

N.I.T. NO. SSM-JAL/T-58/20-21
DISTRICT PROJECT OFFICE, SSM, JALPAIGURI

NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER
(E-Procurement) E-Tender (TWO COVER SYSTEM)

Dated : 09/12/2020

NIT NO: SSM-JAL/T-58/20-21

For and on behalf of the DISTRICT PROJECT OFFICE, SSM, JALPAIGURI, the DISTRICT PROJECT OFFICER, SSM, invites Tender for Construction works of girls toilet block in different schools of MAL MUNICIPALITY, Jalpaiguri in Percentage Rates for the following works by Two Cover System (E-Procurement) from Resourceful and Bonafide Contractors as mentioned in Annexure. The pre-qualification documents are to be uploaded in two separate folders. One of the folders shall contain Technical & another Financial Bids.

ANNEXURE TO N.I.T. NO. SSM-JAL/T-58/20-21

Sl. No	Block	Name of Scheme	Site Address	Amount put to tender (in Rs.)	Cost of Tender Document (In Rs)	Earnest money (In Rs)	Price per set of tender document (For successful tenderer only) (in Rs.)	Time allotted for completion from the date issue of W.O.
1.	MAL MUNICIPALITY	Construction works of girls toilet block in different schools of MAL MUNICIPALITY (2 UNIT) Dist- Jalpaiguri	(UNIT-2) SCHOOL LIST ENCLOSED	500048.00	NIL	10,000.00	1,500.00	60 Days

Eligibility of Participants

1. Intending bidders should produce credentials of a similar nature any kind of civil work completed of the minimum value of 40% of the estimated amount put to tender during 5 (Five) years prior to the date of Issue of the tender notice; or,
2. Intending bidders should produce credentials of 2(two) similar nature of completed work, each of the 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,
3. Intending bidders should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at
i) above;

in case of running works, only those bidders who will submit the certificate of satisfactory running work from the concerned 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 bidder.

THE FOLLOWING DOCUMENTS SHALL HAVE TO BE UPLOADED.A) For Technical Bid

Folder 1		Notice Inviting Tender (NIT)		
Folder 2	Checklist	1) Upto date Goods & Service Tax Return upto last month 2) Acknowledgement Receipt of Income Tax (Sara) for last three consecutive assessment years (AY:2017-2018,AY:2018-19 And AY: 2019-20) 3)a)P/L & Balance Sheet-FY:2017-18,FY:2018-19, FY:2019-20,(Duly Signed by a Chartered Account) b) For company and firm FY : 2016-2017, FY : 2017-2018 And 2018-2019 (Duly Signed by a Chartered Account) 4)Valid audit report upto 2018-2019 from concerned.ARCs (if applicable) 5)Bank Solvency Certificate-Current Date Banker's certificate in support of financial capability. Annexure- C 6) Valid Trade License for FY: 2020-21	Photo Copy of PAN Card.	Upto date Professional Tax Clearance Certificate
Folder 3	Credential	EMD ONLINE (Upload proof of Transfer of amount paid through online)	Self Declaration. (details as stated below)	In case of Partnership Firm / Registered Company, the intending bidders are requested to submit the copy of the DEED of Partnership / relevant document in support of proof of so

Checklist:

Checklist should be uploaded stating details of documents contains in different folders. It should be clearly noted that no document shall be scrutinized other than mentioned in the checklist and there will be no responsibility of the undersigned for non-scrutinizing any documents uploaded other than mentioned in the checklist.

Self Declaration:

A self declaration on a Non Judicial Stamp paper of Rs. 10/-

- 1) Stating capability of providing all necessary building construction machineries such as Concrete Mixture Machine, Concrete Vibrator etc. & necessary Laboratory equipments such as different size of Sieves, Modified Proctor Device, and Cubes etc. as will require from time to time for execution of works maintaining specification.
- 2) Stating never been Black Listed and Debarred from any Department.

1. Name of Bidder : _____
2. Office Address : _____
3. Contact No. : (Mobile) _____
4. e-mail Address (if any) : _____
5. NIT. No. : _____
6. Sl No. of Work _____
7. Name of Bank & No. of Bankers Cheque/Bank Draft/Bank Guarantee _____

B) For Financial Bid : FINANCIAL BID DOCUMENT : BOQ

➤ Intending bidders may download tender documents from e-procurement portal of our website: www.wbtenders.gov.in from **10-12-2020, 18:30 Hours to 24-12-2020 upto 17:00 Hours**. The pre-qualification bid documents duly filled in all respect may be submitted online before **17.00 hrs (as per server clock) on 24-12-2020**.

➤ Both Technical Bid & Financial Bid are to be submitted concurrently duly signed digitally in the above mentioned portal. The financial offer of the prospective tenderer will be considered only if the tender qualifies in the technical bid

➤ The pre-qualification (Technical Bids) documents alone will be opened on **27-12-2020 at 11:30** hours by the District Project Officer, SSA, Jalpaiguri, Millennium Annex Building, D.B.C Road in presence of intending bidders. The Tender Committee consisting of (i) District Project Officer, SSM, Jalpaiguri or his/her authorised representative ii) Additional District Project Officer, SSM, Jalpaiguri (iii) FAO and Senior Accountant of SSM(HQ) (iv) AE/JE of SSM(HQ) will compare and evaluate the Technical Bids and Financial Bids of the qualified Bidders.

➤ Technical Bid Summary of qualified bidders will be displayed in the portal and this office notice board.
➤ The Financial bid document of the technically qualified bidders will be opened for evaluation and selection and the bid documents of non-qualified bidders will remain unopened.

➤ **METHODOLOGY FOR SUBMISSION OF EMD**

(As per order no-3975-F(Y) Dated-28/07/2016 of Finance Dept, Govt. of W.B.)

For all bidders required to submit the requisite EMD as mentioned in above table using the online payment mode. Accordingly, the net banking option shall have to be availed with any of the Banks Listed in the ICICI Bank payment Gateway & the option of RTGS / NEFT through Bank A / C in any Bank have to procure with the payment gateway of ICICI Bank by the e-procurement portal through web services. As a prequalification documents, the EMD amount paid by the bidder will get credited to the respective pooling A/C maintained by the Focal point Branch of ICICI Bank Refund Settlement process of EMD [as per order no -3975-F (Y) Dated-28/07/2016 of finance dept, Govt of W.B.

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-procurement portal of the STATE GOVERNMENT, the tender inviting authority will declare the portal of bids as successful or unsuccessful which will be available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-procurement portal through web services.
- ii) On receipt of the information from the e-procurement portal, the Bank will refund, through an automated process, an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+ 2 Bank Working Days T will mean the date on which information on rejection of bids is uploaded to the e-procurement Portal by the tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e-procurement processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Rejection of financial bid is uploaded to the e-procurement portal by the tender inviting authority. However, the L2 Bidder should not be rejected till the LOI process successful.
- iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-procurement portal by the tender inviting authority.

V) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement Portal, EMD of the L1 bidder for tenders of the SSM, Jalpaiguri will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder. In both the above cases, such transfer will take place within T+1 Bank working Days where T will mean the date on which the Award of Contract (AOC) is issued.

- The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by this SSM Jalpaiguri. The DPO,SSM, Jalpaiguri reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the Stage of Bidding
- DPO, SSM, Jalpaiguri, reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.

- Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before tendering the bids. Conditional/ Incomplete tender will not be accepted.
- Proper Credential Certificate from any Govt. or Quasi Govt. Department Signed by the competent authority (Technical Person/Administrative authority only). Payment certificate in lieu of credentials will not be accepted.
 - **Agreement:** The Successful Tenderer, herein after called the Contractor, will have to execute agreement within 7 (seven) days on a Non Judicial Stamp as per rules, and shall have to be purchased two set of Tender Document from this office. Price per set of tender document is as mentioned in Annexure. The same documents are to be submitted to this office duly signed by the tenderer. This will be treated as part of the Agreement.
 - The applicant in the same name and style should have achieved annual turnover in any of the year over the last five years for 50% of the proposed contract.
 - The applicant in the same name and style as prime contractor should have successfully completed at least one contract of same type of work at least 40% value of the proposed contract within the last 5 years.
 - The contractor should have sufficient manpower, tools and plants to complete the work.
 - The contractor should have necessary bid capacity to execute the work (Documentary evidence in proof of the above 3 items should be enclosed).
 - **Punishment:**
 - a) Submission of false document by bidder is strictly prohibited & if found bid will be considered as nonresponsive and outrightly rejected with forfeiture of Earnest Money and action may be referred to the appropriate authority for prosecution as per relevant IT Act.
 - b) In the event of failure to execute formal tender agreement within the allotted time or failure to execute proportionate work within proportionate time, the agency will be liable of punishment as per rules.
 - c) **Acceptance:**

The authority does not bind himself to accept the lowest offer and reserves the right to accept any offer and to reject any/all the offers without assigning any reason.
 - d) **Labour Welfare Cess:** At the time of payment of the bill to the working contractor @ 1.00% (at the rate of One percent) Labour Welfare Cess should be deducted from the bill.
 - e) **Necessary Deduction:** GST, Income Tax etc. will be made as per Govt. norms, and Security Deposit @ 10% of the value of work will be deducted from each progressive Bill. The Earnest Money will form part of the Security Deposit.

Terms and Conditions

- No material will be issued to the agency for the works.
- Rate should be quoted on percentage basis & the name of the bidder should be clearly written in the B.O.Q. The Rate and the total value of work should not cross the limit of B.O.Q value i.e under any circumstances quoted rate for each item or together with all items should not be beyond the estimated value of work under this NIT.
- The Security Deposit money of successful bidders will be released after six months from the date of completion of Constructed Building.
- The building should be kept in good condition during the next one year after the completion of the construction the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.
- The intending Bidders must inspect site condition before quoting their rates.
- All the related documents are to be produced IN ORIGINAL to this office as and when will be asked

- All hard copies of the uploaded documents should have to be submitted by the successful bidder before issuing of Acceptance Letter.
- Payment will depend on availability of fund and no claim whatsoever will be entitled for delay of payment, if any. Intending tenderes may consider these criteria while applying for permission and while quoting their rates.

Payment:

- R.A Bill(s) shall be paid on the basis of M.B only.
 - The tender inviting authority will provide an approved M.B., Bill Summary and Bill Abstract during submission of all R.A and Final Bill. District Project Office, SSM, Jalpaiguri(HQ) Finance and Civil cell will utilize these data for processing and verification of the Contractor's bill and M.B. Payment will be released on approval of District Project Officer, SSM, Jalpaiguri.
 - Income Tax at the prevailing rate as applicable from time to time shall be deducted from Contractor's Bills as per Income Tax Act and quoted rates shall be inclusive of this. Owner will issue the TDS (Tax Deduction at Source) Certificate.
 - No claim for delay issuance of work order as well as payment will be entertained.
 - Payment will be made according to the fund availability.
- Tenders for any supplementary item of work not provided in the estimate but finding a place in the Schedule of Rates will be subjected to be same percentage reduction/increment in rates i.e. applicable in the original tender.
 - In case of any day, meant for this tender (Only Bid Opening), appears to be an unscheduled holiday, the next working day will be treated as scheduled / prescribed day for the same purpose.
 - Bid Validity 180 days after submission of bid.
 - No preconditioned tender will be accepted.
 - All the rates of works are inclusive of all taxes, cess, levy, royalties, transportation, loading, unloading, stacking, etc including all other incidental charges therein.
 - Successful tenderes will be required to produce valid Registration Certificate & Labour Licence from respective Regional Labour Offices as per current Labour Regulation Act.
 - Escalation claimed by the Agency will not be entertained by Authority.
 - The tender inviting authority reserve the right to reject any or all the tenders without assigning any reason whatsoever and to split up work if necessary and to accept the tender whole or part subject to satisfaction of the tender inviting authority at any point of time and without incurring any liability to the affected bidder or bidders, if any.
 - **Time is the essence of this Contract.** Time for completion shall be reckoned from the date of issue of Work Order by the Authority. No extension of time will be allowed except in special cases. If any delay occurs, an amount not exceeding 1% of the estimated work value for each day of delay will be charged as compensation without any prejudice to the generality of this provision or if any contractor fails to complete the work in stipulated time the work order issued in his favour will be cancelled without assigning any reason therefore. The undersigned may also proceed to get balance work completed by any other means or through other contractors. The excess expenditure, if any for such step would be recoverable from the unpaid bill(s)/security deposit of the tender. Apart from this any other measures undersigned may take like black listing / forfeiture of EMD/ Security Deposit.
 - Materials shall be of approved quality and the best of their kind available and shall generally conform to I.S.I Specifications.
 - Cement required for execution of the job under the entire scope of work shall be in the specifications of approved Cement with ISI Brand and quality of Cement used for work at P.W.D & Zilla Parisad equivalent only and the contractor will have to produce invoice for the same for every batch of procurement during final payment. Cement shall be procured and brought to site at least 15 days in advance.
 - The reinforcement steel shall be procured as per approved Steel with ISI Brand and quality of Steel used for work at P.W.D & Zilla Parisad equivalent only and the contractor will have to produce invoice for the same for every batch of procurement during final payment. Steel shall be procured and brought to site at least 15 days in advance.
 - Contractor shall construct suitable temporary go down at site for storage of all items like Cement, Brick, Rod/Steel, Sand, Stone/ Bazri etc. under his lock and key. The contractor will be fully responsible for safe custody of the same.
 - Stone and sand shall be in the specification of North Bengal Variety duly approved as per P.W.D Schedule equivalent for entire scope of work.
 - Contractor shall observe in addition to Codes specified in respective specification, all national and local laws, ordinances, rules and regulations and requirements pertaining to the work and shall be responsible for extra cost.
 - It shall be the responsibility of the contractor to obtain the approval for any revision and/or modifications decided by the contractor from the Owner / Engineer-in-Charge before implementation. Also such revisions and / or Modifications if accepted / Approved by the Owner / Engineer-in-Charge shall be carried out at no extra cost to the owner. Any change

- required during functional requirements or for efficient running of system, keeping the basic parameters unchanged shall be carried out by the contractor at no extra cost to the owner
- Contractor shall be responsible for proper coordination with other agencies operating at the site of work so that work may be carried out concurrently, without any hindrance to others. The SSA Authority / Engineer -in -Charge shall resolve disputes, if any, in this regard, and his/(Committee) decision shall be final and binding on the Contractor.
 - Depending upon the requirement, time schedule / drawing/ programme and the target set to complete the job in time, the works may also have to continue beyond normal working hours/night hours / holidays or during such periods without causing any inconvenience to the neighbors (others with due permission from the school authority, for which no extra claim shall be entertained.
 - **Final inspection:** After completion of entire work as per specification the whole work will be subject to a final inspection to ensure that job has been completed as per requirement. If any defect is noticed, the Contractor will be notified by the Engineer-in-Charge and he shall make good the defects with utmost speed. If however, the Contractor fails to attend to these defects within a reasonable time (time period shall be fixed by the Engineer-in-Charge) then Engineer-in-Charge may have defects rectified at Contractors cost.
 - In the event of any disputes or differences between the Contractor and the Owner, such disputes or differences shall be resolved amicably by mutual consultation or through the good offices or empowered agencies of the Government. If such resolution is not possible, then the unresolved disputes or differences shall be referred to the competent Authority of SSA.
 - The Partnership firm shall furnish the registered partnership Deed, the power of attorney for the firm for signing the tender by a partner and the company shall furnish the Article of Association and Memorandum.
 - Joint venture shall not be allowed.
 - Registered Unemployed Engineers' Co-operative Societies are required to furnish valid registration certificate by law, Current Audit Report from A.R.C.S for the current financial year along with other relevant supporting papers.
 - **Mobilization Advance & Other Advances:** No mobilization advance will be paid under this contract. No other advance payment is allowed under any circumstances. Payment will be made only after making entry in the Valid M.B and followed by raising of RA bill.
 - **Completion Certificate and Final Bill:** Completion certificate will be issued by the Concerned Block Junior engineer and on completion of work final bill may be raised. Without completion certificate final bill will not be paid.
 - Award of contract shall normally be made within 30 days from the date of opening of the tender.
 - The tender inviting authority reserves the right to negotiate with the Tenderer whose offer is the lowest evaluated price for further reduction of price. The same also reserves the right to negotiate with other Tenderers to match the negotiated L1 price.
 - In case of inadvertent typographical mistake found here in the specific price schedule of rates, the same will be treated to be so corrected as to conform to the prevailing relevant schedule of rates and/or technically sanctioned estimate.
 - District Project Officer, SSM, Jalpaiguri does not take any responsibility for the delay caused due to non-availability of internet connection traffic jam etc. for the online bids.
 - If any tenderer withdraws his offer before acceptance or refuse without a reasonable time without giving any satisfactory explanation for such withdrawals, his earnest money shall liable for forfeiture and shall be disqualified from submission tender in this office for a minimum period of 1 (one) year.
 - All terms & conditions as per G.O Vide No.5696-F(Y), Dated.1st October 2019 in matter of revision of west Bengal form no.2911(Standard Bid Documents) applicable in this NIT without prejudices any terms & condition as stated above.

[This Notice Inviting Tender will be treated as part of the Tender Document.]

N.B.	A bid for which quoted percentage rate, is lower than 15% of the provided price schedule rate, the bid will be considered as unbalanced bid. Moreover no bid will be accepted for which quoted percentage rate is above than 1% of the provided price schedule rate. Additional performance security for unbalanced bid has to be deposited at the time of executing formal agreement @ 2% of the tendered amount.
N.B	Guiding Schedule of Rate & Supplementary Items of works :- <u>Building and S&P Works</u> PWD Schedule of Rates for Building (2017), w.e.f 01-11-2017 along with corrigendum PWD Schedule of Rates for S & P works (2017): w.e.f 01-11-2017 along with corrigendum

The Hard copies of all uploaded documents of all the bidders should have to be produced to the under signed as and when will be required.

N.B.- This Notice may be seen on Website www.wbtenders.gov.in

LIST OF IMPORTANT DATES OF BIDS

1.	Period and time for download of Bidding Documents:	From 10-12-2020 To 24-12-2020	Time 18.30 Hours Time 17.00 Hours
2.	Date & Time of submission Bids :	From 10-12-2020 To 24-12-2020	Time 18.30 Hours Time 17.00 Hours
3.	Date & Time for opening :	As follows;	
a)	Technical Bids	Date: 27-12-2020	Time 11.30 Hours
b)	Date of Publication of Technically Qualified Bidder	After completion of technical bid evaluation	
c)	Date & Time of opening Financial Bids:		
4.	Place of opening bids :	SSM (HQ), Jalpaiguri, D.B.C Road, Jalpaiguri	
5.	Last Date of Bid Validity :	60 days	
6.	Officer inviting Bids	District Project Officer, SSA, Jalpaiguri & District Inspector of School / SE alpaiguri	

A.C.
District Project Officer,
SSM, Jalpaiguri

Dated. 09/12/2020

Memo No. SSM-JAL/T-58/20-21

Copy forwarded for kind information and with the request of wide circulation to the:

1. The State Project Director, PBSSM, Kolkata
2. The District Magistrate, Jalpaiguri
3. The Additional District Magistrate (Development), Jalpaiguri
4. The Additional District Magistrate (General), Jalpaiguri
5. The Addl. District Magistrate & Addl. Executive Officer, Jalpaiguri Zilla Parishad.
6. The Sub-Divisional Officer, Sadar, Jalpaiguri
7. Notice Board of the District Inspector of Schools/SE, Jalpaiguri
8. The Block Development Officer MAL BLOCK, Jalpaiguri
9. Notice Board of the MAL, MAL(S) CLRC, Jalpaiguri
10. Notice Board of the District Project Office, SSM, Jalpaiguri

A.C.
District Project Officer,
SSM, Jalpaiguri

Name Of The School List

1. Puspika Girls Pry

Sample Solvency Certificate in Bankers letter Head

Solvency Certificate From Bank

This is to certify that M/s has have been maintaining a Savings Bank/current account no. with our bank since years. From his/her bank transactions with us we have found his/her as follows.

To the best of our knowledge and information belief, he/she is solvent to the extent of Rs Rs. (in words)

This Solvency Certificate is issued without any responsibility on the part of the bank of any of its officers.

Date :
Place : -

(Signature with seal)
Branch Manager.

[Handwritten signature]
09/12/2020