00 upto Rs. 2 lakh, @ Rs. 500.00 from Rs. 2 lakh to Rs. 5 lakh and @ Rs. 750.00 above Rs. 5 lakh of Estimated Cost should be applicable for all bidders. The Participation Charge also be deposited above mentioned A/C through NEFT/RTGS and the said counter foil should be scan and uploaded in e-filling folder.

24. Each bidder should have achieved a minimum financial turnover (60% of amount put to tender in any one year during the last three (3) years in the same name and style (Certified by Chartered accountant) and at least 60% of which is from Civil Engineering works.

25. 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.

INSTRUCTION TO BIDDERS

SECTION – A

1. General guidance for e-Tendering

Instructions / Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering

2. Registration of Contractor

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e Procurement System; through logging on to <https://wbtenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

3. Digital-Token

Each contractor is required to obtain an e-Token for submission of tenders, from the approved service provider of the National Information's Centre(NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to Tenderer as a USB e-Token.

4. The contractor can search & download Tender Documents electronically from computer once he logs on to the website If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later. Notification will supersede former one in following sequence:- mentioned in Clause 2 using the e-Token. This is the only mode of collection of Tender Documents.

5. Participation in work.

A prospective bidder (including his participation in partnership) shall be allowed to participate work as mentioned in the list of schemes.

6. Submission of Tenders.

General process of submission, Tenders are to be submitted through online, stated in Cl. 2 in two folders at a time for the work, one in Application with Supporting Paper & the other is Financial Proposal before the prescribed date & time sing the e-Token the documents are to be uploaded virus Scanned copy duly e-Token Signed. The documents will get encrypted (transformed into non readable formats).

A-1 Statutory Cover Containing

NIT, Special Terms and Condition, all Corrigendum & Addendum (Properly downloaded & uploaded the same Digitally Signed)

Scanned Copy of online payment receipt for Earnest Money Deposit (EMD) & Participation Charge as prescribed in the NIT, against each serial of work in favour of Proddhan, Lahutara-II Gram Panchayat,

A-2. Non statutory Cover Containing

i. Registration Certificate under Company Act. (If any).

ii. Registered Deed of partnership Firm/ Article of Association & Memorandum (if any)

iii. Power of Attorney (For Partnership Firm/ Private Limited Company if any)

iv. Credential for completion of at least one similar nature of work under the authority of state/ central Govt. Statutory bodies under State/Central Govt. Constituted under the statute of the state/ state Govt. having a magnitude of 60% (Sixty) percent of the Estimated amount put to tender during the last 3 (three) years prior to the date of issue of this NIT is to be furnished for Labour Co.-Op. (S) Ltd and Bonafied resourceful Outsider Contractor.

v. Scanned copy of Original Credential Certificate as stated in NIT.

vi. A prospective bidder should furnish all relevant documents of his own machineries / equipments required for concrete works /Building works. In case of lease, a notarised lease agreement to be furnished in this respect.

vii. Scanned Copy of payment receipt for Earnest Money Deposit (EMD) & Participation Charge both side.

Sl No.	Category Name	Sub- Category Name	Sub Category Description
A	CERTIFICATES	A1. CERTIFICATES	i. PROFESSIONAL TAX REGISTRATION CERTIFICATE WITH CURRENT CHALLAN/ acknowledgement receipt. ii. Pan Card iii. GST Return Certificate with upto date Challan. iv. ITR [Last 3(three)] years, & Trade Licence [Up to date]. v) Current year Bank Solvency certificate with amount of 60 % of estimated cost mentioned in NIT vi) PF registration certificate & Up to date challan. vii) Each bidder should have achieved a minimum financial turnover (60% of amount put to tender in any one year during the
B	COMPANY DETAILS	B1. COMPANY DETAILS	i. Registration Certificate under Company Act. (If any). ii. Registered Deed of partnership Firm/ Article of Association & Memorandum (if any) iii. Registered Labour Co - Operative Societies Ltd. are required to furnish valid Bye Law.
C		CREDENTIAL-I	i. Credential for completion of at least one similar nature of work under the authority of state/ central Govt. Statutory bodies under State/Central Govt. Constituted under the statute of the state/ state Govt. having a magnitude of 60% (Sixty percent) of the Estimated amount put to tender during the last 3 (three) years prior to the date of issue of this NIT is to be furnished for Labour Co.-Op. (S) Ltd and Bonafied resourceful Outsider Contractor. ii. Scanned copy of Original Credential Certificate as stated in 4(a) of NIT.
D	Declaration	Declaration-I	Scanned Copy of payment receipt for Earnest Money Deposit (EMD) & Participation Charge .
E	Affidavit		Declaration executed through prescribed affidavit in non-judicial stamp paper as per enclosed format "A" both side.

Note: Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory Cover. Tender Documents will be open by the "Proddhan, Lahutara-II Gram Panchayat, or Her authorized representative electronically from the web site stated in Sl. No. 2 using their Digital Signature Certificate.

1. Cover (folder) statutory documents (vide Sl. No. 6.A-1) should be open first & if found in order, cover (Folder) for non statutory documents (vide Sl. No. – 6.A-2) will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.

2. Uploading of summary list of qualified tenderers.

3. Pursuant to scrutiny & decision of the undersigned, the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

A. Affidavit

The eligibility of a bidder will be ascertained on the basis of the documents in support of the minimum criteria as mentioned as a and b above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by bidder is either forged or false, in such cases the eligibility of the bidders/ tenderers will be out rightly rejected at any stage without any prejudice with forfeiture of earnest money forthwith. Conditional / incomplete tender will not be allowed.

On that affidavit it should be clearly declared that the agency shall complete the work in all aspects as desired by the Authority. Failure to conduct the works as per specific time and directions will be liable for penal action. On such cases, authority has the right to engage any other agency / agencies without any intimation.

B. Financial proposal

- i. The Financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate Percentage(%) basis online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of any documents on demand of the Tender Inviting Authority i.e. undersigned 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 of documents, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Department may take appropriate legal action against such defaulting tenderer.

REJECTION OF BID

The Tender Inviting Authority i.e. undersigned reserve the right to accept or reject any Bid or cancel Bidding processes and reject all Bids at any time prior to the award of Contract without assigning any reason thereof. No claim in this regard by the bidder(s) for such action will be entertained by the Tender Inviting Authority i.e. undersigned will have no liability for the same.

AWARD OF CONTRACT


The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter. The notification of award will constitute the formation of the Contract.


Memo No. :- 212/1(8)/15 th FC (tied)/L-II/2023

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

1. AEO,UDZP
2. SDO, Islampur, Uttar Dinajpur
3. BDO, Karandighi Development Block
4. Tathay Mitra Kendra, Lahutara-II
5. Rural Library, Lahutara-II
6. Office Notice Board
7. District Web Site
8. Daily News Paper

Date:- 09.09.2023


Pradhan
LAHUTARA-II GRAM PANCHAYAT
Lahutara-II Gram Panchayat
Karandighi, Dist.U/Dinajpur, 733215


Signature of Pradhan
LAHUTARA-II GRAM PANCHAYAT
Lahutara-II Gram Panchayat
Karandighi, Dist.U/Dinajpur, 733215

AFFIDAVIT – "A"

(To be furnished in Non – Judicial Stamp Paper Of appropriate value duly notarized)

- a. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
- b. The under-signed also hereby certifies that neither our firm M/s. _____ nor any of constituent partner had been debarred to participate in tender by the any Deptt. during the last 3 (three) years prior to the date of this e-NIT.
- c. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement
- d. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
- e. Certified that I have applied in the tender in the capacity of individual/as a partner of a firm & I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date : _____

Certificate regarding Summary Statement of Yearly Turnover

This is to certify that the following statement is the summary of the audited Balance Sheet arrived from contractual business in favour of _____ for the three consecutive years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Year	Turnover rounded up to Rs. In lakh (two digit after decimal)	
1			
2			
3			
	Total		

Average Turnover: Rs : _____

Note:

1. Year preceding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0 If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Signature of the Registered
Chartered Accountant

Signature of the Bidder