

Phone: 03217260816 Website-www.bhkm.org EMAIL : bhkm2007@ gmail.com

Bamanpukur Humayun Kabir Mahavidyalaya

(Accredited by NAAC)

ESTD 2007

(Affiliated to the West Bengal State University & Approved by the UGC under section 2 (f)&12B)
P.O. - Bamanpukur, DT. 24 Parganas PIN – 743425 WEST BENGAL, INDIA

NIT No.-BHKM/ET/R(O1)/2017 Date : 17.08.2017

NOTICE INVITING E-TENDER

The Principal , BamanpukurHumayunKabirMahavidyalaya,Bamanpukur, North 24 Parganas-743425, West Bengal invites e-tenders within 15days from bonafidedistributors/manufacturers/dealers /authorised suppliers having experience in supplying articles/goods etc, details of which are given below (Submission of Bid through online).

- 1. Name of Work :Supply of of 82.5KVA KIRLOSKAR GREEN R SERIES Liquid Cooled 3 Phase Canopy DG SETS with CPCB – II engine.**
- 2. Estimated Amount Put to Tender Rs 7,19,000/- (Rupees Seven Lac Nineteen Thousand Only)**
- 3. Earnest Money (Rs.20,000 /-)**
- 4. Period for installation– 1 Month (30 days)**
- 5. Maintenance period 12 months**
- 6. Eligibility As per Tender Notice [Open Tender]**
- 7. Price(Non-refundable) of tender document Rs. 1000/-(One thousand only) in the formcrossed cheque or DD favour of BamanpukurHumayunKabirMahavidyalaya.**

TERMS AND CONDITIONS :

- 1.** The bidder is required to pay the cost of tender documents for the purpose for participating in e-Tender.
- 2.** In the event of e-filing the intending bidder may download the tender documents from the website –<http://wbtender.gov.in> directly with the help of Digital Signature Certificate.
- 3.** In case of online submission the EMD (Earnest Money Deposit) is to be uploaded online in the form ofscanned copies of **Demand Drafts/cheque** .Only the chosen bidder, L1, will have to submit a physicalcopy of the Demand Draft at the college premises.
Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website<https://wbtender.gov.in>. Tender document may be downloaded from website & submission of TechnicalBid/Financial Bid as per Tender time schedule stated in Sl. No.10 the documents submitted by the biddersshould be properly indexed &self attested with seal.
- 4.** The tenderer should have valid I.T clearance, VAT registration, PAN card, P. Tax certificates.
- 5.** The prospective bidders shall have satisfactorily completed as a prime agency during the last 4(five) yearsprior to the date of issue of this Notice at least one work of similar nature under authority of State/ CentralGovt., State / Central Govt. undertaking/ Statutory Bodies Constituted under the Statute of the Central /State Govt. and having a magnitude of 40 (forty) percent of the estimated amount put to tender.
- 6.** The tenderer should submit Earnest Money
- 7.** The rate should be kept valid for two months from date of submission.
- 8.** 10 % will be deducted from each running bill as Security Deposit money. The Security Deposit moneywill be refunded after 12 months from the date of completion, subject to observation of performance ofwork .Labour cess and I.Tax will be deducted in every running bill
- 9.** The tenderer should arrange for equipment and make arrangements for everything found to be necessary duringinstallation.

10. The tenderer shall be responsible for any untoward incident/ accident arising out of the installation work and the effects thereof.
11. Any supplementary item, if executed, shall be paid for as per current P.W.D schedule, Eastern Circle, including contractual percentage.
12. Tenders unaccompanied with the uploaded scans of the mandatory Earnest Money shall be rejected.

IMPORTANT INFORMATION:

A. Payment will be made as per inspection report of competent engineer

B. Date & Time Schedule:-

13. Earnest Money: The Earnest Money of L1, in the shape of Bank Draft of any Nationalized Bank (to be documented through e-filing), has to be submitted physically in the office of the Principal, Bamanpukur Humayun Kabir Mahavidyalaya on the specified date.
14. The Bidder, at the Bidder's own responsibility and risk, is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting E- Tender. The cost of visiting the site shall be at the Bidder's own expense.
15. 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 the college. The Principal, Bamanpukur Humayun Kabir Mahavidyalaya, 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 been incurred by any Bidder at the stage of Bidding.

16. SL. NO. PARTICULARS DATE & TIME:

1. Date of uploading of N.I.T. Documents (Online) (Publishing Date) 17.08.2017 after 2.00 pm
2. Documents download/sell start date (Online) 17.08.2017 after 5.00 pm
3. Documents download/sell end date (Online) 26.08.2017 upto 12.00 noon
4. Bid submission start date (Online) technical & financial 18.08.2017 after 11.00 am
5. Bid submission closing date (Online) 26.8.2017 upto 12.00 noon
6. Date of Opening of Technical Bid (Online) 28.08.2017 after 1.00 pm
7. Date & Place for Opening of Financial Bid (Online) To be notified later.

17. No CONDITIONAL/INCOMPLETE TENDER will be accepted under any circumstances.

18. In the event of acceptance of lowest tendered rate no multiple lowest rate will be considered by the college.

19. The Principal, Bamanpukur Humayun Kabir Mahavidyalaya, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

20. During scrutiny, if it comes to the notice of the tender inviting authority that the credentials or any other papers of a tenderer are incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be entirely rejected.

21. Before issuance of the purchase order, the tender inviting authority may verify the credentials & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either fabricated or false, the work order will not be issued in favour of the tenderer under any circumstances.

22. All Agencies are requested to submit the following documents in support of their Credentials (Nonstatutory Documents) with the application.

- i) Work order and working schedule.
- ii) Completion certificate showing date of completion.
- iii) Payment certificate.

28. Tender inviting authority reserves the right to issue corrigendum towards the estimated amount and eligibility of contractors in case of any revision. Three days in advance to the date of application under certain unavoidable circumstances.

***Principal,
Bamanpukur Humayun Kabir Mahavidyalaya***

SECTION – A INSTRUCTION TO BIDDERS General guidance for e-Tendering Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

1. Registration of Contractor Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in> (the web portal of public works department) the contractor is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC) Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) with Organization Name for submission of tenders, from the approved service provider as a USB e-Token.

3. The contractor can search & download NIT & Tender Documents electronically from WB e-Tender Portal once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

5. Submission of Tenders General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

- A. Technical proposal The Technical proposal should contain scanned copies of the following in two covers (folders).
- B. A-1. Statutory Cover / Technical file containing
 - i. Prequalification Application (Sec-B, Form – I)
 - ii. Demand Draft towards earnest money (EMD) as prescribed in the NIT, against each of the serial of work, in favour of the SUDHIRANJAN LAHIRI MAHAVIDYALAYA.
 - iii. Affidavits (Ref:- format for general affidavit shown in “Y” Part “B”).
 - iv. Tender form No. 2911(ii), NIT & Special Terms, conditions (if any) – Original Files, Digitally signed, should be uploaded. The rate will be quoted in the BOQ. Quoted rate will be encrypted in the BOQ under Financial Bid. In case of quoting any rate in 2911(ii), the tender will be liable to be summarily rejected).
 - v. Special Terms, conditions & specification of works (if any).
- A-2. Non statutory / Technical Documents
 - i. Professional Tax (PT) deposit receipt challan Up to date, Pan Card, Latest IT- Return, Acknowledgement, WBVAT Registration Certificate, Dealership Certificate as applicable, valid supervisory competency certificate, valid electrical contractor license.
 - ii. Registration Certificate under Company Act. (if any).
 - iii. Registered Deed of partnership Firm/ Article of Association & Memorandum.
 - iv. Power of Attorney (For Partnership Firm/ Private Limited Company (if any).
 - v. Tax Audited Report in 3 CD Form along with Balance Sheet & Profit & Loss A/c for the last three years (year just preceding the current Financial Year will

be considered as year – I) vi. Clearance Certificate for the Current Year issued by the Assistant Register of Cooperative(s) (ARCS) byelaws are to be submitted by the Registered labour Cooperative(s), Engineers“ Cooperative(s). vii. Credential for completion as per Notification no. 04-A/PW/O/10C-02/14 dated 18.03.2015 of the Principal Secretary, PWD, read with Notification no. 137/1A/PW/O/10C-02/14 dated 24.04.2014. Note:- Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the tender liable to summarily rejected for both statutory & non statutory cover. THE ABOVE STATED NON- STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER: Click the check boxes beside the necessary documents in the My Document list and then click the tab “Submit Non Statutory Documents” to send the selected documents to Non-Statutory folder. Next Click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

- C. Sl. No. Category Name Sub Category Description Details
- A. CERTIFICATES CERTIFICATES 1. VAT REGISTRATION CERTIFICATE & ACNOWLEGEMENT 2. PAN CARD 3. P TAX (CHALLAN) UP TO DATE 4. LAST 3 YEARS IT RETURN_ACKNOLEGEMENT 5. DEALERSHIP CERTIFICATE AS APPLICABLE. B. COMPANY DETAILS COMPANY DETAILS- 1 1. PROPRIORSHIP FIRM (TRADE LICENCE) 2. PARTNERSHIP FIRM (PARTNERSHIP DEED, TRADE LICENCE) 3. LTD. COMPANY (INCORPORATION CERTIFICATE/MOA, TRADE LICENCE) 4. SOCIETY (SOCIETY REGISTRATION COPY, TRADE LICENCE) 5. POWER OF ATTORNEY C CREDENTIAL CREDENTIAL-1 1. SIMILAR NATURE OF WORK DONE & COMPLETION CERTIFICATE, WHICH IS APPLICABLE FOR ELIGIBILITY IN THIS TENDER, ALONG WITH FORM – III IN PRESCRIBED FORMAT. 2. AFFIDAVIT – Y IN PRESCRIBED FORMAT. D BALANCE SHEET & PROFIT AND LOSS A/C -DETAILS LAST THREE YEAR BALANCE SHEET & CA CERTIFICATE AUDIT REPORT AND BALANCE SHEET FOR THE YEARS OF 2012-2013, 2013-2014, AND 2014-2015
- B. Tender evaluation committee(TEC)
- i. Tender will be evaluated by the Tender Inviting & Accepting Authority through an “Evaluation Committee”, who will determine the eligibility of each bidder. ii. Opening & evaluation of tender :- If any contractor is exempted from payment of EMD, copy of relevant Government order needs to be furnished. iii. Opening of Technical proposal :- Technical proposals will be opened by the Nodal Officer. and his authorized representative electronically from the web site stated using their Digital Signature Certificate. iv. Intending tenderer may remain present if they so desire. v. Cover (folder) statutory documents (vide Cl. No. 5.A-1) should be open first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. – 5.A-2) will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected. vi. Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the tender evolution committee. vii. Uploading of summary list of technically qualified tenderers.
- D. viii. Pursuant to scrutiny & decision of the evaluation committee the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals. ix. During evaluation, the committee may summon , the tenderer & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection. C. Financial proposal i. The financial proposal should contain the following documents in one cover (folder), i.e., Bill of quantities (BOQ) the contractor is to quote the rate (Presenting Above / Below / At par) online through

computer in the space marked for quoting rate in the BOQ. ii. Copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. 6. Penalty for suppression / distortion of facts If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders. Besides, the college may take appropriate legal action against such defaulting tenderer. The college 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 and without any obligation to inform the affected Bidder or Bidders of the ground for said action. 7. Award of Contract The Bidder, whose Bid has been accepted, will be notified by the Tender Inviting & Accepting Authority through acceptance letter. The notification of award will constitute the formation of the Contract. The Agreement in W.B.F.No.-2911(ii) will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

PRINCIPAL

BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA