

NADIA ZILLA PARISHAD

ENGINEERING DEPARTMENT

Krishnagar, Nadia.

NOTICE INVITING PRE QUALIFICATION- CUM -TENDER (Two Cover System)

Tender Notice No.: 11 / Elect/N.Z.P. of 2023-2024 (3rd call)

Memo. No: 2900 / NZP

Date: 12 / 09 / 2023

E-tenders by two cover system are invited by the District Engineer on behalf of Nadia Zilla Parishad from eligible resourceful Contractors having Licence to Electrical Contractors with Electrical Supervisor's of Competency and experience in similar nature of work as per particulars given below. Tenders will be received through E-tender of P. & R. D., Govt. of West Bengal Web Site.

1. Name of the work : As per annexure
2. Estimate Value of work put to Tender : As per annexure
3. Time of Completion of work : As per annexure
4. Contractors eligible to Submit tender : Bonafied contractors having Licence to Electrical Contractors with Electrical Supervisor's of Competency Parts 1&2, 1,2&3, 1&7A and 1&11 and having credentials in such type of work @ 40% of work value in a single work awarded not earlier than 2017-18.
5. Price per copy of set of tender documents. : Not applicable
6. Date and time for downloading of tender documents. : 14.09.2023 to 29.09.2023 up to 5.00 P.M. (as per Server clock)
7. Last date and time for submission of E-tender. : 29.09.2023 up to 5.00 P.M. (as per server clock)
8. Time & Date of Opening : **A) Technical bids :-**
on 03.10.2023 after 11.00 AM (as per Server clock)
B) Financial bids :-
After evaluation of Technical bids.
9. Earnest Money : 2% of Estimated Amount (**as per annexure**) will be deposited in favour of F.C. & C.A.O., Nadia Zilla Parishad by the bidder through the following payment mode as per Finance Department **Order No. 3975-F(Y) dated 28th July, 2016 (Annexure - A)**
i) **Net Banking** (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.
ii) RTGS / NEFT in case of offline payment through bank account in any bank.
10. Validity of the tender : The offer will remain valid for acceptance for 180 days from the date of receipt of tender.
11. Guiding Schedule of rates for items of work : P.W.(WB) Schedule of rates for building works operative from 1st November -2017 and schedule of rates PW(Electrical-Nov.-2017) with up to date corrigenda.
12. The Tender document and other relevant particulars (if any) may be seen by the intending tenders during office hours in the office of the Nadia Zilla Parishad as well as from the web site www.wbprd.gov.in

13. Throughout this document the terms and “tender” and their derivatives (bidder / tenderer / tender /bidding / tendering etc.) are synonymous. .
14. Conditional tender will be liable for rejection.
15. Time/ Cost over – run and consequent cost escalation for any material, labour etc. will not be allowed.
16. No mobilization advance/ secured advance will be allowed.
17. 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 confirm with the prevailing relevant schedule of rates and / or technically sanctioned estimate.
18. The intending tenderer is required to quote the rate in figure as well as in words mentioning percentage above/ below or AT PAR on the basis of the relevant price schedule of probable items with approximate quantities.
19. Contractor shall have to comply with the provisions of (a) the Contract labour (Regulation Abolition) Act, 1970 (b) Apprentice Act 1961 and (c) Minimum Wages Act, 1948 or the modification thereof or any other laws relating there to and the rules and order issued there under from time to time.
 - a) Contractors should engage one Degree and one Diploma Engineer exclusively for the work particulars of them must be furnished along with attested copies of certificate and appointment letters.
20. Bidders shall submit the copy of a) Valid PAN issued by the IT Deptt., Govt. of India and b)) Valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under **GST Act’ 2017** which will be valid upto the date of opening of the tender. Tax Invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act,2017. The intending tenderers will also have to produce credential documents of value as stated in annexure in a single work within last 5(Five) years adequate financial capability audit report along with certificate of Chattered Accountant for last 3(three) years for both individual and companies and registration certificate issued by Registerer of companies, West Bengal (in case of companies) along with the ‘Technical Bid’.
21. Representation in Tender in connection with tender submitted by Co- Operative Societies: -

The Chairman and the Secretary or three directors including either the Chairman or the Secretary shall execute and sign all deeds, documents, tender papers as per act of the Bye- laws of the Co- operative Societies, failing which the tender will be liable for rejection. The copy of the last Audit report (Full) including copy of the minutes of last A.G.M. has to be submitted along with the ‘Technical Bid’. for verification of the authority.
22. No credential will be considered unless it is supported by payment certificate, work order and completion certificate mentioning the date of completion issued by the competent authority not below the rank of Executive Engineer or similar rank.
23. **Evaluation of Bid:** All tenderer or his authorized representative is requested to present personally during the opening of the tender and to sign the tender opening register as witness. The eligibility of a bidder will be ascertained on the basis of the uploaded documents in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit **in non- judicial stamp paper of appropriate value duly notarized.** If any document submitted by a bidder is false, in such cases the eligibility of the bidder / tenderer will be out rightly rejected at any stage without any prejudice. While evaluation, the committee may summon of the tenders & seek clarification / information or additional supporting documents or original hard copies against copy/copies of any of the documents only which are already submitted/uploaded in the web portal by the bidders and if these are not produced by the intending Bidders within the stipulated time frame, his/her/their proposals will be liable for rejection.

Objection/ Complaint regarding Non-Eligibility in Technical Bid Evaluation : In case if there be any objection/complaint regarding Non-Eligibility in Technical Bid Evaluation, only intending Bidders or authorized persons on behalf of the Bidders may lodge objection/complaint along with specific authentic documents in support of their objection/complaint as a proof to the Notice Inviting Authority or Chairman, Tender Evaluation Committee within 48 (forty eight) hours from the publication time (uploading time in web portal) of the Technical Bid Evaluation and beyond that time schedule (i.e. after expiry of 48 hours) no objection/complaint will be entertained as well as without any specific authentic documents as a proof in support of lodged objection / complaint, no objection or complaint in this regard will be entertained by the Tender Evaluation committee. On the other hand strict penal action may be taken against the respective Bidders for lodging false objection or complaint in obligatory attitude/ creating hindrance towards development works of the Govt. The detailed address of the complainant including e-mail/Fax number, mobile number & telephone number shall invariably have to be provided in their letter (through which if objection/complaint has to be lodged).

24. **Penalty for suppression / distortion of facts** : Submission of false /fabricated/ manufactured/incorrect documents or suppression of any running or incomplete works (including the work which is not declared as completed, including works under Nadia Zilla Parishad / PMGSY or any work in any other Department under the Govt. of India/Govt. of West Bengal/Govt. undertaking organizations, also work-order issued to the respective Bidder but work not started) or suppression or distortion of facts by the intending tenderers is strictly prohibited, yet, if it is found/proved prior to issue of letter of acceptance; his/her/their bid will summarily be rejected and the case may be referred to the appropriate authority for prosecution as per relevant IT & I.P.C. Act with forfeiture of earnest money forthwith to the Nadia Zilla Parishad and penal action will be taken by the Deptt. as it deem fit and may be debarred from participation in any tender within the jurisdiction of NZP for a minimum period of 1 (one) year or more as it deem fit by the tender Inviting authority or competent Authority or NZP.

25. 1% Cess to be recovered from the Bill of the agency as per Govt. rule.

26. The authority reserves the right to reject or cancel any tender or all tenders without assigning any reason thereof. and no claim in this respect will be entertained.
The intending tenderers, at their own responsibility & risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the work as mentioned in the NIT. The cost of visiting the site shall be at the tender's own expenses.

27. Copy of this NIT along with other tender document may be obtained from the website www.wbprd.gov.in

28. In the event of e-filling, intending bidder may download the tender documents from the website directly with the help of Digital Signature Certificate.

Preparation of Bids.

(i) Documents comprising the Bid.

The Bid submitted by the bidder shall be in two separate parts.

Part-I: This shall be named 'Technical bid' and shall comprise of.

i) 'Earnest Money' by online mode as per clause-9.

Authorized address and contact details of the bidder having the following information:-

Address of Communication:-

Telephone No.(land) _____ (Mo.) _____, Fax No.:- _____

E-Mail ID _____.

ii) Qualification information, supporting documents as specified in clause 18,19,20,21,22,

iii) Undertaking that the bid shall remain valid for the period specified in clause 11 .

iv) Any other information / documents required to be completed and submitted by bidders.

v) **An affidavit affirming that information he has furnished in the bidding documents is correct to the best of his knowledge and belief.**

vi) An index stating the page Nos. of all documents submitted.

vii) Regarding bidding document

a) Lease or hire of machineries

b) Bid validity.

Part-II: It shall be named 'Financial Bid and shall comprise of.

1) Form of Bid.

2) Priced bill of quantities for specified items of works.

Each part shall be separately sealed and marked in accordance with the instructions.

29. Audit Report of preceding 5 years

30. The Contractor is liable to his own arrangement necessary mechanical devices viz. Hopper Mixture Machine, Vibrator etc. He is also liable to submit actual work proportion to the Employer at the time of tender process. The Agency is also liable to arrange for lighting, guarding, barricading, drinking water, Sanitation facilities etc. at site in his own cost.

31. **Refund of EMD** : As per Finance Deptt. **Order No. 3975-F(Y) dated 28th July, 2016 (Annexure - A).**
32. **Exemption of earnest Money:** Earnest Money for each and every category to be deposited compulsorily by all intending tenderers excepting the Labour Co-operatives who are exempted from Earnest Money against all tender. These societies, if selected through tender, will have to furnish requisite Security Deposit for performance of work. All registered Engineers' Co-operative Society participating in tenders should deposit Earnest money as usual failing which the tender will be treated as informal. Bidder eligible for exemption of EMD as per Govt. rules may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statutory bid documents
33. **Submission of Bids** :The bidder shall place the two separate envelopes (Called inner envelopes) marked. "Technical Bid" and "Financial Bid" in one outer envelop. Mentioning the name of work N.I.T. No. and Sl. No. The inner envelopes will have marking as follows.
 (i) 'Technical Bid' .
 (ii) 'Financial Bid'
 The contents of the 'Technical Bid' & ' Financial Bid' shall be as specified in clause 'Preparation of Bids' .
 The inner and outer envelopes containing the Technical and Financial Bids shall.
 a) Be addressed to the District Engineer, Nadia Zilla Parishad , Krishnagar, Nadia
 b) Bear the N.I.T No. , Sl. No. & Name of work.
 c) Be indicated the name & address of the Bidder in details i.e vill / Lane / P.O. / District etc. to enable the Bid to be returned unopened in case it is declared unopened as non-responsive.
34. **Late Bids:** Any Bid received after the stipulated time, will not be accepted.
35. **Bid Opening:** The received bids will be opened (Except those received late) in the presence of the bidders/ bidder's representatives who choose to attend at the specified time, date & place . In the event of the specified date for the submission of bids being declared a holiday the bid will be opened at the appointed & location on the next working day.
- * The envelope containing the technical bid shall be opened first.
- * In all other cases, the amount of Earnest Money, forms and validity shall be announced. Thereafter the bidders names and such other details as may be considered appropriate will be announced at the opening.
- * Evaluation of technical bids with respect to qualification information other information in part-I of the bid shall be taken up and completed preferably within the prescribed period and list will be drawn up of the responsive bids whose financial bids are eligible for consideration.
- * A list of bidders, whose technical bids are found responsive, will be displayed in the office notice board prior to the schedule date of opening of financial bid. In case the specified date is deferred a corrigendum notice will be published and will be displayed in the office notice board.
- * At the time of the opening of the 'Financial Bids' the names of the eligible bidders will be announced. The financial bids of only those bidders will be opened. The remaining bids will be returned unopened to the bidders.
36. **Revocation / withdrawal of tender:** Revocation / withdrawal of tender by the participating bidder/s are not permissible. If the participating bidder/s or the lowest bidder on receipt of work-order do not take up the work or leave the work incomplete, a penal action will be taken by 'Black-listing in participation of tender' for one year or by forfeiture of his deposited earnest money, as decided by the authority.
37. **Compensation for delay in execution of work and Additional Terms and Conditions vide Clause No-111 under Chapter No- VII of West Bengal Panchayat (Zilla Parishad and Panchayat Samity)Finance Rules :**
 (1) The time limit for carrying out the work as specified in the tender papers and the agreement entered into thereon, shall be observed by the contractor and shall be calculated from the date on which the order to commence the work is communicated to the contractor. He shall ensure that the work proceeds throughout the stipulated period of the contract with all due diligence for maintaining the specified schedule of time at every stage of the work.
 (2) The contractor entrusted with a work shall be liable to pay to the Panchayat body as compensation an amount not exceeding one per cent of the tendered value of work remaining unexecuted for each day of delay and without any prejudice to the generality of this provision, he shall be liable to make such payment on the tendered value of:
 (i) The entire work when he fails to commence the work on or after the day of commencement of the work as specified in the work order or the agreement executed
 (ii) Any distinct segment of the work when he fails to complete the work of that segment within one month from the date specified for its completion,
 (iii) Uncompleted part of the work if he fails to complete as per the work programme. Provided that compensation not exceeding one per cent on any occasion as referred to in sub-rule (2) may be determined by

the Sthayee Samiti in administrative control of the work (hereinafter referred to in this Chapter as Samiti) after giving an opportunity of hearing to the contractor.

(3) Any contractor aggrieved by the decision of the Samiti referred to in sub-rule (2) may prefer an appeal to the Artha Sthayee Samiti through the Executive Officer against the decision within seven days from the date on which such decision is communicated to him; subject to the provisions in sub-rule (4), the decision of the Artha Sthayee Samiti shall be final.

(4) Any contractor aggrieved by the decision of the Artha Sthayee Samiti referred to in sub-rule (3) may submit a review petition to the Zilla Parishad or the Panchayat Samiti as the case may be, through the Executive Officer concerned.

(5) **On the whole an Affidavit on Non-judicial Stamp of Rs. 10/- (Rupees Ten) to be executed by the Agency in the following terms & conditions on the eve of Stamp Agreement.**

Terms :

- i) I have no past history of default/ Blacklisting or casting aspersions on Govt. or any other site officers and employers.
- ii) The work would be completed within the schedule time of tender and no extension at time will be considered except on special circumstances.
- iii) Cost of escalation of materials will not be considered.

38. Eligibility for Electrical Works:

Electrical License: Only a contractor / sub-contractor / authorized representative holding a valid license issued by the "State Government for carrying out the installation work of the voltage classes involved, under the direct supervision of the persons holding valid certificates issued or recognized by the State Government shall carry out the work. The tenderer should furnish with his tender the particulars of the license with validity period held by him. The successful bidder shall furnish the names and particulars of certificates of competency of the supervisor and workers to be engaged for carrying out this works. A Memorandum of Understanding executed on non judicial stamp paper with the Contractor/ Sub-contractor/ authorized representative duly authenticated by the Notary Public should be submitted to the District Engineer, Nadia Zilla Parishad.

The participating agencies must have requisite credential in respect of Electrical Installation works and Electrical Supervisors' certificate of competency in parts 1&2, 3, 4, 5, 1& 7(A), 10, 1& 11. All such details have to be uploaded by the participating agency at the time of participating in the tenders.

39. TERMS & CONDITION OF SECURITY DEPOSIT :

In partial modification of clause no. 7(Seven) of works agreement of Nadia Zilla Parishad, the following changes have been made with immediate effect.

A) For Electrical works :-

- i) Electrical works up Rs. 5.00 (five) Lakhs the security period will be 1(one) year from the date of completion.
- ii) Electrical works above 5.00 (five) lakhs, the security period will be 2(Two) years from the date of completion. Security deposit up to 50% will be released after one year & Balance after 2(Two) years depending on the quality of works

40. ADDITIONAL PERFORMANCE SECURITY BY THE BIDDER :

An additional Performance Security equal to 10% of the tendered amount shall be deposited by the successful bidder, if the accepted bid value is 80% or less of the Estimate put to tender.

The additional Performance Security shall be submitted in the form of Bank Guarantee from any scheduled Bank, as directed by the authority, before issuance of work order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his earnest money will be forfeited and other necessary actions as per NIT like blacklisting of the contractor, etc. will be

taken. The said Bank Guarantee has to be valid up to the end of the Contract Period and shall be renewed accordingly, if required.

The said Bank instrument shall be returned immediately on successful completion of the Contract.

If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the Contract period after serving proper notice to the Contractor.

Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract will in no way altered / affected by provision of this Additional Performance Security.

41. OTHER TERMS & CONDITIONS

Tender received later than specified date and time will not be considered. Tenders thus received will be opened as per schedule in presence of tenderer's who are intended to remain present. Such tenderers will please put their signature in the tender opening document as a token of witness during the opening process.

Tenderers are requested to fill in the tender documents correctly and completely, falling which the same will be liable for rejection according to the discretion of the Authority.

Tender submitted without earnest money will be treated as informal. No application for transfer of earnest money from one tender to another will be entertained.

Nadia Zilla Parishad reserves the right not to accept the lowest offer and reject any tender without assigning any reason thereof. All particulars of work may be had in the Office of the undersigned up to 04:00 P.M. on all working days.

Sd/-
District Engineer
Nadia Zilla Parishad.

Memo No. 2900 / 1(16) / NZP

Date: 12 / 09/23

Copy forwarded for wide circulation to :-

- 1) The Sahakari Sabhadhipati, Nadia Zilla Parishad
- 2) The Karmadakshya, Purta-Karya-O-Paribahan Stahyee Samity, Nadia Zilla Parishad
- 3) The F.C. & C.A.O., Nadia Zilla Parishad
- 4) The Secretary, Nadia Zilla Parishad.
- 5) The Executive Engineer, PWD, (Electrical), Campas of District Hospital, Krishnagar, Nadia.
- 6) The Executive Engineer, WBSRDA, Nadia Division.
- 7) The Block Development Officer, Krishnagar-I Block, Nadia
- 8) The Adhakshya, Nadia Zilla Parishad.
- 9) The District Information & Cultural Officer, Nadia.
- 10) C.A. to the Sabhadhipati, Nadia Zilla Parishad
- 11) C.A, to the District Magistrate, Nadia and Executive Officer, Nadia Zilla Parishad
- 12) C.A. to the Additional Executive Officer, Nadia Zilla Parishad
- 13) C.A. to the Additional District Magistrate (Dev), Nadia
- 14) The Branch Manager, ICICI Bank, Krishnagar Branch; Nadia
- 15) Sri Binay Saha, Computer Assistant, NZP to circulate web site.
- 16). Office Notice Board.

Sd/-
District Engineer
Nadia Zilla Parishad.

ANNEXURE

NIT - 11/Elect / NZP OF 2023-24 (3rd call)

Sl. No	Name of work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Time of Completion	Eligibility of Contractors	Cost of Tender Documents (Rs.)
1	2	3	4	5	6	7
1	Supply, Installation & Commissioning of 15 KW SOLAR PV Roop Top on Grid Solar Power Genarating Plant at Suvendu Memorial Seva Pratisthan within Poragachi G.P. under Krishnagar-I Block, Nadia	Rs.1297126.00	Rs.25943.00	2 (two) months from the date issue of work order	Bonafied contractors having Licence to Electrical Contractors with Electrical Supervisor's of Competency Parts 1&2, 3, 4, 5, 1& 7(A), 1& 11. and having credentials in such type of work @ 40% of work value in a single work awarded not earlier than 2017-18.	Not applicable
2	Supply, Installation & Commissioning of 25 KW SOLAR on Grid roop top Solar Power Genarating Plant at Nadia Zilla Parishad Dak Bungalow.	Rs.1753483.00	Rs.35070.00	3 (three) months from the date issue of work order	DO	DO

Sd/-
District Engineer
Nadia Zilla Parishad.

