

**GOVERNMENT OF WEST BENGAL
OFFICE OF THE COMMANDANT 1st INDIA RESERVE BATTALION,
BIDHANNAGAR, DURGAPUR, PASCHIM BARDHAMAN,
PIN.- 713 206 (W.B.)**

NOTICE INVITING e-TENDER

Memo. No. **307/BN.**

Dated **04/08/2023.**

NIT No.: 1ST IR BN./2023-24/307/BN.

e-Tender is invited by the Commandant, 1st I.R. Battalion, Bidhannagar, Durgapur-06,
Paschim Bardhaman for the work detailed given below.

(Submission of Bid through online: (<http://www.wbtenders.gov.in>))

E-TENDER IS INVITED ON BEHALF OF THE GOVERNMENT OF WEST BENGAL BY THE COMMANDANT, 1ST INDIA RESERVE BATTALION, BIDHANNAGAR, DURGAPUR-713206(W.B.), PASCHIM BARDHAMAN FROM RELIABLE, RESOURCEFUL, BONAFIDE AND EXPERIENCED FIRMS/COMPANIES/INDIVIDUAL CONTRACTOR FOR PETTY REPAIR AND RENOVATION OF GROUND FLOOR TOILET, RESERVE OFFICE STORE ROOM TOILET WITH NEW INSPECTION PIT AND SEPTIC TANK AT ADMINISTRATIVE BUILDING OF 1ST IR/RAF BN, BIDHANNAGAR, DURGAPUR-06 UNDER THE CO 1ST IR/RAF BN BY ABIDING THE FOLLOWING TERMS AND CONDITIONS.

Opening and Evaluation of Tender

**The Commandant, 1ST I.R. Battalion, Bidhannagar, Durgapur-06(W.B.), Paschim Bardhaman
Intending bidders shall download the tender document from the website
Directly by the help of e-Token.**

1) Date & Time Schedule:

Sl. No.	Particulars	Date	Time
1	Date of uploading of N.I.T. & other Documents (Online) (Publishing Date)	04.08.2023	17.30 hrs.
2	Documents download/sell start date (Online)	04.08.2023	17.30 hrs.
3	Documents download/sell end date (Online)	17.08.2023	17.30 hrs.
4	Bid submission start date (Online)	04.08.2023	17.30 hrs.
5	Last date of submission of original copies of Tender Documents (Technical Bid)(Offline)	17.08.2023	12.00 hrs.
6	Bid Submission closing (Online)	17.08.2023	17.30 hrs.
7	Bid Opening Date for Technical Proposals (Online)	19.08.2023	17.30 hrs.
8	Date for opening of Financial Proposal (Online)	19.08.2023	18.00 hrs.

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Login by bidder: A bidder desirous of taking part in an e-tender invited by a State Govt. Shall login to the e-procurement portal of the Govt. of West Bengal using his/her login ID and password using valid DSC.

Estimated Tender Value: Rs. 2,10,387/-

Earnest Money:

In the event of e-filling, intending bidder may download the tender documents from the website <http://www.wbtenders.gov.in> directly with the help of Digital Signature Certificate. Rs. 20,000/- (Rupees Twenty Thousand) only as Earnest Money may be deposited through online in favour of the "Commandant, 1ST I.R. Battalion, Bidhannagar, Durgapur, Paschim Bardhaman". The copy of the Challan against Earnest money Deposit (EMD) should be submitted physically to the office of the Commandant, 1ST I. R. Battalion, Bidhannagar, Durgapur, Paschim Bardhaman, PIN 713 206 (W.B.). and the scan copy of the same should be uploaded at the time of bid submission in technical folder.

Both Technical Bid and Financial Bid are to be submitted concurrently under sealed cover duly digitally signed in the website <http://wbtenders.gov.in>.

Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Date & Time Schedule stated.

2) Eligibility criteria for participation in the tender:

- A. Bonafide, experienced & resourceful contractors of Govt., Semi Govt., Govt. Undertaking Organization, Govt. Enterprises etc. who have successfully completed the work of similar nature.
- B. Contractors having valid PAN, Sales Tax/VAT/GST Registration Certificate & Professional Tax challan, Service Tax Registration Certificate if available, EPF Registration Certificate and up-to-date challan are to be accompanied with the Technical Bid Documents.
- C. Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the latest year, Pan Card, VAT/GST Registration Certificates are to be accompanied with the Technical Bid Documents.
- D. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- E. Payment for work may be made to the executing agency as per availability of fund.
- F. No mobilization advance and secured advance will be allowed.
- G. Joint Ventures will not be allowed.

3) Submission of Bids:

Technical Bid & Financial Bids are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>.

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4) **Bid Validity::**

Bids shall remain valid for a period not less than 10 (Ten) days from the last date of submission of Financial Bid/Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

INSTRUCTION TO BIDDER

A. General Guidance for e-Tendering:

Instructions/Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

B. Registration of Contractor:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

C. Digital Signature Certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to Tenderers DSC is given as a USB e-Token.

D. Submission of Tenders:

General process of submission, Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

E. Tenders Documents Details:

Sl.No.	Category Name	Detail(s)
1	Certificate(s)	Vat/GST Registration Certificate & Acknowledgement, PAN, P.Tax (Challan) (current financial Year). Latest IT Receipt. IT-Saral for latest Assessment Year.
2	Company Detail	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Valid Trade License.

Statutory Cover Containing the following documents:

E.1 Technical Proposal:

The Technical proposal should contain scanned copies of the following further two covers (folders)

- i. NIT,
- ii. ESTIMATE,
- iii. SCAN Copy of EMD

E.2 FINANCIAL PROPOSAL:

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ. It contain one cover BOQ.

F. Non-statutory Cover containing the following documents:

- A) Vat/GST Registration Certificate & Acknowledgement. PAN. P. Tax (Challan) (current financial Year). Latest IT Receipt, IT-Saral for latest Assessment year.
- B) Company Details.
- C) Payment Certificate.
- D) Power of Attorney (For Partnership Firm/Private Limited Company, if any)

N.B.: Failure of submission of any of the above mentioned documents as stated above will render the tenderer liable to be rejected for both statutory & non-statutory cover.

N.B.: All the document of Technical BID send to the office address (Commandant, 1st I. R. Battalion, Bidhannagar, Durgapur, Paschim Bardhaman) in hard copy by 18.08.2023 (12.00 hrs).

G. Rejection of BID:

The Tender Committee reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the Award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tender Committee's action.

H. Award of Contract:

The Bidder whose Bid has been accepted will be notified by the Tender Inviting &Accepting Authority through acceptance letter/Letter of Acceptance. The notification of award will constitute the formation of the Contract. All the tender documents including N.I.T. & B.O.Q will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents stated in N.I.T. of the concerned work within time limit to be set in the letter of acceptance.

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Special Terms and Conditions

C.1 General:

Unless otherwise stipulated, all the works are to be done as per general conditions and general specifications as mentioned in the SOR specification of the relevant State Government Department. Discrepancy, if any, found in the arithmetical calculation in B.O.Q. should be brought to the notice of the authority before execution of work.

C.2 Definition of Commandant and Department:

The word "Commandant" means the Commandant, 1st I. R. BN,. The word "Department" appearing anywhere in the tender documents mean Office of the Commandant, 1st I. R. Battalion, Bidhannagar, Durgapur.

C.3 Terms & Conditions in extended period:

The extended time for supply of the articles allowed by the Commandant for cogent reasons will automatically revalidate the tender to the extended period with all the same terms and conditions.

C. 4 Transportation arrangement:

The contractor shall arrange for all means of transport including railway wagons for carriage and supply of materials and also the materials required for the construction work. The Department may grant necessary certificates, if required, for booking of railway wagons etc. so as to avoid the hamper of work and no claim whatever on this ground will be entertained under any circumstances. Alternatively, the contractor will have to depend on transport of materials by road as necessary to complete the work without claiming any extra payment from department in this regard. The contractor must consider this aspect while quoting rate.

C.5 Authorized Representative of Contractor:

The contractor shall not assign the agreement or sublet any portion of the work. The contractor, may however, appoint an authorized representative in respect of one or more of the following purposes only.

- a) General day to day management of work.
- b) To give requisition for departmental materials, Tools & Plants etc. to receive the same and sign hand receipts thereof.
- c) To attend measurements when taken by the Departmental Officers and sign the records of such measurements which will be taken as token of acceptance by the contractor. The selection of the authorized representative shall be subject to the prior approval of the Commandant concerned and the contractor shall in writing seek such approval of the Commandant giving therein the name of work, Tender No., The Name, Address and the Specimen signature of the representative he wants to appoint and the specific purposes as specified here-in-above, which the representative will be authorized for. Even after first approval, the Commandant may issue at any subsequent date, revise directions about such authorized representative and the contractor shall be bound to abide by such directions. Any notice, correspondence etc. issued to the authorized representative or left at his address, will be deemed to have been issued to the contractor.

C.6 Covered up works:

When one item of work is to be covered up by another item of work the latter item shall not be done before the formal item has been measure up and has been inspected by the Commandant as the authorized representatives of the Commandant and order given by him for proceeding with the latter item of work.

C.7 Approval of Sample:

Samples of all materials to be supplied by the contractor and to be used in the work shall have to be approved by the Commandant and Checking the quality of such materials shall have to be done by the concerned Department or as directed by Commandant prior to utilization in the work.

C.8 Charges and Fees payable by contractor:

a) The Contractor shall pay all fees required to given or paid by any statute or any regulation or by-law of any local or other statutory authority which may be applicable to the works and shall keep the Department against all the penalties and liabilities of every kinds for breach of such statute regulation or law.

b) The Contractor shall save, harmless and indemnify the Department from and against all claims, demands, suit and proceedings for or an account of infringement of any patent rights, design, trade mark of name of other protected write in respect of any constructional plant, machine, work, materials thing or process used for or in connection with works or temporary works or any of item.

C.9 Commencement of work:

The work must be taken up within the date as stipulated in the work order.

C.10 Tender Rate:

The contractor should note that the tender is strictly based on the rates quoted by the Contractor on the priced schedule of probable item of work. The quantities for various other items of works as shown in the priced schedule of probable items of works are based on the drawing and design prepared by the Department. If variations become necessary due to design consideration and as per actual site conditions, those have to be done by the contractor at the time of execution at the rate prescribed in the tender condition. No conditional rate will be allowed in any case.

C.11.1. Rate quoted shall be inclusive of VAT/GST , Income Tax and all other duties, if any.

C.11.2. Income Tax & Labour Cess will be deducted from each bill of the contractor as per applicable rate and rules in force.

C.11.3. In accordance with the West Bengal Taxation Laws (Amendment) Ordinance GST will be deducted as per rate in force from the bill in addition to other deduction as per extent rules.

C.12 Refund of Security Deposit:

In respect of successful tenderers, the earnest money on acceptance of the tenders shall be converted as a part of security deposit and the same will be released after one year from the date of completion of the work on due satisfaction.

**Commandant
1st I. R. Battalion,
Durgapur-713 206 (W.B.)**

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