



BIDHANNAGAR MUNICIPAL CORPORATION

POURA BHAVAN, FD-415A, Sector-III,
Kolkata - 700 106.

NOTICE INVITING e-TENDER

Tender ID : 2017_MAD_108461_1

NIT No. 45/PWD(BMC)

Dated : 11/04/2017

The Executive Engineer, PWD on and for behalf of Commissioner, Bidhannagar Municipal Corporation invites e-bid Tender from reliable and resourceful Companies/Firms/Contractors having experience and in similar nature of works as noted below:

Sl. No.	Name of work	Amount Put to Tender (Rs.)	Earnest Money (Rs.)	Date of Completion
1.	Providing false ceiling works at 4th floor (Northern and Southern side) of Poura Bhaban under Bidhannagar Municipal Corporation.	15,24,600/-	30,492/-	30 days

1.	Location of Work:		under Bidhannagar Municipal Corporation area.
2.	Eligibility to participate in the Tender		i) Bonafide resourceful contractors having 50% credential in similar / equivalent nature of works within last 5 (five) years in any Govt./Board/Semi Govt./Corporation/Statutory Authority/ Undertaking etc. organization. (ii) VAT/ST, P. Tax clearance Certificates, PAN Card, Trade Licence and other statutory papers as required.
			Note: a) Similar nature of works completed successfully will be treated as credential.
3.	Documents to be produced in support of Credential for Tender		A successful performance and completion certificate supplemented with work order along with payment certificate issued by the competent authority shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 2: Eligibility to participate in the Tender). Besides this, following documents shall have to be furnished:
		a.	Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm.

		b.	Copies of valid PAN Card, Sales Tax clearance, Professional Tax clearance Certificate etc.
		c.	Corresponding address, fax & telephone no., contact mobile no. & E-mail ID of the Organization.

			<u>All documents in original to be produced in due course of time as & when asked by the Tender Inviting Authority</u>
4.	Earnest Money	a.	2% of the estimated amount put to tender for all participant Bidders and shall be documented through e-Filling, (scanned copy to be submitted) by all the applicants. Original Demand Draft / Pay Order of Earnest Money drawn in favour of “Bidhannagar Municipal Corporation” to be deposited by the Lowest Bidder only within 3 (three) days from the date of opening of the financial bid, at PWD section of this office.
5. Date and Time Schedule :-			
Sl. No.	Particulars		Date and Time
a)	Date of uploading of N.I.T. and Tender Documents (online). (Publishing Date)		11/04/2017 after 18.00 Hrs.
b)	Documents download start date.		11/04/2017 after 18.00 Hrs.
c)	Date of Pre Bid Meeting with the intending tenderers in the office of the Executive Engineer, PWD, Bidhannagar Municipal Corporation.		-NA -
e)	Bid submission start date (online)		11/04/2017 after 18.00 Hrs.
f)	Bid Submission closing (online)		25/04/2017 up to 15.00 Hrs
g)	Bid opening date for Technical Proposals (online)		27/04/2017 after 15.30 Hrs.
h)	Date of uploading list for Technically Qualified Tenderers (online)		To be notified later on
6.	Time of completion		As specified.
7.	Site inspection & general information		Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices.
8.	Tender documents		A full set of Tender documents consists of 2 Parts. These are;
		I)	Part I containing all documents in relation to the name of the firm applied for and credentials possessed by them along with EMD and all relevant documents as depicted in Sl. No. 2.
		II)	Part II containing following documents;
		a.	Bid Price / Price Schedule.(.xls sheet)

9.	Validity of Bid		A Bid submitted shall remain valid for a period of 120 calendar days from the date of publication of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders.
10.	Withdrawal of Bid		A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his/their Bid(s) within the validity period then Earnest Money as deposited by him/them will be forfeited.
11.	Acceptance of Bid		Executive Engineer, PWD of Bidhannagar Municipal Corporation will accept the Bid. He does not bind himself to accept otherwise the lowest Bid and reserves to herself the right to reject any or all of the Bids received without assigning any reason thereof.
12.	Intimation		The successful Bidder will be notified of the acceptance of his Bid and necessary documents must be submitted within 3 (three) days from the date of opening of Financial Bid. The Bidder then becomes the "Contractor" and he shall forthwith take steps to execute Formal Contract Agreement in appropriate Municipal Form with the Executive Engineer, PWD, Bidhannagar Municipal Corporation and fulfill all his obligations as required by the Contract. The Contractor will have to purchase 2 (two) sets of agreement paper in this regard from PWD Section of this office.
13.	Escalation of Cost		There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the O&M of the contract.
14.	Name & address of Engineer-In-Charge (EIC) of the Work		Executive Engineer, PWD, Bidhannagar Municipal Corporation.
15.	Execution of Work		The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, PWD, Bidhannagar Municipal Corporation, who is the Engineer in Charge of the work.
16.	Payment		Payment will be made to the Contractor/Agency by the appropriate Authority of Bidhannagar Municipal Corporation periodically.
17.	Influence		Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.
Following clauses are to be adhering to by the concerned Bidder during the process of Bidding.			
18.	In case office faces sudden closure owing to reason beyond the scope and control of the Executive Engineer, PWD, any of last date/dates as schedule in Sl. No 5 may be extended up-to/to next and following working day without issuing further and separate notice the Administrator feels it to be necessary and exigent.		

19.	Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Bidder/Contractor strictly.
20.	Bid Acceptance Authority is the Executive Engineer, PWD, Bidhannagar Municipal Corporation.
21.	In case of any dispute arising from any clauses of similar nature between bid documents and Municipal tender form, the decision of Executive Engineer, PWD, Bidhannagar Municipal Corporation, will be final and binding.
22.	All usual deductions for taxes i.e. ST, IT, and Labour welfare Cess etc. as applicable will be made from the bills from time to time.
23.	No conditional/ incomplete Bid shall be entertained.
24.	In the event of e-Filing intending bidder may download the tender document from the website https://wbtenders.gov.in directly by the help of Digital Signature Certificate & necessary earnest money shall be remitted through demand draft/ pay order issued from any nationalized bank/Scheduled bank in favour of “ Bidhannagar Municipal Corporation ” payable at Kolkata & same may be documented through e-Filing, (scanned copy to be submitted).
25.	<p>Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the website https://wbtenders.gov.in. Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender Schedule.</p> <p>The requisite Earnest Money, as specified in this N.I.T. shall be paid by drawing a Demand Draft/Pay order on any Nationalized Bank/Scheduled Bank in favour of the Bidhannagar Municipal Corporation payable at Kolkata. Every such Demand Draft /pay order shall be drawn on or after the date of publish of N.I.T. At the time of uploading the tender, the intending tenderer shall upload a scanned copy of such Demand Draft/pay order along with his/her tender. Any tender without Demand Draft/Pay order (Excepting exemption as per G.O.) shall be treated as informal and shall automatically cancelled.</p>
26.	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. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.
27.	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 ULB. The Executive Engineer, PWD, Bidhannagar Municipal Corporation reserves the right to reject any application for purchasing Bid documents and to accept or reject any or all the offered bid /bids without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.
28.	Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in ‘Instructions to Bidders’ before bidding.
29.	During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
30.	Before issuance of the work order, the tender inviting authority may verify the credential & other documents with the original of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufacture or false, in that case, L.O.A. / work order will not be issued in favour of the bidder under any circumstances.

31.	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: i) Municipal Form ii) NIT iii) Special terms & Condition. iv) Technical bid v) Financial bid
32.	Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
33.	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, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

**Executive Engineer
Bidhannagar Municipal Corporation**

Copy forwarded for necessary information to:-

1. Finance Officer, Bidhannagar Municipal Corporation.
2. P.A. to Mayor, Bidhannagar Municipal Corporation.
3. P.A. to Deputy Mayor, Bidhannagar Municipal Corporation.
4. P.A. to Commissioner, Bidhannagar Municipal Corporation.
5. Office Notice Board.
6. Official Website.
7. Publication to the News Papers.

**Executive Engineer
Bidhannagar Municipal Corporation**

SECTION – B
FORM –I
PRE-QUALIFICATION APPLICATION

To
The Executive Engineer,
PWD
Bidhannagar Municipal Corporation

Ref: - Tender

for _____
_____ (Name of work) _____

N.I. T. No.:

Dear 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 / we 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.

Enclose: - e-Filling:-

1. Statutory Documents
2. Non Statutory Documents

Date: -

Signature of applicant including title

and capacity in which application is made.

SECTION – B
Form – II
FINANCIAL STATEMENT

B.1 Name of Applicant:

B.2 Summary of assets and liabilities on the basis of the audited financial statement of the last five financial years.

(Attach copies of the audited financial statement of the last five financial years)

	1 st Year (Rs. In lakh)	2 nd Year (Rs. In lakh)	3 rd Year (Rs. In lakh)	4 th Year (Rs. In lakh)	5 th Year (Rs. In lakh)
a) Current Assets : (It should not include investment in any other firm)					
b) Current liabilities : (It should include bank over draft)					
c) Working capital : (a) – (b)					
d) Net worth : (Proprietors Capital or Partners Capital or Paid up Capital + Reserve and surplus)					
e) Bank loan/ Guarantee : (As per clause G.2. with all sub clauses)					

B.3 Annual value of construction works undertaken :						
Work in hand i.e. Work order issued	As on 31.03.2014	As on 31.03.2013	As on 31.03.2012	As on 31.03.2011	As on 31.3.2010	As on 31.03.2009

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date : _____

AFFIDAVIT“Y”
Declarationofthe Bidder

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Appropriate Value and Duly Notarized)

I,, son of
....., aged..... years by occupation
..... do hereby solemnly affirm and confirm as follow:

1. That, I am the of have duly authorized by and competent to affirm this affidavit on behalf of the said Bidder.

2. That, I have inspected the site of work covered under NIT No..... circulated through Office memo and have made myself fully acquainted with the site conditions existing level/proposed level and local conditions in and around the site of work. I have also carefully and meticulously gone through the Bid documents. Bid of the above named Bidder is offered and submitted upon due consideration of all factors and if the same is accepted, I on and for behalf of the aforesaid Bidder, being lawfully and duly authorized, promise to abide by all the covenants, conditions and stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the Bid accepting Authority of the Work and abide by all instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake to abide by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would be applicable to the Contractor upon entering into formal Contract/ agreement with the Bid Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has been suppressed in the Bid documents.

4. That the statement above made by me is true to my knowledge.

Deponent
Solemnly affirmed by the said
.....

Before me.
.....
(1st class Judicial Magistrate / Notary Public)

SECTION - B
FORM- III
STRUCTURE AND ORGANISATION

A.1 Name of Applicant:

A.2 Office Address:

Telephone No. and Cell Phone No. :

Fax No. : E mail ID:

A.3 Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. :

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

Signature of applicant including title
and capacity in which application is made.

FORM – IV

C. DEPLOYMENT OF MACHINERIES (in favour of owner / lessee):-

(Original document of own possession arranged through lease deed to be annexed)

(If engaged before Certificate from E.I.C. to be annexed in respect of anticipated dated of release of Machineries.)

Name of Machine/ Instrument	Make	Type	Capacity	Motor / Engine No.	Machine No.	Possession Status		Date of release If Engaged
						Idle	Engaged	

For each item of equipment the application should attach copies of

(i) Document showing proof of full payment, (ii) Receipt of Delivery, (iii) Road Challan from Factory to delivery spot, is to be furnished.

Signature of applicant including title

and capacity in which application is made.