Ph. No.: 033-26610274; Fax No.: 033-26611395
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ULUBERIA MUNICIPALITY

O.T. ROAD, BAZARPARA,
ULUBERIA, HOWRAH

Notice Inviting e-Tender

Memo No. : UM/ 319/PWD **Dated : 25.09.2026**

e-NIT NO :- WBMAD/UM/ 82 /e-Tender/2026-27 Dated: 25.09.2026

The Executive Officer, Uluberia Municipality, is inviting e-tender on behalf of the Board of Councillors for the works mentioned below, through electronic tendering (e-tendering) from eligible and resourceful contractors with financial capability having credentials as per Eligibility Criteria Sated 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 (2 %)	Time of Completion (From the date of Commencement)	Name of the Engineer in Charge
1	Construction of Protection Wall with Cement Concrete Road at Khaskhamar Sadharan Gorasthan in ward no 01 of Uluberia Municipality under MPLADS of 26 Uluberia P.C. recomanded by Hon'ble M.P. Sajda Ahmed (18th L.S.) Vide Sch no. 158 Sch Code 10.1 for the year 2025-2026	2,50,000.00	5,000.00	45 days	Assistant Engineer, Uluberia Municipality
2	Development Support for Jagadishpur no-1 Primary School in ward no 24 under MPLADS of 26 Uluberia P.C. of Smt. Sajda Ahamed, Hon'ble M.P. 26 Uluberia P.C. for the year 2025-2026 (18th L.S.) Vide Sch no. 172	6,99,979.00	14,000.00	45 days	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. 15.

4) The prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found 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 e-NIT:-**

a) Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the total 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 total 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 80% 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 & work order will not be treated as credential.

e) 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 , For the ULB Chairman/Chairperson with at least one technical person not below the rank of Assistant Engineer may be accepted on the executed value of completed work.

f) Income Tax Acknowledgement Receipt for the last three Assessment year, B/S & P/L Audited, P.T. Deposit Challan (current financial year) based on turnover as applicable., , valid Pan Card, valid 15-Digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act,2017 & last three months GST returns, needs to be issued by are to beaccompanied with the Technical Bid Documents.

[*Non-statutory documents*]

g) 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*]

7) Joint Ventures will not be allowed.

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 if required.

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

12) There shall be no provision of Arbitration.

13) Bid shall remain valid for a period not less than 120 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.

14) Running payment for work may be made to the executing agency as per availability of fund.

15) Date and Time Schedule:

Sl No.	Particulars	Date & Time
1	Date of uploading of e-N.I.T. & Documents (online publishing Date)	25.09.2026 at 6.00 PM
2	Documents download/sell start date (online)	25.09.2026 at 6.00 PM
3	Documents download/sell end date (online)	06.10.2026 at 11.00 AM
4	Bid submission start date (online)	25.09.2026 at 6.00 PM
5	Bid submission closing date (online)	06.10.2026 at 11.00 AM
6	Bid opening date for Technical Proposals(online)	08.10.2026 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

16) 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.

17) 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.

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

19) 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 besubstituted by the following :

Clause 17 :

1. DEFECT LIABILITY PERIOD:

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 imperfection become apparent in it at any time whether during its execution or within a period of **three months or one year or three years or five years, as the case may be (depending upon the nature of the work as described in the explanation appended hereto) hereinafter referred to as the Defect Liability Period**, from the actual date of completion of work as per completion certificate issued 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-Charge shall be final and binding on all concerned) from any sums,

whether under this contract or otherwise, that may be then, or at any time thereafter become due to the contractor from the Government or from his security deposit, either full, 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 imperfection 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.

Provided further that the Engineer-in-Charge shall pass the **"Final Bill"** and certify thereon, within a period of **thirty days** with effect from the date of submission of the final bill in **acceptable form** by the contractor, the amount payable to the contractor under this contract and shall also issue a separate completion certificate mentioning the actual date of completion of the work to the contractor within the said period of **thirty days**. The certificate of the 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.

20) Site of work and necessary drawings may be handed over to the agency. No claim in thisregards will be entertained.

21) Before submitting any tender, the intending tenders should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties like to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenders may contract the office of the Assistant Engineer, Uluberia Municipality, concerned with the work between 12.00 hours to 16.30 hours on any working day prior to date of submission of tenders.

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) Guiding Schedule of Rates: Rates have been taken from as vetted by office of the M.E.D. Deptt. Of U.D. & M.A.

,, Govt. of West Bengal,

28) 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.

29) Uluberia Municipality reserves the right to cancel the N .I.T .due to unavoidable circumstances and no claim in this respect will be entertained.

30) 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.

31) 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),
(i) N .I.T .,
(ii) Special Terms & Conditions,
(iii) Technical Bid and
(iv) Financial Bid

32) **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 01 2 of the Secretary , Public Works Department, Government of West Bengal. However, the successful bidder shall have to pay the cost of contract documents **as per govt. order** 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 assistingthe 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.

i) The contractor can search & download N.I.T. & Tender Document(s) electronically from computeronce 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:

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. Trade License, 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. GST Certificate, GST Return,

vi. 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

vii. **Average Annual Turn Over**–Average annual Turn Over of last 3 (Three) years, of intending bidder, should beat least 40% of the estimated value with the Individual/ Cumulative Total Project Cost applied for this NIT. For multiple applications TIA will consider up to the exhaustion limit starting from the first response.

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

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BEARRANGED IN

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	Category Name	Sub-Category Description	Details to be submitted
A	Certificate(s)	Certificate(s)	Valid Trade Licence, GST Certificate GST Returns like GSTR 3B, GSTR1/IFF of last month or quarter PAN CARD, AADHAR CARD. P Tax (Challan/ Certificate) for last 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 License)

C	Credential	Credential – 1	**1. 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 5 (five)last 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) last years prior to the date of issue of the fender notice; or, c) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% 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.

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 – I) .The balance sheet & Profit & Loss A/c for the last 3 (Three) years.
E	Declaration	Affidavit	DECLARATION BY THE TENDERER (As Attached)

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. The prospective bidders shall have to submit the list of Technical personnel employed under the organization in respect of civil part as applicable in details with names, qualification, experience and address with contract number. (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation).

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. Before submit ant tender, the intending tenders should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties like to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever , will be entertained on these account afterwards. In this connection intenders may contract the office of the Assistant Engineer, concerned with the work between 1.30 hours to 16.30 hours on any working day prior to date of submission of tenders

10. 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 notproduced 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**:

Authority 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 authority'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

Memo No. UM/.....( ) Dated, the ..... 2026.

Copy forwarded for information to :-

1. Executive Engineer, MED, Hooghly Divn,
2. The Assistant Engineer, Uluberia Municipality
3. The Finance Officer, Uluberia Municipality.
4. The Sub-Divisional Officer ,Uluberia.
5. The Block Development Officer, Uluberia I & II.
6. The Head Clerk, Uluberia Municipality.
7. The Accountant, Uluberia Municipality.
8. The Office Notice Board, Uluberia Municipality
9. Notice Board, Uluberia, Municipality

Executive Officer
Uluberia Municipality

Annexure-A

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.

Annexure-B

AFFIDAVIT "Y"

Declaration of the Tenderer

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Rs. 10/- and enclosed withthe Tender documents which is required to be submitted in time duly)

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 alsoagree to procure tools and plants, at my/our cost required for the work.

Ref. e-tender No: …….. Sl. No……

Name of The Work : ……

Tender ID : ……

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