

RAIGANJ UNIVERSITY
College Para, Raiganj, Uttar Dinajpur, 733134 (W.B)



NOTICE INVITING TENDER

Ref. No.: R-353 / 2023

Date: 21.12.2023

Online E-Tender is invited for Construction of Bathroom for female staff, Repair & Renovation of Office Room & Room No – 20 at Sociology Department in the campus of Raiganj University. The experienced and resourceful bidders for execution of the work as specified below for submission of their tenders under online mode. For more details please visit www.wbtenders.gov.in

1. Details of Scheme:

Sl No	Name Of The Work	Tender Amount (Including of all Taxes)	Earnest money (in INR)	Work Completion Period	Required Credential
1	Bathroom for female staff, Repair & Renovation of Office Room & Room No – 20 at Sociology Department in the campus of Raiganj University.	Rs. 1,09,782.00	Rs. 2196.00	30 days	50 % Credential of estimated amount put to tender in similar nature of completed Work in last 3 years prior to the date of issue of the tender notice

2. Date and Time Schedule -

Sl. No.	Activity	Date and Time
1	Date of uploading of NleT & Other Documents online (PublishingDate)	22/12/2023 (as available in portal)
2	Documents download start date (Online)	22/12/2023 (as available in portal)
3	Documents download end date (Online)	04/01/2024 (as available in portal)
4	Bid submission start date (Online)	22/12/2023 (as available in portal)
5	Bid submission closing date (Online)	04/01/2024 (as available in portal)
6	Bid opening date for Technical Proposals (Online) after	Tentatively 05/01/2024
7	Uploading of Technical Bid Evaluation Sheet	To be notified later.
8	Bid opening date for Financial Proposals (Online)	To be notified later.
9	Uploading of Financial Bid Evaluation Sheet	To be notified later.


Registrar

Raiganj University
DR. DURLAV SARKAR
Registrar
Raiganj University
Raiganj, Uttar Dinajpur
West Bengal, Pin-733134

The Earnest Money (Refundable) should be deposited by Net Banking / NEFT & RTGS through ICICI Bank Payment Gateway webpage. A copy of NEFT/RTGS should be attached along with the Tender documents.

4. General Instructions:

(a) In the event of e-tendering, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the Raiganj University website www.raiganjuniversity.ac.in.

(b) Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed by the Company personnel who is in the pay roll of the Company (having Authorization from the Company management) in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

(c) The Financial Bid of the prospective tenderer will be considered only if the Technical Bid of the tenderer found qualified by the "Tender Committee", formed by **The Raiganj University**. The decision of the "Tender Committee" will be final and absolute in this respect. The list of the Qualified Bidders will be displayed in the website and also in the Notice Board of the office of the Registrar, Raiganj University, Raiganj, Uttar Dinajpur.

(d) Bid shall remain valid for a period not less than 180 (One Hundred Eighty) days after the dead line date for Financial Bid submission. 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.

(e) The Bidder, at his own responsibility and risk is encore aged to visit and examine the site of works and its surrounding and obtains all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting e-Tender, before submit in offer with full satisfaction. The costs of visiting the sites shall be at own expenses

(f) The intending tenderers are required to quote the rate online only. No offline tender will be accepted.

(g) Tenderer shall have to comply with the provisions of a) the contract labour (Regulation Abolition) A ct. 1970 b) Apprentice Act. 1961 and c) minimum wages Act. 1948 of the notification thereof or any other laws relating there and the rules made and ordered issued there under from time to time.

(h) During the scrutiny, if it comes to the notice that the credential(s) and / or any other paper(s) of any bidder has/have been found incorrect /manufactured/fabricated, the said bidder will not be allowed to participate in the tender and that application will be out rightly rejected.

(i) Before issuance of work order, the tender inviting authority may verify online submitted documents in original of the lowest bidder. After verification if it is found that the submitted documents are either manufactured or false in that case work order will not issue under any circumstances. Legal action also been taken against the bidder.

5. Time Schedules for the e-tender:

The Time Schedule for obtaining the Bid Documents, the submission of bids and other documents etc. will be as per the list given above.

6. Technical Proposal:- The Technical Proposal should contain scanned copies of the following in appropriate folder

- i) The tenderers have to submit of the following documents –
 - (a) Trade registration certificate/ License (2023-2024).
 - (b) PAN Card.
 - (c) IT Return for the last 3 (three) Years with Profit and Loss a/c and Balance sheet.[A.Y-2020-21,2021-22,2022-23]
 - (d) GST Registration certificate with copy of latest return.
 - (e) Professional Tax Enrolment Certificate with current challan (2023-2024) and PTPC.
 - (f) Registered Deed of Partnership Firm, if applicable is to be uploaded.
 - (g) Form - I& AFFIDAVIT – "Y" by the tenderer (specimen is attached) is to be uploaded
 - (h) Essential Credentials –The tenderer should have experience in similar type of work under any Govt. / PSU organization.

At least 50% credential of 1 (One) suchworks in last 3 years is required. Only in the form of completion/ payment certificate.

- (i) Turn over certificate with C.A attestation for last three financial year i.e. 2020-21 & 2021-22, 2022-23.
- (j) All prescribed declaration.

7. Financial Bid

The Financial Bid should contain the following document in one cover (folder):

Bill of Quantities (BOQ): The tenderer should fill-up the designated cell as marked by the University in the BOQ sheet. Partial Quoting will not be accepted and Tender will be liable for cancellation.

8. The tenderers are not required to submit hard copies of Technical File (Statutory) or any documents (Non-Statutory). Submission of hard copy of Financial Bid is strictly prohibited and only be submitted through on line through wbtenders.gov.in portal.

9. Evaluation of the tenders

During the tender evaluation process, the "Technical Bid" will be opened first. Those Bidders who have qualified in respect of the essential & other requirements in "Technical Bid" will be identified and their financial bid will be opened. The financial bid of those Tenderer failing to meet the technical & other requirements laid down in the tender will not be opened and be rejected. The Tenderer offering the item found suitable and as per the tender specifications will only be selected. Final selection of the lowest bidder in respect of Financial Bid is subject to further verification. The Financial Bids of only those tenderers who have been considered as Technically Qualified will be opened. If found suitable in the context of above pre qualification etc, the Tenderer quoting the lowest rate will be considered as successful.

10. Terms of Payment:-

1. Payment will be made by this office on submission of bill complete in all respect.
2. The payment will be made by A/C Payee Cheque / as per Govt. norms.
3. Payment shall be released only after due certification from the Competent Authority that— work has been done satisfactorily.
4. Any prayer for revision of rate within contract period shall not be entertained and the contract shall be liable to be cancelled.
5. If the tenderer fails to supply the items or execute the work as per work order/agreement/contract, necessary penal action to be imposes as per the terms and condition.
6. Payment will be made subject to availability of fund.
7. GST, ITDS, Labour Cess, Penalty will be deducted as per existing rate fixed by the respective department of the government.

11. **Refund of EMD:** EMD will be refunded after 6 months from the date of work completion on application by the bidder through Civil Engineer, Raiganj University.

However, University may forfeit the EMD in the event of the following circumstances:

- Bidder withdraws the bid before expiry of its validity.
- Bidder, after selection for work for which the bid was submitted, refuses to abide by terms and conditions as per NIT against which the bidder participated for bidding
- In case of any false submission / statement by the bidder that was detected after bid opening


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Annexure I

FURNISHING BASIC INFORMATION

(To be furnished in the Company's official letter pad)

- 1. Name of the Bidder**
- 2. Address for Communication**
- 3. Contact Number(s)**
- 4. E-mail ID**
- 5. Trade License No.**
(Please enclose copy of Trade License)
- 6. GST No**
(Please enclose copy of GST)
- 7. Do you have previous experience for supplying similar nature of Items at Educational Institute of Higher Learning**
(Please enclose copy of Purchase order & user list, if yes)
- 8. Annual Turnover as per Audited P/L ACCOUNTS & BALANCE SHEET**
- 9. Average Annual Turnover:**
- 10. Status of the bidder(Please enclose copy authenticating your status)**

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the University.

**Signature of the Bidder
(With Seal)**

AFFIDAVIT – “Y”

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

N.I.e.T. No. _____ Of The Registrar, Raiganj University, Raiganj, Uttar Dinajpur.

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted is proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm _____ nor any of its constituent partners had been debarred to participate in tender by any directorate of Govt. work during the last 5(five) years prior to the date of this NleT/NIT.
3. The under-signed also hereby certifies that neither our firm _____ nor any of its constituent partners have failed to executed more than one works contract under any Govt. Department and that neither our firm _____ nor any of its constituent partners was terminated by any sub-rule under clause of standard Bidding Documents by the Engineer-in-Charge/ Employer during last 3(three) years.
4. Certified that I have access to or have available liquid assets (aggregate of working capital, cash-in-hand, uncommitted Bank Guarantees) and/or credit facilities not less than 10% of the estimated cost put to tender. In this respect, I have attached necessary documents with this application. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
5. The under-signed understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
6. Certified that I have applied in the tender vide NleT no _____ in the capacity of _____ as a partner of a firm & I have not applied severally for the same job.
7. The under-signed also hereby certifies that the Bid shall remain valid for a period not less than 120 (One Hundred twenty) days, after the dead line date for Bid submission.
8. I, the under-signed, declare that all the statements made in the attached documents are true and correct.
9. Certified that required machineries for the works under this NleT will be installed at the working site within 10(Ten) days from the date of issue of Work Order.
10. I / we do hereby certify that I shall bring all requisite equipment's for all the items of works as per relevant IRC / IS codes of practice and as per BOQ and as per direction of the Engineer-In-Charge at the time of execution of work at site even if upon Technical evaluation I am declared as "qualified" without having all the requisite equipment's at the time of submission of tender.
11. I, the under-signed do certify that all the statements made in the attached documents are true and correct. If any declaration submitted is found / ascertain to be incorrect / fabricated / misrepresented / fraudulent etc. accordingly tender will be liable to be cancelled / terminated immediately & I / my firm / company shall also be liable to prosecuted under section 197, 199 & 200 of Indian Penal Code, 1860 along with section-71 & section-73 of Indian Information & Technology Act 2008 & any other applicable law for the time being in force in addition to forfeiture of Earnest Money / Security Deposit.

Date _____

Signature, name and designation
of Authorized Signatory For and on behalf of
(Name of the Applicant)