OFFICE OF THE BISHNUPUR MUNICIPALITY

Bishnupur, Bankura, Pin-722122,
Office telephone-03244-252073/252591
Email id- bishnupurmunicipality@rediffmail.com

Memo no: -3849/XI-8 **Dated: - 29/10/2026**

NOTICE INVITING ELECTRONIC TENDER NO.:- WBMAD/NIT-2e/BM/EC/2026-27

The Administrator, Bishnupur Municipality, invites e-Tender for the work detailed in the table below.
(Submission of Bid through online)

Sl No	Name of the work	Estimated amount put to tender	Earnest Money	Period of Completion	Defect Liability Period	Eligibility of Contractor
1	Supply ,delivery ,installation, testing and commissioning of Electric furnace unit-II at Natun Mahal Burning ground within Bishnupur Municipality.	Rs. 82,65,442.00	2% of Estimated Amount Put to Tender	60 days	5 (five) years from the actual date of completion of the work	Bonafide resourceful contractor fulfilling the eligibility criteria as mentioned below

1. In the event of e-filing, intending tenderers may download the tender documents consisting of this N.I.T., Instructions to Tenderers (Section-A), different forms and affidavits (Section-B), Special Terms & Conditions (Section-C), Specification of Work (Section-D), Schedule of Works (BOQ), Form-2911(II), and Corrigenda & Addenda (if any), from the website http://wbtenders.gov.in directly with the help of a digital signature certificate. The necessary cost of earnest money may be remitted through RTGS/NEFT issued from any nationalized/scheduled bank in favour of the "Administrator , Bishnupur Municipality," payable at Bishnupur, and also documented through e-filing by uploading the original RTGS/NEFT receipt against the Earnest Money Deposit (EMD). Intending tenderers will not have to pay the cost of tender documents for the purpose of participating in e-tendering, as per Notification No. 199-CRC/2M-10/2012, dated 21.12.2012, of the Secretary, Public Works Department, CRC Branch, Government of West Bengal. However, the successful L1 (Lowest) bidder will have to pay the cost of 3 (three) sets of tender documents at the price mentioned in the list prescribed in Notification No. 452-A/PW/O/10C-35/10, dated 26.07.2011, of the Secretary, Public Works Department (Accounts Branch), Government of West Bengal. (Tender Fees – Nil)

2. Both the Technical Bid and Financial Bid are to be submitted concurrently, duly digitally signed, on the website http://wbtenders.gov.in.

3. Tender documents may be downloaded from the website, and submission of the Technical Bid and Financial Bid shall be done as per the time schedule.

4. The Financial Offer of the prospective tenderer will be considered only if the Technical Bid of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the Administrator , Bishnupur Municipality. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of qualified tenderers will be displayed on the website.

5. Eligibility criteria for participation in the tender:

a. For First Call

i. Intending tenderer should produce credentials of similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of

the tender notice; or,

ii. Intending tenderer should produce credentials of 2(two) similar nature of completed work, each of 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

iii. Intending tenderer should produce credentials of 1(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 tenderer 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 executed agency, i.e., the tenderer.

N.B.: Work completed within the stipulated time period or within a justifiably extended time period will be given preference.

Note: Bidder intending to participate in more than one work shall have to furnish Credential for summation of amount put to tender for those works of cumulative amount.

Other terms and conditions related to credentials:

a) Payment certificates will not be treated as credentials.

b) Credential certificates must be issued by the Executive Engineer or an equivalent competent authority of a State/Central Government, State/Central Government undertaking, or Statutory/Autonomous bodies constituted under Central/State statute. Only the executed value of completed or running work will be considered as valid credentials (Ref: G.O. No. 04-A/PWDO/10C-02/14 dated 18.03.2015 of PWD). The Tenderer must submit the Final Bill amount, Estimated Amount, Date of Commencement, Date of Completion of the work, and detailed communication address along with the contact number of the Client.

[Non-statutory Documents]

Electrical Works Included then following Documents should be submitted.

i. FOR ELECTRICAL WORKS (A). The Tenderer have to submit an agreement in non-judicial stamp paper of requisite value with an Electrical contractor for execution of the Electrical components of the work. However, the onus and full responsibility for execution of the total work (Civil & Electrical) will be on the tenderer who will execute the agreement with the Department.

ii. The Electrical Contractor should posses :- a). Valid Electrical Contractor License issued by the Licensing board, Government of West Bengal.

b) Have valid electrical supervisor's certificate of competency issued by the Licensing board, Government of West Bengal.

c). Have sufficient credential of similar nature of Electrical works.

d). Have to give necessary undertaking for presence and engagements of licensed Electrical supervisor and licensed Electrician for supervision and execution of work.

N.B.: ALL THE DOCUMENTS STATED ABOVE FOR EXECUTION OF ELECTRICAL WORKS IS TO BE UPLOADED ALONG WITH THE TENDER.

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

iv. The prospective tenderer shall have in their full time engagement experienced technical personal. (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation)[Non-statutory documents]

v. Income Tax Return Receipt for the Latest Assessment year, copy of up-to-date P.T. Deposited Chillan, GST Registration Certificate, up to date GST clearance Certificates, up to date P. Tax

clearance Certificates, PAN Card, P.F. & E.S.I.C. etc. are to be accompanied with the Technical Bid Documents.

[Non-statutory documents]

vi. The prospectivetendereroranyoftheirconstituentpartnershallneitherhaveabandonedanyworknorany of their contract have been rescinded during the last5 (five) years. Such abandonment to rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective tenderer without which the Technical Bid shall be treated as non-responsive)

vii. In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3 CD Form (if applicable) are to be furnished along with the balance sheet and profit and Loss Account and all the documents along with schedules forming the part of balance sheet and Profit & Loss Account should be in favour of applicant. No either name along with applicant's name in such enclosures will be entertained.

[Non-statutory documents]

viii. The prospectivetenderershouldownorarrangethroughleaseholdregisteredagreement, the required plant and machineries. Conclusive proof of ownership in favour of owner, leaser of plant & machineries in working condition shall have to be submitted.(Ref. Form-IV,Section-B)

ix. Register partnership deed for partnership firm is to be submitted. The company shall furnish the Article of AssociationandMemorandum.Whereanindividualpersonholdsadigitalcertificateinhisownnameduly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners or such firm to upload such tender. [Non-statutory documents]

x. Registered Unemployed Engineer's 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. The partnership firm shall furnish the partnership deed, company shall furnish the Article of Association and Memorandum and Proprietorship farm should also furnish the authenticated document in support of the farm during participating in the e-Tender Notice.

xi. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a Director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provision of the Regulation Act, 1908.(As per Order No. 09-WC/M286/15, Dtd. 23.09.2015 of the Principal Secretary, PWD) (For a Joint Venture, either all Members shall sign or only the Lead Member shall sign, in which case the power of attorney in favour of such Lead Member to sign on behalf of all members of the Joint Venture shall be attached)

** The partnership firm shall furnish (a) Registration Certificate from Register of Firms along with certified copy of Form-VIII issued under Indian Partnership Act, 1932

xii. Aprospectivetenderershallbeallowedtoparticipateinaparticularjobeitherinthecapacityofindividual or as a partner of a firm. If found to have an applied severally in a single job, all his applications will be rejected for that job without assigning any reason thereof.

2. The successful tenderer shall establish a field testing laboratory equipped with the requisite instruments, in conformity with the relevant codes of practice, and deploy technical staff as per the requirements of the works to be executed.

3. Constructional Labour Welfare Cess @ 1% (one percent) of the cost of construction will be deducted from every bill of the selected agency. Royalty and all other statutory levies/cesses will have to be borne by the contractor, and the rate in the schedule of rates is inclusive of all the taxes and cesses stated above.

4. Adjustment of price (increase or decrease) vide Notification No. 23-CRC/2M-61/2008, dated

13.03.2009, and Notification No. 38-CRC/2M-61/2008, dated 20.04.2009, shall not be applicable. Since the B.O.Q. for the works under this N.I.T., the tenderer shall quote their rate (percentage above/below/at par) accordingly, considering that no escalation and/or price adjustment will be allowed by the department under any circumstances.

5. No Mobilization Advance and Secured Advance will be allowed.

6. Agencies shall have to arrange required land for installation of Plant & Machineries, (specified for each awarded work, shoring of materials, labour shed, laboratory etc at their own cost and responsibility nearest to the worksite.

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

8. All materials required for execution of each work (as per BOQ) to be produced and supplied at site by the contractor at his own cost.

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

10. All materials required for the proposed scheme, including bitumen (all grades), bitumen emulsion, cement, and steel, shall be of specified grade and approved brand, in conformity with the relevant code of practice (latest revision), and manufactured accordingly. These materials shall be procured and supplied by the agency at their own cost, including all applicable taxes. Authenticated evidence for the purchase of bitumen, bitumen emulsion, cement, and steel must be submitted along with challans and test certificates. In the event of further testing as directed by the Engineer-in-Charge, such testing shall be conducted by the agency at their own cost from a Government-approved testing laboratory. Only 60/70 (VG 30) grade paving bitumen of I.O.C.L., B.P.C.L., or H.P.C.L. (from the nearest depot) will be permitted as straight run bitumen.

11. Date & Time schedule:-

Sl. No.	Particulars	Date and Time
a)	Date of uploading of NIeT (online) (Publishing date)	31/10/2026 at 9:00 AM
b)	Document download start date (online)	31/10/2026 at 9:00 AM onwards
c)	Date of Pre-Bid Meeting (offline) with the intending bidders in the Bishnupur Municipality , Netaji Subhas Road , P.O- Bishnupur , Bankura-722122	06/11/2026 AT 1.00 P.M.
d)	Both Technical and Financial bid submission starting date (online)	31/10/2026 at 9:00 AM onwards
e)	Last date of submission of queries (To be reached at Bishnupur Municipality , Netaji Subhas Road , P.O- Bishnupur , Bankura-722122)	NA
f)	Document download closing date (online)	14/11/2026 up to 05:00 PM
g)	Both Technical and Financial bid submission (online) closing date	14/11/2026 up to 05:00 PM
h)	Date of opening of Technical Proposals (online)	17/11/2026 at 11:00 AM
i)	Date of uploading of list of technically qualified bidders (online)	Will be informed later
j)	Date of opening of financial bid (online)	Will be informed later

12. There shall be no provision of arbitration hence C.I. 25 of Form-'291(II)' is omitted vide

notification no. 558/SPW dt. 13.12.2011 of Secretary, to the government of West Bengal.

13. DEFECT LIABILITY PERIOD: Vide Notification No.5784-PW/L&A/2M-175/2017 dated12.09.2017, the modified Clause 17 of Form 2911(II), the Defect Liability Period of the work shall be 5 (five) years from the actual date of completion of the work.

14. Acceptance of Bid: The "Administrator , Bishnupur Municipality" will accept the Bid on recommendation of the Tender Committee. He / She does not bind himself / herself to accept otherwise the lowest Bid and reserves to himself / herself the right to reject any or all of the Bids received without assigning any reason thereof.

15. Escalation of Cost: There will be no escalation in the cost of materials or labor. The contract price mentioned in the agreement shall remain valid until the completion of the contract and fulfillment of all other obligations, if any.

16. Name & address of Engineer-In-Charge (EIC) of the Work:

S.A.E. Bishnupur Municipality

17. Execution of Work: The Contractor is liable to execute the whole work as per direction and instruction of the Administrator , Bishnupur Municipality, Bishnupur, Bankura.

18. Payment: Payment will be made to the successful Bidder by the "Administrator , Bishnupur Municipality" periodically on the progress of work as per availability of fund.

19. Influence: Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.

20. Earnest Money: The amount of earnest money @2% (two percent) of the Estimated Amount put to tender in the shape of RTGS/NEFT of any nationalized / scheduled bank drawn in favour of "Administrator , , Bishnupur Municipality payable at Bishnupur against the work. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order. Total EMD to be paid through NEFT/RTGS (any of the banks listed in the ICICI bank payment Gateway) In case of payment through ICICI bank payment Gateway, ICICI bank NEFT/RTGS will also be valid as per Memorandum No.3975-F(Y) dated-28/07/2016 of Finance Department, Govt. of WB. Retention money towards performance security amounting to 8% of the value of work shall be deducted from the running account bill.

21. The tenderer, at the tenderer's own responsibility and risk, is encouraged to visit and examine the site of works and its surroundings, and obtain all necessary information for preparing the bid and entering into a contract for the work as mentioned in the Notice Inviting Tender. The cost of visiting the site shall be borne by the tenderer.

22. The intending tenderer shall clearly understand that whatever may be the outcome of the present invitation of Bids no cost of binding shall be reimbursable. The Administrator , , Bishnupur Municipality reserves the right to reject any application for purchasing Bid documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Tenderer at the stage of bidding.

23. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in Instructions to Tenderer before bidding.

24. In case of Ascertaining Authority at any stage of tender process or execution of work necessary registered irrevocable power of attorney is to be produced.

25. All intending tenderers are requested to be present in the chamber of the Administrator , Bishnupur Municipality during the opening of the tender to observe the tender opening procedure.

26. Conditional and incomplete tenders will not be accepted under any circumstances.

27. The necessary requirement of principal machinery and laboratories must be possessed by the tenderer, either owned or leased. [Non-statutory documents]

28. Other modern machinery required for the work shall be used by mechanical means as far as practicable. A necessary certificate must be submitted to authenticate ownership or lease of the machinery.

N.B: Original documents in support of own possession / arrange through lease hold registered agreement of the aforesaid machineries is to be furnished if required by the Tender Inviting Authority.

In the event of acceptance of lowest tendered rate, no multiple lowest rates will be considered by the department.

29. The Administrator , Bishnupur Municipality reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be trained.

30. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any

other papers found incorrect / manufactured / fabricated, that tender will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.

31. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the tenderer under any circumstances.

32. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:

i. Form-'2911(II)'
ii. N.I.T
iii. Special terms &Condition
iv. Technical Bid
v. Financial Bid

Qualification Criteria

The Tender Inviting & Accepting Authority will determine the eligibility of each tenderer; the tenderer shall have to meet all the minimum criteria regarding:

a. Financial Capacity.
b. Technical Capability comprising of personal & equipment capability.
c. Experience.

The eligibility of a tenderer will be ascertained on the basis of the documents 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 tenderer is either manufactured or false, in. such cases the eligibility of the tenderer/tender will be rejected at any stage without any prejudice.

33. This N.I.T shall form a part of the contract document. The successful tenderer on acceptance of his bid by the Accepting Authority sign the contractconsistingofN.I.T.alltenderdocumentsformingpartofthetimeoftheBid uploaded at the time of invitation of bid, the rates quoted on line at the time of submission of bid and standard Form- '2911(II)' (Ref. Sl. No.A.9.-section-A).

34. Periodical quality test of materials supplied by the agency and final products are to be made as per guideline of schedule of P.W.D. / I.S. at contractor's cost. Normally quality control test of supplied materials/finalproductswillbedoneintheDeptt.laboratory.Otherwisetestingofmaterials/finalproducts will be done from the outside recognized laboratory at the discretion of Engineer-in-charge. In both the cases necessary cost of testing charges will be borne by the agency.

35. Corrigenda if any will publish in website only.

36. Additional Performance Security submitted when the bid rate is 80% or less of the Estimate to tender and no increase in scope of work of projects during execution phase as per G.O. no- 4608-F(Y) Date.- 18.07.2018&Tender inviting Authority may ask to submit justification of rate form any rate offered by the bidder on recommendation of Tender Committee (if required).

37. If any tenderer fails to produce the original hard 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 hard 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 & EMD will stand for faded. Besides, the Administrator , Bishnupur Municipality may take appropriate legal action against such defaulting Tenderer. The authority may ask to show hard copies of all certificates, company details, partnership deed etc. as uploaded by the Tenderer & allied papers in connection with this tenderer as & when necessary for verification purpose as per convenience of the authority during processing of this tender.

38. If any bidder quoted rate more than 15% bellow than the estimated amount put to tender, he/she could submit the proper justification of rate otherwise he/she will be disqualified from Financial Bid.

Sd/-

Administrator
Bishnupur Municipality

Memo no: -3849/XI-8 **Dated: - 29/10/2026**

NOTICE INVITING ELECTRONIC TENDER NO.:- WBMAD/NIT-2e/BM/EC/2026-27

Copy forwarded for information and wide circulation to:-

1. TheExecutiveEngineer,MunicipalEngineeringDirectorate,BankuraDivision,Bankura
2. The Executive Officer, Bishnupur Municipality
3. The Finance Officer, Bishnupur Municipality
4. The Website: -http://wbtenders.gov.in
5. Office Notice Board.
6. Newspaper for wide circulation.

Sd/-

Administrator
Bishnupur Municipality

SECTION - A

INSTRUCTION TO BIDDER

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.

a. Registration of Contractor:

i. 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 tohttp://wbtenders.gov.inthe contractor is to click on the link fore-Tendering site as given on the web portal.

ii. Digital Signature certificate(DSC):

Each contractor is required to obtain a Class-II orClass-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 USBe-Token.

iii. The contractor can search & d o w n l o a d N.I.T. & T e n d e r Document(s) electronically from computer once he logs on tothe website mentioned in Clause A.1. Using the Digital Signature Certificate. This IST h e only mode of collection of Tender Documents.

iv. Submission of Tenders:
Tenders are to be submitted online through the website stated in the notice, in two folders for each work—one for the Technical Proposal and the other for the Financial Proposal—before the prescribed date and time, using the Digital Signature Certificate (DSC). The documents must be uploaded as virus-scanned copies, duly Digitally Signed. The documents will be encrypted (transformed into non-readable formats).

Technical Proposal:
The Technical proposal should contain scanned copies of the following in two covers (folders). NIT with Special terms & conditions and specification of works.

b. Non-statutory Cover Containing the following documents:

i. Professional Tax (PT) deposit receipt challan for the Current financial year, Pan Card, IT, Sacral for the latest Assessment year, up to date GST.
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) duly registered.

v. Statutory audit report or Tax Audited Report in 3 CD/ 3 CA form along with Balance Sheet & Profit &Loss A/c. for the last 5 (*five*)years(year just preceding the current Financial Year will be considered as year –I)

vi. Clearance Certificate for the Current Year issued by the Assistant Register of Co- Operative Society (ARCS), bye laws are to be submitted by the Registered Labour Co-Operative Society / Engineers' Co-Operative Society.
List of machineries possessed by own / arranged through lease hold agreement along with authenticated copy of invoice, challan & waybill.

vii. List of Technical staffs along with structure &organization.

viii. Financial Statement

Necessary affidavit may be one against the same have to be submitted along with the tender.
Scanned copy of Original Credential Certificates stated of N.I.T. shall have to submit (on line).

ix. Affidavits (Ref:-format for general affidavit shown in Form No. X & Y, Section -B)

x. Certificate of revolving line of credit by the Bank (*if required*).

N.B.: Failure to submit any of the above-mentioned documents as stated in the N.I.T. may render the tenderer liable to rejection for both statutory and non-statutory covers.

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 No 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 TechnicalDocuments.

Sl. No.	Category Name	Sub- Category	Detail(s)
A.	Certificate(s)	Certificate(s)	1. GST Identification Number &Acknowledgement. PAN(latest financial year). 2. P Tax (Challan) (latest financial year). 3. Latest IT Receipt. (latest financial year).
B.	Company Detail(s)	Company Detail	1. Proprietorship Firm (Trade License) Partnership Firm 2. (Partnership Deed, Trade License) Ltd. Company(Incorporation Certificate, Trade License)Society(Society 3. Registration Copy, Trade License,
C.	Credential	Credential	Completion certificate or Credential certificate for executed amount of completed work from competent authority which is applicable for eligibility in this tender.
D.	Equipment	Machineries	Declaration of equipments as par document
E.	Financial (Information)	Work in hand	1. Financial Statement (Section – BFORM-II) 2. Affidavits – X and Affidavits- Y. 3. Certificate of revolving line of credit by the Bank.
		Profit & Loss A/c. and Balance Sheet for the financial year 2015-2016	Profit & Loss A/c. and Balance Sheet (with Annexure and 3 CD form in case of Tax Audit)
		Profit & Loss A/c. and Balance Sheet for the FN Year 2016-2017	Profit & Loss A/c. and Balance Sheet (with Annexure and 3 CD form in case of Tax Audit)
		Profit & Loss A/c. and Balance Sheet for the financial year 2017-2018	Profit & Loss A/c. and Balance Sheet (with Annexure and 3 CD form in case of Tax Audit)
		Profit & Loss A/c. and Balance Sheet for the FN Year 2018-2019	Profit & Loss A/c. and Balance Sheet (with Annexure and 3 CD form in case of Tax Audit)
		Profit & Loss A/c. and Balance Sheet for the financial year 2019-2020.	Profit & Loss A/c. and Balance Sheet (with Annexure and 3 CD form in case of Tax Audit)
F.	Man Power	Technical Personnel	List of Technical Staffs along with Structures &organization.

Tender Evaluation Committee (TEC)

Opening & evaluation of tender:

Bid Evaluation Committee constituted under the Administrator Bishnupur municipality with reference to UDMA Department to the Government of West Bengal,

Opening of Technical Proposal:
The Technical Proposals will be opened by the Administrator , Bishnupur Municipality and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Section A

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. Encrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to

the Tender Evaluation Committee. Summary list of technically qualified tenderers will be uploaded online.

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.

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.

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. Financial capacity of a bidder will be judged on the basis of working capital and available bid capacity as mentioned in the N.I.T. to be derived from the information furnished in (Section - B) i.e., Application for Pre- qualification &Financial Statement. If an applicant feels that his / their Working Capital beyond own resource may be insufficient, he/they may include with the application letter of guarantee issued by a nationalized bank / authorize bank of **RBI** to supplement the applicant. This letter of guarantee should be addressed to the Tender Inviting / Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit. Such revolving line of credit should be maintained until the works are taken over by the Engineer-in-Charge / Employer. The audited Balance sheet for the last 3(*three*) years, net worth, bid capacity, etc. are to be submitted which must demonstrate the soundness of Bidder's financial position, showing long term profitability including an estimated financial projection of the next two years.

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

IV. 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.

V. 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.

VI. Award of Contract

a. The Bidder who's Bid has been accepted will be notified by the Tender Inviting& Accepting Authority through acceptance letter / Letter of Acceptance.

b. The notification of award will constitute the formation of the Contract.

SECTION – B

FORM—I

APPLICATION FOR TENDER

To
The Administrator
Bishnupur Municipality,
Bishnupur, Bankura

Tender No. ……

Amount put to tender…….

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/We hereby like to state that I/We willfully accept all your conditions and offer to execute the works as per Tender No. stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 20

Full name of applicant: _____

Signature: _____

In the capacity of: _____

Duly authorized to sign bids for
And on behalf of (Name of Firm): _____
(In BLOCK CAPITALS or typed)

Office Address: _____

Telephone No.(s) (Office): _____

Mobile No. _____

Fax No. _____

E mail ID _____

Note: *Application covers Proprietary Firm, Partnership, Limited Company or Corporation*

SECTION – B

FORM – II

Information of audited financial statement for the last year to demonstrate the current soundness of the Bidder's financial position

Name of Bidder: _____

1. The Bidder's Net Worth for the last year calculated on the basis of capital, profit and free reserve available to the firm should be positive.
2. **Annual Turn Over**

Year	Amount in Rs.	Document Reference as attached (Page no. etc.)
Year–5 (2019–2020)		
Year–4 (2020–2021)		
Year–3 (2021–2022)		
Year–2 (2022–2023)		
Year–1 (2023–2024)		

3. **Bank Solvency Certificate:**

Amount in Rs. _____

Issuing Bank _____

Branch _____

Date of issue of Bank Solvency Certificate _____

Date: _____

Signature, Name and Designation of Authorized Signatory

For and on behalf of _____
(Name of the Applicant)

AFFIDAVIT – "X"

(To be furnished in Non-Judicial Stamp Paper of appropriate value duly notarized)

1. I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case any of the information submitted is proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the undersigned.
2. The undersigned also hereby certifies that neither our firm_____ nor any of its constituent partners have failed to execute more than one work contract under any directorate of Govt. of West Bengal and that neither our firm _____ _____ nor any of its constituent partners was terminated by any sub-rule under Clause 3 of Tender Form No. 2911 and that neither our firm _____ nor any of its constituent partners was terminated under any clause of Standard Bidding Documents by the Engineer-in-Charge / Employer during last three (3) years.
3. The undersigned 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 undersigned 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 vide **NIeT bearing No. _____** of the Administrator , Bishnupur Municipality in the capacity of individual / as a partner of a firm & I have not applied severally for the same job and also not applied for more than two works anywhere per set of required machineries.
6. The undersigned also hereby certifies that the Bid shall remain valid for a period not less than **180 (one hundred eighty) days**, after the deadline date for Bid submission.
7. I / we do hereby certify that I shall bring all requisite technical personnel and/or plants / testing machineries / equipment for all the items of works as per relevant IS / IRC 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 technical personnel and/or plants / testing machineries / equipment at the time of submission of tender.

Date: _____

Signature, Name and Designation of Authorized Signatory

For and on behalf of _____
(Name of the Applicant)

SECTION – B

FORM-III

STRUCTURE ANDORGANISATION

1) Name of Applicant :

2) Office Address :

*Telephone No. and e-Mail-ID :

Fax No. :

3) Name and Address of Bankers :

4) Attach an organization chart showing the structure of the company with names of Key Personnel and technical staff with Bio-data.

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

Telephone No. and*emailed mustbefiiedup.

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

SECTION – B

FORM – IV

Experience Profile

Name of the Firm:
List of projects completed that are similar in nature to the works having more than 40% (*forty percent*) of the project cost executed during the last 5 (five) years.

Name of Employer	Name, Location & nature of work	Name of Consulting Engineer for supervision	Contract price in Indian Rs.	Percentage of Participant of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reason s for delay incompletion (if any)

Note:
1) Certificate from the Employers to be attached
2) Non-disclosure of any information in the Schedule will result in disqualification of the firm

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