NOTICE INVITING e-TENDER
NO: -15/BM/2020-21

On behalf of the Administrator, The Executive Officer, Berhampore Municipality, invites e-Tender (electronic Tender) from bona fide, resourceful Contractors for the following works-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Work</th>
<th>Estimated Amount including GST &amp; cess (Rs.)</th>
<th>Earnest Money (Rs.)</th>
<th>Period of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Improvement of Kalikapur road by bituminous work from Station approached to kalikapur more &amp; kalikapur more to byaspar more under ward no 2 of Berhampore Municipality.</td>
<td>13,59,382.99</td>
<td>27,188</td>
<td>30 Days</td>
</tr>
<tr>
<td>02</td>
<td>Improvement of Iswar babu lane &amp; Gangadhar kabiraj lane, Benwari Goswami lane by bituminous work from Nandakumar road to Kedar Mahato Lane and Shib Mandir to Mohan Roy Para Lane under Berhampore Municipality.</td>
<td>11,39,634.85</td>
<td>22,793</td>
<td>30 Days</td>
</tr>
</tbody>
</table>

Other details:

1. Location of Work: Different places within Berhampore Municipality

2. Eligibility to participate in the Bid
   i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice.
   Or
   ii) Intending tenderers should produce credentials of 2(two) similar nature of work, each of minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice.
   Or
   iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at above.

   In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned executive engineer or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency i.e., the tenderer.

   AND

   Having sufficient qualified technical personnel with sound knowledge and experience in execution of similar nature of works.

   AND

   Having sufficient annual turnover in any one year of last three Financial years.

   AND

   Up to date Trade License, GST Registration Certificate with up to date return, Up to date P. Tax Payment certificates, PAN Card, Income Tax Return receipts and audited balance sheet of last five years.
**Note:**
a) Only works of nature depicted above completed successfully will be treated as credential.

b) The bidder have no adverse report, on any account, against their organization for any project worked during last 5 (five) years or working at present. This clause will lead for rejection of application, even after fulfilment of other eligibility criteria. In this connection a declaration may be given as affidavit in non-judicial stamp paper. However the tender inviting authority reserves the right to relax the eligibility criteria if felt necessary for the interest of fair competition.

### 3. Documents to be produced in support of Credential (Prequalification Documents)

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. Besides this, following documents shall have to be furnished:

<table>
<thead>
<tr>
<th>Particulars</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm</td>
</tr>
<tr>
<td>b. Bank solvency Certificate.</td>
</tr>
<tr>
<td>c. Valid documents in support of annual Turnover.</td>
</tr>
<tr>
<td>d. P.F&amp; E.S.I Registration Certificate</td>
</tr>
<tr>
<td>f. Audit report and Balance sheet authenticated by an accountant in last five years.</td>
</tr>
<tr>
<td>g. Experience and address, fax &amp; telephone nos., mobile no., &amp; E-mail ID nos. of the firm.</td>
</tr>
</tbody>
</table>

All documents in original have to be produced in due course of time as & when asked by the Bid inviting authority.

### 4. Earnest Money

2% of the Quoted Bid price shall have to be deposited as Earnest Money along with Bid Proposal via e-procurement portal of the Government of West Bengal http://wbtenders.gov.in using bidders ‘login ID and password by selecting either of the following payment modes:

1) Net Banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.
2) RTGS/NEFT in case of offline payment through bank account in any bank as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. Of West Bengal. Every such Transfer shall be done on or after the date of publish of NiEB. Any Bid without such Transfer 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

### Date and Time Schedule :-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Date of uploading of NiET. and Bid Documents online) (Publishing Date)</td>
<td>30-09-2020 at 9.00 A.M.</td>
</tr>
<tr>
<td>b)</td>
<td>Documents download/sell start date (Online)</td>
<td>30-09-2020 at 9.00 A.M.</td>
</tr>
<tr>
<td>c)</td>
<td>Bid submission start date (On line)</td>
<td>30-09-2020 at 9.00 A.M.</td>
</tr>
<tr>
<td>d)</td>
<td>Bid Submission closing (On line)</td>
<td>14-10-2020 up to 5.00 P.M.</td>
</tr>
<tr>
<td>e)</td>
<td>Bid opening date for Technical Proposals (Online)</td>
<td>17-10-2020 after 10.00 A.M.</td>
</tr>
<tr>
<td>f)</td>
<td>Date of uploading list for Technically Qualified Bidders (online)</td>
<td>To be notified later</td>
</tr>
<tr>
<td>g)</td>
<td>Date and Place for opening of Financial Proposal (Online)</td>
<td>To be notified during uploading of Technical Evaluation Sheet</td>
</tr>
<tr>
<td>h)</td>
<td>Date of uploading of list of qualified bidders along with the offer rates through (on line),</td>
<td>To be notified later.</td>
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<td></td>
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</tr>
<tr>
<td>5.</td>
<td>Additional Security Deposit</td>
<td>Additional performance security @10% of tender amount shall be obtained from the successful bidder, if the accepted bid value is more than 20% less than the estimate amount put to tender as per G.O. no. 4608-F(Y) dated 18th July, 2018.</td>
</tr>
<tr>
<td>6.</td>
<td>Withdrawal of Bid</td>
<td>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.</td>
</tr>
<tr>
<td>7.</td>
<td>Acceptance of Bid</td>
<td>The &quot;Executive Officer, Berhampore Municipality&quot; will accept the Bid. He/She does not bind himself/herself to accept otherwise the lowest Bid and reserves to himself/herself the right to reject any or all of the Bids received without assigning any reason thereof.</td>
</tr>
<tr>
<td>8.</td>
<td>Intimation</td>
<td>The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the “Contractor” and he shall forthwith take steps to execute Formal Contract Agreement in appropriate “FORM 2911 (ii)&quot; with the &quot;The Executive Officer, Berhampore Municipality, “and fulfil all his obligations as required by the Contract.</td>
</tr>
<tr>
<td>9.</td>
<td>Engineer-In-Charge (EIC) of the Work</td>
<td>Sub-Assistant Engineer, Berhampore Municipality</td>
</tr>
<tr>
<td>10.</td>
<td>Execution of Work</td>
<td>The Contractor is liable to execute the whole work as per direction and instruction of the Sub-Assistant Engineer, Berhampore Municipality who is the &quot;Engineer in Charge&quot; of the work under the control of “Executive Officer, Berhampore Municipality”</td>
</tr>
<tr>
<td>11.</td>
<td>Payment</td>
<td>Payment will be made after completion of the works to the successful Contractor by the Berhampore Municipal authority as per availability of funds.</td>
</tr>
<tr>
<td>12.</td>
<td>Prohibition of Influence</td>
<td>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.</td>
</tr>
<tr>
<td>13.</td>
<td>Payment will be made phase wise against each item of work as per BOQ of the bid document. Additional Security Deposit @ 8% (eight percent) will be deducted from each and every running bill. The entire amount of such 10% (ten percent) of Security Deposit (Initial 2% + additional 8%) will be refunded without any interest only after successful completion of the whole work in all respect and full satisfaction of E.I.C.</td>
<td></td>
</tr>
</tbody>
</table>

Refund of Security Deposit will only be made on the pro-rata basis i.e. release of such security deposit to the tune of 30% on expiry of 2nd year (from date of completion of the work), another 70% on expiry of 3rd. Concerned agency will have to take care of defect liabilities, if any, during this security deposit period of three years.

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website http://wbtenders.gov.in Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in the NIT. The FINANCIAL BID of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the ‘Tender Evaluation Committee’ formed by the Executive Engineer, Murshidabad Division, Municipal Engineering Directorate, Municipal Affairs Department., Government of West Bengal. The decision of the ‘Tender Evaluation Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

N.B.: 1. Payment Certificate will not be treated as Credential.
2. Credential certificate with work order issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government, State /Central Government undertaking, Statutory/ Autonomous bodies constituted under the Central/State statute, on the executed value of completed work will be taken as credential.
3. The credential certificate for completed works should contain (a) Name of work (b)the name of client, (c)Estimated amount put to tender,(d)Scheduled month and year of commencement and completion as per work order,(e)Actual Date |
of completion of work, (f) gross bill amount of the completed work/ executed value of running work and detail communication address of client must be indicated in the Credential Certificate.

In completed works detail communication address of the client must be indicated in the Credential Certificate.

i) Disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)

ii) The prospective bidders shall have in their full time engagement experienced technical personnel, the minimum being one civil engineering degree holder and one civil engineering diploma holder for civil works for execution of works (Authenticated document shall be furnished).

iii) In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account, and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name along with applicant’s name in such enclosure will be entertained.

iv) The prospective bidders should own or arrange through lease hold registered agreement, the required plant and machineries. Conclusive proof of ownership in favour of owner or lessee of plant and machineries in working condition shall have to be submitted.

v) Registered Partnership Deed for Partnership Firm only along with Power of Attorney duly registered is to be submitted. The company shall furnish the Article of Association and Memorandum.

vi) Registered Labour Co-operative Societies and unemployed Co-Operative societies are required to furnish valid Bye Law, last three years statutory Audit Report authenticated by A.R.C.S. along with Tax Audit Report in 3CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account, Minutes of last A.G.M., valid certificate from A.R.C.S. along with other relevant supporting papers. ix) Joint Ventures will not be allowed.

vii) A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

viii) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.

ix) There is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.

x) Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the date of issuance of work order. If the bidder withdraws the bid during the validity period of bidding, the deposited earnest money will be forfeited for without assigning any reason thereof.

Memo No.: 204/1(9)/E-TEN/PWD/20/BM Dated: 29/09/20

Copy forwarded for information and favour of wide circulation to:

1. The Sahadhipati, Murshidabad Zilla Parisad, Murshidabad.
2. The Additional District Magistrate (Dev.), Murshidabad.
3. Sub-Divisional Officer (Sadar), Berhampore, Murshidabad.
4. The District Informatics Officer, National Informatics Centre (NIC), Berhampore, Murshidabad.
5. The Executive Engineer, Murshidabad Division, MEDte, Babulbona Road, Berhampore.
7. IT, Berhampore Municipality with a request to publish the notice in the Berhampore Municipality Website.
8. The Account Section of this establishment with a request to preserve the earnest money and tender documents
9. Office Notice Board

Executive officer, Berhampore Municipality

Executive officer, Berhampore Municipality
To  
The Executive officer  
Berhampore Municipality  
Berhampore, Murshidabad  

Ref: - Tender For (Name of work) ......................................................

N.I.e-T. No.: 15/BM/2020-21

Dear Sir,

Having examined the Statutory, Non statutory, Instruction to Bidders & NiTeT documents along with its Agenda & corrigendum, 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 Enclosure to this letter.

We understand that:

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

(b) Tender Inviting & Accepting Authority / Engineer-in-charge reserve the right to reject any application without assigning any reason.

Enclose: e-Filling:-

1. Statutory Documents
2. Non Statutory Documents

Date: - 

Signature of applicant
AFFIDAVIT – “Y”

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.

2) The under-signed also hereby certifies that neither our firm M/S ______________________________ nor any of constituent partner had been debarred to participate in tender by the any department during the last 5 (five) years prior to the date of this N.I.T.

3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.

4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.

5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied severally for the same job.

Signed by an authorized officer of the firm.

Title of the officer

Name of the Firm with Seal

Date: __________________________