

**Office of the Pradhan**  
**No.4 Boaldar Gram Panchayat**  
**Vill.- Khaspur, P.O.-Khaspur**  
**Balurghat Development Block, District-Dakshin Dinajpur**  
**NIT NO.- 13(16-17)**

Memo No: - 82/BGP/2017

Dated:- 27.01.2017

**NOTICE FOR INVITING TENDER**

[Chapter-IV, Rule 11 of W.B. Panchayat (GP Accounts, Audit &amp; Budget) Rules'2007 and West Bengal Gram Panchayat procurement Manual'2014-Section-6.5]

Sealed Tender is invited from the experienced and resourceful bidders for execution of the work(s) as mentioned below in Annexure-A.

**Annexure-A**

Sl No.	Name of the work	Site details	Source of Fund	Estimated Amount (In Rs.)	NIT Estimated Amount (in Rs.)	Earnest Money (In Rs.)	Min. Required Credential	Work completion period. *
1	2	3	4	5	6	7	8	9
1	Plumbing Work & Sanitary Fittings for newly constructed Building of Health Sub-Centre at Kalikapur Sansad.	Kalikapur Sansad	Health Department+GP Own Fund	77,000.00	77,000.00	1500.00	@ 60% of NIT Estimated amount	15 Days
2.	Electrification Work for newly constructed Building of Health Sub-Centre at Kalikapur Sansad.	Kalikapur Sansad	Health Department+GP Own Fund	25,000.00	25,000.00	500.00	@ 60% of NIT Estimated amount	15 Days

Tender papers will have to be sent by Registered Post or Courier or may be dropped in the Tender Box kept at the office of the undersigned by Hand (in sealed cover) and it should reach the office of the undersigned on any working day within **10/02/2017 not later than 2.00 P.M.** Delayed submission of tender documents shall lead to outright rejection. The undersigned will not be responsible for rejection of the tender due to the delay in the postal/courier transit or any other reason. The Sealed Tenders will be opened on **10/02/2017 at 2.30 P.M.** in presence of the bidders, who may wish to remain present. Tender Form along-with relevant documents has to be purchased from the Gram Panchayat office.

\* THE TIME WILL BE CONSIDERED FROM THE DATE OF RECEIPT OF WORK ORDER FOLLOWED BY A MEETING WITH THE 1<sup>ST</sup>. LOWEST BIDDERS WHERE THEY MAY BE ASKED FOR WORK PROGRAMME FOLLOWED BY ISSUE OF LETTER OF ACCEPTANCE.

**General Information to Bidders :**

Cost of Tender Document/Participation Fee:-	1.Rs.300.00 (Rupees Three Hundred only)-For Work Sl.No.-01 2. Rs.250.00 (Rupees Two Hundred Fifty only)-For Work Sl.No.-02
Last Date & time for receipt of application:-	03/02/2017 up to 3.00 PM
Date of Sale of Tender Form:-	On any working day from 27/02/2017 to 08/02/2017 (from 11.00 AM to 3.00 PM)
Last date of dropping of Sealed Tender Form:-	On or before 10/02/2017 (up-to 2.00 PM) Note:- The wall clock fixed at the office of the Pradhan will be assumed as authentic
Date of Opening of Tender:-	10/02/2017 (At 2.30 P.M.)

N.B. - If the office remains closed in any unavoidable circumstances on above-mentioned any days, then next working day will come into force & the scheduled time will remain unchanged. Original certificates or documents as specified in Annexure-B (No. 2&3) must be produced on demand at any stage of tender procedure.


**Annexure-B****Terms & Conditions :-**

- Cost of Tender Form (non-refundable) has to be paid in cash only.
- Bidders must submit self attested photocopies of valid VAT registration Certificate, last three years Income Tax Return, Profession Tax Registration Certificate with current challan and Trade Registration Certificate/License from local bodies as the case may be.
- Bidders must submit Credential in similar nature of work during last three years. Please note that Credential means Payment certificate (where NIT No., Memo. No., Fund, Name of Work, Work Order Memo. No., M.B.No., Page No., Bill amounts including necessary deductions, Voucher No. & date, PAN, VAT Regn. No. etc. to be furnished clearly) which will be tagged with Work Order & Completion Certificate.
- In case of bid/tender emanating from cartelization of bidders, entire tender process will be cancelled.
- Bidders must quote rates in absolute numerical values (both in figures and words) against the NIT estimated amount i.e. against Column No.6 of Annexure-A. And the quoted rate is to be converted in percentage term too in the Tender Form.
- Rate offered by a bidder in a particular Tender shall be treated as final and subsequent negotiation with that bidder for change in price shall not be allowed.
- Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.
- No special preferences in respect of Earnest Money, Security Deposit etc. will be given to any Co-operative Society/Government owned Company/Government Undertaking/Corporation/ Engineering Cooperative etc. In other words, all participating Bidders will be treated on equal basis only and no favourable/special considerations will be accorded to any bidders.
- Bidder must submit sealed envelope clearly mentioning serial number and name of work on top of the envelope.
- Earnest money should be deposited in Cash/Cheque/Bank Draft or Government Bond/Securities duly pledged in favour of the Pradhan, No. 4 Boaldar Gram Panchayat and will be refunded/forfeited as the case may be. In case of Cash/cheque/bank draft, the bidder must collect receipt from Gram Panchayat office and quote the Number in Tender Form. In case of Government Bond/Securities respective pledged documents need to be submitted along-with Sealed Tender.
- Successful Bidder (s) will be required to lodge security deposit (10% of the total value of the work as quoted by him) as performance security in the form of Cash/Cheque/Bank Draft/Government Bond / Securities duly pledged in favour of the Pradhan, No. 4 Boaldar Gram Panchayat or the amount may be deducted from every running payment (not exceeding two including the final bill) made and will be released after 6 months in case of Building, Culvert and Concrete Roads and 3 months in all other cases.
- STDS, TDS and applicable Cess (if any) will be deducted as per existing rates fixed by the respective department of the government.
- Site visit may be done by the bidders at their own cost.

14. Erroneous or incomplete Tender Form will be summarily rejected without assigning any reason whatsoever.
15. Bidder(s) may be asked to submit rate analysis for items where the quoted rates are either too high or low than the estimated cost. Such bids may also be considered as null and void if there is a reason to believe that the Bidders have formed a cartel and rates have been manipulated, unbalanced or unreasonable.
16. Successful Bidder will have to execute a formal agreement on a Non-Judicial Stamp worth Rs.10/- (Ten) paper within seven days from the receipt of "Letter of Acceptance" with the Gram Panchayat wherein the description, specification, quantity, date of completion of work, other mandatory conditions and ESMF (Environmental and Social Management Framework) issues shall be detailed. Failure to execute the contract will lead to automatic cancellation of the bid.
17. The undersigned is not bound to accept the lowest tender and reserves the right to accept or reject any or all tenders, as the case may be without assigning any reason whatsoever.
18. Quoted rate shall be inclusive of all charges including royalty, VAT, tools charges, transportation etc.
19. Any bid received from the bidder without authentication of correction made in rate quoted in word or figure shall lead to cancellation of the bid.
20. The successful tenderer will have to procure Non-Judicial Stamp paper in his/her own cost.
21. Bidders will get necessary drawings with the Tender Form. All documents i.e. drawings Tender Form signed by the Tenderer must be submitted in Sealed Tender addressed to the Pradhan, No. 4 Boaldar Gram Panchayat, Vill. & P.O.- Khaspur, P.S.- Balurghat., District- Dakshin Dinajpur.
22. The contractor must submit the digital record of project events in digital format (DVD/Flash Drive) including coloured photographs (pre, mid, post) to serve as a permanent record of the work at his own cost.

**Enclosed:-**

- (Annexure-C with declaration in Part-I)  
(Annexure-C with schedule in Part-II)


  
Pradhan  
No.4 Boaldar G. P.  
Khaspur, Balurghat  
Dakshin Dinajpur

**Memo No:- 82/BGP/2017**

**Dated:- 27.01.2017**

Copy forwarded for information and with a request for making an arrangement to display the notice for wide publicity to:-

1. The BDO, Balurghat Development Block, Dakshin Dinajpur
2. The BMOH, Balurghat Block, Dakshin Dinajpur
3. The DIO, NIC, Dakshin Dinajpur with request to upload this NIT in the District Official Website.
4. The Service Provider, (Block jurisdiction), Tathya Mitra Kendra, Dakshin Dinajpur
5. The Librarian, Khaspur Rural Library, Balurghat Development Block, Dakshin Dinajpur
6. Office Notice Board
7. Office Guard File.

  
Pradhan  
No.4 Boaldar G. P.  
Khaspur, Balurghat  
Dakshin Dinajpur

**Annexure-C**  
**[Part-I]**

DATE .....

To  
The Prodhan  
No 4 Boaldar Gram Panchayat  
Vill.- Khaspur, P.O.-Khaspur  
Balurghat Development Block  
District-D/Dinajpur

Subject :- **DEECLARATION OF TENDERER**

Ref : NIT No..... of No.-4 Boaldar Gram Panchayat  
Vide Memo No:- ..... Dated:-.....

Name of the Work with Serial No:-  
.....  
.....  
.....

1. I / We have gone through the above mentioned NIT & offering following Item Rates for executing the work as described in Annexure-A and as per Terms & Conditions of Contract as described in Annexure-B.
2. I / We undertake to make agreement on receiving the Letter of Acceptance.
3. I / We undertake to commence work on receiving the Work Order.
4. This Bid and your written acceptance of it shall constitute a binding Contract between us. I/We understand that you are not bound to accept the lowest Bid you receive.
5. I / We hereby confirm that this Bid complies with the Bid validity and Earnest money required by the bidding documents as specified in the NIT.
6. I/We hereby promise to execute the work as per specification prescribed in the scheduled if awarded to me/us.
7. 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 and from higher authorities time to time, if any.

Name of the Tenderer : .....

Account No. & Bank Name of the Tenderer : .....

Authorised Signature of the Tenderer with Seal : .....

Address with Telephone No/MobileNo. : .....

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Signature of the Tenderer with Seal