

# MAHESHTALA MUNICIPALITY

MAHESHTALA, SOUTH 24 PARGANAS

**NIT NO:MAD/MM/NIT-12/16-17**



NOTICE INVITING e-TENDER

TERMS & CONDITIONS OF e-TENDER



# MAHESHTALA MUNICIPALITY

## MAHESHTALA SOUTH 24 PARGANAS

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### NOTICE INVITING e-TENDER

#### **e-TENDER Notice no: MAD/MM/NIT-12/16-17**

The Chairman, Maheshtala Municipality invites online competitive tender on percentage basis for the below mentioned works from the reliable, experienced, bonafide and resourceful companies/firms/proprietor having experience and credential for similar nature of work.

Details of tender with necessary requirement towards submission of tender will be available on the website: <http://wbtenders.gov.in> .

- Name of the work :- **Construction of Roof truss shed over Santoshpur Co-operative Colony Office Building under Maheshtala Municipality, Ward no.09**

#### **1) List of works:**

#### **NIT NO:MAD/MM/NIT-12/16-17**

Sl. No.	Name of work	Ward	Time allowed for completion	Estimated Amount	Amount put to tender
1	Construction of Roof truss shed over Santoshpur Co-operative Colony Office Building	09	60 days	16,67,785/-	16,19,209

#### **2) Eligibility criteria for the Bidders :**

- 1) Having valid VAT/ST, IT, P.TAX clearance certificate, PAN, current Trade License
- 2) Having credential for similar nature of works of which one shall be at least one-third of the value of work put to tender during the last five years in a single job.

#### **3) Earnest Money and Non-refundable Tender Document cost**

- i) Two percent (2%) of the tendered value rounded off to the next higher Rs.50/- by way of Demand Draft/ Pay Order drawn in favour of Maheshtala Municipality, payable at Kolkata. Scanned copy of the Demand Draft/ Pay Order shall be submitted online but the same shall be dropped in original in the Tender Box kept at the office under sealed cover superscribing EMD against e-NIT no **MAD/MM/NIT-12/16-17** twentyfour hours before the date and time of the opening of the bid. EMD of the unsuccessful bidder shall be returned forthwith on submission of prayer and that of the successful bidders shall be converted as a part of Security Deposit.

- ii) Non-refundable Tender Document Cost (TDC) for Rs.2000/- by way of Demand Draft/ Pay Order drawn in favour of Maheshtala Municipality, payable at Kolkata shall have to be dropped in the Tender Box at the office alongwith the EMD.

#### **4) General Process of Submission of Online Tender**

Tenderers shall download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate.

- a) Technical file (Statutory Cover).
  - i) Application for tender in Form I & II
  - ii) Scanned copy of EMD & TDC
  - iii) Declaration in Rs.10/- Non Judicial Stamp that the bidder has never been blacklisted, debarred or delisted by any Government authority, Statutory authority or any Local body.
  - iv) Other certificate the bidder may like to furnish.
- b) My documents (Non-statutory Cover)
  - i) Scanned copies of VAT/IT/PT/PAN/current Trade Licence
  - ii) Scanned copies of credential certificate

- **N.B: Tenders may be rejected if any item in the statutory cover is missing.**

#### **5) Financial Proposal**

The intending tenderer shall quote percentage rate as per BOQ, which is to be downloaded and uploaded virus scanned and digitally signed.

#### **6. General information**

- i. All materials required for the purpose of the work shall be of specified grade in conformity with the BOQ and Tender document subject to test report.
- ii. The documents to be uploaded shall be scanned for virus and will get encrypted (transformed into non-readable formats) during uploading.
- iii. Incomplete bid will not be accepted and shall be rejected forthwith.
- iv. There shall be an agreement as per usual terms and conditions with the selected agency against the work.
- v. Escalation of price on any ground and/or consequent cost overrun shall not be allowed.
- vi. The bid shall be of two parts : Technical Bid containing all details as per para 4. Financial bid of the shortlisted bidders will only be opened.
- vii. **Bidder should submit a hard copy of Credential and others documents alongwith EMD & TDC.**

**Note : Submission of hard copy of financial proposal shall entail upon rejection of the offer.**

**7. DATE & TIME SCHEDULE MAD/MM/NIT-12/16-17**

Sl.no	Particulars	Date & Time
i)	Date of Uploading of NIT & other Documents	02/12/2016 at 17.00 hrs.
ii)	Documents download starting date	02/12/2016 from 17.30 hrs.
iii)	Pre Bid meeting to be held at Maheshtala Municipal Office	Nil
iv)	Bid submission start date	02/12/2016 from 17.30 hrs.
v)	Documents download end date	17/12/2016 upto 18.00 hrs.
vi)	Bid submission closing date	17/12/2016 upto 18.30 hrs.
vii)	Last date of Submission of Original Earnest Money (EMD) & TDC in original deposit at drop box (off line) kept in Digital Cell	19/12/2016 upto 16.00 hrs.
viii)	Bid opening date	20/12/2016 after 11.00 hrs.

**N.B.**

- i) The time schedule may be changed and shall be uploaded accordingly.**
- ii) Bidders may remain present at the Bid Opening Date or may visit the website about the result of the Bid.**

**8. Miscellaneous Information**

- i. The specification of work may be changed during execution of the work as per order of the EIC.
- ii. Submission of bid by offline or by hand will not be entertained.
- iii. Bill of Quantities may be downloaded from the website <http://wbtenders.gov.in> directly with the help of DSC for submission of Bid.
- iv. The intending bidder may visit the site upon prior intimation.
- v. The Maheshtala Municipality reserves the right to cancel the e-NIT. No compensatory claim shall be entertained of any kind and nature. The Maheshtala Municipality also reserves the right to reject in full or in part any offer without assigning any reason whatsoever.
- vi. Contact Person Sri Subhendu Das (Assistant Engineer) : 9830074070**

## **Form – I**

To  
The Chairman,  
Maheshtala Municipality,  
Maheshtala,  
South 24 Parganas.

**Name of work :- Construction of Roof truss shed over Santoshpur Co-operative Colony  
Office Building under Maheshtala Municipality, Ward no.09**

**Sub: Online submission of Bid against e-NIT no MAD/MM/NIT-12/16-17**

Sir,

I/We being the proprietor/partner of the Firm .....  
or authorized signatory of the firm/company .....  
do hereby submit all the necessary information and relevant document i.e. statutory, non-statutory  
and NIT documents.

I/We am/are interested in participating in the bid while understanding that the municipal  
authority can amend the scope and value of the bid and that the municipal authority reserves the  
right to accept or reject the bid in full or in part and/or negotiate by way of revised/improved offer  
without assigning any reason whatsoever.

Enclosure :-

- 1) Statutory document
- 2) Non-statutory document

Yours faithfully,

Date :-

Signature of the tenderer

## Form – II

### STRUCTURE AND ORGANISATION

1) Name of the bidder : .....

2) Address : .....  
 .....  
 .....

3) Name of the work with NIT : **MAD/MM/NIT-12/16-17**

Sl. No.	Name of work	Ward
1	Construction of Roof truss shed over Santoshpur Co-operative Colony Office Building under Maheshtala Municipality	09

4) Contact no. (Mobile) : .....

5) Email ID : .....

Date :

Signature of the tenderer