

**OFFICE OF THE KURSEONG MUNICIPALITY**  
**KURSEONG MUNICIPALITY**

**KURSEONG**

**Phone/Fax: 0354-2344286 e-mail ID :chairman@kurseongmunicipality.org**

Memo No.- 278/M/Engg./17

Dated:23<sup>st</sup>March 2017.

**Notice Inviting e-Tender No- 05/NBDD/Engg./KM/17 Dt.23.03.2017**

[Create a key word to search easily in the portal <https://wbtenders.gov.in> for bidder and officer]

On behalf of The Administrator Kurseong Municipality invites e-tender for the work detailed in the table below.

(Submission of Bid through **online**).

**TABLE-I**

Sl. No	Name of the work	Estimated Amount Put to tender (Rs.)	Earnest Money (Rs.)	Price of Financial Bid documents (Rs.)	Period of Completion from the date of commencement.	Name of the Tender inviting authority	Eligibility of Contractor
	1	2	3	4	5	6	7
1	Repairing work of Road & drain from Binod Pradhan house to Harka Pradhan house of TekBir Busty, Ward No. II under Kurseong Municipality.	4,95,286.00	9,906.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
2	Constuction of jhora guard and drop wall at NiniJhora at Ward No. II under Kurseong Municipality.	4,95,287.00	9,906.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
3	Repairing work of Link road & guard wall from near Lamp Post upto Bridge near Dawa Lama's house at Ward No. II under Kurseong Municipality.	4,87,503.00	9,750.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
4	Emergent construction of protection wall below K.S. Gazmer house damaged by heavy rainfall at Ward No. II under Kurseong Municipality.	4,90,576.00	9,812.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	

5	Construction of jhora near NorsangLepcha's house at Cutlery Area, Ward No. III under Kurseong Municipality.	4,95,287.00	9,906.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
6	Maintenance of footpath & drain from Cutlery Road to Deepak Lepcha's house at Ward No. III under Kurseong Municipality.	4,75,115.00	9,502.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
7	Construction of Guard wall near BikashSubba's house at Ward No. III under Kurseong Municipality.	4,87,325.00	9,746.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
8	Emergent construction of guard wall near NarmayaChettri's house Holding No. 37/A at Upper Dumaram Busty at Ward No. IV under Kurseong Municipality.	4,85,079.00	9,702.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
9	Repairing work of Public Path near Himali School Public Toilet towards Birendra Pradhan's house at Ward No. IV under Kurseong Municipality.	4,60,250.00	9,205.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	
10	Emergent construction of damaged wall near Smt. KalpanaRasaily's house (below Himali Ground, BhagatbirJhora) damaged by the heavy rainfall on 23rd. June 2014 at Ward No. V unde Kurseong Municipality.	3,53,660.00	7,073.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality	

11	Proposed construction of damaged wall near the house of Smt. Chunnusunwar at Lower Dumaram Busty in Ward No. V under Kurseong Municipality.	4,81,433.00	9,629.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality
12	Maintenance of Municipality Guest House at Centenary Building.	5,36,149.00	10,723.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality
13	Improvement of drain a Super Market Complex.	4,45,443.00	8,909.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality
14	Construction of Portction wall, Public path & drain near Kumar Sanyasi hose at Ward No. XIII.	4,04,978.00	8,100.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality
15	Construction of wall below Pushpa Routh's house at Ward No. XIII	3,59,163.00	7,183.00	1,000.00	30(Thirty) Days	Administrator Kurseong Municipality

**Note:** EMD as per table-1 in column no-3 to be submitted in the form of Demand Draft / Bankers Cheque from Nationalized Bank in favour of Administrator Kurseong Municipality, payable at Kurseong.  
Bonafied and Registered Municipal contractor allowed for tender Amount above Rs. 5.00 Lakh and only Registered Municipal contractor allowed for tender Amount below Rs. 5.00 Lakh

- 1) In the event of e-filling, intending bidder may download the tender documents from the website <http://etender.wb.nic.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money may be remitted through Demand Draft / Bankers cheque issued from any nationalized bank in favour of the “**Administrator Kurseong Municipality**” Payable at **KURSEONG** and also to be documented through e-filling. The original Demand Draft / Bankers cheque against tender fees, Earnest Money Deposit (EMD) or documents in support should be submitted physically in the Tender Box at the Office of “**ADMINISTRATOR Kurseong Municipality** under sealed cover before 24 Hrs. of the date and time of opening of tender.
- 2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>.
- 3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule.
- 4) **Eligibility criteria for participation in the tender.**  
The prospective Tenderers who are eligible to participate (Bonafide Outsider Contractors /Engineers Co.Op./Labour Co. Op. etc.) should have sufficient resources, financial solvency, sufficient experience & should have satisfactorily completed during the last 10(ten) years prior to the date of issue of this Notice at

least single work of similar nature under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Govt. Organization etc., having a magnitude of **25% (twenty five percent) of the Estimated amount put to tender supported by completion certificate** in support of the credential. Scanned copy of the Completion Certificate issued by the Concerned Executing Authority should be uploaded as Non-Statutory Document through online. Payment certificate/work order/certificate state in work under progress will not be considered as credential in this respect. Enlisted Co-operative will get EMD exemption as Government Rule.

5) **Submission of Earnest Money:** EMD as per table-1 in column no-3 to be submitted in the form of Demand Draft / Bankers Cheque from Nationalized Bank in favour of Administrator Kurseong Municipality, payable at Kurseong.

6) **The Tender Documents shall consist of the following documents:**

Technical Packet:-

- i. Municipal Tender Form -K (Vide Rule-160)
- ii. NIT
- iii. Tender Fee and EMD
- iv. Typical Section of Drawing (Optional)

7) **Submission of Tenders:-**

**6.1) General process of submission**

Tenders are to be submitted online through the website, in two folders, at a time for each work, one is Technical Proposal and the other is Financial Proposal, before the prescribed date and time mentioned in Table-III

Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).(PDF format).

**a. Statutory Technical folder containing,**

- i) Scanned copy of demand draft/Bankers Cheque towards Earnest Money Deposit (EMD) and Tender fee prescribed in the NIT against each serial of work if applicable, against in favour of the ADMINISTRATOR Kurseong Municipality. The Co-operative societies who want to avail exemption of Earnest Money Deposit, shall have to upload necessary GO in this regard.
- ii) Notice Inviting Tender
- iii) Municipal tender Form-K (Vide Rule-160)
- iv) BOQ / Price Schedule

**b. Non-Statutory Technical cover containing,**

- i. Up to date Professional Tax (PT) Clearance receipts, IT PAN Card valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- ii. Up to date VAT Registration Certificate / Sales Tax Clearance and up to date and valid Return Certificate of the last quarter of the current financial year.
- iii. Registered Deed for Partnership Firm.
- iv. Completion Certificate during the **last 10 (ten) years for one single work related to any type of**

**constructional work worth at least 25% (twenty five Percent) of the amount put to tender for the work the contractor intends to participate.**

v. **Bank solvency certificate.**

vi. For Registered Unemployed Engineers'Co-Operative Societies and Registered Labour Co-Operative Societies *registration* papers in support of their registration, Bye Laws, up to date audited balance sheet.

**Note:-** (FOR CONTRACTORS)

- i. Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii. If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- iii. Tenders will be summarily rejected if any item in the statutory cover is missing.
- iv. In case of any inadvertent typographical mistake the same to be treated to be corrected as to confirm to the prevailing relevant schedule of rates or technically sanctioned estimate.
- v. Necessary deduction i.e. VAT, S.T. I.T. CESS etc. will be made as per relevant Govt. order.
- vi. Original demand drafts for Sl. No.(i) under Sl. No. 6.1(a) should reach to the ADMINISTRATOR Kurseong Municipality on or before due date and time as stated earlier. Also please refer to table -III.

**Non Statutory Technical Cover Format:-**

**TABLE-II**

Sl. No.	Category Name	Sub-Category Description		Detail(s)
A.	Certificate(s)	Certificate(s)	1. 2. 3. 4. 5.	VAT & Service Tax Registration Certificate. PAN Card. P Tax (Challan) Valid Trade Licence Pre-Qualification Certificate ( Form- I)
B.	Company Detail(s)	Company Detail	1. 2. 3. 4. 5.	Proprietorship Firm ( <i>Trade License</i> ) Partnership Firm ( <i>Partnership Deed, Trade License</i> ) Ltd. Company ( <i>Registration Certificate, Trade License</i> ) Co-operative Society ( <i>Society Registration Certificate, Trade License</i> ) Power of Attorney( Registered)
C.	Credential	Credential	1.	50.0% of the estimated amount Completion certificate related to any type of constructional work done.

**NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE TENDER LIABLE TO REJECT.**

**7. Financial Proposal**

- i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities – (BOQ) the contractor is to quote the rate (percentage above/below/ at par) online and municipal tender form filled up in all respect. It may please be noted that the rate quoted in BOQ should match with the rate quoted in the tender form.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

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

*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 and Earnest Money Deposit will stand forfeited. Besides, the ADMINISTRATOR Kurseong Municipality may take appropriate legal action against such defaulting Tenderer. The*

*authority may ask to show hard copies of all credentials, 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.*

**9. Rejection of Tender**

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

**10. Date and Time Schedule: (Table-III)**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	23.03.2017 at 6.00 p.m
2	Documents download start date (Online)	23.03.2017 at 6:00 p.m
3	Bid submission start date (Online)	25.03.2017 at 10.00a.m
4	Bid Submission closing (On line)	31.03.2017 at 6.00 p.m
5	Bid opening date for Technical Proposals (Online)	03.04.2017 at 10:00 a.m Onwards

**NOTE:-**

- 1. In case of Bundh / strike / holiday etc. falls on the schedule dates as mentioned above, the same will be treated next working day of the fixed dates and time as scheduled above only.**
- 2. Scrutiny of technical proposal and recommendation thereafter and processing of Comparative Statement for acceptance etc. will be made by Tender committee of Kurseong Municipality.**

Memo No.- 278/M/Engg./17

Dated:23<sup>st</sup>March 2017.

Copy forwarded for information to

1. The Principal Secretary, Department Of Urban Development And Municipal Affairs, Kolkata
2. The District Magistrate, Darjeeling
3. The Sub Divisional Officer, Kurseong
4. The Superintending Engineer, North Circle, Siliguri.
5. The Executive Engineer, Siliguri Division, Siliguri.
6. Account Section, Kurseong Municipality, Kurseong
7. Office Notice Board.
8. The Editor, Himalayan Darpan& The Statesman Siliguri with request to publish.

Sd/-

**The Administrator  
Kurseong  
Municipality  
Kurseong**

**FORM – I**  
**PRE-QUALIFICATION APPLICATION**

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**To**  
THE ADMINISTRATOR  
KALIMPONG MUNICIPALITY,  
KALIMPONG, DARJEELING.

Ref : Tender for .....

(Name of work) .....

.....

.....

e-N.I.T. No.:

Dear Sir/Madam,

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of .....

..... in the capacity .....

..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

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

**Enclosure(s): e-Filing:-**

- 3) Statutory Documents.
- 4) Non Statutory Documents.

Date:

Signature of the applicant including title