

PUJALI MUNICIPALITY
P. NISCHINTAPUR, BUDGE BDUGE, KOLKATA – 700138

NIT

From: The Chairperson, Pujali Municipality.
Memo No.:- 942/PM/Engg –VI/18, Dated: 02/08/2018.
Tender ID : 2018_MAD_184716_1 to 2018_MAD_184716_2

NOTICE INVITING e-TENDER NO: 37/ PM / PWD / 18-19 , Dated: 02/08/2018

(Submission of Tender through online)

The Chairperson, Pujali Municipality, invites e-Tender (electronic tender process), to obtain a Sealed percentage rate tender, for the under mentioned Supply and Installation works, from Reputed Manufacturer or Authorized Distributor. The intending tenderer if found himself eligible to participate in the tender should download the detail Tender Notice along with tender document from "e-tender" link under <http://wbtenders.gov.in> website.

The **EMD** as specified should be deposited in the form of R.T.G.S./N.E.F.T. or Fund Transferred Process in favour of " **Chairperson, Pujali Municipality**". The scanned copy of the receipt of R.T.G.S./N.E.F.T. or Fund Transferred must be uploaded at the time of on-line bid submission with Application (Format given Below) in their **respective Letter Heads** clearly super scribing the **NIT reference no and tender ID, name of the work, name of the bidder** etc. Without uploading/submission of either the scanned copy or the receipt of R.T.G.S./N.E.F.T. or Fund Transferred and tender application , the tenders will be treated **as non-responsive**. The tenderer will have to submit their bid **on-line** in two cover/folder system containing pre qualification document (**Technical Bid**) in one and **Financial Bid** in another. The list of important dates is also given in **Table-I** of this Notice and Standard Bidding Document (**SBD**).

The detailed tender notice along with Tender Documents and other forms is available at "etender"link under <http://wbtenders.gov.in> website.

Cost of tender paper and earnest money (as indicated in the corresponding column of the work should be deposited in the Savings Bank Account No. 083610032344 of DENA BANK ,Budge Budge Branch MICR Code: 700018020 (IFSC Code: BKDN0910836) through R.T.G.S./N.E.F.T. or Fund Transferred Process only in favour of Chairperson, PUJALI MUNICIPALITY from bidder's account only. Cash deposit or transfer from any other account will not be considered, if arise, the tender will not be accepted. BANK DRAFT/ PAY ORDER will not be accepted.

(Deposit, Cost of tender paper and earnest money separately).

*****All LED fittings shall be of make PHILIPS/CROMPTON/BAJAJ or HAVELS**

*****FITTINGS SHALL BE GUARANTEED FOR 5 YEARS FROM MANUFACTURER**

SL. No	NAME OF THE WORK	Scheme No	Total Amount Put to Tender	Cost of Tender Paper	E. M.	Time of Completion
1	Electrification Work (High Mast) 1, Panchannan Mandir at Ward no. – 01 Rs. Rs.522472/-, 2,Rathtala & Post Office and Marriage Hall Ward no. 03 Rs.1044944/- 3, Shibtala at Ward no. – 05 ,Rs.522472/-, 4, near Burial Ground at Ward no. – 06 Rs. 522472/-, 5, new Park at Ward no. – 07, Rs. 522472/-, 6, Chinemantala Ward no. 09 ,Rs. 522472/-, 7, Ward Office at Ward no. – 12 Rs. 522472/-, 8, Pujali Khuya Ghat Ward no.13 ,Rs.522472/-, 9, near Sluice Gate at Ward no. – 15 Rs. 522472/-, 10, Netaji Udyan Ward no. 15,Rs.1044944/-,Under Pujali Municipality	36/PM/GCM(E) /18-19	6269664.00			
2	Electrification Work (LED Light) 1, at Ward No. – 01 Rs. 502032/-, 2, at Ward No. – 01 Rs. 636837/-, 3, at Ward No. – 01 Rs. 509688/-, 4, at Ward No. – 01 Rs. 906720/-, 5, at Ward No. – 05 Rs. 605610/-, 6, at Ward No. – 06 Rs. 687915/-, 7, at Ward No. – 07 Rs. 854220/-, 8, at Ward No. – 08 Rs. 687915/-, 9, at Ward No. – 09 Rs. 791220/-, 10, at Ward No. – 10 Rs. 770220/-, 11, at Ward No. – 11 Rs. 791220/-, 12, at Ward No. – 12 Rs. 854220/-, 13, at Ward No. – 13 Rs. 614415/-, 14, at Ward No. – 14 Rs. 801720/-, 15, at Ward No. – 15 Rs. 770220/-,Under Pujali Municipality	37/PM/GCM(E) /18-19	10784172.00	Rs - 10000/-	@ 2% of AMOUNT PUT TO TENDER	120 Days

Assistant Engineer
Pujali Municipality

Executive Officer
Pujali Municipality

Chairperson
Pujali Municipality

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TABLE - 1
Date and Time Schedule as follows:

Date of uploading of e-NIT, and Tender Documents online (Publishing Date)	04/08/2018 at 12:00 hrs
Document downloaded / sale start	04/08/2018 at 12:30 hrs
Tender submission start date (online)	04/08/2018 at 13:00 hrs
Tender submission closing date	29/08/2018 up to 14:00 hrs
Tender opening date for technical proposals (online)	31/08/2018 at 14:00 hrs.
Date of uploading list for technically tenders (online)	31/08/2018 at 15:00 hrs. (Qualified)
Date and place for opening of financial proposals (online)	31/08/2018 at 16:00 hrs. hrs. at Pujali Municipality

Submission of Tender:

1.1 General process of submission

- Tenders are to be submitted online through the website, in two folders, at a time for each work, one is for Technical Proposal and the other is Financial Proposal, 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 no readable formats).

a. Statutory Technical 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) Scanned copy of demand draft towards Earnest Money Deposit (EMD) and Tender Paper Cost as prescribed in the NIT against each serial of work if applicable, against in favour of the **Chairperson**, Pujali Municipality.
- iii) Notice Inviting e-Tender.
- iv) B O Q /Price Schedule

Note:

- i) Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii) If any Agencies is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- iii) Tenders will be summarily rejected if any item in the statutory cover is missing.
- iv) Necessary deduction i.e. VAT, S.T. I.T. CESS etc. will be made as per relevant Govt. order.
- v) **“THE CENTRAL GOODS AND SERVICES TAX ACT, 2017, with effect from 01st July 2017” will be applicable.**

b. Non-Statutory Technical cover containing,

- i) Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017
- ii) Up to date Professional Tax (PT) Payment Certificate, IT PAN Card & Income Tax Return receipts valid up to the date of opening of the tenders..
- iii) Organizational Structure, Annual Report and audited. Balance Sheet of last 3 year.

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 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 Document

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Financial Proposal

- i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities - (BOQ) the tendered is to quote the rate online.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

Penalty for suppression / distortion of fact:

- i) **If any tendered fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Tender 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 tenderer 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 Chairperson, Pujali Municipality may take appropriate legal action against such defaulting Tenderer. The authority may ask to show hard copies of all certificates, company details, partnership deeds etc. etc. as uploaded by the Tendered and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.**
- ii) **If any Organization / Agencies fails to execute work within a specified time frame, the Organization / Agencies will be suspended from participating in the tenders on e-Tender platform for a period of 1 (One) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairperson, Pujali Municipality may take appropriate legal action against such defaulting Tenderer.**

Sl. no	Category Name	Sub Category Description	Details
A	CERTIFICATE	CERTIFICATE (ALL CERTIFICATE SHOULD BE UP TO DATE)	<ol style="list-style-type: none">1. Valid 15-digit Goods and Services Taxpayer Identification Number2. PAN CARD.3. P Tax (Challan) & P Tax Payment Certificate4. Income Tax Return Receipt.5. P/L BALANCE SHEET LAST 3 YEARS
B	COMPANY DETAILS	COMPANY DETAILS	<ol style="list-style-type: none">1. Proprietorship Firm (Trade License).2. Partnership Firm (Proprietorship Deed, Trade License).3. LTD. Company (Registration Certificate, Trade License).4. Co-Operative Society (Society Registration Certificate) Bye Laws, up to date Audited Balance Sheet.5. Power of Attorney (Registered).
C	CREDENTIAL	Credential	<ol style="list-style-type: none">1. Completion Certificate for Similar Nature of Work Done. Minimum 40% of Amount put to tender in last 4 years for 1st Call

“THE CENTRAL GOODS AND SERVICES TAX ACT, 2017, with effect from 01st July 2017” will be applicable.

Rejection of Tender

The employer (Tender accepting authority) receives the right to accept or reject any Tender and to cancel the quotation process and reject all tenders at any time prior to the award of contract without thereby incurring any liability to the affected Tendered or any obligation to inform the affected tendered of the ground for employer's (Tender accepting authority) action.

**Assistant Engineer
Pujali Municipality.**

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Other Important Terms & Conditions :-

- A. The detailed N.I.T, documents and other relevant particulars may be seen by the intending quotationers during office hours within the date mentioned above in the office, Pujali Municipality.
- B. The materials are to be supplied in accordance with the specification of the B.O.Q of the Pujali Municipality who would issue the Work order as per the terms and conditions as laid down hereunder and the payment will be made by them as per the actual materials supplied with entire satisfaction of those authorities. Deduction @ 10% of the Gross amount of the bill will be made as security deduction against work done value and the same will be returned to the agency after 6 months after actual date of Completion,
- C. Earnest money Deposited by Agency will be refund @ 20 % each year, total period of 5 year after date of actual Completion as a security for 5 years guarantee

Work order shall be issued by the **Chairperson**, Pujali Municipality.

- D. If the agency fails to do the work as per the agreement with the municipality, penal action in the form of forfeiture of earnest money and or security deposit money, as decided by the authority, will be imposed on the agency and the decision of the authority will be conclusive and binding. In this respect, the **Chairperson**, Pujali Municipality shall be empowered to invoke the Earnest Money deposited in favour of him.

No price escalation, in any form, within the contract period will be entertained.

- E. If any work executed by the agency with under specification the same will have to be replaced, as per the specified specification, by the agency at their own cost without any claim within 15 (fifteen) days (or as suggested by the authority). In case of failure to do so the authority shall have the right to recover the whole damage amount from the contractor. In this regard the claim will be ascertained by a competent State Government authority as per the decision of Municipal authority.
- F. The rate quoted should be inclusive of all cost of transportation, loading, unloading, staking at site within any municipal area of the State of West Bengal, and all Taxes, Vat, etc. what so ever.
- G. Deduction Viz (i) ST (ii) IT or any other taxes, due as per rules, will also be deducted from the bill of the agency.

Successful agency shall have to make an agreement (in 3 copies) with the Pujali Municipality, in prescribed pro-forma stating that the agency is agreeable to execute the work as and when require (as per the rates quoted and terms and conditions laid down in the tender papers) to the Municipality with in the Municipal/Adjoining areas (as the case may be).

1. Regarding tender for Technical & financial The Decision of Superintending Engineer of Municipal Engineering Directorate (Western Circle) / **Chairperson** of Pujali Municipality shall be final & binding on the applicants in this regard.
2. The authority reserves the right to accept or reject any or all offer without assigning any reason.
3. **Special condition:** A declaration in the form of Affidavit in a non judicial stamp paper should be submitted stating clearly that the applicant is not burred /delisted/blacklisted by any Govt. Dept. / Govt. undertaking/Statutory Body/ Municipality and of the like Govt. Bodies in execution of the similar nature of works during last five years and if any such incident is found at any point of time, the tender will be cancel summarily without assigning any reason on what so ever. Bidders are hereby requested to upload the above declaration as Technical document.

**Assistant Engineer
Pujali Municipality.**

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TERMS AND CONDITIONS

- 1) The price offered should remain valid within a period of one year from the date of agreement (i.e. one year) and no escalation of price shall be allowed in any event.
- 2) The quoted offer rate in Tender must be valid for one year from the date of agreement. The Tender inviting authority reserves the right for seeking extension of validity of offered rates from the successful Tenderers; acceptance of such request during actual offer is optional to the offerers.
- 3) Time being essence of execution, execution must be completed within stipulated time as to be given in the work order.
- 4) If any part or whole execution is found defective after execution of the same are to be rectified at free of cost within seven days.
- 5) If any Tendered withdraws his offer within the validity of the Tender Period without giving any satisfactory explanation for such withdrawal, Tendered shall be disqualified for participation in any Tender to any Municipality for a minimum period of one year within the State of West Bengal.
- 6) **Cost of tender paper (as indicated in the corresponding column of the work in the annexed page-1) should be deposited in the Savings Bank Account No. 083610032344 of DENA BANK ,Budge Budge Branch MICR Code: 700018020 (IFSC Code: BKDN0910836) through R.T.G.S./N.E.F.T. or Fund Transferred Process only in favour of Chairperson, PUJALI MUNICIPALITY from bidder's account only. Cash deposit or transfer from any other account will not be considered, if arise, the tender will not be accepted. BANK DRAFT/ PAY ORDER will not be accepted.**
- 7) **Cost of Earnest Money (as indicated in the corresponding column of the work in the annexed page-1) should be deposited in the Savings Bank Account No. 083610032344 of DENA BANK ,Budge Budge Branch MICR Code: 700018020 (IFSC Code: BKDN0910836) through R.T.G.S./N.E.F.T. or Fund Transferred Process only in favour of Chairperson, PUJALI MUNICIPALITY from bidder's account only. Cash deposit or transfer from any other account will not be considered, if arise, the tender will not be accepted. BANK DRAFT/ PAY ORDER will not be accepted.**
- 8) The participating tenderers' shall have to produce earnest money in form of Bank Draft in favor of **Chairperson**, Pujali Municipality (p1. refer Table 1) . After successful execution of work orders during the contract period and the expiry of security period (six month from the date of completion of supply in all respect) of all the supplies made to the Municipality without any objection or complaint the Security Deposit (S.D @ 10%) will be released. In this regard the agency shall have to obtain a No-objection Certificate from the S.A.E and A.E. of Pujali Municipality. The agency shall have to inform the Chairperson, Pujali Municipality time to time about the quantity, quality and particulars of work order received by them, schedule of date of supply, execution and actual date of execution or supply, etc. or any other related information as will be desired by authority.
- 9) A security deposited equivalent to 10 (ten) percent of the total value of work shall be deducted from the bill(s) which will be released after the schedule security period.(6 months).
- 10) The Contractor is to complete the work on or before the dates mentioned in the work order, failing which he shall be bound to pay or allow one per cent on the total amount of the work for everyday not exceeding ten days that the contractor shall not exceed the time for execution of and by way of liquidated damages, provided however that **Chairperson** of Municipality may at his discretion reduce in such cases as he/she may think fit. The said amount to such smaller amount as he/she may decide and his/her decision in writing in that respect shall be final.
- 11) In every case in which the payment or allowance mentioned in the above clause shall have incurred for ten consecutive days, the **Chairperson** of Municipality shall have power either to annul the Supply altogether, or have supply completed without further notice at the renderers' risk & expense as he/she may deem best suited to the interests of the authority and the renderer shall have no claim to compensation for any loss that he may incur in any way.

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- 12) If the supply or execution of the materials or works is hindered due to the reason beyond the control of the contractor so as to necessitate extension of the time allowed in this tender he shall apply in writing to **Chairperson** of Municipality who shall grant it in writing if reasonable ground be shown for it and without such written authority of the **Chairperson** of Municipality applied for and obtained prior to the expiry of the original date provided for in the agreement, the Supplier shall not claim exemption from the final livable under clause 2.
- 13) The contractor shall give notice to **Chairperson** of Municipality of his intension for making delivery of materials and on the material being approved, a receipt shall be granted to him by the **Chairperson** of Municipality or his authorized representatives and no material will be considered as delivered until so approved.
- 14) On the completion of the delivery of materials the contractor shall be furnished with a certificate to that effect but the delivery will not be considered complete until the tenderer shall have removed all rejected materials and shall have the approved materials stacked or placed in such position as may be pointed out to him.
- 15) The materials are of the best description and in strict accordance with the specification, and the Supplier shall receive payment for such materials only as are approved and passed by **Chairperson** of Municipality.
- 16) In the event of the material being considered by **Chairperson** of Municipality to be inferior to that described in the specification the tenderer shall on demand in writing, forthwith remove the same at his own charge and cost and in the event his neglecting to do so within such period as may be stipulated by **Chairperson** of Municipality may have such rejected materials removed at the tenderers risk and expense, the expense incurred being liable to be deducted from any sums due, or which may become due to the Supplier.
- 17) If the tenderer or his work-people break or deface any building, road, fence enclosure or grass land or cultivated land, he shall make good the same at his own expense and in the event of his refusing or failing to do so, the damage shall be repaired at his expense by the **Chairperson** of Municipality, who shall deduct the cost from any sums due, or which may be become due to the tenderer.
- 18) Tender shall supply at his own expense all tools, plant and instruments required for the due fulfillment of his execution and the materials shall remain at his risk till the date for final execution unless it shall have been in the mean time removed for use by **Chairperson** of Municipality.
- 19) The Tenderer shall not sublet without specified order from authority in respect of a specified sub-tenderer. In the event of the tenderer subletting his Supply or execution without such permission, he shall be considered to have thereby committed a breach of agreement and shall forfeit his security deposit and shall have no claim for any compensation for any loss that may have collected or engagement entered into.
- 20) The decision of the **Chairperson**, Pujali Municipality shall be final binding and conclusive on all question relating to the meaning of the specification.
- 21) The **Chairperson** of Municipality shall have power to make any alteration in, omissions from, additions to or substitution for the original specification, drawings, designs and instructions, that may appear to him to be necessary or advisable during the course of execution of the works and the tenderer shall be bound to execute the works in accordance with any instructions which may be given to him in writing signed by the **Chairperson**, Pujali Municipality and such alterations, omissions, additions or substitutions shall not invalidate the works and any altered addition or substituted materials which the tenderer may be directed to supply in the contract in the manner above specified as part of the work shall be supplied or executed by the tenderer on the same conditions in all respect on which he agreed to do the main work, and at the same rates as are specified in the tender for the main work.

N.B.:- For any details of Design & drawings of above mentioned NIT are available to the under signed during office hours of working days.

**Assistant Engineer
Pujali Municipality**

Seal & signature of vendor

This Application should be on the letter head of Applicant.

APPLICATION

**To
The
Chairperson
Pujali Municipality**

Ref: - Tender for _____

_____ (Name of work)

N.I.T.No.:

Sl.no.

Tender ID:

Sir,

Having examined the Statutory, Non statutory and NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of _____ In the capacity _____ duly authorized to submit the order.

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 documents is attached herewith.

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

We understand that:

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

(b) Tender 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

FORM-1

Declaration against Common Interest (on the letter head of Applicant.)

I/We, Sri/Smt. , the authorized signatory on behalf
..... do hereby affirm that I/We/any of the member of
bidding against NIT No.....Sl. No do not have any common interest
either as a partner on any partnership firm / joint venture as a Proprietor / Owner of any other firm in
the same serial for the work I / We want to participate.

Date:

Signature of bidder

Copy forwarded for information and broad publication:-

1. The Executive Engineer,24 Parganas Division-II, M.E.D. Bikash Bhavan, Salt Lake City.
2. The Executive Officer, Pujali Municipality.
3. The A.E, Pujali Municipality.
4. The Accountant, Pujali Municipality.
5. The HC, Pujali Municipality.
6. The IT coordinator with a request to display the same in the official website of Pujali Municipality
7. Notice Board, Pujali Municipality for wide circulation
8. Newspaper.

**Chairperson
Pujali Municipality**