



DAINHAT MUNICIPALITY

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Memo No. 203 D.M/ENGG/ Motor Vehicles

Date : - 28/06/2018

NOTICE INVITING ELECTRONIC TENDER NO. 30 D.M/ENGG/ Motor Vehicles DATE - 28/06/2018 (2018-2019) of

DAINHAT MUNICIPALITY , P.O:-DAINHAT ,DIST :-BURDWAN

NOTICE INVITING e-TENDER

The Chairman on and for behalf of the Board of Councilors of Dainhat Municipality invites sealed competitive tender on percentage (above /below rate from the reliable and resourceful companies/firms/Suppliers having experience and acumen in Supply work as noted below and the eligibility is depicted hereunder in the tender. Details of tender with necessary requirement towards submission of quotation papers will be available online as per particular given below.

1. General guidance for e-tendering intending :-

Tenderers desires of participating in the tender are to log on to the web site <http://wbtenders.gov.in>. The tender can be searched by typing the first four letters in the search engine provided in the web site.

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 authorised certifying authority (CA) under CCA, Govt. Of India.(viz. n code solution safe script, e-mudhra, TCS,MTNL,IDRBT)DSC is given as a USB e-token.

After obtaining the class 3 digital signature certificate from the approve CA they required to register the fact of processing the digital certificate through the registration certificate available in the web site.

3. Eligibility for participation :-

Contractors, Registered Engineers Co-operative societies, consortium and partnership firm registered with the State Government and Suppliers of equivalent grade class registered central govt/MES/Railway for Supply works are eligible to participate.

4. Collection of tender documents:

Tenderers are to be submitted online and intending tenderes are to be download the tender documents from the web site give in clause 1above directly with the help of e-token provided. The only mode of collection of tender documents.

Details of submission procedure are given below.

5. Participation in works :

Any contractor can submit tenders for the works published in the particular NIT depending on his credential and financial capability, Detail of which are given later.

6. Submission of tenders:

6.1 General process of submission :

Tenders are to be submitted online through the website stated in clause 1 all the documents uploaded by the tender inviting authority form an in integral part of contract.

Tenderers are required to upload all the tender document along with the other documents as asked for the tender through the above web site within the stipulated date and time as given in the tender , tenderers are to be submitted in two folders at a time for the work one is technical proposal and the other is financial proposal. The tenderes shall carefully go through the document and prepared required document and upload the scanned documents of originals portable document (PDF) to thr portal in the designated locations of technical bid. He needs to fill up the Rates of item /percentage in the BOQ, downloaded for the work in the designated cell and upload the same in designated location of

financial bid. The document uploaded are virus scanned and digitally signed using the digital certificate. tenderers should specially take note of all the addendum / corrigendum related to the tender till the bid submission end. tenderers are should in general upload the latest document as

part of the tender, how eve in case of failure in uploading such document it will be dimmed that they (tenderers) have taken note of such latest document including addendum /corrigendum if published till the bid submission end.

6.2 Technical proposal

Technical proposal Should contain scanned copies and /or declaration in the following standardised format in two covers(folder) .

A) Technical file (statutory cover) containing

- i) Application for tender-(vide form-1)(to be submitted in “forms” folder)
- ii) Notice inviting tender (NIT) the has published is to be downloaded and then uploaded and digitally signed (to be submitted in “NIT” folder
- iii) A bidder desirous to bid and initiate payment of pre-defined EMD/tender fees for the tender by selecting the following payment mode .Net Banking (any of the Banks listed in ICICI Bank payment gateway) for payment through ICICI Bank Payment gateway only .
- iv) Credential certificate: Scanned copy of Credential certificate of 40 % completed works of same nature

B) My document (Non statutory cover) containing,

i) Certificate

1) PAN, Valid up to the date of opening of the tenders and latest ITR. Application for such clearance address to the competent authority may also be considered.

2) Provisional registration certificate for G.S.T. suing G.S.T Registration Number .

Company details :

1. Registered deed for partnership firm /consortium from register assurance having office at Todimansion.
2. Trade Licence for proprietorship firm.
3. Memorandum of articles for Limited companies.
Societies registration, audit report ARCS certificate and by laws for Co-operative societies.
Addenda and corrigenda if published .

Any other documents found necessary.

6.3) Financial proposal /latest annual accounts.

The financial proposal should contain the following documents in 1 cover (folder)

Bill of Quantity (BOQ): The contractor is to quote the rate (percentage above or below) online through computer in the space marked for quoting the rate in the BOQ (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the contractor).

7) Submission original copies of documents of tender cost (if any) and Earnest money deposit.

7.1) Mode of payment :

EMD:- A bidder desirous to bid and initiate payment of pre-defined EMD/tender fees for the tender by selecting the following payment mode .

Net Banking (any of the Banks listed in ICICI Bank payment gateway) for payment through ICICI Bank Payment gateway only . The BOQ excluding 12% GST and 1% cess Lowest accepted bidder should produce bill adding 12% GST and 1% cess separately .

8.1) Eligibility criteria:

- i) Intending tenderers should produced credential certificate from Govt. Department/Board/Semi Government /corporation /Statutory Authority/Undertaking etc for Supply work fully completed work.
- ii) Completion certificate submitted by the bidders should indicate the gross value of the 100% completed work only. Completion certificate should clearly contain the name designation address and contact of the officer issuing the credential.

8.2) Penalty for suppression / distortion of facts if any tenderers fails to produced the original hard copies of the documents all demand of the tender evaluation committee within a specified time frame or if any deviation detected in the hard copies from the uploaded soft copies or if there is suppression , the tenderers will be suspended from participating in tenders or e-tender platform of Dainhat Municipality. In addition his earnest money will stand for fitted to Dainhat Municipality.

9) Chairman Dainhat Municipality reserves the

Right to cancel the NIT or issue corrigendum notice to the NIT due to unavoidable circumstance no claim in respect will be entertain.

10) **All such Taxes cess etc** . As applicable as per rule as per GO in force or execution of work will be borne by agency and deducted at source from the bill of the work. The rate in the schedule of the rate inclusive of all taxes and cess stated above.

Schedules of dates for e-tendering.

Sl No	Activity	Date & Time
1	Publishing Date	28/06/2018 AT 6.00 PM
2	Tender Documents Download Start date	29/06/2018 AT 10.00 AM
3	Bid submission start date	29/06/2018 AT 10.00 AM
4	Bid submission end date	07/07/2018 AT 5.00 PM
5	Technical bid opening date	07/07/2018 AT 11.00 AM
6	Uploading of Technical bid Evaluation sheet	To be uploaded after the verification of technical papers of the bidders
7	Date of uploading final list for technically qualified bidders after disposal of apples if any (online)	24 hours from the time of uploading list of technically qualified bidder in the web portal only.
8	Financial bid opening date	To be notified at the time of publishing list of technically qualified bidders in the web portal only to be intimated later
9	Uploading of Financial bid Evaluation sheet	Uploading of financial evaluation sheet to be notified later.