



**GOVERNMENT OF WEST BENGAL
OFFICE OF THE PROGRAMME OFFICER, MGNREGS &
COUNCIL DEVELOPMENT OFFICER, MIRIK
MIRIK: DARJEELING**

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NOTICE INVITING e-TENDER

NOTICE INVITING e-TENDER No.01/PO & BDO/MGNREGA/2015-16 dated 28.04.2015

Separate tenders are invited by the undersigned for the work mentioned in the table below through electronic tendering (e-tendering). The intending tenderers may visit Website – www.darjeeling.gov.in for the tender notice & other details. But submission of bid will be through the web site www.wbtenders.gov.in only.

Sl. No.	Name of the work	Amount Put to tender	Item Rates	Earnest Money	Credential Amount (40% of total material Payment in 2013-14)	Eligibility of Supplier
1	Supply of Materials for MGNREGS Works for DUPTIN (Zone A)	Rs. 131955	Base Rate Shown in Annexure A	Rs 2639 thousand	Rs 1596972 Lakh	Resourceful bonafide contractors/suppliers having the credential in Single/Cumulative Payment Certificates of supply of materials of similar nature in any particular financial year during the last Three Financial Years.
2	Supply of Materials for MGNREGS Works for PAHILA GAON SCHOOL DARA – I (Zone A)	Rs. 131955	Base Rate Shown in Annexure A	Rs 2639 thousand	Rs 2725369 Lakh	
3	Supply of Materials for MGNREGS Works for PAHILA GAON SCHOOL DARA - I (Zone A)	Rs. 131955	Base Rate Shown in Annexure A	Rs 2639 thousand	Rs 2139983 Lakh	
4	Supply of Materials for MGNREGS Works for SOURENI – I (Zone B)	Rs. 131930	Base Rate Shown in Annexure B	Rs 2639 thousand	Rs 2676598 Lakh	
5	Supply of Materials for MGNREGS Works for SOURENI – II (Zone B)	Rs. 131930	Base Rate Shown in Annexure B	Rs 2639 thousand	Rs 3888465 Lakh	
6	Supply of Materials for MGNREGS Works for CHENGA PANIGHATTA GRAM PANCHAYAT (Zone C)	Rs. 122354	Base Rate Shown in Annexure C	Rs 2447 thousand	Rs 4059301 Lakh	

- For e-tendering, intending tenderer may download the tender document from the said website directly with the help of Digital Signature Certificate. Necessary Earnest money (where required) shall be deposited by the intending tenderers by way of DCR/NSC/Bankers Cheque in favour of the Council Development Officer, Mirik, and the same should be documented for e-tendering & virus free scanned copies be uploaded.
- The Earnest money deposit in the form of DCR/NSC/Bankers Cheque will be received by Shri Amal Pradhan, Cashier, MGNREGS Cell, **on 11.05.2015 from 10 AM to 4 PM. Non submission of the original DCR/NSC/Bankers Cheque till specified time and date, the bids will summarily be Rejected.**
- Properly Indexed & self-attested documents & duly digitally signed of both the Technical Bid and the Financial Bid should be concurrently submitted in the Website mentioned above as per time schedule given below.

4. **Eligibility criteria for participation in tender :**

- i). The prospective tenderer, shall submit **Credential in the form of Payment Certificate(s) (Single/Cumulative) of supply of materials of similar nature** under the State Government or its undertaking or the Central Government or its undertaking or any Statuary Body any particular financial year during the last five financial years.
 - (ii) Technical Bid Documents should be accompanied with copies of tenderer's Pan Card, Professional Tax Receipt/Challan for the current year, VAT Registration Certificate (if any).
 - (iii) Registered Co-operative Societies of Unemployed Engineers and Diploma-holders in Engineering are required to furnish valid Bye-Law, Latest Audit Report, and Valid Clearance Certificate from the Assistant Registrar of Co-operative Societies for the year 2014-15 along with other relevant supporting papers
 - (iv) The partnership firm is required to furnish copy of **Registered Partnership Deed.**
 - (v) A Company shall furnish the **Article of Association and Memorandum.**
5. Payment of bill on its production will be made after successful completion of the supply work subject to availability of fund in the EFMS account and no claim, whatsoever, will be entertained for any delay of payment. No escalation charge will be entertained against any N.I.T/ any accepted tender.
- Deduction of Income tax, V.A.T. ,Construction Workers' Welfare Cess, etc. will be made at Source in accordance with the existing rules/orders.
6. Neither any Mobilization Advance nor any Secured Advance will be allowed.
7. The contractor shall have to arrange, nearest to the work site, required land for installation of plant & machineries (specified for each awarded work), storing of materials, provision of labour shed & laboratory etc. at his own cost and responsibility.
8. Bids shall remain valid for a period of whole financial year 2015-16 (upto 31st March 2016). If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof. No interest on the deposited Earnest Money shall be allowed if the said bid is cancelled.
9. The Office shall not be responsible or not liable to any compensation for interruption of the supply to the find due to direct or indirect reasons i.e. strike, natural calamities which may occur during the supply.
10. The rates shall be inclusive of all sorts of taxes, incidental charge, royalty charge and carrying charge including head roads to the pin point work sites.
11. The rates so offered shall not be changed at any time during the financial year 2015-16.
12. The supply shall be completed within seven (07) days from the date of issue of the supply order, failing which a penal measure shall be adopted against the agency. Due to failure of timely supply 2% of the Monetary value of the Supply Order shall be deducted from the bill for delay of the whole week or its part and the offence shall be compounded.
13. In case of Stone, Sand etc, the royalty slip in the form of C.O. as issued by the appropriate authority shall be submitted by the agency with the Bill. In case of non-submission of such, royalty shall be deducted from the bill amount.

14. Date &time Schedule:

Sl.No	Particulars	Date & Time
1	Date of uploading of NIT documents(online) (Publishing date)	28.04. 2015
2	Start date of downloading of documents (online)	28.04. 2015 from 6.00 pm.
3	Last date of downloading of documents (online)	11.05.2015 upto 4.00 pm.
4	Start date of submission of bid(online)	28.04. 2015 from 6.00 pm
5	Last date of submission of bid (online)	11.05.2015 upto 4.00 pm.
6	Date of submission of Original Copies for the EMD (off line)	11.05.2015 from 11 am to 4.00 pm.
7	Opening date of Technical Bid	14.05.2015 at 10.00 am.
8.	Date of Scrutiny of Technical Bid(Off line)	15.05.2015(From 12.00 noon) at the chamber of Block Development Officer, cum PO & CDO, Mirik.
9.	Opening date of Financial Bid(Online)	18.05.2015 (from 10.00 am.)
10.	Date of Scrutiny of Financial Bid(Off line)	18.05.2015(from 12.00 Noon) at the chamber of Block Development Officer, P cum PO & CDO .Mirik.

15. Financial bids of those tenderers who qualify in technical bid will only be opened. Dates, if changed, due to un-avoidable circumstances, will be published in the said websites and the office notice board only without any individual intimation.
16. A tenderer may visit the site of works and its surroundings on his own cost in order to prepare bid for its submission.
17. No cost of Bidding shall be reimbursable by the Office of the P.O. & Council Development Officer, Mirik. Authority may accept or reject any tender without assigning any reason, whatsoever, and is not liable for any cost that might have been incurred by a Bidder.
18. **Refund of EMD:** The Earnest Money of all unsuccessful Tenderers will be refunded through on receipt of application from the Tenderer from the Office of the P.O. & Council Development Officer, Mirik.
19. The willing tenderers may remain present at the time of opening of Tender.
- 20.. The P.O. & Council Development Officer, Mirik reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.
21. A tenderer's bid will be out rightly rejected with a forfeiture of his earnest money if it comes to the notice of the tender inviting authority during scrutiny that the credential or any other papers of a tenderer are manufactured/fabricated, etc.
22. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tender, if found necessary, before issuance of the work order and the work order will not be issued in favor of the tenderer if it is found on verification that such document submitted by him is either manufactured or fabricated etc.,
23. A clause stated in the later notification will supersede the corresponding one mentioned in former notification in following sequence:-
 - a) Tender Form as prescribed.

- b) NIT.
- c) Special terms & Conditions.
- d) Technical bid.
- e) Financial bid.

INSTRUCTION TO BIDDERS

1. **General Guidance for e- Tendering:** Instructions/ Guidelines for electronic submission of the tenders have been annexed for guidance/assistance of the tenderers to participate in e- Tendering.
 2. **Registration of Tenderer:** Any Tenderer willing to participate in e- Tendering will have to get himself enrolled & registered with the government e-procurement system by logging on to <http://etender.wb.nic.in> The tenderer is to click on the link for e-Tendering site as given on the web portal.
 3. **Digital Signature Certificate (DSC):** For submission of tenders, each tenderer is required to obtain a Digital Signature certificates (DSC) from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount, the details of which are available at the web site.
 4. A tenderer can search & download NIT & tender documents electronically, the only mode of collection of tender documents, from computers once he logs on to the website using his Digital Signature Certificate.
15. **Submission of tenders:** General process of submission:-
Both the Technical bid and the Financial bid in separate folders will have to be submitted online in the website at a time for each work before the notified date & time using the Digital Signature Certificate (DSC) and virus scanned and duly digitally signed copies of documents should also be uploaded in the website. (These documents will get encrypted i.e. transformed into non- readable formats)

Cover “A”.

(Technical Bid should contain scanned copies of the followings in one cover)

- I. Scanned copy of Trade License.
- II. Scanned Copy of Bank Draft /NSC /Bankers Cheque towards earnest money(E.M.D)and as prescribed in the N.I.T against each of works in favor of the P.O. & Council Development Officer, Mirik.
- III. Scanned Copy of Proper Credential Certificate in form of Completion Certificate(s)/Payment Certificate(s) (Single/Cumilative) of supply of materials of similar nature under the State Government or its undertaking or the Central Government or its undertaking or any Statuary Body any particular financial year during the last five financial years.
- IV. Scanned Copies the Professional Tax (PT) Deposit Receipt/Challan for the financial year **2015-16**, the I.T.PAN Card, the VAT Registration Certificate (if any).
- V. Scanned Copy of Registration Certificate under the Companies Act. (if any)
- VI. Scanned Copy of Registered Deed of Partnership Firm/Article of Association & Memorandum.
- VII. Scanned Copy of Power of Attorney (For Partnership Firm/Private Limited Company, if any)
- VIII. Scanned Copy of up to date “No Objection Certificate” issued by the Assistant Registrar of Co-operative Societies (ARCS).
- IX. An **Engg.co-operative society**, if categorically mentioned in NIT, will have to submit credential as mentioned in VIII above and is exempt from deposit of Earnest Money only.

N.B: Original copies of all documents have to be produced on demand for checking otherwise tender will summarily be rejected.

Cover "B".
Financial Bid

The financial proposal should contain the following documents in one cover(folder) i.e.The contractor is to quote the rate (percentage Above/Below/At par) online through computer in the space marked for quoting rate in Bill of quantities (BOQ).Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

8. Rejection of BID.

The Employer (Tender Accepting Authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (Tender Accepting Authority) action.

10. Tender Selection Committee.

i)The Tender Selection Committee of the office of the Block Development Officer cum P.O. & Council Development Officer Mirik will act for recommendation of technically and subsequently financially qualified bidders.

ii) Intending Tenderers may remain present during evaluation of Technical & Financial Bids. Technical Bids will be opened first and the defective tender will summarily be rejected.

**P.O. & Block Development Officer
Mirik**

No. 284(6)/Mirik Dev. Block/15'

Dt::28:04:2015

Copy forwarded for information to:

1. The Principal Secretary, GTA
2. The District Magistrate, Darjeeling .
3. The Executive Director, P& RD Deptt., GTA.
4. The Sub Divisional Officer, Kurseong.
5. The District Panchayat & Rural Development Officer, Darjeeling
6. The District Informatics Officer, Darjeeling, with a request to publish the NIT in district website.
7. Office Copy.

**P.O. & Block Development Officer
Mirik**