

OFFICE OF THE
GANGARAMPUR MUNICIPALITY

GANGARAMPUR : DAKSHIN DINAJPUR

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Memo No. 106 /MPLADS/01/18-19

Date. 11/01/2019

NOTICE INVITING e-QUOTATION NO: 01/MPLADS//18-19

(Through Pre-qualification)
(Submission of Quotation through online)

1. On behalf of the board of councilors, The Chairman, Gangarampur Municipality, invites e-Quotations (electronic tender process), to obtain a rate from manufacturer for supply of (1) 3 No`s 3 Cum Capacity mounted garbage Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality. The above are to be supplied within Gangarampur town under the State of West Bengal. Rates quoted should be inclusive of all taxes and delivery charges. Supply of articles would be for Sanitary & Conservancy of Gangarampur Municipality under MPLADS Scheme. Supply order will be issued by "The Chairman, Gangarampur Municipality".
Details of quotation with necessary requirement towards submission/download of Quotation Papers will be available from website: - <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC).
2. Applicants willing to take part in the process of e-Quotating will have to be enrolled & registered with the Government e-Procurement system; through logging on to <http://wbtenders.gov.in> using the option – Click here to Enroll. Possession of a valid Class II Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the Quotation submission activities through this web site. Digital Signature Certificate can be obtained from the authorized certifying agencies, details of which are available in the web site <http://wbtenders.gov.in>
3. Intending Quotationers/Suppliers can search and download NI e-Q and other Quotation documents electronically by logging on to the website <http://wbtenders.gov.in>, using his Digital Signature Certificate (DSC). This is the mode of collection of Quotation documents electronically.
4. For participating in the Quotation, the bidder shall have to pay 2% of quoted rate as the Earnest Money online through NEFT/RTGS to the Bank account of Gangarampur Municipality Account No : 089601000748, IFSC Code : ICIC0000896, ICICI Bank Balurghat Branch
5. Eligibility criteria for participation in Quotation: -
 - i) For manufacturers are only eligible. The manufacturers will submit previous experience certificate of similar nature of supply.
 - ii) Manufacturers should have Valid PAN no, GST Certificate & Professional Tax Registration Certificate, Trade License, 50% credential of the quotation amount of last three years in the same type of works in a single contract.
 - iii) Valid ISO certification of the manufacturer for Quotation.
 - iv) Uploading of scanned copies of Pan Card, Upto date Income Tax Return receipts, Upto date Professional Tax receipts, GST registration Certificate including Return & scanned, Trade License, ISO certificate, Credential Certificate in the Technical Proposal as Non Statutory Documents.
 - v) All Quotationer should have to upload their self attested copies of the requisite documents in the website for submitting their Quotation.

TABLE – 1**6. DATE, SCHEDULE & DESCRIPTION OF WORKS:**

A. a	Name of the work	:	Supply of : (1) 3 No`s 3 Cum Capacity mounted garbage Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality
b)	Manufacturers eligible for submission of rate		a) Manufacturers should have Valid PAN no., GST Certificate & Professional Tax Registration Certificate. b) For supply above items bonafide manufacturers are only eligible. The manufacturer will submit previous experience certificate of supply of the same to Government / PSU / reputable Private Sector bodies. c) Valid ISO certification of the manufacturer. d) Valid Trade License.
c)	Name & Address of the Authority		Chairman, Gangarampur Municipality
d)	Price per copy of the set of quotation documents		NA
e)	Documents require to be Submitted along with the Application for obtaining quotation paper		Valid PAN No., GST & Professional Tax Registration Certificate & Income Tax Registration Certificate. Valid certificate Trade License, Valid ISO Certificate, audited Balance Sheet of last financial year. Previous Experience Certificate.
f)	Earnest money: -		Earnest money 2 % (Two percent) of the quoted rate
g)	Time of supply mentioned items		30 days from the date of agreement.
B:-	Date and Time Schedule as follows		
i)	Date of uploading of e-NIQ, and Quotation Documents online (Publishing Date)		12/01/2019
ii)	Documents downloaded / sale start date (Online)		12/01/2019 (2-00 P.M)
iii)	Quotations submitted start date(On line)		12/01/2019 (2-00 P.M)
iv)	Quotation submission closing date		25/01/2019 (6-00 P.M)
v)	Quotation opening date (on line) for technical proposal		28/01/2019 (11-00 Hours) at Gangarampur Municipality
vi)	Date of uploading list of technically qualified quotationers (On line)		To be informed later
vii)	Date and place of opening of Financial proposal(On line)		To be informed later
viii)	Authority who recommend the Pre-qualification of Questioner		Municipal Authority
ix)	Supply order issuing authority		Chairman, Gangarampur Municipality
x)	Authority who will receive the materials and make payment of supplied materials.		Chairman, Gangarampur Municipality

Submission of Quotations:

7.1 General process of submission

Quotations are to be submitted online through the website, in two folders, at a time for each work, one is for Technical Proposal and the other is Financial Proposal, before the prescribed date and time mentioned in Table-1

Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

a. Statutory Technical folder containing,

- i) Application in letter headed pad duly signed in. Letter head should contain full address, telephone no, mobile no & FAX, e-mail.
- ii) Scanned copy of demand bank challan towards Earnest Money Deposit (EMD) as prescribed in the NIQ against each serial of work if applicable, against in favour of the Chairman, Gangarampur Municipality.
- iii) Notice Inviting e-Quotation.
- iv) B O Q / Price Schedule

Note:

- i) Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii) Tenders will be summarily rejected if any item in the statutory cover is missing.
- iii) Necessary deduction i.e. GST, I.T, CESS etc. will be made as per relevant Govt. order.
- iv) Original demand drafts under Sl. No. (f) under Table – 1 should reach to the Chairman, Gangarampur Municipality on or before due date and time as stated earlier.

b. Non-Statutory Technical cover containing,

- i) Up to date Professional Tax (PT) payments receipts, IT PAN Card & Income Tax Return receipts valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.

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 Documents 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.

Sl.No	Category name	Subject description	Details
	CERTIFICATES	CERTIFICATES (ALL CERTIFICATE SHOULD BE UP TO DATE)	1. GST Registration Certificate 2. PAN Card 3. P Tax (CHALLAN) 4. Income Tax & Vat Return Receipts (Up to date)
	COMPANY DETAILS	COMPANY DETAILS	1) Proprietorship Firm (Trade License) 2) Partnership Firm (Partnership Deed, Trade License) 3) LTD, Company (Registration Certificate, Trade License) 4) Co-operative Society (Society Registration Certificate) Bye Laws, up to date Audited Balance Sheet
	Credential	Credential	Completion Certificate & Work Order
	Payment Certificate	Payment Certificate	Payment Certificate of Similar nature of work
	Audit	Audit	Balance sheet of Last Financial Years

NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL TENDER THE QUOTATION LIABLE TO REJECT.

8. Financial Proposal

- i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities – (BOQ) the Quotationer is to quote the rate (for individual item separately) online.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

9. Specification:

3 cum capacity GI Covered container mounted on two wheeler, tractor drawn trailer opening system on both side by two window system and side wall made of 14 gauge GI Sheet, Top and front 16 SWG MS sheet, structure made of 75 x 40 channel and 30 x 30x3 angle, 4 nos operable lead and 3 no folding type gate.

10. Penalty for suppression / distortion of facts :

If any quotationer fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Tender Inviting Authority 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 Quotationer will be suspended from participating in the tenders on e-Tender platform for a period of 3(three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairman, Gangarampur Municipality may take appropriate legal action against such defaulting Quotationer. The authority may ask to show hard copies of all certificates, company details, partnership deeds etc as uploaded by the Quotationer and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.

10. Rejection of Tender

The employer (Tender accepting authority) receives the right to accept or reject any Quotation and to cancel the quotation process and reject all quotations at any time prior to the award of contract without thereby incurring any liability to the affected Quotationer or any obligation to inform the affected Quotationer of the ground for employer's (Tender accepting authority) action.



**Chairman
Gangarampur Municipality**

Other Important Terms & Conditions :-

- A) The detailed N.I.Q, documents and other relevant particulars may be seen by the intending quotationers during office hours within the date mentioned above in the office of the Chairman of the Gangarampur Municipality. The offered rate, if accepted, should be valid for 1 (one) year from the date of formal agreement in the Municipal „K“ form in that regard. Intending quotationer, if desire may visit the Municipal office on working day to obtain the Municipal „K“ form after due application to the authority.
- B) The materials are to be supplied in accordance with the procurement programme of the Gangarampur Municipality who would issue the supply order as per the terms and conditions as laid down hereunder and the payment will be made by them as per the actual materials supplied with entire satisfaction of those authorities.
- C) If the agency fails to supply the materials as per the demand placed by the municipality, penal action in the form of forfeiture of earnest money, as decided by the authority, will be imposed on the agency and the decision of the authority will be conclusive and binding. In case of failure of supply of 3 No`s 3 Cum Capacity mounted garbage Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality Chairman Gangarampur Municipality shall be empowered to invoke the Earnest Money deposited in favour of him.
No price escalation, in any form, within the contract period will be entertained.
- D) If any of (1) 3 No`s 3 Cum Capacity mounted garbage Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality, fails to service during execution the same will have to be replaced, as per the quotation specification, by the agency at their own cost without any claim within 7 (seven) days (or as suggested by the authority). In case of failure of 3 No`s 3 Cum Capacity mounted garbage

Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality the authority shall have the right to recover the whole damage amount from the supplier. In this regard the claim will be ascertained by a competent State Government authority as per the decision of Municipal authority.

- E) The rate quoted should be inclusive of all cost of transportation, loading, unloading, staking at site within any municipal area of the State of West Bengal, and all Taxes GST, etc. what so ever.
- F) Deduction viz (i) GST (ii) IT or any other taxes, due as per rules, will also be deducted from the bill of the agency

Successful agency shall have to make an agreement (in 3 copies) with the Chairman, Gangarampur Municipality, in prescribed pro-forma stating that the agency is agreeable to supply the of (1) 3 No` s 3 Cum Capacity mounted garbage Container two wheeler made by MS sheet, gauge 16 for Gangarampur Municipality as and when require (as per the rates quoted and terms and conditions laid down in the quotation papers) to the municipality with in the municipal/adjoining areas (as the case may be).

- G) ***Regarding quotation for Technical & Financial, the decision of Chairman of Gangarampur Municipality shall be final & binding on the applicants in this regard.***

- H) The authority reserves the right to accept or reject any or all offer without assigning any reason.

**Chairman
Gangarampur Municipality.**

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Date. 11/01/2019

Copy Forwarded for information and for favour of wide circulation to:

1. Smt. Arpita Ghosh, Hon`ble M.P. (L.S.) Balurghat Constituency, Balurghat, Dakshin Dinajpur
2. The District Magistrate, Balurghat, Dakshin Dinajpur.
3. The District Information & Cultural Officer, Dakshin Dinajpur,
4. The Vice Chairman, Gangarampur Municipality
5. The Executive Officer, Gangarampur Municipality
6. The Head Clerk, Gangarampur Municipality.
7. The Accountant, Gangarampur Municipality.
8. The Cashier, Gangarampur Municipality.
9. The Sanitary Inspector, Gangarampur Municipality
10. The Store Keeper, Gangarampur Municipality.
11. Municipal Notice Board.

**Chairman
Gangarampur Municipality**