



BAMANPUKUR HUMAYUNKABIRMAHAVIDYALAYA

Estd. – 2007

BAMANPUKUR . NORTH 24 PARGANAS . PIN – 743425 . WB

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[Affiliated to West Bengal State University & approved by the UGC under Section 2(f) & 12B]

MemoNo.:-001/SG/E-TENDER/2019

Date:-04/09/2019

NOTICE INVITING E-TENDER

Notice Inviting E-Tender No. WB/BHKM/NIT-01/2019-20 of BAMANPUKUR HUMAYUN KABIR MAHAVIDYALAYA, Bamanpukur, North 24 Parganas invites e-tender for the work detailed in the table below. (Submission of Bid through online)

List of Schemes:

Sl No.	Name of the Work	Estimated Amount Rs.	Earnest Money Rs.	Tender Fees (Non-Refundable)	Completion Period	Name of the Concerned Officer
1	Construction of Annex Building of the College at the College premise.	44,95,580.00	89,910.00	1,000.00	120 Days	Principal Bamanpukur Humayunkabir Mahavidyalaya

- In the event of e-filling, intending bidder may download the tender documents from the website

<https://wbenders.gov.indirectly> with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money may be remitted through Online as per govt. order no 3975F(Y)".

- Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbenders.gov.in>.
- Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Date and Time Schedule.
- The Technical Bid/Proposal is submitted in two parts. The two parts of the proposal are:-

Part-1 : Technical proposal

- NIT.
- CHALLAN COPY OF EMD & TENDER FEES.
- 2911_ii

(ii) Part-2 : Financial proposal

- BOQ.

- Eligibility criteria for participate in the tender:

The prospective bidders shall have satisfactorily completed as a prime agency during the last 5 (years) years from the date of issue of this Notice at least one work of similar nature having a magnitude of 50% (fifty percent) of the amount put to tender.

[Non-statutory documents]

N.B.: Estimated amount, Date of Completion of Project and detail communication address of client must be indicated in the credential Certificate.

- Income Tax Return Acknowledgement for the latest Assessment Year, P.T. Deposit Challan for the year 2018-2019, Pan Card, GST Registration Certificate (optional, Terms and Conditions apply), Current Trade License, Credential of execution of similar type of work (50%) are to be accompanied with the Technical Bid Documents.

[Non-statutory documents]

- The Working Capital shall not be less than 50% (fifty percent) of the amount put to tender out of which minimum 20% shall be of applicant's own resource.

[Non-statutory documents]

- Registered Partnership Deed for Partnership Firm is to be submitted. The Company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the Company or the Firm of which he happens to be a Director or Partner, such individual person shall, while uploading any tender for and on behalf of such Company or Firm, invariably upload a copy of Registered Power of Attorney showing clear authorization in his favour, by the rest of the Directors of such Company or the Partners of such Firm, to upload such tender.

[Non-statutory documents]

- ☐ 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.

The executing agency may not get a running payment unless the gross running bill is amount of _____ g 50 (fifty) _____ of the tendered amount whichever is less . Provisions in lakh or 30 % Clause(s) 7, 8 & 9 Form No. 291 1 (ii) so far as they relate to quantum and frequency of contained in W .B . payment are to be treated as superseded .

- ☐ Security Deposit: Retention money towards performance Security amounting to 5% (five percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.
- ☐ Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
- ☐ All materials required for the proposed work including cement(ACC/ULTRATECH/AUMBJA and steel(SAIL/ELEGANT/SRMD) shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.
- ☐ For other fittings – HINDWARE/PARRYWARE/CERA/ESSCO/SOMANI may be used.
- ☐ Bids shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Financial Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

➤ **DateandTimeSchedule:**

Sl.No.	Particulars	Date&Time
1	Date of uploading of N.I.T.& other Documents(online)(PublishingDate)	04.09.2019
2	Documentsdownload/salestartdate(online)	04.09.2019.
3	Bidsubmissionstartdate(online)	04.09.2019
4	BidSubmissionclosingdate(online)	23.09.2019 02:00P.M.
5	BidopeningdateforTechnicalproposal(Online)	25.09.2019 at 2.00 P.M
6	DateofuploadinglistforQualifiedBidderinTechnicalPropo sal	To be notified later
7	DateforopeningofFinancialProposal(online)	To be notified later .

SECTION -A

INSTRUCTION TO BIDDERS

A. General guidance for e-Tendering:

Instructions/ Guidelines for electronic submission of the tenders have

been annexed for assisting the contractor to participate in e-Tendering.

A.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://wbenders.gov.in>. The contractor is to click on the link for e-Tendering site as given on the web portal.

A.2. Digital Signature Certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB Token.

A.3. The contractor can search and download N.I.T., Tender Document(s) and Addenda &

Corrigenda (if any) electronically from computer on the helpline to the website mentioned in Clause

A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

A.4. Participation in more than one work:

A prospective bidder shall be allowed to participate in the 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.

A prospective bidder (including his participation in partnership) shall be allowed to participate in single road/building work as mentioned in the list of schemes.

A.5. Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one is Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). Virus free scanned copy of the documents are to be uploaded duly Digitally Signed. The documents will get encrypted (transformed into non-readable formats).

A.5.1. Technical Proposal:

The Technical proposal should contain scanned copies of the following in two

covers (folders). **A.5.1.1. Technical Cover Containing the following documents:**

- (i) NIT (Downloaded from the e-Tender)
- (ii) Earnest Money (EMD) and Tender fees as prescribed in the N.I.T against the work and any other Documents.
- (iii) 2911

5.1.2 Financial Cover Containing the following documents:

- i) BOQ

A.5.1.2.Non-statutoryCoverContainingthefollowingdocuments:

- (i) ProfessionalTax (PT) depositreceiptchallanfor thefinancial year2019-20,Pan Card, ITRAcknowledgement forthe Assessment year 2019-20 or Latest, GSTRegistrationCertificatewithlastAcknowledgement.
- (ii) Registration CertificateunderCompany Act. / TradeLicenceas thecasemaybe.
- (iii) RegisteredDeedofpartnershipFirm /ArticleofAssociation&Memorandum.
- (iv) PowerofAttorney(ForPartnershipFirm/PrivateLimitedCompany).
- (v) Valid byelaws, current AuditReport,Minutesof lastAGMare to be submittedbytheRegisteredLabourCo-OperativeSociety/**Engineers’Co-OperativeSociety**.
- (vi) Credentialforcompletionof atleastone similarnature of workhavingamagnitudeof50%ofthe EstimatedamountputtoTenderduringthelast5(five)years priortothedate ofissueofthisN.I.T.isTobefurnished.ScannedcopyofOriginalCredentialCertificateasstatedinN.IT.

THEABOVESTATED NON-STATUTORY/TECHNICALDOCUMENTSSHOULD BEARRANGEDINTHEFOLLOWINGMANNER

Click the checkboxes beside thenecessarydocuments inthe MyDocument list andthen click thetab **“SubmitNonStatutoryDocuments”**tosendtheselecteddocumentstoNon-Statutoryfolder.

NextClickthetab“ClicktoEncryptandupload”andthenclickthe“Technical”FoldertouploadtheTechnicalDocument s.

Sl. No.	CategoryName	Sub-CategoryDescription	Detail(s)
A.	Certificate(s)	Certificate(s)	1. GST&ServiceTaxRegistrationCertificate&Acknowledgement. 2. PAN. 3. PTax(Challan)(2019-20). 4. LatestITReceipt. 5. IT-SaralforAssessmentyear2019-20 or Latest.
B.	Company Detail(s)	CompanyDetail-1	1. ProprietorshipFirm(<i>TradeLicense</i>)Section–BForm-II[Structure &Org.] 2. PartnershipFirm(<i>PartnershipDeed,TradeLicense</i>) 3. Ltd.Company(<i>IncorporationCertificate,TradeLicense</i>) 4. PowerofAttorney,MemorandumofAssociationandArticlesofAssociationoftheCompany.
C.	Credential	Credential-1	1. Similarnatureofwork(havinga magnitude of50%(fiftypercent) oftheEstimatedamount)done&completioncertificatewhichis applicableforeligibilityinthistender.
D.	Financialinfo		1.AuditedBalanceSheet&Profit&LossA/c.for thelastyearjustprecedingthecurrentFinancialYear

A.5.2. Tender Evaluation Committee (TEC)

A.5.2.1. The President, Teacher-in-Charge, IQAC and Member/sof Building Committee will act as Evaluation Committee for selection of technically qualified contractors.

A.5.2.2. Opening & evaluation of tender:

If any contractor is exempted from payment of EMD, copy of relevant Government Order need to be furnished.

A.5.2.3. Opening of Technical Proposal:

Technical proposals will be opened by the President, Teacher-in-Charge and member/sof Building Committee electronically from the website using their Digital Signature Certificate (DSC).

A.5.2.4. Intending tenderers may remain present if they so desire.

A.5.2.5. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened.

A.5.2.6. Decrypted (transformed into readable formats) documents of the non-statutory

cover will be downloaded & handed over to the Tender Evaluation Committee.

A.5.2.7. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list

of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

A.5.2.8. During evaluation the committee may summon of the tenderers & seek clarification/

information or original hard copy of any of the documents already submitted & if these are not produced within the stipulated timeframe, their proposals will be liable for rejection.

A.5.3. Financial Proposal

A.5.3.1. 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 per)

online through computer in the space marked for quoting rate in the BOQ.

A.5.3.2. Only downloaded copies of the above documents are to be uploaded virus scanned

& Digitally Signed by the contractor.

A.6. Financial capacity of a bidder will be judged on the basis of working Financial Statement. If an applicant feels that this / their Working Capital from own resource maybe insufficient, he / they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Tender Inviting / Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit. Such revolving line of credit should be maintained until the works are taken over by the Engineer-in-Charge/Employer.

The audited Balance sheet for the last year, net worth, bid capacity, etc. are to be submitted which must demonstrate the soundness of Bidder's **financial position, showing long term profitability including an estimated financial projection of the next two years.**

A.7. 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 timeframe or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

A.8. Rejection of Bid:

Employer 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 action**.

A.9. Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance .

The notification of award will constitute the formation of the Contract.

The Agreement in West Bengal Form No. 2911(ii) will incorporate all agreements

between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents along with requisite of the concerned work within the time limit to be set in the letter of acceptance.

Principal

Bamanpukur Humayun Kabir Mahavidyalaya