



**Govt. of West Bengal**  
**Office of the Block Development Officer**  
**Falakata :: Alipurduar**

Phone No: 03563-260238

e-mail id: bdoFalakata@rediffmail.com

Memo No: 2655 /BDO/FKT

Dated: 22/12/2017

**eNIT NO: FALAKATA/BDO/02/2017-18**

The Executive Officer, Falakata Panchayat Samity, invites eTender in Percentage Rates for the following work by Two Cover System (**E-Procurement**) from Resourceful and Bonafide outsider Contractors as mentioned in **Tender Ref No. FALAKATA/BDO/02/2017-18** The pre-qualification documents are to be uploaded in two separate folders. One of the folders shall contain Technical documents along with scanned copy of DD/BC for Earnest Money. Financial Bids are to be uploaded in another folder.

**Table-I**

Sl No	Block	Name of the work	Amount put to tender (in Rs.)	Processing Fees (in Rs.)	Earnest money (@ Rs. 2.00% of the amount put to tender)	Time allotted for completion form the date issue of W.O.	Eligibility of Participants
1	Falakata	Construction of the Hostel Building (1 <sup>st</sup> Floor) at Falakata Boys Unit of Jalaiguri Raikot Para Child Welfare Home.	Rs. 32,65,851.00	N/A	Rs. 65,317.00	90 days	Having Credential 40% in similar type of works within Last 4 (Four) Years

- Technical Bid Statement qualified bidders will be displayed in the portal and this office notice board.
- The Financial bid document of the technically qualified bidders will be opened for evaluation and selection of qualified bidders (**Date & Time will be communicated latter on**) and the bid documents of non-qualified bidders will remain unopened.
- **Earnest Money:** The amount of Earnest Money is to be submitted online in the shape of DD/BC of any nationalised bank/schedule bank guaranteed by R.B.I. drawn in favour of the concerned **Block Development Officer, Falakata, Payable at FALAKATA**. At the time of uploading the tender / quotation, the intending tenderer / quotationer should upload a scanned copy of such Demand Draft/ Bankers Cheque along with his / her tender / quotation. As per G.O. No. 2254-F(Y) dated: - 24.04.2014, in case of e tendering, EMD/ Bid Security is to be submitted as soft copy (scanned copies of originals) for instruments (DD/BC). The L1 bidder shall submit the hard copy of the documents to the tender inviting authority with his acceptance letter of the LOI. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and will be dealt with accordingly legally including blacklisting the bidder. **Demands drafts for earnest money should be purchased on or after the “date of uploading of NIT documents (online) (publishing date)”**. **Drafts purchased before this date will not be accepted**, except in case of 2nd and subsequent calls, in which cases drafts purchased for the same work during earlier calls will also be accepted provided the said draft(s) remain(s) valid for at least 45 days after the technical & financial bid proposal submission end date of this NIT.

**The Scan Copies of the following shall have to be uploaded in the Technical documents Folder :**

- Copy of PAN Card.
- Valid upto date Professional Tax Clearance Certificate.
- Upto date VAT Return Certificate.
- Completion Certificate from any Govt. or Quasi Govt. Department Signed by the competent authority. Payment certificate in lieu of credentials will not be accepted.
- In case of Partnership Firm / Registered Company, the intending Tenderers are requested to submit the copy of the DEED of Partnership / relevant document in support of proof of so.
- Co-operative Society (Society Registration Certificate )
- Pre-Qualification Certificate (Form- I)
- All Tenderers should have to upload only their self attested copies of the requisite documents in the website for submitting their tender.
- GST Registration Certificate.

**Technical Packet:-**

- i. Tender Form -2911-ii
- ii. eNIT
- iii. Tender Fee and EMD
- iv. Typical Section of Drawing
- v) Corrigendum if Any
- **Agreement :** The Successful Tenderer, herein after called the Contractor, will have to execute an agreement within 7 (seven) days on a Non Judicial Stamp as per rules, and shall have to be purchased two set of Tender Document from this office. Price per set of tender document is as mentioned in Table-I. The same documents are to be submitted to this office duly signed by the tenderer. This will be treated as part of the Agreement.
- **Punishment :** In the event of failure to execute formal tender agreement within the allotted time or failure to execute proportionate work within proportionate time, the agency will be liable of punishment as per rules.
- **Acceptance :** The Tender Committee of Falakata Panchayat Samity does not bind himself to accept the lowest offer and reserves the right to accept any offer and to reject any/all the offers without assigning any reason.
- **Labour Welfare Cess :** At the time of payment of the bill to the working contractor @ 1.00% (at the rate of One percent) Labour Welfare Cess should be deducted from the bill.
- **Necessary Deduction :** VAT, Income Tax etc. will be made as per Govt. norms, and Security Deposit @ 8% of the value of work will be deducted from each progressive Bill. The Earnest Money will form part of the Security Deposit.

**Terms and Conditions :**

- The intending tenderer in the same name and style should have achieved annual turnover of the year for 100% of proposed contract.
- No material will be issued to the agency for the works.
- Rate should be quoted on percentage basis & should be written both in figure and in word.
- The Security Deposit money of successful bidders will be released after six months for all Project and Repair works.
- All the related documents are to be produced IN ORIGINAL to this office as and when will be asked.
- Payment will depend on availability of fund and no claim whatsoever will be entitled for delay of payment, if any. Intending tenderes may consider these criteria while applying for permission and while quoting their rates.
- Tenders for any supplementary item of work not provided in the estimate but finding a place in the Schedule of Rates will be subjected to be same percentage reduction/increment in rates i.e. applicable in the original tender.

- All the Intending Tenderers are requested to visit the sites of works prior to the submission of Tender at their own effort and interest
- In case of any day, meant for this tender (**Only Bid Opening**), appears to be an unscheduled holiday, the next working day will be treated as scheduled / prescribed day for the same purpose.
- No preconditioned tender will be accepted.
- All the rates of works are inclusive of all taxes, cess, levy, royalties, transportation, loading, unloading, stacking, etc including all other incidental charges therein.
- Successful tenderes will be required to produce valid Registration Certificate & Labour License from respective Regional Labour Offices as per current Labour Regulation Act.
- Escalation claimed by the Agency will not be entertained by Authority.
- The authority reserves the right to accept or reject any or all the tenders without assigning any reason. And the right to add alters or deletes any of the conditions & terms, laid above, is also reserved.
- In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to be so corrected as to conform to the prevailing relevant schedule of rates and/or technically sanctioned estimate.
- BDO, Falakata does not take any responsibility for the delay caused due to non- availability of internet connection traffic jam etc. for the online bids. Both, the Contractor and the employer have agreed that it is not feasible to precisely estimate the amount of losses due to delay in completion of works and the losses to the public and the economy, therefore, both the parties have agreed that the Contractor shall pay liquidated damages to the Employer and not by way of penalty, at the rate per week or part thereof stated in the Contract Data for the period that the Completion Date is later than the Intended Completion Date. Liquidated damages at the same rates shall be withheld if the Contractor fails to achieve the milestones prescribed in the Contract Data. However, in case the Contractor achieves the next milestone the amount of the liquidated damages already withheld shall be restored to the Contractor by adjustment in the next payment certificate. The employer and the contractor have agreed that is a reasonable agreed amount of liquidated damages and the total amount of liquidated damages shall not exceed 10% of the contract price. The employer may deduct liquidated damages from payments due to the contractors. Payment of liquidated damages shall not affect the contractor's other liabilities. If the Intended Completion Date is extended after liquidated damages have been paid, the Engineer shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate.
- Any concealment of fact will be seriously viewed and all tender papers submitted by the agency will be treated as Informal & his/her earnest money will be forfeited.
- The Intending bidders should clearly understand that whatever may be the outcome of the present invitation of bids, no cost of bidding shall be re-imbursed.
- If any tenderer withdraws his offer before acceptance or refuse without a reasonable time without giving any satisfactory explanation for such withdrawals, his earnest money shall liable for forfeiture and shall be disqualified from submission tender in this office for a minimum period of 1 (one) year.
- **NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE TENDER LIABLE TO REJECT.**
- **Guiding Schedule of Rate & Supplementary Items of works :-**

<b><i>Building and S&amp;P Works</i></b>
PWD Schedule of Rates for Building and S & P works w.e.f 01-12-2015.
<b><i>Road &amp; Bridge Work</i></b>
Schedule of Rates for Road and Bridge works w.e.f 01-12-2015.

**N.B.** 1. A bid for which quoted percentage rate, is lower than 20% of the provided price schedule rate, the bid will be considered as unbalanced bid. Moreover no bid will be accepted for which quoted percentage rate is above than 1% of the provided price schedule rate. Additional performance security for unbalanced bid has to be deposited at the time of executing formal agreement @ 2% of the tendered amount.

**LIST OF IMPORTANT DATES OF BIDS**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	22.12.2017 at 18:00 Hr
2	Documents download/sell start date (Online)	22.12.2017 at 18:00 Hr
3	Bid submission start date (Online)	22.12.2017 at 18:00 Hr
4	Bid Submission closing (On line)	05.01.2018 at 18:00 Hr
5	Bid opening date for Technical Proposals (Online)	09.01.2018 at 11:00 Hr

**NOTE:-**

1. In case of Bundh/strike /holiday etc. falls on the schedule dates as mentioned above, the same will be treated next working day of the fixed dates and time as scheduled above only.
2. Scrutiny of technical proposal and recommendation thereafter and processing of Comparative Statement for acceptance etc. will be made by Tender committee of Falakata Development Block.



Block Development Officer  
Falakata, Alipurduar

**FORM – I**  
**PRE-QUALIFICATION APPLICATION**

---

**To**  
The Block Development officer,  
Falakata, Alipurduar

Ref :Tender for .....

(Name of work) .....

e-N.I.T. No.:

Dear Sir,

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of ..... in  
the capacity ..... duly

authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclosure(s): e-Filling:-**

- 3) Statutory Documents.
- 4) Non Statutory Documents.

Date:

Signature of the applicant including title

Copy forwarded for kind information and with the request of wide circulation to the:

- 1) The District Magistrate, Alipurduar.
- 2) The Additional Executive Officer & Additional District Magistrate, Alipurduar Zilla Parishad.
- 3) The Sub-Divisional Officer, Alipurduar Sub-Division, Alipurduar.
- 4) The DMEEEO, Jalpaiguri
- 5) The Executive Engineer, Alipurduar Zilla Parishad.
- 6) The District Planning Officer, Alipurduar with request to upload in the District Portal.
- 7-12) The Block Development Officer..... Development Block, Alipurduar.
- 13) The Savapati , Falakata Panchayat Samiti.
- 14) The Karmadhakshya,P-K-O-P Sthayee Samiti, Falakata Panchayat Samiti.
- 15) The Pradhan, Parangerpar Gram Panchayat.
- 16-18) The Sub-Assistant Engineer..... Falakata Development Block.
- 19) The Account Cum Head Clark, Falakata Dev. Block.
- 20) Notice Board Falakata Block Office.
- 21) Office Notice Board of Jalpaiguri Child Welfare Home.
- 22) The Advertising Agency, Utttar Banga Sambad for Publishing.



Block Development Officer  
Falakata, Alipurduar