



**Office of the Councillors**  
**BELDANGA MUNICIPALITY**  
P.O. BELDANGA, PIN-742133, DIST. MURSHIDABAD  
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Memo No -395/II-1/17

Dated – 10.02.2017

**Notice Inviting e-Tender**

**NOTICE INVITING e-TENDER NO-WB/MAD/ULB/BEL/NIeT-04/16-17 OF  
CHAIRMAN,BELDANGA MUNICIPALITY**

On behalf of the Board of Councillors, The Chairman Beldanga Municipality invites e-Tender from eligible bonafide contractors for the works mentioned in details as given below. The intending tenderer if found eligible to participate in the tender should download the detail Tender Notice alongwith tender documents from "e-procurement/ municipality" link under <http://wbtender.gov.in> website.

**List of Works :**

Sl. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Price of Bid documents, 2911(ii) & others (Rs.)	Period of Completion
1	Construction of High Drain from the house of Abdul Hamid at Bitter Para to the house of Abdul Kadir near Trenching Ground at ward no - 1, Total length = 200.0mts. And average depth = 0.900 mts.	1398051.00	27961.00	10,000.00	120 days (One Hundred Twenty) Days
2	Construction of drain at Bagdipara from end point of Municipality	959696.00	19194.00	5000.00	120 days (One Hundred Twenty) Days
3	Construction of drain near Bauripara from ward -8 to ward - 9 under Beldanga Municipality	877049.00	17541.00	5000.00	120 days (One Hundred Twenty) Days
4	Construction of drain from Dimond nurshing home to the existing high drain of Hospital road, ward no.-6 under Beldanga Municipality.	877411.00	17548.00	5000.00	120 days (One Hundred Twenty) Days
5	Construction the part of drain from Chhajer's house to Pramilabala school, ward no.-14 under Beldanga Municipality.	725813.00	14516.00	5000.00	120 days (One Hundred Twenty) Days
6	Construction of drain from Shivpukur to the existing High Drain of Madda road, ward no.- 13 under Beldanga Municipality.	763838.00	15277.00	5000.00	120 days (One Hundred Twenty) Days
7	Construction of drain at Majhpara road from Fulbastala to Culvert under Beldanga Municipality.	1053663.00	21073.00	10,000.00	120 days (One Hundred Twenty) Days

- 1) In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. The cost of tender document and the EMD as specified should be deposited through Net Banking (any of the banks listed in the ICICI Bank Payment Gateway) and RTGS/NEFT in case of offline payment through bank account in any Bank as per order of Finance Department Govt. of W.B. vide memo no. 3975-F(Y) dated 28.07.2016. The tenderer will have to submit their bid on-line in two cover/folder system containing pre qualification document (Technical Bid) in one and Financial Bid in another. The list of important dates is also given in this Notice and Standard Bidding Document (SBD).

- 2) Both Technical Bid and Financial Bid are to be submitted consecutively duly digitally signed in website <http://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 this tender documents.
- 4) The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the Municipal Authority of Beldanga Municipality. The decision of the Municipal Authority will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5) **Eligibility criteria for participation in the tender.**

- i. The prospective bidder having credential during the last 5 (five) years from the date of issue of this Notice at least one work of similar nature **as a prime agency** under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 40% (*forty percent*) of the amount put to tender and having turnover in a single year during last 5 (five) years of atleast 100% (hundred percent) of the amount of the work for which bid is submitted.

[Non-statutorydocuments]

- ii. Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2016-2017, Pan Card, VAT Registration Certificate, valid Trade License are to be accompanied with the Technical Bid Documents.

[Non-statutorydocuments]

- iii. In case of proprietorship, Partnership Firms and Company having tax audit report in 3CD Form are to be furnished alongwith the P/L A/C and Balancesheet. As per Income Tax Law those do not need Tax Audit shall have to submit P/L A/C and Balancesheet duly certified by a Chartered Accountant. All the documents alongwith schedules forming the part of P/L A/C and Balancesheet should be in favour of applicant. No other name alongwith applicants name in such enclosure will be entertained. These documents are to be submitted for last 5 (five) years.

[Non-statutorydocuments]

- iv. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. A declaration in this respect through affidavit in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non- responsive.

[Non-statutorydocuments]

- v. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted along with the application. The company shall furnish the Article of Association and Memorandum.

[Non-statutorydocuments]

- vi. 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 their bids will be rejected without assigning any reason thereof.

[Non-statutorydocuments]

- vii. A bidder can submit bids for more than one job in such case the total amount of the submitted bids by a single bidder shall not exceeds the highest turnover of the bidder in any single year during last five years. If exceeds then serially the submitted bids upto the highest turnover of the bidder in a single year during last five years shall be considered for technical qualification.

[Non-statutorydocuments]

- viii. Joints Venture will not be allowed.

- ix. The payment will be made as per availability of fund from Govt. for respective work and **running payment for work may be allowed with the approval of appropriate Authority subject to a running account bill may be raised not less than 30% of the tender amount.**
- x. **No mobilisation advance and secured advance will be allowed.**
- xi. **Security Deposit :**  
Security Deposit towards performance Security amounting to 8% of the value of the work shall be deducted from the running account bill of the tenderer. No interest will be paid on Security Deposit. Earnest money @2% of the estimated value put to tender to be deposited at the time of tender which would be converted to Security Deposit in case of successful bidder.
- xii. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
- xiii. All materials required for the proposed work including cement, steel, bitumen, etc. 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. Authenticated evidence for purchase of cement, steel, bitumen are to be submitted along with challan and test certificate. 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.
- xiv. Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from every Bill of the selected agency alongwith all other statutory deduction as per time to time Govt. Laws towards Income Tax, Sales Tax, Royalties, etc..
- xv. **There shall be no provision of Arbitration.**
- xvi. 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.

**xvii. Date and Time Schedule:**

<b>Sl. No</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
<b>01</b>	Date of uploading of N.I.T. & other Documents(online)(Publishing Date)	13.02.2017 at 5.00 p.m.
<b>02</b>	Documents download/sell start date(Online)	13/02/2017 at 5.00 p.m.
<b>03</b>	Documents download/sell end date(Online)	27/02/2017 at 5.30 p.m.
<b>04</b>	Prebid meeting to be held at Office of the Chairman, Beldanga Municipality.	NA
<b>05</b>	Bid submission start date ( On line)	13.02.2017 at 5.00 p.m.
<b>06</b>	Bid submission closing date ( On line)	27/02/2017 at 5.30 p.m.
<b>07</b>	Last date of submission of original copies of the cost of Tender Documents (Off line)	NA
<b>08</b>	Bid opening date for Technical Proposals (Online)	28/02/2017 at 2.p.m
<b>09</b>	Date of uploading list for Technically Qualified Bidder (online)	to be notified later
<b>10</b>	Date for opening of Financial Proposal (Online)	to be notified later

6)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) year from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge. 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. Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned below:

- (i) 30% of the security deposit shall be refunded to the contractor on expiry of one year after the issuance of certificate of completion of work;
- (ii) Further 30% of the security deposit shall be refunded to the contractor on expiry of two years.
- (iii) The balance 40% of the S.D. shall be refunded to the contractor on expiry of three years.

7) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all informations 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.

8) The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The tender accepting authority Beldanga 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.

9) **Refund of EMD:**

- a. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- b. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date 0 which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- c. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- d. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.

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

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

12) **The intending tenderers are required to quote the rate *ONLINE*.**

13) 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 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

14) **Supplementary/Additional Items of Works:**

Notwithstanding the provisions made in the related printed tender form, any item of work which can legitimately be considered as not stipulated in the specific priced schedule of probable items of work but has become necessary as a reasonable contingent item during actual execution of work will have to be done by the Contractor, if so directed by the Engineer-in-Charge and the rates will be fixed in the manner as stated below:-  
(a) Rate of Supplementary items shall be analyzed in the 1st instant extended possible from the rates of the allied items of work appearing in the tender schedule of rates at the time of preparing of estimates.

(b) Rate of supplementary items shall be analysed to the maximum extent possible from rates of the allied items of work appearing in the schedule of rates of probable items of work as will be in force at the time of preparing estimate of the work of this NIET.

(c) If the rates of the supplementary items cannot be computed even after application of clauses stated above, the same shall be determined by analysis from market rates of material, Labour and carriage cost prevailing at the time of execution of such items of work. Profit and overhead charges (both together) @10% (ten percent) will be allowed only. The contractual percentage will not be applicable.

(d) Black market rates shall never be allowed.

(e) It may be noted that the cases of supplementary items of claim shall not be entertained unless supported by entries in the Work Order Book or any written order from the tender accepting authority.

- 15) Guiding Schedule of Rates: Rates have been taken from P.W.D. (W.B.) Schedule of Rates for "Road & Bridge Works, Building Works, S & P works, Electrical Works" prevailing at the time of preparing estimates for the above works.
- 16) 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.
- 17) The Chairman, Beldanga Municipality, reserves the right to cancel the NIET due to unavoidable circumstances and no claim in this respect will be entertained.
- 18) If there be any objection regarding prequalifying the Agency that should be lodged off line to the Chairman, Beldanga Municipality within 2(two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Municipal Authority.
- 19) 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.
- 20) 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. Tender Form No 2911 / 2911 (i) / 2911 (ii)/ Beldanga Municipality
  - b. NIET
  - c. All Corrigendum and Addendum
  - d. Technical Bid
  - e. Financial Bid

21) **Qualification criteria**

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

- 1) Financial Capacity
- 2) Technical Capability comprising of personnel & equipment capability
- 3) Experience/Credential

The eligibility of a bidder will be ascertained on the basis of the documents(s) submitted in support of the minimum criteria as mentioned in tender documents. 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.

- 22) Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.
- 23) No. price preference and other concession as per order no.1110F dated: 10 /02 / 2006 will be allowed.
- 24) In respect of Security Deposit, Payments, etc. the conditions mentioned in the Form 2911, 2911(i), 2911(ii)/ Beldanga Municipality are superseded and will be guided according to the clauses mentioned in the NIET documents.

## **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://wbtenders.gov.in> (the web portal of Beldanga Municipality 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 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-token.

iii. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clauses of this NIeT 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 stated 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).

### **Bid Submission:**

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

#### **1 A. Technical Proposal:**

**Statutory Cover containing the following documents :**

- a) NIeT
- b) FORM NO.2911, 2911(i), 2911(ii) / Beldanga Municipality
- c) EMD and TENDER FEES PAID THROUGH ONLINE:-

EMD and Tender Fees of the Tenders be deposited either of the following payments modes:

- i) Net banking (any of the bank 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.

(NIeT, FORM No. 2911, 2911(i), 2911(ii) & Corrigendum downloaded 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 Form No: 2911, 2911(i), 2911(ii), the tender is liable to be summarily rejected.**)

- d) **ADDITIONAL DOCUMENTS:**  
 Prequalification Application (Annexure-A)  
 Affidavit and Declarations if any  
 Authority to seek references (Annexure-B)

**Non –statutory cover containing the following documents:**

- i. Professional Tax (PT) deposit receipt Challan for the financial year 2016-2017, Pan Card , ITR for the Assessment year-2016-2017 , VAT Registration Certificate. Acknowledgement of latest vat return, valid Trade License.
- 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 3CD form(if applicable) along with Balance Sheet & Profit & Loss A/c. for last (five) years ( year just preceding the current Financial Year will be considered as year-I). If as per Income Tax Law applicant do not need Tax Audit then P/L A/C and Balance Sheet duly certified by a Chartered Accountant.
- vi. Clearance Certificate for the current year issued by ARCS, Bye-Laws are to be submitted by the registered Labour Co-op. Societies/ Engineering Co-op. Societies.
- vii. Experience Profile as per Annexure-C
- viii. Plant and Machineries as per Annexure-D

N.B.: Failure of submission of any of the above mentioned documents as stated 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**

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s) (All certificate should be up to date)	VAT Certificate & Acknowledgement (Last Quater) PAN Card P. Tax Challan Latest IT Receipt. for Assessment Year-2016-17 Valid Trade License
B.	Company Detail(s)	Company Detail	Proprietorship Firm (Trade License) Partnership Firm ( Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Society ( Society Registration Copy , Trade License) Power of Attorney, Memorandum of association and Articles of Association of the Company.
C.	Credential	Credential	Completion Certificate for similar nature of Work Done supported by Work order and Payment Certificate (Annexure - C, Experience Profile).
D.	Plant and Machineries	Plant and Machineries	Plant and Machineries as per Annexure-D
E.	Financial Info		Tax Audited Report in 3 CD form(if applicable) along with Balance Sheet & Profit & Loss A/c. for the last 5(five) years just preceding the current Financial Year will be considered as year-I)



## **1. B. Financial Proposal :**

The rate will be quoted in the BOQ. quoted rate will be encrypted in the BOQ under Financial Bid Downloaded properly and upload digitally signed by the bidder. The bidder is to quote rate in percentage Above/ Below/ At per online in the space marked for quoting rate in the BOQ.

### **Payment Procedure of online EMD/Tender Fees:-**

#### **a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway.**

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID ) where he will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a conformation message regarding success/failure of the transaction.
- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. If the transaction is failure, the Bidder will again try for payment by going back to the first step.

#### **b) Payment through RTGS/NEFT:-**

- i. On selecting of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- iii. Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the fund will get credited to the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

### **Tender Evaluation:**

Authority of Beldanga Municipality will evaluate the selection of Technically Qualified Contractors.

### **Opening of Technical Proposal:**

- a. Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
- b. Intending Tenderers may remain present if they so desire.
- c. 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.
- d. Summary list of technically qualified tenderes will be uploaded online.
- e. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderes & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

- f. During evaluation the committee may summon of the tenderes & seek clarification/ information or additional documents or original 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.

**1) Financial Proposal**

- i) 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 (Presenting Above/Below/At par) online through computer in the space marked for quoting rate in the BOQ.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned &digitally signed by the contractor. Financial capacity of bidder will be judged on the basis of information furnished alongwith the tender.

**Penalty for suppression/distortion of facts:**

If any tenderer fails to produce the original copies of the documents uploaded or any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the original copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairman, Beldanga Municipality may take appropriate legal action against such defaulting Tenderer. The authority may ask to show hard copies of all certificates, company details, partnership deeds etc. etc. as uploaded by the Tenderer and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.

**Rejection of Bid:**

The employer (Tender accepting authority) receives the right to accept or reject any Tender and to cancel the quotation process and reject all quotations at any time prior to the award of contract without thereby incurring any liability to the affected Tenderer or any obligation to inform the affected tenderer of the ground for employer's (Tender accepting authority) action.

**Award of Contract**

The Bidder who's 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 Form No.2911, 2911(i), 2911(ii) will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including NIeT & B.O.Q will be the part of the contract documents .After receipt of Letter of Acceptance, the successful bidder shall have to submit contract documents in triplicate downloading from the website stated NIeT along with Non judicial Stamp paper of Rs. 50/- for executing the formal agreement alongwith requisite cost of tender documents through Demand Draft/ Pay Order issued from any nationalized bank in favour of The Chairman, Beldanga Municipality within time limit to be set in the letter of acceptance.

**Sd/-  
Chairman  
Beldanga Municipality**

## ANNEXURE-A

### APPLICATION (in statutory cover)

To,  
The Chairman,  
Beldanga Municipality,  
P.O. - Beldanga, Dist. - Murshidabad,  
State: - West Bengal. Pin- 742133

Ref: - Tender for \_\_\_\_\_  
\_\_\_\_\_ (Name of work) \_\_\_\_\_  
\_\_\_\_\_

**NIeT No.: WB/MAD/ULB/BEL/NIeT-04/16-17 of Chairman, Beldanga Municipality, Beldanga, Murshidabad, West Bengal.**

Dear Sir,  
Having examined the Statutory, Non statutory & NIeT including all its Corrigendum & Addendum, 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:

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this Job/ project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclo:- e-Filling:-**

**1. Technical proposal**

- i. Statutory Documents
- ii. Non Statutory Documents

**2. Financial proposal**

- i. Bill of quantities (BOQ).  
(With quoted the rate)

Date:-

Place:-

**Signature of applicant**

## **ANNEXURE-B**

**[To be furnished on Company's Letter Head]**

**(in statutory cover)**

- 1) I/ We the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted 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 M/S \_\_\_\_\_  
\_\_\_\_\_ Nor any of constituent partner had been debarred to participate in any tender by any Govt. Organization/ Undertaking during the last 5 (five) years prior to the date of this NIEt.
- 3) 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.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied severally for the same job.
- 6) I/ We hereby declare that we agree to the terms and condition laid down in the NIEt document & Form 2911, 2911(i), 2911(ii)/ Beldanga Municipality document as published in this NIEt. This agreement overrides any remarks/ observation/ submission made anywhere else in our submitted bid.

\_\_\_\_\_  
Signed by as authorized officer of the firm

\_\_\_\_\_  
Title of the officer

\_\_\_\_\_  
Name of the Firm with Seal

Date : \_\_\_\_\_

Seal and Signature of the Tenderer

## ANNEXURE-C

### Experience Profile (in non-statutory cover)

**List of projects completed that are similar in nature to the works having 40% of the work put to tender executed during last 5 (five) financial years**

Name of Agency	Name location & nature of work	Tender No. & Work order No.	Name of E.I.C. responsible for supervision of work	Estimated amount put to tender (Rs)	Contractual rate	Date of commencement	Schedule date of completion	Actual date of completion of work	Reason for delay in completion (If any)

**Date:-**  
**Place:-**

**Signature of applicant**

## **ANNEXURE-D**

**(in non-statutory cover)**

**STATEMENT OF KEY PLANTS AND MACHINERIES OF TENDERER :-**

<b>KEY PLANT AND MACHINERIES</b>	<b>NUMBERS TO BE DEPLOYED AT SITE</b>	<b>OWNED/ ARRANGED/ HIRED (documents to be enclosed)</b>
<b>5/7 cft Half Charge Concrete Mixture Machine</b>	<b>1</b>	
<b>Nozzle Vibrator for Concrete Work</b>	<b>1</b>	

**Signature of applicant including title**

**And capacity in which application is made**

Copy forwarded for information to-

- 1) Joint Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 2) Sub-Divisional Officer (Sadar), Berhampore, Murshidabad.
- 3) The Executive Engineer, Berhampore Division, Municipal Engineering Directorate, Govt.of West Bengal, Berhampore, Murshidabad.
- 4) The Block Development Officer, Block-I, Beldanga.
- 5) P.W.D. Section, Beldanga Municipality.
- 6) Accounts Section, Beldanga Municipality.
- 7) Office Notice Board

**Sd/-  
Chairman  
Beldanga Municipality**