



MADHYAMGRAM MUNICIPALITY

P.O. : Madhyamgram

Dist. : North 24 Parganas, Kolkata - 700129

Memo No.- MM/EO/1321/2023-24

Dated: 04/08/2023

NOTICE INVITING e-TENDER

Tender No: - **WBMAD/MM/NIT-15e/2023-24 (2nd Call).**

Online Tenders are invited by the Executive Officer on behalf of the Madhyamgram Municipality through electronic tendering (e-tendering) for the following listed works within Madhyamgram Municipal Areas in North 24 Parganas District from eligible and resourceful Companies/Firms/Contractors having sufficient credential and financial capability for execution of works as depicted hereunder for participating in the tender.

Table 1 :- List of works

| Sl. No. | Name of the work | Estimated amount put to tender (in Rs.) | Earnest Money (in Rs.) | Cost of Tender Documents (Applicable for the successful Contractor only at the time of formal agreement) (in Rs.) | Time for completion of work (in days) |
|---------|--|---|------------------------|---|---------------------------------------|
| 1 | Preparation of Conference Table at Tagore Culture Centre in ward no. 10 under Madhyamgram Municipality. | 125366 | 2507 | 200 | 30 Days |
| 2 | Supplying, fitting & fixing of Sound item & Revolving Chair for Conference Room at Tagore Culture Centre in ward no. 10 & Bireshpally HAU I in ward no. 21 under Madhyamgram Municipality. | 188720 | 3774 | 200 | 30 Days |
| 3 | Supplying, Fitting & Fixing of Marble Slab on floor at Ghoshpara Durga Mandap in Ward No. 27 Under Madhyamgram Municipality. | 406496 | 8130 | 500 | 30 Days |

Table-2 :-

| | |
|---|--|
| Eligibility Criteria & Documents to be produced in support of Credential for tender Part-I (Prequalification Documents): | <ul style="list-style-type: none"> i) Having experience and technical acumen in Executing, Construction & Completion of similar nature of work with a work value not below 40% of the estimated amount put to tender in a single contract during last 5(five) financial years in any Government Department/Board/Semi-Govt./Corporation/Statutory Authority/Undertaking etc. (Work credential will be checked as per WBPWD order no.03-A/PW/O/10C-02/14 dated 12.03.2015) (copies of Completion certificate, Work order, price schedule & payment certificate issued by the competent authority need to be submitted). ii) Having valid GST registration certificate. iii) Having valid PAN Card and Income tax return for last A.Y. (2022-2023) or (2023-2024). iv) Having upto date PTax deposit Challan. v) Having valid up to date Trade License. vi) Scanned copy of online submitted EMD receipt. vii) Having valid Electrical Supervisory License for Electrical Works Only (in the name of bidder or others to whom bidder have an agreement/joint venture.) viii) Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm. Registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co-operative Societies are required to furnish valid Bye Law, Last Assessment year (2021-2022) Audit Report, Certificate of Registration and Valid Clearance Certificate from A.R.C.S. for the last Financial Year and resolution of A.G.M. mentioning the authority of using D.S.C. along with other relevant supporting papers. N.B- All document in original to be produced in due course of time as & when asked by the TIA for verification purpose. |
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| Tender documents :- | <p>A full set of Tender documents consists of 2 Parts. These are</p> <p>PART I :- Containing all documents in relation to the name of the Companies/Firms/Contractors applied for and credentials possessed along with all documents as specified in above Eligibility Criteria and its all corrigenda's.</p> <p>PART II :- Containing the Tender Price / Price Schedule.(BOQ in MS-excel format)</p> |
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Table-2 :- Date & Time Schedule

| Sl No | Particulars | Date & Time |
|-------|--|--------------------------|
| i) | Date of uploading of NleT & Tender Documents online (Publishing Date) | 05/08/2023 |
| ii) | Documents download start date (Online) | 05/08/2023 at 11.00 Hrs. |
| iii) | Date of Pre Tender Meeting with the intending Contractors at Municipality | N/A |
| iv) | Tender submission start date (On line) | 05/08/2023 at 11.00 Hrs. |
| v) | Tender Submission closing (On line) | 14/08/2023 at 16.00 Hrs. |
| vi) | Tender opening date for Technical Proposals(Online) | 16/08/2023 at 16.00 Hrs. |
| vii) | Date of uploading list for Technically Qualified Contractor (online) | To be notified later |
| viii) | Date & Place for opening of Financial Proposal (Online) | To be notified later |
| ix) | Date of uploading of list of qualified Contractor along with the offer rates (on line) | To be notified later. |
| x) | Also if necessary for further negotiation through offline for final rate. | To be notified later. |

NOTE: As per PWD guideline vide Memo No-410-A/PW/10C-9/14 Dated-1st Dec, 2014, it has been felt that for developing new contractor credential certificate (Work Completion certificate) is not mandatory for determining his/her eligibility in the tendering process (Technical & Financial) for value less than Rs. 5 lakh.

Security Deposit & other taxes:-

SD at a rate as per prevailing govt order i.e. @ 10% will be deducted; EMD @ 2% submitted during tender will be converted to SD and rest SD @ 8 % will be deducted from each running bill. All usual deductions for taxes i.e. GST, IT, and Labour welfare cess, Revenue etc. as applicable will be made from the bills time to time.

Defect Liability Period:- 5 years for all listed works under this NIT.

Earnest Money:-

The Earnest Money (2% of estimated amount put to tender), as specified in work list shall be remitted by the Contractor through net banking or NEFT or RTGS wbtenders.gov.in portal payment gateway in respect of tender ID .Every such transfer shall be done on or after the date of published of Nle-T. Any tender without such online payment of EM (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt (Scanned copy) shall be uploaded as statutory document.

EMD should not be exempted for any bidders including MSME except specific Govt order.

Fund:- Development, and payment will be made based on availability of fund by the Govt.

Additional Performance Security: as per G.O. no.4608 F(Y) dated 18.07.2018

Cost of Tender Documents (Applicable for the successful Contractor only at the time of formal agreement): NIL

Validity of Bid: Not less than 120 days from bid submission closing date.

Scope of the works:- As per BOQ.

Other terms & conditions if any:-

1. No construction related or other materials will be issued from Department. So, Recovery of material need not be accounted in this case.
2. The proposed site of work may change into another location if required within respective municipality. In such case no price enhancement will be entertained.
3. All taxes will be deducted as per order of Govt. of West Bengal time to time.
4. Successful agency shall have to execute formal agreement with the The Chairman, Madhyamgram Municipality In the Revised West Bengal Form No-2911 free of cost within the time period mentioned in the LOA/ work order.
5. Among all the workers engaged with the firm, those who will be working at the site of the said tender must be use safety measures. If any casualty occurs then the total responsibility will go to the contractors end.
6. The prevailing clauses listed under West Bengal Form No.-2911 shall be valid as usual.
7. Arbitration will not be allowed. As per Conditions of Contract of Municipal printed form.
8. The CHAIRMAN, Madhyamgram Municipality, Madhyamgram, North-24 Parganas reserves the right to cancel this N.I.T. due to unavoidable circumstances & no claim in this respect will be entertained.
9. Work Order or Payment of work will be depended on availability of fund. Intending tenderers may consider this criteria while submission of Tender & quoting their rates.

Instructions/guidance to the contractors for e-tendering:-

1. General Guidance for e-tendering:

Intending tenderers desirous of participating in the tender are to log on to the website <https://wbtenders.gov.in>. The tender can be searched by typing the First Four Letters in the search engine provided in the website.

2. Registration of Contractors:

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt of India. (viz. nCode Solution, Safescrypt, e-Mudhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

3. Eligibility for participation:

Contractors, Registered Engineers Co-operative Societies, Consortiums and Partnership firms registered with the State Government and contractors of equivalent Grade / Class registered with Central Government / MES / Railways for execution of civil works are eligible to participate.

4. Collection of Tender Documents:

Tenders are to be submitted online and intending tenderers are to download the tender documents from the website as stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

5. Submission of Tenders

5.1 General process of submission

Tenders are to be submitted online through the website as stated above. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The Tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents of originals in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender till the bid submission ends. Tenderers should in general upload the latest documents as part of the tender, however, in case of failure in uploading such documents, it will be deemed that they (Tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends.

5.2 Addenda/Corrigenda: if published.

Note: Contractors are to keep track of all the Addendum/Corrigendum issued with a particular NIT till the bid submission ends and in general upload the downloaded copies of the above documents and merge the Addenda/Corrigenda with respective NIT in the NIT folder. , however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends, overriding any other terms/conditions if mentioned anywhere else in the concerned NIT.

5.3 Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential.

5.4 Penalty for suppression / distortion of facts

If any Tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee 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 of the for a maximum period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to may take appropriate legal action against such defaulting tenderer.


5.5 If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.

5.6 The Earnest Money may be forfeited if:-

- a) If the Bidder withdraws the Bid during the period of Bid validity.
- b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
- c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other Document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.

5.7 The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.

5.8 For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of Works / item itself including description etc. whatsoever as stated in BOQ, that can't be claimed during agreement or so. In that case sanctioned estimate will be binding criteria.


Executive Officer

Madhyamgram Municipality

Executive Officer
Madhyamgram Municipality
North 24 Parganas

APPLICATION FORM FOR TENDER

To.

The Executive Officer
Madhyamgram Municipality

NIT No: -

Serial No of Work applied for: -.....

Amount put to tender: `

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/we hereby like to state that I/we will fully accept all your conditions and offer to execute the works as per NIT no and Serial no stated above. We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 2023

Full name of applicant: _____

Signature: _____

In the capacity of: _____

Duly authorized to sign bids

For & on behalf of (Name of Firm): _____
(In block capitals or typed)

Office address:

Telephone no(s) (office): _____

Mobile No: _____

Fax No: _____


E mail ID: _____

Memo: MM/EO/1321/2023-2024 (2)

Date: 04/08/2023

Copy Forwarded for information and wide circulation through to:

- 1) Notice Board
- 2) Office Website


Executive Officer
Madhyamgram Municipality
Executive Officer
Madhyamgram Municipality
North 24 Parganas