

**SHIRSHI GRAM PANCHAYAT**  
VILL.- JOTGOURI, P.O. - DANGRAM,  
P.S. – HARIRAMPUR, DIST. - DAKSHIN DINAJ PUR.

**NOTICE INVITING TENDER**

Memo No. - 613/SGP

Dated: -25.02.2020

**A. PREFACE :**

Sealed Tender in Prescribed Tender Form are hereby invited on behalf of the Artha O Parikalpana Upa-Samiti from resourceful , experienced , bonafied & reputed contractors , Suppliers, Firms or Authorized Dealer, Distributors & Whole Sellers for execution of the following works as briefed in “Para-B” below.

**LAST DATE & TIME OF RECEIVING OF TENDER - 12.03.2020 UPTO 2.00 P.M.**

**AND**

**DATE & TIME OF OPENNING OF TENDER- 12.03.2020 AT 3.00 P.M**

TENDERS WILL BE RECEIVED BY REGISTERED POST AND TENDER BOX AVAILABLE  
AT SHIRSHI GRAM PANCHAYAT OFFICE.

Sl. No	Name of work	Name of sanshad	Estimated Amount put to tender with GST+CESS(in Rs.)	Value of Earnest Money (in Rs.)	Participati on Charges + rate of tender form (in Rs.)	Time allowed for completion	Remarks
1	2		3	4	5	6	7
1	CONSTRUCTION OF CC ROAD FROM RABIDAS PARA PAKKA RASTA TOWARDS SUBAL'S HOUSE AT BORA SANSHAD UNDER SHIRSHI GRAM PANCHAYAT. SL NO-1122(2019-20)	BORA	300000.00	6000.00	500.00	45 DAYS	14 <sup>TH</sup> FC

**B. SCHEDULE :**

NOTE : Prescribed Format for submission of Tender will be available in the Gram Panchayat during office hours and will be supplied to the intending tenderers.

**C. WHO CAN PARTICIPATE:**

Resourceful, experienced & bonafied contractors, Registered Unemployed Engineers / Labour co- operative Societies, Firm or Authorized Dealer, Distributors & Whole Sellers etc. completed similar type of single Work not less than 60 % of the amount, put in this Tender, not earlier than 2015 – 2016.

**D. INSTRUCTION TO THE INTENDING TENDERERS:**

1. Please type the Prescribed format for submission of Tenders on your letter head or write neatly and sign all the pages of the specific price scheduled including the blank pages , if any , also . And please enclose the Signed specific price scheduled along with the Tender otherwise your tender may be liable for rejection.
2. Please Quote your rate ( both in figures & in words also) on **Percentage – Rate- Basis** at appropriate places in the Prescribed Format on your own Letterhead and also fill other columns and put relevant data as instructed in the said Format.
3. Please enclose Valid & up-to-date duly attested copies of requisite **Tax clearance certificate(last three year),Professoinal tax, enrollment certificate, PAN & MUST GSTIN under GST Act 2017** etc along with Tender. And in case of non- inclusion of the same, please enclose the copies of relevant orders in that effect. **All the documents in proof of their eligibility IN ORIGINAL need to be produced at the time of opening.**
4. Please enclose duly attested copies of Credential for similar type of single work executed by you for a tender value of not less than 60 % of the value as put in this tender and the work should be executed not earlier than 2015-2016. **Please note that, Payment Certificate / Completion certificate only be entertained as CREDENTIAL.**



Please deposit requisite **Earnest Money in form of Bank Draft or in form 5** along with tender and also deposit Non- refundable **Participation charge by cash in Form -5(Miscellaneous Receipt)** separately as mentioned above for individual work. All the remittances should be made in favour of the **Pradhan, Shirshi Gram Panchayat.**

6. Intending Labour Co- Operative Societies & Unemployed Engineers' Co-Operative Society should enclose the documents in proof of their Registration & validity to participate in this Tender during the period of deposition of the Tender. **Exemption from deposition of Earnest Money will not allowed as per Govt. orders.**
7. Please insert the Letterhead containing Tender along with all relevant documents, requisite values of Earnest Money in a 1st cover, seal it and write clearly the NIT. No. , Sl.No., & Name of work for which the tender is being submitted. Participation charge shall be submitted in a separate 2<sup>nd</sup> cover containing name of work, NIT. No., etc. Both 1<sup>st</sup> & 2<sup>nd</sup> cover shall be produce in a 3<sup>rd</sup> cover super scribing the name of work on the top of the envelop and send it to the **Pradhan, Shirshi Gram Panchayat, ,P.S.- Harirampur. Dist :- Dakshin Dinajpur** by post/ courier service so as to reach the not after **2.00P.M. on 12.03.2020** without fail. **The tender box will be kept in the Gram Panchayat Office .**

**E. OPENING OF TENDER:**

The Tenders, so received on **12.03.2020 upto 2.00 P.M.** will be opened on the same day at **3.00 P.M.** in this office in presence of the available intending Tenderers or at any other date as the authority deem fit. If the office happens to be closed on the date of opening of the Tenders as specified, the Tenders will be opened on the next working day at the same time and venue.

**F. TERMS AND CONDITIONS:**

1. Intending Tenderers may obtained detailed information about General & detailed technical information, specification, other conditions, procedure guidelines etc and other Terms & Conditions related with the works but not incorporated in this Tender, if any, from GP office on all working days during office hours.
2. All materials test report needed for the CC Road Works.& It should be submitted before bill submission.No bill made if the test reports are not submitted.
3. While submitting rate, the intending tenderer should kept in mind that the rate should inclusive of all taxes, cess, levy, royalty and all other incidental charges related with the material and labour, Plants and machineries, any other charges payable to other statutory bodies etc. No extra payment over the scheduled items will be allowed.
4. Due to any reason, any tender being reaches this office after the specified date & time will not be considered as valid and will summarily be rejected.
5. Successful Tenderers (hereinafter may be called as the Contractor) should have to execute an Agreement with GP Office as per norms and should submit work programme accordingly.
6. No Price / Cost escalation over the rate specified in the price schedule will be allowed.
7. Equivalent amount of Earnest money will be deducted from the 1<sup>st</sup> RA Bill and the instrument by which the Earnest Money deposited during tender, if any, will be refunded to the successful contractor. Security Deposit @ 8% of the Bill value will also be deducted from each progressive bill and will be refunded as per rules. Necessary taxes will also be deducted from each bill as per prevailing norms.
8. The authority of Gram Panchayat reserves the right of accepting or rejecting any or all the tenders and can distribute a part or whole of the work(s) to any or among more than one participated Tenderers without assigning any reason. The said authority will not bound to accept the lowest tender.
9. Estimated amount put in this tender may be increase or decrease.
10. Payment will be made by the respective head of account.
11. Payment will be made by the Executive Assistant / Pradhan. Shirshi Gram Panchayat.



**Pradhan**  
**Shirshi Gram Panchayat**  
**P.O. - Dangram, D/Dinajpur**  
**Harirampur, Dakshin Dinajpur**

**Memo No.- 613/SGP /1 (13) / 19-20 ; Dated- 25.02.2020**

Copy forwarded for information to :

1. The Executive Officer, Harirampur Panchayat Samity , Dakshin Dinajpur.
2. The Sub Divisional Officer,Gangarampur at Buniadpur,Dakshin Dinajpur.
3. Tathya Mitra Kendra,
4. The Executive assistant, Shirshi Gram Panchayat
5. The Nirman Sahayak, Shirshi Gram Panchayat
6. The Secretary, Shirshi Gram Panchayat. . He is instructed to receive all the Tenders ,reached by post / courier and maintain a Register noting therein the date and time of receipt of tenders separately for each work and submit the same, unopened, along with Register .
- 7-10. The Sanchalak, -----Upa Samity, **Shirshi** Gram Panchayat
- 11.The Opposition Leader, **Shirshi** Gram Panchayat.
12. Notice Board.
13. Rural Library.



**Pradhan**  
**Shirshi Gram Panchayat**  
**P.O. - Dangram, D/Dinajpur**  
**Harirampur, Dakshin Dinajpur**