

## ULUBERIA MUNICIPALITY

O.T. ROAD, BAZARPARA, ULUBERIA  
HOWRAH

### Notice Inviting e-Tender

Memo No. UM/442/PWD

Dated : 26.07.2021

Notice Inviting e-Tender No. WB/MAD/UM/ 181 /e-Tender/21-22 (1<sup>st</sup> Call) of The Executive Officer, Uluberia Municipality, invites e-tender for the work detailed in the table below

(Submission of Bid through online).

Detail of Scheme(s)/ Work(s):-

SL No	Name of Work	Estimated Amount in Rs. (Including of all taxes)	Earnest Money (Rs.)	Time of Completion (From the date of Commence ment)	Name of the Concerned Officer
✓ 1	Construction of Masonary Drain from Mondal Para to Seikh Para Culvert ( Canal) in ward no 01	16,10,486.00	32,210.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 2	Construction of Masonary Drain from Noor Islam Sardar House to Chetana Bikash Kendra in Ward No 02	20,42,805.00	40,856.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 3	Construction of Masonary Drain from Siddik Dewan House to Palati Bhandary House at Rameswarnagar in Ward No 03	29,48,964.00	58,979.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 4	Construction of Masonary Drain from Gopal House to Canal in Ward No 04	7,89,066.00	15,781.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 5	Construction of Masonary Drain with Cover Slab from Habib House to Dilip Hazra Shop in Ward No 05	6,69,965.00	13,399.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 6	Construction of Masonary Drain with cover slab from Priyanath Singha House to Nanulal Giri House in Ward No 06	12,72,398.00	25,448.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 7	Construction of Masonary Drain from Sardarpara Madrasha to Noor Hossains House in Ward No 07	7,38,392.00	14,768.00	1 Month	Assistant Engineer, Uluberia Municipality

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✓ 8	Construction of Masonary Drain with Cover Slab from Nitu Karmakar House to Barun Das House at 2 No Colony in Ward No 11	8,76,632.00	17,533.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 9	Construction of Masonary Drain with Cover slab Sk Sukur House to Gouri Ganga in Ward No 12	20,99,014.00	41,980.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 10	Construction of Cover Slab Drain from Kamal House to Nurjahan House at Chengail in Ward No 13	27,62,404.00	55,248.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 11	Construction of Cover slab Drain at Chengail from Sadik Gorey House to Bhola Roy House and Sk Amanullah House to Roypara Khatal in Ward No 15	29,40,185.00	58,804.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 12	Construction of Cover slab Drain from Mantu Kha House to Gobinda Mukherjee House in Ward No 17	24,41,556.00	48,831.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 13	Construction of Cover slab Drain from Bhulu Kaji House to Khaldhar in Ward No 17	4,31,211.00	8,624.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 14	Construction of Cover slab Drain from Barbangalpur Sekendar House to Iden Pathagar in Ward No 19	13,24,050.00	26,481.00	1 Month	Assistant Engineer, Uluberia Municipality
✓ 15	Construction of Cover slab Drain from Shipra Adhikary House to Sunil Shop via Libery More in Ward No 21	29,22,379.00	58,448.00	1 Month	Assistant Engineer, Uluberia Municipality
16	Construction of Surface Drain with Cover slab from Sk Mujibar Rahaman House to Sk Mubarak House at Banitala in Ward No 31	30,42,676.00	60,854.00	1 Month	Assistant Engineer, Uluberia Municipality

- 1) In the event of e-filling, intending bidder may download the tender documents From the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary Earnest Money may be remitted through online (ICICI BANK NEFT/RTGS OR NET BANKING) only issued from any nationalized bank and also to be documented through e-filling.
- 2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>
- 3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in SL No. 16.
- 4) The prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found

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qualified by the "Tender Evaluation Committee". The decision of the "Tender Evaluation Committee" will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5) The Technical Bid/Proposal is submitted in two parts. The two parts of the proposal are :-

- (i) Part - 1 : Technical proposal
  - Folder 1 : Prequalification documents.
  - Folder 2 : Technical submission by bidder.
- (ii) Part - 2 : Financial proposal

6) Eligibility criteria for participation in the tender.

i) Credentials:-

**For 1st Call of NIT:-**

- a) Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during last 5 (five) years prior to the date of issue of the tender notice; or,

- b) Intending tenderers should produce credentials of 2(two) similar nature of completed work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,
- c) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at (a) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

- d) **Payment certificate will not be treated as credential.**

- i) Credential certificate issued by the Executive Engineer or equivalent or competent authority of a state/Central Government, State/Central Government undertaking, Statutory/Autonomous bodies constituted under the Central/State statute, on the executed value of completed work.

*[Non-statutory documents]*

- ii) Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan (current financial year), valid Pan Card, valid 15-Digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017, needs to be issued by are to be accompanied with the Technical Bid Documents.

*[Non-statutory documents]*

- ii) The prospective bidders should own or arrange through lease hold registered agreement, the required plant and machineries. Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted

*[Non-statutory documents]*

- iv) 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.

*[Non-statutory documents]*

- V) Registered Unemployed Engineers ' Co-operative Societies / Labour Co-operative Societies are required to furnish valid Bye Law , Current Audit Report, Minutes of last A .G .M . along with other relevant supporting papers

*[Non-statutory documents]*

**4) Joint Ventures will not be allowed.**

a) A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

5) The prospective tenderer shall establish field testing laboratory equipped with requisite instruments and technical staff according to the requirements of works to be executed.

6) Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 20(Twenty) lakh or 30 % of the tendered amount whichever is less . Provisions in Clause(s) 7 , 8 & 9 contained in W.B . Form No. 2 9 1 1 (ii) so far as they relate to quantum and frequency of payment are to be treated as superseded .

7) Adjustment of price vide notification no. 2 3 -CRC /2 M -6 1 /2 0 0 8 dated: 1 3 /0 3 /2 0 0 9 and no. 3 8 - CRC /2 M -6 1 /2 0 0 8 dated:20 /0 4 /2 0 0 9 in respect of construction materials shall not be applicable . The bidders shall quote their rate accordingly.

8) No mobilisation advance and secured advance will be allowed.

**9) Retention Money**

Retention money towards performance Security amounting to 10%(ten percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Retention Money.

10) Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.

11) All materials required for the proposed work including cement and steel shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory or Government Engineering College shall have to be conducted by the agency at their own cost.

12) Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from every Bill of the selected agency.

13) The Working Capital shall not be less than 15 % (fifteen percent) of the amount put to tender out of which minimum 10 % shall be of applicant's own resource.

14) There shall be no provision of Arbitration.

15) Bid shall remain valid for a period not less than 120 (one hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

16) Date and Time Schedule:

Sl No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & Documents (online publishing Date)	27.07.2021 after 6 PM
2	Documents download/sell start date (online)	27.07.2021 after 6.00 PM
3	Documents download/sell end date (online)	18.08.2021 at 11.00 AM
4	Bid submission start date (online)	27.07.2021 after 6.00 PM
5	Bid submission closing date (online)	18.08.2020 at 11.00 AM
6	Bid opening date for Technical Proposals(online)	20.08.2020 at 11.00 AM
7	Date of uploading list for Technically Qualified Bidder (online)	TO BE NOTIFIED LATER
8	Date for opening of Financial Proposal (online)	TO BE NOTIFIED LATER

17) The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 3 (Three) years from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge in case of all road works. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Department as deem fit. The contractor may quote his rate considering the above aspect.

18) Bidder intending to participate in more than one work shall have to furnish credential for summation of the amount put to tender for those works of cumulative amount .The available turnover and bank solvency should also be cumulative for multiple works.

19) Intending tenderer shall have to apply separately for each work of this NIT. Bidders are requested to upload the files of relevant work(s) for which he intend to participate.

20) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in „Instructions to Bidders” stated in before tendering the bids.

21) Conditional / Incomplete tender will not be accepted under any circumstances.



Clause No . 17 of CONDITIONS OF CONTRACT of the printed W .B . Form No . 2 9 1 1 (ii) shall be substituted by the following :

**Clause 17 :**

If the contractor or his workmen or servants or authorized representatives shall break , deface, injure, or destroy any part of building, in which they may be working, or any building, road , road-curbs, fence, enclosure , water pipes, cables , drains, electric or telephone posts or wires , trees , grass or grassland or cultivated ground contiguous to the premises , on which the work or any part of it is being executed, or if any damage shall happen to the work from any cause whatsoever or any imperfections become apparent in it at any time whether during its execution or within a period of **three years** after issuance of a certificate of its completion by the Engineer-in-Charge, the contractor shall make the same good at his own expense, or in default, the Engineer-in-Charge may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Engineer-in-Charges shall be final) from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter become due to contractor by the Government or from his security deposit, or the proceeds of sale thereof, or of a sufficient portion thereof and if the cost, in the opinion of the Engineer-in-Charge (which opinion shall be final and conclusive against the contractor) , of making such damage or imperfections good shall exceed the amount of such security deposit and/or such sums , it shall be lawful for the Government to recover the excess cost from the contractor in accordance with the procedure prescribed by any law for the time being in force.

The security deposit of the contractor shall not be refunded before the expiry of **three Years** after issuance of the certificate, final or otherwise, of completion of work by the Engineer-in-Charge; Provided that the work shall not be deemed to have been completed unless the "Final Bill" in respect thereof shall have been passed and certified for payment by the Engineer-in-Charge;

Provided further that the Engineer-in-Charge shall pass the "Final Bill" and certify thereon, within a period of 4 5 (forty five ) days with effect from the date of submission thereof by the contractor, the amount payable to the contractor under this contract and shall also issue a separate certificate of completion of work to the contractor within the said period of 45 (forty five) days. The certificate of Engineer-in-Charge whether in respect of the amount payable to the contractor against the "Final Bill" or in respect of completion of work shall be final and conclusive against the contractor. However, the security deposit of the contractor held with the Government under the provision of Clause 1 hereof shall be refundable to the contractor in the manner provided hereunder:-

- (i) **30 % (thirty percent)** of the security deposit shall be refunded to the contractor on expiry of **1 (one ) year** after the issuance of certificate of completion of work;
- (ii) Further **30 % (thirty percent)** of the security deposit shall be refunded to the contractor on expiry of **2 (two ) years**.
- (iii) The balance **40 % (forty percent)** of the security deposit shall be refunded to the contractor on expiry of **3 (three ) years**.

**Explanation:**

The word 'work' means and includes road work, bridge work , building work, drain sanitary and plumbing work , electrical work and/or any other work contemplated within the scope and

ambit of this contract. The work may be of original or special repair in nature or a combination thereof, or of original or special repair in nature in combination with the work(s) of repair and/or maintenance in nature;

Provided that in respect of the work of repair or maintenance in nature or a combination thereof, the words **3 (three ) years** wherever appearing in this Clause shall be deemed to be **1 (one ) year** and in which case the security deposit of the contractor held with the Government under the provision of Clause 1 hereof shall be refundable to the contractor on expiry of **1 (one ) year** after the issuance of certificate of completion of work by the Engineer-in-Charge.

- 21) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
- 22) The Bidder, at his own responsibility and 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 Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense .
- 23) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids , cost of Bidding shall not be reimbursed by the Department. Uluberia Municipality reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 24) **Refund of EMD :**  
EMDs of the technically disqualified as well as unsuccessful bids will be refunded automatically to bidder's bank account .
- 25) **Conditional / Incomplete tender will not be accepted under any circumstances.**
- 26) **The intending tenderers are required to quote the rate online in the space marked for quoting rate in the B.O.Q .**
- 27) Contractor shall have to comply with the provisions of (a ) the contract labour (RegulationAbolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time .
- 28) Guiding Schedule of Rates: Rates have been taken from P.W.D . (W.B .) Schedule of Rates for "Road & Bridge Works " effective from 1 4th November, 2 0 0 8 , and also for "Building Works " and "Sanitary & Plumbing Works" effective from 1st August 2 0 10 along with up to date corrigenda & addenda and approved rates of the Superintending Engineer, Bidhannagar Circle, Public Works Directorate, Government of West Bengal.
- 29) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.



- 30) Uluberia Municipality reserves the right to cancel the N.I.T .due to unavoidable circumstances and no claim in this respect will be entertained.
- 31) Before issuance of the WORK ORDER , the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
- 32) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:
- (a ) West Bengal Form No . 2 9 1 1 (ii),
  - (b) N .I.T .,
  - (c) Special Terms & Conditions,
  - (d) Technical Bid and
  - (e) Financial Bid

**33) Qualification Criteria :**

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- (a ) Financial Capacity
- (b) Technical Capability comprising of personnel & equipment capability
- (c) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a ), (b) & (c) 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 either manufactured or false, in such cases the eligibility of the bidder/ tenderer will be rejected at any stage without any prejudice.

- 34) **No price preference and other concession as per order No .1110 F dated :10 / 0 2 / 2 0 0 6 will be allowed .**
- 35) This N .I.T .shall form a part of the contract document. The successful bidder on acceptance of his bid by the Accepting Authority , shall have to sign the contract consisting of N .I.T ., all tender documents forming part of the bid as uploaded at the time of invitation of bid, the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto and standard W .B . Form No. 2911(ii) .
- 36) **Cost of Tender Documents:** The intending Tenderers shall not have to pay the cost of tender documents for the purpose of participating in e-tendering vide Notification No . 199 -CRC /2 M -10 /2 0 1 2 dated 21/1 2 /2 0 1 2 of the Secretary , Public Works Department, Government of West Bengal. However, the successful bidder shall have to pay the cost of contract documents @ **Rs. 1000.00 (Rupees One thousand ) each only** at the time of formal agreement.

Executive Officer  
Uluberia Municipality

## **INSTRUCTION TO BIDDERS**

### **General guidance for e-Tendering:**

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

#### **i. 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://wbtender.nic.in>, the contractor is to click on the link for e-Tendering site as given on the web portal.

#### **ii. 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 Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token. After the receipt of the digital signature, if the vendor feels for any assistance they can contact IT Department of UM for assistance.

#### **iii) The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.**

#### **iv. Submission of Tenders:**

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).

### **Technical Proposal:**

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

#### **(a). Statutory Cover Containing the following documents:**

##### **1) Pre-Qualification Document**

##### **i) Prequalification Application**

**2) Tender Form & N.I.T. (download properly and upload the same Digitally Signed). The rate will be quoted in the B.O.Q. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in Tender Form, the tenderer is liable to be summarily rejected.**

#### **(b). Non-statutory Cover Containing the following documents:**

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- i. Professional Tax (PT) deposit receipt challan for the current financial year, valid Pan Card, IT, Saral for the Assessment of current year, valid 15-Digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act,2017.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm / Article of Association & Memorandum.
- iv. Power of Attorney (For Partnership Firm / Private Limited Company, if any).
- v. Tax Audited Report in 3 CD form along with Balance Sheet & Profit & Loss A/c. for the last 3 (Three) years (year just preceding the current Financial Year will be considered as year - I) for those bidders who are applicable for tax audited report. In case of those bidders who are not applicable for tax audited report (whose turnover is less than the applicable amount), a certified copy of balance sheet & Profit & Loss A/c for the last 3 ( three) years from any registered Chartered Accountant / firm is to be furnished
- vi. Or any other documents the bidder feel to submit as credential.

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

**THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER**

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non-Statutory folder.

Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

Sl No	Catgory Name	Sub-Category Description	Details to be submitted
A	Certificate(s)	Certificate(s)	GST Certificate GST Returns like GSTR 3B, GSTR1/IFF of last month or quarter PAN CARD, AADHAR CARD. P Tax (Challan/ Certificate) for last 3 years based on turnover Last 3 Years IT Acknowledgement ,Balance Sheet & Profit & Loss A/c. if audited then form 3CB.
B	Company Detail(s)	Company Detail	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License) Ltd. Company(Incorporation Certificate, Trade License) (Valid Trade Licence)

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C	Credential	Credential - 1	<p><b>1. For 1st Call of NIT:-</b></p> <p>a) Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during 5 (five) last years prior to the date of issue of the tender notice; or,</p> <p>b) Intending tenderers should produce credentials of 2(two) similar nature of completed work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) last years prior to the date of issue of the tender notice; or,</p> <p>c) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at (i) above; In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.</p>
		Credential - 2	
D	Financial Info	P/L & Balance Sheet	Balance Sheet & Profit & Loss A/c. for the last 3 (Three) years (year just preceding the current Financial Year will be considered as year - 1) .The balance sheet & Profit & Loss A/c for the last 3 (Three) years should be certified by any registered Chartered Accountant / firm.
E	Declaration	Affidavit	Referred in NIT Serial No. 6 (Eligibility criteria for participation in the tender)
		Technical Personnel / Consultant	Self-declaration for engagement during last 5 years & Technical qualification certificate
F	Machineries	Machineries	Relevant Documents whether owned or hired.

## 1. Tender Evaluation Committee (TEC):

1. Evaluation Committee constituted as **Municipal Engineering Directorate** will function as Evaluation Committee for selection of technically qualified contractors.
2. Opening & evaluation of tender: Mention In Table.
3. Opening of Technical Proposal:  
Technical proposals will be opened by the Assistant Engineer, **Uluberia Municipality**, and his authorized representative electronically from the website using Digital Signature Certificate (DSC).
4. Intending tenderers may remain present if they so desire.
5. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
7. Summary list of technically qualified tenderers will be uploaded online.
8. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
9. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

## 2. Financial Proposal

1. 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.
2. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

### 3. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

#### a. Rejection of Bid:

Employer 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 Employer's action.

**b. 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. The Agreement in as per UM standard form will incorporate all agreements between the Tender Accepting Authority and the successful bidder. 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 downloading from the website.

**Note:**

- 1) Credential Certificate from the Employers to be attached for similar nature of work
- 2) Non-disclosure of any information in the Schedule will result in disqualification of the firm

**Executive Officer  
Uluberia Municipality**



**PRE-QUALIFICATION APPLICATION**

To  
The Executive Officer,  
Uluberia Municipality ,  
Uluberia , howrah,  
Pin - 711315

Ref:

Tender for .....

(Name of work).....

e-N.I.T. No.: ..... (Sl. No. ) ..... of The Uluberia Municipality

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**

**TECHNICAL BID:-**

- 1) Statutory Documents.
- 2) Non Statutory Documents.
- 3) Schedule A,B1,B2, B3

Date: .....

.....  
Signature of Tenderer

Signature of applicant including title and capacity in which application is made.

**DECLARATION BY THE TENDERER**

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I/We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'. My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed work. I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department. I/We also agree to procure tools and plants, at my/our cost required for the work.

I, ..... the tender participated by  
me / us on behalf of ..... in  
the capacity ..... hereby declare that all the  
documents attached with the tender are true.

**Signature of Tenderer**

**Postal address of the Tenderer**