

DISTRICT HEALTH & FAMILY WELFARE SAMITI PURBA MEDINIPUR DISTRICT

Registration No. S/IL/10904 of 2002-03

Tamluk, Dist – Purba Medinipur, Pin – 721 636

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Tele-Fax No. (03228) 270-437

Memo No: DH&FWS / MID (E) / 2825/2020-21

Date: 24/02/2021

NOTICE INVITING TENDER NO- ENGG/CIVIL/DH&FWS/36

Sealed tenders are hereby invited in prescribed format from resourceful Government contractors for the below mentioned work. The tender box will be kept at the office of the undersigned.

Table - 1

Sl. No	Name of Work	Estimated amount put to tender	Earnest Money	Price of Tender Documents	Time of completion	Maintenance Period
1.	Repair & renovation works to set-up Meeting Hall & Labour room at Mahisadol BPHC under Mahisadal Block, Purba Medinipur.	Rs. 4,81,171/- (Rupees Four Lakh Eighty one Thousand One Hundred and seventy one Only)	Rs. 9623/- (Rupees Nine Thousand six hundred twenty three Only)	Rs. 500/- (Rupees five hundred only)	60 days	12 (Twelve) Month

(Amount paid towards cost of tender form is Non-Refundable.)

Table - 2

Sl. No.	Details of Activity of Tender Procedure	Date & Time / Period
01.	Submission of Application for Tender Form at the office of the Undersigned	25/02/2020 to 03/03/2020 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
02.	Issuance of Tender Form from the office of the Undersigned	25/02/2020 to 04/03/2020 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
03.	Dropping of Sealed Tender at drop box of the office of the undersigned	25/02/2020 to 04/03/2020 (except Saturday, Sunday & Govt. Holidays) During 10 AM to 5.30 PM
04.	Opening of Tender at the office of the undersigned	05/03/2020 at 10.00 AM

Non Statutory Containing the following documents:-

(a) Company Specific Technical Documents:-

Sl. No	Category	Sub Category	Sub Category Description
A	Certificates	A1. Certificates	PAN Card of the Bidder/Authorized Signatory (Digital Signatory Holder) GST registration certificate with a copy of last return filled (During last six months)
B.	Company Details	B1. Company	Trade Licence 2020-21 Enlistment from competent authority on Contractor ship, Registered Partnership Deed

		Details 1	for such type of firm / co-operative society by laws / company registration certificate. Professional Tax Enrolment with paid challan FY-2020-21
		B2. Company Details 2	Bidder must apply the bid on the original letter head of the Bidder. Seal & Signature of the authorized signatory are mandatory.
C.	Credential	C1: Credential-1	Credential in form of payment / completion certificate from the competent authority including copy of work order of a single work (similar type) executed within five years counted from the date of issue of this notice amounting to minimum Forty percent (40%) of the tendered amount.
	Financial Information	D1. Financial Information	1. Income Tax Returns submitted for the AY-2019-20 and AY-2020-21
			2. P/L, Auditor's Report & Balance sheet FY-2018-19 audited by CA
			3. P/L, Auditor's Report & Balance sheet FY- 2019-20 audited by CA

1. Minimum Eligibility Criteria:


- a) Only those Agency (having Trade License for such type of business) who have experienced in such type of job will be eligible.
- b) The bidders shall have satisfactory completed as a **prime agency** during the last 5 years i.e. Service rendered after March, 2015 at least one work of similar nature under the authority of State/Central Govt., State/Central Govt. under taking, Statutory bodies constituted under the statute of the Central/ State Govt. and having an amount of minimum Forty percent (40%) of the tendered amount

N.B. Estimated amount, date of completion & detail communicational address of client must be indicated in the Credential Certificate. Similar nature of work in building is to be mentioned clearly with the quantity of works and amount. (Non-Statutory Documents)

- c) Pan Card, Professional Tax registration certificate, Professional Tax Challan deposited (upto dated), Valid GST registration certificate, GST return filled in last 6(six) months from scheduled date of technical bid opening of tender is to be accompanied with the Technical bid document, Income Tax return for FY 2018-19 (i.e AY 2019-20) and FY.2018-19 (i.e. AY 2019-20), Trade License valid for FY.2020-21 (from concerned Municipality, Panchayet) is to be submitted.[Non Statutory documents]
- d) Proprietorship, Partnership firms and Company are to furnish Balance Sheet and Profit and Loss Accounts for FY.2017-18 & 2018-19 with the schedule of Bank accounts and all the documents along with schedules forming the part of Balance sheet and Profit and Loss account should be in favour of applicant. No other name along with applicant's name in such enclosure will be entertained.[Non-statutory documents]
- e) Registered Un employee of Engineers' Co-operative Societies/ Un employed Labour Co-Op. Societies are required to furnish valid Bye Law, Audited Profit & Loss account and balance sheet for FY.2017-18 & 2018-19 with the schedule of Bank accounts along with other relevant supporting papers.[Non-statutory documents]

- f) Registered Labour Co-operative Societies Ltd. Are required to furnish valid Bye Law, Audited Profit & Loss account and balance sheet for FY.2017-18 & 2018-19 with the schedule of Bank accounts along with other relevant supporting papers. [Non-statutory documents]
 - g) The partnership firm shall furnish the registered partnership deed along with power of attorney to sign on the tender document (If required) [Non Statutory Documents].
 - h) Annexure-I of NIT to be furnished in the Company's official letter head with full address and contact number etc., otherwise it will be treated as cancelled.
 - i) Joint venture will not be allowed.
2. Before submission of the tender, contractors must visit / inspect the work site at own cost to judge the local situation / condition, approachable road etc. No plea/complain about the site, approach road etc. shall be entertained afterwards. It shall be presumed that the agency offered the rate after taking into account the entire position of the work site.
 3. Be for 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 manufacturer or false in that case, work order will not be issued in favour of the tenderer under any circumstances.
 4. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities, the contractor is to quote the rate (percentage above/below/at par) on the Estimate.
 5. Earnest money: The amount of Earnest money (mentioned in page-1) is 2% (two percent) of the estimated amount put to tender. To be submit in the form of Pay Order / Bank Draft in favour of "District Health and Family Welfare Samiti, Purba Medinipur District.
 6. Refund or Settlement process of EMD will be released after given Work Order.
 7. The Security money of the successful selected tenderer may be forfeited for failure to complete the work within specified time and/or, for unsatisfactory articles in quantity and quality.
 8. 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. After final selection of agency, a formal agreement may be executed within 7(Seven) days from the date of receipt of the work order with the concerned authority of health institution in a non-judicial stamp paper
 9. 10(Ten)% value of the work will be retained as security deposit which will be released after successful completion of 3 years from the actual date of completion of the work.
 10. No interest will be paid on security deposit and Earnest money.
 11. Taxes and Cess will be deducted from the bill as per existing Govt. rules & regulation.
 12. No mobilization advance and Secured advance will be allowed.
 13. Escalation of price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.
 14. Successful agency will fix a board as detail of the construction work before start the work till completion.
 15. Bidders will have to present original requisite documents in support of uploaded documents for verification, if asked for.
 16. Validity of Tender will normally be 150 DAYS from the date of acceptance of tender.

17. The successful bidder will be bound to complete within specific dates, mention in the work order. The timely WORK DONE will be the essence of contact.
18. Contractors shall have to comply with the provinces of A) the contract labour (regulation Abolition) Act. 1917 B) apprentice Act 1961 & C) Minimum wages Act.1948 of the notification there of or any laws relating there to and the rules made and order issued there under from time to time
19. Agencies have to arrange land for keeping Plant & Machineries, storing of materials labour shed, Laboratory etc. water and electricity at their own cost and responsibility
20. It will be contractor's responsibility to keep the road open to all kind of traffic during the execution of work. No Claim what-so-ever will be entertained for idle labour, establishment cost of hire & labour charges of tools & plants etc. at any circumstances.
21. As per GO No 4608-F(Y), Dt. 18.07.2018 from Govt. of W.B. Finance Dept.(Audit Branch), the eligible bidder have to submit Addition Performance Security @ 10% of tender amount if the accepted bid value is 80% or less of the estimate put to tender. The addition performance security shall be submitted in the form of bank guarantee from any nationalized bank within 7 working days from the date of issuance of letter of acceptance, if failed his EMD will be forfeited and other necessary actions like blacklisting of the contractor, etc. may be taken. The bank guarantee will be returned after successful completion of the work. If the bidder fails to complete the work successfully the bank guarantee will be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor.
22. The contractor will not be allowed, in any case to get the work done through any sub-contractor, in case it is detected the tender will be cancelled and the earnest money deposited for the work will be forfeited.
23. 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'. The decision of the 'Tender Evaluation Committee will be final and absolute in this respect.
24. The quantities mentioned in the schedule of quantities approximately indicate the total extent of work, but may vary to any extent and some items may even be omitted. No claim whatsoever shall be entertained on this account.
25. Due to work at Hospital, the Contractors / agencies will be responsible for work at emergency basis and urgently finishing the work.
26. Construction materials like Sand, Cement, Bricks, Steel, and Stone etc. should be of good quality and should be used after taking approval by the Engineer-in-charge
27. The authority reserves the right to issue any corrigendum to the NIT or reject the NIT in part or in full even the entire tender process at any time prior to the award of contract without assigning any reasons thereof.
28. Tender inviting authority at his own discretion may relax minor short fall (if any) of the qualification criteria of the participants for the interest of Govt. works.
29. State inspection team from Swasthya bhawan will make periodical on-site visits to review the progress of work and check the quality of work being implemented. No payments will be made until the clearance on the quality of the work has been permitted from that end.


CMOH & Secretary
District Health and Family Welfare Samiti
Purba Medinipur

Annexure I
APPLICATION FORMAT (Form-I) on Letterhead of the firm

To
THE CMOH & SECRETARY,
DISTRICT HEALTH & FAMILY WELFARE SAMITY,
PURBA MEDINIPUR

Sub.:

Ref: -

Dated :

Having examined the pre-qualification & other documents published in the NIT, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of.....

In the capacity.....by me or duly authorized to submit the offer.

2. That I/We accept the terms and conditions as laid down in the NIT mentioned above and submitted with rubber stamp & signed as uploaded and declare that I/we shall abide by it throughout the tender period.

3. I am/We are offering rate(s) for the following item /items with manufacturing capacity and assured supply to the CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, PURBA MEDINIPUR

4. In the event of being selected, I will make the complete within the stipulated period excepting the condition which is beyond our control.

5. We understand that:

(a) Tender Selection Committee/ CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, PURBA MEDINIPUR can amend the scope & value of the contract bid under this project.

(b) Acceptance of lowest tender is not obligatory and Tender Selection Committee/ CMOH & SECRETARY, DISTRICT HEALTH & FAMILY WELFARE SAMITI, PURBA MEDINIPUR reserves the right to reject any application without assigning any reason.

Date :

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

Mobile No. :

CHECK LIST
(Annexure-II)
SECTION-B
FORM-I
PRE-QUALIFICATION APPLICATION

(IN A LETTER HEAD OF THE AGENCY, OTHERWISE IT WILL BE TREATED AS CANCELLED)

[All points are to be filled up; no places are to be kept vacant. For statutory clearances/registrations not applicable, mention NOT APPLICABLE / "NA" instead of keeping blank.]

1. Name of the work	
2. Tender Notice No	
3. On line document download ended	
4. Name of the institution tendered for	CMOH & Secretary, DH&FWS, Purba Medinipur
5. Earnest Money Deposit or Documents in support of Earnest money deposit exemption.	
6. Are you experienced (Y/N)	
7. Name of the bidder in block letter as DSC	
8. Full address	
	e-mail
	Telephone No/ Mobile No
Go-down Address if any	
9. Legal entity of the bidder whether Firm/ Society/ Company/ other entity	Proprietorship/ Regd. Patnership/ Pvt. Ltd/ ltd. or other (Please write appropriate capacity)
10. Trade Licence issuing Authority with whom registered	
11. TL License No.....	valid upto
12. P.Tax enrolment No.	paid upto
13. Name & address of the banker of the bidders	
14. a) PAN No./TAN No.	
b) GSTN ID	
15. Experience in such type of construction	Yes /No

SECTION-B
FORM-II
STRUCTURE AND ORGANISATION

- A.1. Name of applicant
A.2. Office Address
Telephone No. and Cell Phone No.

Fax No. IF ANY
E mail

A.3. Details of Bank Accounts

- (i) Name of Bank
- (ii) Name of Branch and Address with Phone No.
- (iii) Account No.
- (iv) MICR No.
- (v) IFSC Code

- A.4. Attach an organization chart showing the Structure of the company with names of Key personnel and technical staff with Bio-date.

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

SECTION-B
FORM-III

CONTRACTOR'S EQUIPMENT

MINIMUM PLANT AND EQUIPMENT TO BE DEPLOYED BY THE CONTRACTOR

Whereas it is entirely the responsibility of the Contractor to deploy sufficient plant and mechanical equipment to ensure compliance with his obligations under the Contract, the following list is an indicative list of the minimum essential basic holding of plant and mechanical equipment which the tenderer must own/arranged through lease deed.

Sl. No.	TYPE OF EQUIPMENT	CAPACITY	NUMBER REQUIRED
1.	Concrete Mixer Machine.	Any	1 No.

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

16. Black Listed by any Govt. Authority / Govt. undertaking at any time. If yes, provide details	Yes / No
17. Has the firm or principal employees convicted in or have pending in any court any vigilance matter. If yes, provide details.	Yes / No
18. Any litigation against the Firm or its proprietors or its principals? If yes, provide details	Yes / No
19. Any other relevant information wish to submit	
I have gone through the eligibility criteria for participating in the tender and certify that all the conditions have been fulfilled.	
I have read the General & Special Terms & Conditions, including the penal provision, as given in the tender documents as per tender notice quoted above. I have accepted them and agree to abide them. I have also do agree to abide by agreement as imposed by the CMOH, Purba Medinipur if declared successful in my bid.	

Contractor has to execute the work on strict supervision of the CMOH office, Purba Medinipur / Engineers / Authorities. Decision of authority will be final & binding on contractor in case of any dispute.

Certified that the above information is correct and true to the best of my knowledge and belief. Nothing has been concealed, false and fabricated and in case of information found incorrect later on, I the under signatory will be personally responsible for the same.

Date:

Full Signature of the bidder/
Authorised person & Seal

Annexure III:

Draft Proforma for Non-Conviction (In a form of affidavit).

I/We the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been de-barred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.

SECTION - B (Should be uploaded in the company's letterhead positively)
FORM - IV
EXPERIENCE PROFILE

Name of the Firm :

Address :

LIST OF PROJECTS COMPLETED THAT ARE SIMILAR IN NATURE TO THE WORKS HAVING MINIMUM 40% OF THE TENDERED AMOUNT, EXECUTED DURING THE LAST FIVE YEARS.

<i>Name of Employer</i>	<i>Name Location and nature of work</i>	<i>Name of Consulting Engineer Responsible of supervision</i>	<i>Contract price in Indian Rs.</i>	<i>Percentage of Participation of company</i>	<i>Original Date of start of work</i>	<i>Original Date of complete on of work</i>	<i>Actual Date of starting the work</i>	<i>Actual Date of completion of work</i>	<i>Reasons for delay in completion (in any)</i>

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

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