

OFFICE OF THE BOARD OF ADMINISTRATORS
SANTIPUR MUNICIPALITY
P.O SANTIPUR, DIST NADIA

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Notice Inviting e-Tender

NIT No.– WBMAD/SM/14th FC/21(1st Call)/2020-21

Memo no:02/5/22/(DS)

Dated: 16.09.2021

The Chairperson, on and for behalf of the Board of Administrators of SANTIPUR Municipality invites sealed competitive Bid (Two Part) on percentage Rate basis from reliable and resourceful Companies/Firms/Contractors having experience and acumen in Construction work as noted below the eligibility as depicted hereunder for participating in the Bid.

List of Works:

Sl. No	Name of the Work	Estimated Amount(Rs.)	Earnest Money(Rs.)	Period of Completion	Eligibility criteria
1	Supplying Fitting & Fixing of 30W & 70W LED Light with necessary arrangement of 610 nos Existing new Erected pole in different place of Santipur Municipality under 14 FC	Rs.33,10,210.00	2% of the estimated cost	2 Months	Bonafied, reliable, resourceful and experience contractors having sound financial status and having credential not less than 40% of the value of similar nature of work in a single contract during preceding 5 (Five) years under Govt./Semi Govt./Statutory of local bodies. Credential means completion certificate of a single contract of a similar nature of work. A declaration of LED light for 5 years shall have to be submitted by the bidder through an affidavits. OME Authorization letter among the tender specification LED OEM, at list of one LED brand should bewith a technical bid & OEM should have service by the bidder OEM authorization/Warranty to be signed either by Area Manager or Equivalent category executive. The above all items should be supplied in brand of Philips/HPL/SURYA all fitting should be made in india(The authority reserves the right to accept or reject any brand without assigning any reason). The OEM authorization letter should be including within technical bid.
2	Supply Errection Fitting and Fixing of 13 nos High Mast Flood Lights at different place in Santipur Municipality 22 12 16 23 3 18 19 14 9 8 7 5 AND 24 under 14 th FC	Rs.5529482.00	2% of the estimated cost	2 Months	

1. Technical Proposal (PART-I)

The Technical should contain scanned copies and / or declarations in the following standardized format in further to covers (Folders).

a) Technical files (Statutory covers)

- i. NIT and Addendum or Corrigendum if any.

- ii. Municipal Tender Form.
- iii. Declaration.
- iv. Scanned copy of Power of attorney by the competent Authority if the power is delegated for signing the Bid to persons other than the applicant must be uploaded.
- v. Scan Copy of Bank Challan.
- vi. Credential.
- vii. Valid Electrical Contractor's License, valid supervisory certificate and (valid appointment documents of supervisor if necessary)
- viii. A declaration of LED light for 5 years shall have to be submitted by the bidder through an affidavits.
- ix. OME Authorization letter among the tender specification LED OEM,at list of one LED brand should bewith a technical bid & OEM should have service by the bidder OEM authorization/Warranty to be signed either by Area Manager or Equivalent category executive.
- x. The above all items should be supplied in brand of Philips/HPL/SURYA all fitting should be made in india(The authority reserves the right to accept or reject any brand without assigning any reason).
- xi. The OEM authorization letter should be including within technical bid.

b) My Documents (Non- statutory cover) containing:

- (i) The firm shall have valid trade license.
- (ii) The intending tenderer shall have valid up to date clearance certificates of professional tax. If up to date PTCC is not obtained then receipted copy of tax deposit Challan from the date of PTCC last issued / obtained to the current year shall have to be produced.
- (iii) The firm shall have GST Registration.
- (iv) The firm shall have valid PAN issued by GOI & Last year IT returns acknowledgement copy.
- (v) The intending bidder shall have Valid Electrical Contractor's License. The personnel to be provided by agency shall possess requisite valid supervisory certificate (SCC Part no- 1,2,3,4,5,6A,6B,7A,7B,11) and valid appointment documents of supervisor of which the EIC,Santipur Municipality may ask for verification at any time during the period of contract. Declaration of appointment shall be uploaded.
- (vi) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the work quantity during 5(five) years prior to the date of issue of this tender notice.
- (vii) A self-declaration stating that the documents submitted / furnished by him are true and genuine to the best of his knowledge and belief. In case any fraudulent activities are observed and or detected, he shall be solely responsible for such activities .He shall also declare that whether his firm has been debarred in recent past from any sort of tendering in any department or punished in any form.
- (viii) The work completion certificate must specify detailed nature of job completed, value of job done, date of commencement of work and the date of completion of work.
- (ix) All agencies must have local office situated at nadia/nearest place and its suburbs for correspondences. Bidders are requested to submit the Nadia office address and contact person details along with the Part -A.
- (x) Partnership firms should submit a copy of the Partnership deed along with the Part A of the Tender Documents otherwise the application may not be considered.
- (xi) Declaration of penalty/debarment etc. faced by the bidder under any Gov/Semi Govt./Autonomous Body/Institution etc
- (xii) All the pages of Tender paper and all the documents (submitted as Bid Document) including photo copies must be signed by the authorized representative on the body of

such documents in the following manner failing which, the application may not be considered

2. Financial Proposal-(PART-II)

The financial proposal should contain the following documents in two cover (Folder) i.e.

(i) Bill of quantities (BOQ) the contractor is to offer the rate (Percentage above/ below) online through computer in the space marked for quoting rate in the BOQ. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

3. Earnest Money Deposit:

The earnest money 2% OF the estimated cost shall be deposited with the tender through online.

4. Security Deposit :

The successful tenderer shall have to provide for as security for the work an amount in terms of clause no. 1 of the printed tender form.

An amount at the rate of 10% of the work /supply will be recovered from the progressive running bills. This is inclusive of the initial security deposit already deposited with the Department at the rate of two percentile (2%). That means eight percent (8%) is deductible from billed amount and 2 % already with the department as initial EMD shall together form 10% security deposit.

In case the total amount of the retainable security deposit is more than Rs 2.00 lakh, then the contractor, at his own choice/ option, may apply to the department for allowing him to keep the amount of deductible security deposit exceeding Rs 2.00 lakh in the form of Bank Guarantee from a scheduled Bank in Kolkata valid for the entire guarantee period in the prescribed format of the department.

Failure on the part of the contractor (successful bidder) in depositing the additional amount of initial security where so required in terms of above shall constitute a breach of the obligations and shall render the offer / contract liable for termination with forfeiture of initial security deposit that may be lying with Santipur Municipality without any reference to the bidder.

5. Statutory Deduction of taxes / duties / Cess etc. :

Income Tax will be deducted from the contractor's bill at the rate in accordance with the orders/ circulars of the Union Government of India in force during the contractual period.

If the Union Government of India declares any variation of the tax structure during the pendency of the contract, it shall be to the contractor's account.

G.S.T. of the gross billed value for registered dealer will be deducted from the contractor's bill at the rate in accordance with the orders/ circulars of the Government of West Bengal in force during the contractual period

If any variation in the tax structure declared by the Government of West Bengal during the pendency of the contract shall be to the contractor's account.

6. Additional Performance security:

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. Additional performance security shall be submitted in the form of Bank Guarantee from any schedule bank before issuance of the work order if the bidder fails to submit additional performance security within 7(seven) working days from the date of issuance of Letter of acceptance, his EMD will be forfeited and other necessary action like black listing of contractor etc may be taken .the bank guarantee to be valid up-to the end of contract period shall be renewed accordingly if required.

7. Opening and evaluation of tender:

Opening of Technical Proposal:

- a) Technical proposals will be opened by the Chairperson,Santipur Municipality or his authorized representative electronically from the web site using their digital signature certificate.
- b) Intending tenderers may remain present if they so desire.
- c) cover for statutory documents should be opened first if found in order cover for non-Statutory documents will be opened. If there is any deficiency in the statutory documents, the tender will summarily rejected.
- d) Decrypted documents of the non-statutory documents will be downloaded and handed over to the tender accepting authority.

7.2 Opening and evaluation of financial proposal:

Financial proposal of tenderers declared technically eligible by the tender accepting authority will be opened electronically from the web Portal on prescribed date and time by the Chairperson,Santipur Municipality/Tender Committee members.

After evaluation of Tinancial proposal, the authority may upload the final summary result.

The Tender Accepting Authority may ask any of the tenders to submit analysis to justify the rate quoted by that tenderer.

8. Conditional and incomplete Tender:

Conditional and incomplete tenders are liable to summary rejection.

9. Withdrawal of tender:

A tender once submitted shall not be withdrawn within a period of 120 days from the last day of the opening of the tender.

If a tenderer withdraws his tender within this period without any valid reason, he may be disqualified from submitting any tender in Santipur Municipality for a minimum period of one year.

10. Validity of the offer/ tender:

The validity of the tender shall be 120 days from the date of the opening of the offer.

11. Rates inclusive of all charges:

As stated elsewhere the rate quoted by the tenderer shall be inclusive of all elements of taxes and duties, demands.

The tenderer shall include income taxes, GST etc. as applicable, octroi if any, toll, ferry charges, local charges, royalties, service taxes, turn over taxes, custom duties and all other charges as applicable.

All other charges like insurance charges, freight, Government Inspector's fee for obtaining statutory clearance etc. as would be required for completion of the work shall also be considered in the rates quoted. No claim what so ever on this account will be entertained.

12. Payment of wages and other regulatory benefits:

The wages and other regulatory benefits / viz. ESI, EPF & Bonus, as per the prevailing rules, regulations, acts etc of the state and union Govt. shall be provided to all the personnel deployed by the contractor from time to time for undertaking the work. In no case, the department shall not be held responsible for any eventualities in this regard.

13. Acceptance of Tender

I. Lowest valid rate should normally be accepted. However, the Tender accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, without assigning any reasons thereof.

II. During the entire process of the tender, if it is found that any penal measures imposed by any Govt/ Semi-Govt/ Autonomous body against any intending tenderer, the Authority reserves the right to reject any bid offered by the said tenderer.

III. Submission false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for persecution as per relevant I.T. Act. With for forfeiture of earnest Money forthwith.

14. Disclaimer :

All expense for preparing and submission of the tender bid shall be to the bidder's account and shall no way be refunded/ compensated in any form.

Chairperson, santipur Municipality reserve the right to reject or accept or split any or all tenders / bids without assigning any reasons what so ever.

Chairperson, santipur Municipality reserves the right to terminate the tender without assigning any reason what so ever in nature at any point of time during pendency of the contract by serving upon seven days written notice to the contractor even after award of the contract and execution of field work without entertaining any claim for loss of profit or compensation of any kind and of any nature whatsoever.

15. Per day delay fine of Rs. 1000/- (One thousand only) shall be deducted on each day of delay.

4. Date & Time Schedule:-

Sl. No.	Particulars	Date and Time
a)	Date of uploading of N.I.T. and Tender Documents online) (Publishing Date)	16.09.2021
b)	Documents download/sell start date (Online)	16.09.2021 from 05.00 PM
c)	Bid submission start date (On line)	16.09.2021 from 05.00 PM
d)	Bid Submission closing (On line)	02.10.2021 upto10.00 AM
e)	Bid opening date for Technical Proposals after verification of the documents (Offline)	04.10.2021 upto10.00 AM
f)	Date of uploading list for Technically Qualified Tenderers (online)	To be notified during uploading of Technical Evaluation Sheet of Tenderers
g)	Date and Place for opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Tenderers
h)	Date of uploading of list of tenderers along with the offer rates through (on line),	Within 48 (Forty Eight) hours after opening of financial proposal
	Also if necessary for further negotiation through offline for final rate.	If required, will be notified within 48 (Forty Eight) hours after uploading the offered rates of tenderers.

Chairperson
Santipur Municipality
Dated: 16.09.2021

Memo no:02(8)/5/22/(DS)

Copy forwarded to :

1. The District Magistrate, Nadia.
2. The Sub-Divisional Officer ,Ranaghat Sub-Division, Nadia.
3. The Superintending Engineer, (East Circle), M.E.Dte.AB-30/1, Prafulla Kanan (West), Krishnapur, Baguiati, Kalkata-700101.
4. The Executive Engineer, Nadia Division, ME Dte. 15 D.L. Roy Road, Krishanagar, Nadia.
5. The Executive Officer, Santipur Municipality.
6. The Finance Officer, Santipur Municipality.
7. The IT Coordinator for uploading the notice in the Santipur Municipality Web site.
8. Office Notice Board.

Chairperson
Santipur Municipality

Section- G

Annexures

ANNEXURE –‘A’

(Declaration to be furnished with the offer by all bidders)

I, Sri/Smt ----- S/D/ of Sri -----
----- of -----
(address), proprietor/partner/director of M/s ----- and or working as -----
----- (Designation) having the proper legal authority / power of
attorney to sign and act on behalf of the fore stated company / JV company / associated company do
hereby affirm and solemnly declare that the documents submitted in connection with the NIT No:
_____ The Chairperson, Santipur Municipality for
establishing qualification in respect of the stated company to participate in the tender fray, are true and
genuine to the best of my knowledge and belief.

I further solemnly affirm and state to the best of my knowledge and belief that the above named
company has never been debarred from participating in any tender or blacklisted or imposed upon
penalty under any Govt. / Semi-Govt /Govt. undertaking/ Autonomous body/PSU/Institution of repute
etc.

I further solemnly affirm and state to the best of my knowledge and belief that the above named
company was debarred from participating in tender or blacklisted or imposed upon penalty under -----
-----the Govt. / semi-Govt /Govt. undertaking/
Autonomous body / PSU /Institution of repute etc during the execution of the contract between the said
company (contractor) and ----- (the contractee).

(Strike out which is not applicable)

Signed in presence of

(-----)

Witness

Authorized signatory
on behalf of the company

ANNEXURE –‘B’

(to be furnished by all bidders)

A. I/We have carefully gone through the Notice Inviting Tender and all other documents including all relevant Terms and Conditions of Contract contained in Techno Commercial Bid of the Tender Documents.

B. My/Our Tender is offered taking due consideration of all factors and if the same be accepted. I/We promise to abide by all stipulations of the Contract documents to carry out and maintain requisite progress as directed & complete the work to the satisfaction of the Authority within the target date.

C. *Sri/Smt _____

of ----- Santipur Municipality is related to me/us as stated

here in _____

D. *I/We have no relative/relatives working anywhere in Santipur Municipality.

(* Strike out whichever is not applicable)

(Full name of the signatory in block letters)

Dated Signature of the Tenderer

with company Seal

Postal Address of the firm:

Contact telephone numbers:

E Mail Id:

ANNEXURE –‘C’

(to be furnished by all bidders)

I / We have inspected the site of works and made us fully acquainted with the local conditions in and around the area and the specific site of work. And in consideration thereof, my /our rate/s has / have been offered.

I / We have carefully gone through the conditions laid down in the Notice Inviting Tender, General terms & conditions, Special terms & conditions and technical specifications along with Municipal Form and other documents mentioned therein.

I / We have also carefully gone through the latest “Departmental Schedule” i.e. KMDA/PWD schedule for Electrical works along with other schedule of works namely PWD schedule of works with other standards as stated and defined else where in this document. My / our tender is offered taking due consideration of all factors, and if the same be accepted, I / We promise to abide by all the stipulations of the contract document, carry out and maintain requisite progress as directed by the “ Engineer - in - Charge” and complete the work to the satisfaction of the authority within the targeted date..

Postal Address of the tenderer:

Telephone No:-

Office:

Residence:

Mobile:

Signature of the tenderer with
Company’s Seal.