GOVERNMENT OF WEST BENGAL  
OFFICE OF THE PROGRAMME OFFICER, MGNREGS  
& COUNCIL DEVELOPMENT OFFICER  
KURSEONG: DARJEELING: WB- 734203

Phone/FAX No. 0354-2346444 e-mail: bdokurseong@gmail.com
NIT No: 01/18-19/MGNREGA/GHAIYABARI – II GP. 
Date: 09.07.2018

NOTICE INVITING TENDER

Separate sealed tenders are hereby invited by the undersigned for only the supply of Materials for the MGNREGA works mentioned in the attached Annexure-A from the bonafide and experienced Suppliers/Contractors/registered Co-operative Societies formed by un-employed Engineers or Labour Co-operative Societies fulfilling all the criteria mentioned herein. The intending tenderers may visit the office of the undersigned for the tender notice & other details.

1. Date & time Schedule:

<table>
<thead>
<tr>
<th>SL.No.</th>
<th>Particulars</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Date of publishing of NIT</td>
<td>09.07.2018</td>
</tr>
<tr>
<td>2</td>
<td>Start date of submission of bid</td>
<td>10.07.2018 from 11.00 am</td>
</tr>
<tr>
<td>3</td>
<td>Last date of submission of bid</td>
<td>17.07.2018 upto 12.00 noon</td>
</tr>
<tr>
<td>4</td>
<td>Date of Opening &amp; Scrutiny of Bids</td>
<td>17.07.2018 (From 12.00 noon) at the MGNREGS Meeting Hall of Kuruseong Block Office</td>
</tr>
</tbody>
</table>

2. Both Earnest Money and Tender fees for participating in tender (together sum of two) shall be deposited by the intending tenderer by way of NEFT/RTGS or cash deposit etc to the following bank account:

A) Name of the Account Holder: COUNCIL DEVELOPMENT OFFICER KURSEONG
B) Account No: 50160006658751
C) Name of the Bank: Bandhan Bank Ltd.
D) Branch Name: Kuruseong.
E) IFS Code: BDBL0001469.
F) MICR Code: 734750603.

3. Eligibility criteria for participation in tender:
   i) The prospective tenderer should have Credential, in the form of Completion Certificate, of completing at least one single work of similar nature under any Government Department or Local Self Government or any Government Undertaking in the last five (05) financial years, the minimum value of Forty percent (40%) of the amount put to tender prior to the date of issue of this tender notice or for details please refer to Notification No. 04-A/PW/O/10C-02/14, dated, 18.03.2015 of the Principal Secretary to the Government of West Bengal, Public Works Department.

4. Tender will be in two bid system: Technical & Financial.

   **Technical Bid**
   (Technical Bid should contain self-attested photo-copies of the followings in an envelope and that envelope should be super-scribed as “Technical Bid”)

1. Trade License (Current financial year).
2. Deposited slip/acknowledgement issued by the bank towards deposit of Earnest Money and TenderFee
III. Proper Credential Certificate in form of Completion Certificate of at least one work of similar nature having a magnitude of forty percent (40%) of the amount put to tender under any Government Department or Local Self Government or any Government Undertaking during the last five (05) years from the date of issue of this Notice. (Or for details please refer to Notification No. 04-A/PW/O/10C-02(14), dated, 18.03.2015 of the Principal Secretary to the Govt. of West Bengal, Public Works Deptt., Accounts Branch, Nabanna, Howrah-711102). Please note that, PAYMENT CERTIFICATE WILL NOT BE TREATED AS CREDENTIAL.

IV. Professional Tax (PT) Registration Certificate and Deposit Receipt/Challan for the current financial year
V. Pan Card and Income Tax clearance for the current financial year
VI. GST Registration Certificate

VII. Registration Certificate under the Companies Act. (if any)
VIII. Registered Deed of Partnership Firm/Article of Association & Memorandum.
IX. Power of Attorney (For Partnership Firm/Private Limited Company, if any)
X. Up to date Audited Accounts and “No Objection Certificate” issued by the Assistant Registrar of Co-operative Societies (ARCS) (for Engineers Cooperative Societies & Labour Cooperatives)

XI. An Engg.co-operative society, if categorically mentioned in NIT, will have to submit credential as mentioned in VIII above and is exempted 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.

Financial Bid

The financial bid indicating rate as ___% below/at PAR the amount put to tender (as will be decided by the tenderer) at the specified place of the Tender Form (Annexure B) under seal and signature of the tenderer has to be submitted in an envelope and that envelope should be super-scribed as “Financial Bid”. The rate should be written both in words and figure and no over-writing are allowed. The rate should be inclusive of all sorts of taxes, royalty, cess, transport, carriage, re-carriage, loading, unloading and stacking of materials at worksite. The rates so offered cannot be changed at any time.

The rate falling below 10% would not be accepted and would be summarily rejected.

The Technical Bid envelope and the Financial Bid envelope should be put in a bigger envelope which should be sealed and super-scribed in detail as:

NIT No. /18-19/MGNREGA dated
Serial No of Work:
Name of Work: Supply of Materials for the MGNREGA work
Location:

5. Financial bids of those tenderers who qualify in technical bid will only be opened.
6. A tenderer should visit the worksite and its surroundings on his own cost before quoting rate as no plea on the site condition, road accessibility, carriage, re-carriage, loading-unloading, collateral cost shall be entertained afterwards and it will be presumed that the tenderer offered the rate after reviewing entire position of the worksite.
7. Erroneous or incomplete or illegible or unsigned or conditional or multiplex tender form will be rejected summarily without assigning any reason whatsoever.
8. The acceptance of lowest tender is not obligatory and the undersigned reserves the right to accept or reject any or all tender without assigning any reason whatsoever in the interest of execution.
9. Bidder(s) may be asked to submit rate analysis for items where the quoted rates are too high or too low than the amount put to tender. Such bids may also be considered null and void if there is reason to believe that the Bidder(s) have formed a cartel and rates have been manipulated, unbalanced or unreasonable.

10. The successful bidder/supplier/contractor should start the supply of materials within three (03) days from the issuance of supply order, failing which the supply order may be cancelled and the earnest money will be forfeited.

11. The supply of materials should be completed within the prescribed time; no extension of time will be allowed except in special cases. 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.

12. Payment of bill on its production will be made after successful completion of the supply work subject to availability of fund in the state NEFMS account and no claim, whatsoever, will be entertained for any delay of payment.

13. Supplier shall submit GST Bill after the total supply of materials is complete. Deduction of Income tax, GST (if required), Construction Workers’ Welfare Cess, etc. will be made at Source in accordance with the existing rules/orders.

14. For materials against which the payment of royalty to competent authority is mandatory under any existing act or rule, original copies of Challans as proof of deposition of royalty are to be produced along with the bill, failing which the bill shall not be entertained.

15. The notice shall form part of terms and conditions of tender; tenderers shall be bound to abide by the same. Submission of tender shall be treated as acceptance of all terms and conditions of this tender by the tenderer.

16. Bids shall remain valid for a period of 120 days (one hundred twenty) from the date of opening of Financial Bid. 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.

17. Tender Papers in Sealed cover will have to be dropped in the Tender Box kept at the office of the undersigned (MGNREGA Cell) and it should reach the office of the undersigned on any working day within 12 Noon of 17th July 2018. Tenders received after due date and time will be summarily rejected. The sealed tenders will be opened on 17th July 2018 at 12 Noon in presence of the bidders or their authorized representatives who may wish to remain present.

18. The undersigned shall not be responsible or liable to any compensation for interruption of supply work due to direct or indirect reasons i.e. strike, natural calamities which may occur during.

19. No cost of bidding shall be re-imburseable by the undersigned.

20. The Earnest Money of all unsuccessful Tenderers will be refunded by the undersigned through account payee cheque on receipt of application from the Tenderer.

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 favour of the tenderer if it is found on verification that such document submitted by him is either manufactured or fabricated etc.,

23. The Earnest Money deposited by a successful Tenderer will be converted into Security deposit. No interest on Security Deposit will be paid by the tender accepting authority. The Security Deposit will be released after completion of supply work in all respect.

24. No cost of Bidding or the fees for participating in e-tender shall be reimbursable by the Office of the Block Development Officer, Kurseong. 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.

25. The Council Development Officer, Kurseong reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.

26. A clause stated in the later notification will supersede the corresponding one mentioned in former notification in following sequence:-
27. **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.

28. **Tender Selection Committee.**

i) The Tender Selection Committee of the office of the undersigned 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.

**Enclosed:**
1. Annexure A (Details of Schemes)
2. Annexure B (Tender Form)

Programme Officer, MGNREGS
& Council Development Officer
Kurseong::Darjeeling

Memo No. **986/1(9)/MGNREGS**

**Copy forwarded for favour of kind information to:-**
1. The Principal Secretary, GTA.
2. The District Magistrate, Darjeeling.
3. The Executive Director, P&RD Department, GTA.
4. The Sub Divisional Officer, Kurseong.
5. The District Panchayat & Rural Development Officer, Darjeeling.
6. The District Informatics Officer, NIC-Darjeeling with a request to publish the NIT in the district website.
7. The Executive Assistant, Ghaiyabari – II Gram Panchayat with a request for wide publicity.
8. The Branch Manager, Bandhan Bank Ltd., Kurseong Branch, Kurseong.
9. Office Notice Board

Programme Officer, MGNREGS
& Council Development Officer
Kurseong::Darjeeling
<table>
<thead>
<tr>
<th>SL NO</th>
<th>SUPPLY OF MATERIALS FOR THE MGNREGS WORK</th>
<th>LOCATION</th>
<th>AMOUNT PUT TO TENDER (IN RS)</th>
<th>EARNEST MONEY REQUIRED (IN RS)</th>
<th>TENDER FEE (IN RS)</th>
<th>PERIOD OF COMPLETION</th>
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<td>1</td>
<td>Construction of footpath from Kalyan Rai house to Pray School</td>
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<td>129099</td>
<td>2582</td>
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<td>2</td>
<td>Construction of footpath from Sumitra Sunar House to Panidharra</td>
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<td>90 Days</td>
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<td>Construction of footpath from Salendra Lama House to Mandira Rai House</td>
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<td>1898</td>
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<td>90 Days</td>
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<td>5</td>
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<td>Construction of footpath from Mairam Church to Salim Rai House via Tularam House</td>
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<td>No.</td>
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<td>Location</td>
<td>Project No.</td>
<td>Cost (Tk)</td>
<td>Duration</td>
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<td>11</td>
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<td>Construction of footpath from NH 55 to Balanisky House</td>
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<td>2582</td>
<td>90 Days</td>
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Annexure-B

TENDER FORM

To,

The Programme Officer, MGNREGS
& Council Development Officer
Kurseong Development Block, Darjeeling, WB

Subject: Declaration of Tenderer

Ref : His NIT No. 01/18-19/ MGNREGA/GHAIYABARI-II GP , Dated : 09/07/2018

Serial No of Work :  

Name of Work : Supply of Materials for the MGNREGA works -  

Location:  

Sir,

1. I/We do hereby offer the rate @ the amount put to tender for executing the supply work as per the terms and conditions.
2. I/We have seen and understood the items rates for the amount put to tender.
3. I/We undertake to make agreement on receiving the letter of acceptance.
4. I/We undertake to commence supply of materials on receiving the supply order.
5. This Bid and your written acceptance of it shall constitute a binding contract between us.
6. I/We undertake to abide by all the rules and regulations relevant to this tender and to carry out the orders received from your end time to time, if any.

Date: ......................  

Full signature of the tenderer

Place......................  

Seal of the tenderer