

OFFICE OF THE COUNCILLORS
Haldibari Municipality

P.O.-Haldibari Dt.-Coochbehar, Pin: 735122

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*Atal Mission for Rejuvenation
and Urban Transformation*

Memo No.:- 03/AMRUT

Dated: 03.01.2023

NOTICE INVITING E-TENDER
BID NO :- WBMAD/HDBM/28/AMRUT/2022-23

The Executive Officer, Haldibari Municipality, invites sealed competitive online Bid on percentage rate Basis (Two-part System) from reliable and resourceful Companies/Firms/Contractors having experience and acumen in HDPE pipe laying works or similar nature of works as noted below the eligibility and depicted hereunder for participating in the e-Bid.

Sl. No	Name of the Work	Estimated Amount (Rs.)	Estimated Cost (Rs.)	Earnest Money & Tender fee (Rs.)	Period of Completion
1.(a)	Supplying and Laying of HDPE pipes including supplying, fitting and fixing of specials for distribution network and restoration of damaged roads in different Wards for Water Supply Scheme under AMRUT 2.0 within Haldibari Municipality.	Percentage Rate Tender	Rs. 1,03,19,030.00	Earnest Money – Rs. 2,06,381.00(Two Lakh Six Thousand Three Hundred Eighty One only)	180 days

1. In the event of e-Filing intending tenderer may download the tender document from the website directly by the help of Digital Signature Certificate.
2. In the event of online submission, both technical Bid and Financial Bid will be submitted concurrently duly digitally signed in the Website <http://wbtenders.gov.in>, Corrigendum and/or addendum will be available in the e-Procurement portal.
3. The entire technical proposal consisting of –
 - i) A1 (Statutory Cover) Notice Inviting e-Tender, Technical Details, Prequalification Application.
 - ii) A2(Non Statutory Cover).

2.	Scope of Work	<p>Work includes supplying, fitting, fixing of HDPE pipes. including supplying, fitting and fixing of specials for augmentation of distribution network and restoration of damaged roads (both Concrete and Bituminous) in different Wards for Water Supply Scheme within Haldibari Municipality.</p> <p>After completion of the work, a completion drawing (3 copies) in suitable scale with position of pipes (diameter wise and its length), specials/fittings, valves supplied by them have to be submitted along with final bill. The final bill shall not be paid unless the said stipulation is complied with.</p>
3.	Location of Work:	Within Haldibari Municipality
4.	Eligibility to participate in the Bid	<p>A.(i)Intending tenderers should produce credentials of a similar nature of 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;</p> <p style="text-align: center;">OR-</p> <p>(ii) Intending tenderers should produce credentials of 2(two) similar nature of work, each of the 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; –</p> <p style="text-align: center;">OR-</p> <p>(iii) Intending tenderers should produce credentials of 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 (a) above;</p> <p>B. Having average audited annual turnover (in 3CB format) of at least Rs. 41.25 lakh or above in preceding three Financial years from the publication of this NIT.</p> <p>C. Valid Bank solvency of minimum Rs. 41.25 lakh (from any Indian scheduled / nationalized bank) issued within last 12 (twelve) months from the publication of this NIT.</p> <p>D. GST, P. Tax Clearance Certificates and receipts (current), PAN Card, I.T. Return, ESI and EPF registration etc.</p> <p>N.B. – 1. No joint venture, consortium etc will be accepted. Work completed as sub-contractor will also not be accepted as credential.</p>
5.	Documents to be produced in support of Credential – Bid Part-I Prequalification Documents)	<p>A successful performance and completion certificate have to be furnished and may be supplemented with work order along with payment certificate issued by the competent authority in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 4 :Eligibility to participate in the Bid). Besides this, following documents shall have to be furnished:</p>
		a. Particulars of ownership/partnership or Board of Directors

			pertaining to the Organization/Company/Firm																																
		b.	Valid GST, P. Tax Clearance Certificates and receipts (current), PAN Card (including preceding three years IT return), Trade license, ESI and EPF registration etc.																																
		c.	Valid Bank solvency Certificate																																
		d.	Valid documents in support of Audited Annual Turnover in full 3CB format																																
		e.	Experience and address, fax & telephone nos., mobile no., & e-mail, ID nos. of the firm.																																
			All documents in original to be produced in due course of time as & when asked by the Bid Inviting Authority.																																
6.	Earnest Money	a.	2% of the Estimated Amount Put to Tender																																
		b.	Additional Performance security deposit @10% of the accepted amount is to be deposited in due course as per Go. WB norms if the accepted amount is found to be @80% or less than the amount put to tender as per GO No.4608 f(y) Dt.18.07.2018																																
7.	Cost price of Bid documents		NIL (Only successful bidder may be asked to purchase tender documents from the ULB at the time of agreement)																																
8.	Date and Time Schedule :-		<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Particulars</th> <th>Date and Time</th> </tr> </thead> <tbody> <tr> <td>a)</td> <td>Date of uploading of NIEB. And Bid Documents online) (Publishing Date)</td> <td>03.01.2023 at 03:00pm</td> </tr> <tr> <td>b)</td> <td>Documents download/sell start date (Online)</td> <td>03.01.2023 at 03:30pm</td> </tr> <tr> <td>c)</td> <td>Bid submission start date (On line)</td> <td>03.01.2023 at 04:00pm</td> </tr> <tr> <td>d)</td> <td>Bid Submission closing (On line)</td> <td>30.01.2023 at 3:00pm</td> </tr> <tr> <td>e)</td> <td>Bid opening date – Technical Proposals (Online)</td> <td>01.02.2023 at 3:00pm</td> </tr> <tr> <td>f)</td> <td>Date of uploading list – Technically Qualified Bidders (online)</td> <td>To be notified later</td> </tr> <tr> <td>g)</td> <td>Date and Place – opening of Financial Proposal (Online)</td> <td>To be notified during uploading of Technical Evaluation Sheet of Bidders</td> </tr> <tr> <td>h)</td> <td>Date of uploading of list of qualified bidders along with the offer rates through (on line),</td> <td>To be notified later.</td> </tr> <tr> <td>i)</td> <td>Date of rate negotiation through offline with L1 bidder only (if necessary).</td> <td>To be notified later.</td> </tr> </tbody> </table>			Sl. No.	Particulars	Date and Time	a)	Date of uploading of NIEB. And Bid Documents online) (Publishing Date)	03.01.2023 at 03:00pm	b)	Documents download/sell start date (Online)	03.01.2023 at 03:30pm	c)	Bid submission start date (On line)	03.01.2023 at 04:00pm	d)	Bid Submission closing (On line)	30.01.2023 at 3:00pm	e)	Bid opening date – Technical Proposals (Online)	01.02.2023 at 3:00pm	f)	Date of uploading list – Technically Qualified Bidders (online)	To be notified later	g)	Date and Place – opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Bidders	h)	Date of uploading of list of qualified bidders along with the offer rates through (on line),	To be notified later.	i)	Date of rate negotiation through offline with L1 bidder only (if necessary).	To be notified later.
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9.	Time of completion	Time of completion of the Contract is 180 (one Hundred and eighty) calendar days from the date of issuance of Work Order.
10.	Site inspection & general information	Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices. They are also acquainted with relevant IS specifications with latest amendments, CPHEEO manuals, Clauses & Sub Clauses of the Bid documents, prevailing Govt. circulars & orders and to have fully acquainted with all details of work front, communications, underground utility services, seasonal weather and its variation, labours, water supply, existing & proposed site levels, position and diversion of transportation and barricading , if required, electricity and any other general information including topological condition & existing level and level pertaining to and needed – the work to be completed in time properly. Any damages of existing installation by laying of pipe should be reinstalled by the bidder.
11.	Bid documents	A full set of Bid documents consists of 2 Parts. These are PART I :-Containing all documents in relation to the name of the firm applied – and credential possessed along with all documents as depicted in Sl. No. 4 along with this NieB and its all corrigenda's. And <u>Section A</u> : General specifications of materials to be used for house Connections. <u>PART II</u> :-Containing the Following Document. Bid Price / Price Schedule.(.xls format)
12.	Validity of Bid	A Bid submitted shall remain valid for a period of 180 calendar days from the date set for opening of Bids. Any extension of this validity period if required will be subject to concurrence of the Lowest Bidder.
13.	Withdrawal of Bid	A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his/their Bid(s) within the validity period then Earnest Money as deposited by him/them will be forfeited.
14.	Acceptance of Bid	The “Executive Officer, Haldibari Municipality” will accept the Bid on recommendation of appropriate authority of MED. He does not bind himself 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.	Intimation	The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the “Contractor” and he shall forthwith take steps to execute formal Contract Agreement in appropriate “ W.B. form-2911 “ with the “The Executive Officer, Haldibari Municipality,” and fulfil all his obligations as required by the Contract.
16.	Escalation of Cost	There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the contract, and other obligation, if any.
17.	Name &	The Executive Engineer, Jalpaiguri Division,

	address of Engineer-In-Charge (EIC) of the Work		Municipal Engineering Directorate, Urban Development and Municipal Affairs Department, Race Course Para Market-cum-office complex, Jalpaiguri, Pin-735101 Phone:- (03561)230561 E-mail ID –ee.med.jpg@gmail.com
18.	Execution of Work		The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Jalpaiguri Division of Municipal Engineering Directorate who is the “Engineer-in- Charge” of the work under the control of “The Superintending Engineer, North Circle, M.E. Directorate.”
19.	Payment		Payment will be made to the successful Bidder by the “Executive Officer, Haldibari Municipality” periodically only on receipt of written recommendation from the Executive Engineer, Jalpaiguri Division of Municipal Engineering Directorate.
20.	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.

Following clauses are to be adhering to by the concerned Bidder during the process of Bidding.

21.	In case office faces sudden closure owing to reason beyond the scope and control of "The Executive Officer, Haldibari Municipality", any of last date/dates as schedule in Sl. No 8 may be extended up-to/to next and following working day without issuing further and separate notice should the "The Executive Officer, Haldibari Municipality", feels it to be necessary and exigent.
22.	Persons having authenticated and having registered Power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Bidder.
23.	Sufficient care has been taken to avoid variance in between the contents of the listed Documents in the Bid document. However, if there is any variance between the contents of different documents, the provision of documents appearing earlier in the list shall prevail over the same provided in the contents coming later.
24.	Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Bidder/Contractor strictly.
25.	Bid Acceptance Authority is the "The Executive Officer, Haldibari Municipality".
26.	In case of any dispute arising from any clauses of similar nature between bid documents and “W.B. form-2911” the decision of the Superintending Engineer, North Circle, M.E. Directorate, will be final and binding.
27.	All usual deductions for taxes as applicable i.e. GST, IT, and Labour welfare cess etc. as applicable will be made from the bills from time to time.
28.	No conditional Bid shall be entertained.
29.	In the event of e-Filing intending bidder may download the Bid document from the website http://wb.tender.gov.in directly by the help of Digital Signature Certificate & necessary cost of Bid document (if any) may be remitted through demand draft/ pay order issued from any nationalized bank in favour of “The Executive Officer, Haldibari Municipality”, payable at Haldibari & same may be documented along with earnest money Deposit through e-Filling, (scanned copy to be submitted)(Details of which has been narrated in “Instruction to Bidders”). Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website http://etender.wb.nic.in . Bid document may be downloaded from website & submission of Technical Bid/Financial Bid as per Bid Schedule.
30.	The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Bid, the cost of visiting the site shall be at the Bidder’s own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.
31.	Prospective applicants are advised to note carefully the minimum qualification criteria as Mentioned in ‘Instructions to Bidders’ before bidding.
32.	During scrutiny, if it is come to the notice to Bid inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that Bidder will not be allowed to participate in the Bid and that application will be out rightly rejected without any prejudice.
33.	Before issuance of the work order, the Bid inviting authority may verify the Credential & other documents with the original of the lowest bidder if found necessary. After verification,

	if it is found that such documents submitted by the lowest bidder is either manufacture or false, in that case, L.O.A./ work order will not be issued in favour of the bidder under any circumstances.
34.	If any discrepancy arises between two similar clauses on different notifications, the decision of the TIA on recommendation of the Superintending Engineer, North Circle, M.E.Dte. is final & binding.
35.	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.
36.	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 Bid 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 Bid. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.
37.	Any legal matter will be settled within the jurisdiction of Hon'ble District Judges Court at Cooch Behar, Dist.-Cooch Behar, West Bengal.
38.	Bidder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Bid documents be-e the Bid Inviting Authority in writing 48 hours prior to Pre-Bid Meeting, beyond such period no representation in that behalf will be entertained by the Bid Inviting Authority.
39.	The successful Bidder will remain liable for following with West Bengal Contract Labour (Regulation & Abolition) Act 1970 and necessary certificates from appropriate authority to be submitted within 07 (seven) days from the date of issue of work order, otherwise the work order will be cancelled.
40.	Payment will be as per the BOQ of work. Security Deposit @ 1%(one percent)/ as per prevailing Govt. Order, will be deducted from each and every running bill in addition to Earnest Money deposit of 2% The entire deducted amount will be refunded without any interest only after successful completion of the whole work in all respect as after full satisfaction of E.I.C. 30% of the Security Deposit money shall be refunded on expiry of 4 (four) years and balance 70% shall be refunded after expiry of 5 (five) years from the date of completion of the work as par Notification No. 5784-PW/L&A/2M-175/2017 dt. 12.09.2017 of Principal Secretary, PWD and relevant clause of Form no. 2911.
41.	In case if there be any objection regarding Prequalification of the Agency, that should be lodged to the tender inviting authority within 2 days from the date of publication of list of qualified agency and be yond that time schedule no objection will be entertained.
42.	If any agency allotted two or more work, he has to mobilize man / machinery at each place and all works will be taken simultaneously and completed at per respective time period of tender stipulation.
43.	The tender inviting authority reserves the right to deny or accept or reject any or all the applications and to annul the tendering process, at any point of time without any obligation & assigning any reasons what- so-ever.
44.	A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If it found to have applied severally in a single job, all his application will be rejected for that job.
45.	No Mobilization Advance and Secured Advance will be allowed.
46.	The Contractor will remain liable for West Bengal Contract Labour (Regulation & Abolition) Rules in force and necessary
47.	All G.O. issued by the Finance Department, Government of West Bengal and /PW Department, Government of West Bengal, related to e-Tender prior to the date of invitation is

	wholly, solely and squarely applicable.
48	If any inquiry or application regarding Technical Evaluation, should be made within 48 Hours of uploading of Technical Bid otherwise later it will be not entertained.
49.	TIA may call for any document at any stage of tendering process through online shortfall notice. The document(s) in possession of bidder on the date of submission of original tender only can be placed to the TIA through online mode only. Any type of generation of document after the date of original tender submission shall not be accepted.
50'	Vendor List for particular work for HDPE pipe will be the PHEWB approved Vendor List or will be approved by the concerned Superintending Engineer, MED conforming to the PHEWB memo No.PHE/IV/2277/W-181/19 Dt.25.09.2019.

**Executive Officer
Haldibari Municipality**

INSTRUCTION TO BIDDERS/BIDDERS
SECTION – A-I

1. General guidance - e-Bidding

Instructions/ Guidelines - bidders - electronic submission of the Bids have been annexed - assisting them to participate in e-Bidding.

2. Registration of Bidder

Any Bidder willing to take part in the process of e-Bidding will have to be enrolled and registered with the Government e-procurement system, through logging on to **<https://wb.tender.gov.in>** The Bidder is to click on the link - e-Bidding site as given on the web portal.

3. Digital Signature certificate (DSC)

Each Bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) - submission of Bids, from the Contractor of the National Information's Centre (NIC) or any other bonafide Contractor on payment of requisite amount. Details are available at the Web Site stated in Clause 2 of Guideline to Bidder. DSC is given as a USB e-Token.

4. The contractor can search and download NIEB and Bid Documents

Electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Bid Documents.

5. Submission of Bids.

General process of submission, Bids are to be submitted through online to the website stated in Cl. 2 in two folders at a time - each work, one in Technical Proposal and the other is Financial Proposal be-e the prescribed date and time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (trans-med into non readable -mats).

A. Technical proposal

The Technical proposal should contain scanned copies of the following further two covers (folders).

A-1. Statutory Cover Containing

1. Prequalification Document

i. As per Sl. No. 4

ii. Prequalification Application (Sec-B, Form – I)

iii. Scanned Copy of earnest money (EMD) payment as prescribed in the NIE-B

2. NIEB (download and upload the same Digitally Signed)

3. Technical Document (To be filled, scanned & digitally signed)

i. Financial Statement (Section – B, form – II).

ii. Affidavits (Ref:-Declaration Of The Bidder)

iii. Bank Solvency Certificate.

iv. Form III & IV of Section B.

v. Declaration by the Bidder.

A-2. Non statutory Cover Containing/My Documents

- i. Registration Certificate under Company Act. (if any).
- ii. Registered Deed of partnership Firm/ Article of Association and Memorandum
- iii. Power of Attorney (- Partnership Firm/ Private Limited Company, if any)
- iv. Tax Audit Report in 3 CB Form along with Balance Sheet and Profit and Loss A/c - the last five years(year just preceding the current Financial Year will be considered as year – I)
- v. Clearance Certificate - the Current Year issued by the Assistant Registrar of Co-Op(S) (ARCS) bye laws are to be submitted by the Registered labour Co-Op(S) Engineers' Co.-Opt.(S)
- vi. List of machineries possessed by own/arranged through lease deed along with authenticated documents of lease / sub-lease / hire basis etc.
- vii. List of technical staff along with structure and organization (Section – B, Form – III).

Note: - Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the Bid liable to be summarily rejected.

Intending Bidders should upload Non-Statutory documents as per following folders in My Document:

E-Bidding system of Government of West Bengal			
Bidder Document Sub Category Master			
Sl. No.	Category Name	Sub Category Name	Sub Category Description
A	CERTIFICATES		
		A1. CERTIFICATES	1. GST Registration P.F/PAN / P. Tax Clearance Certificate 2. Income Tax Acknowledgement Receipt (for Lat three years) 3.E.S.I Registration Certificate.

B	COMPANY DETAILS		
		B1. COMPANY DETAILS 1	1. Proprietorship Firm (Trade License). 2. Registered Deed of partnership Firm 3. Registration Certificate under Company Act. (if any). Ltd. Company (Incorporation Certificate , Trade License) 4. Power of Attorney (- Partnership Firm/ Private Limited Company, if any) 5. Society (Society Registration copy, Trade License)
C	CREDENTIAL		
		C1. CREDENTIAL1	Similar nature Work & Completion Certificates issued by competent authority (as per S1 No. 4 of NIEB)
D	EQUIPMENT		
		D1.LABOURTARY	1. List of Machineries and equipment necessary - field as well as laboratory test of all materials as per NIEB
		D2. CIVIL MACHINERIES	
		D2. ELECTRICAL MACHINERIES	
		D2. MECHNANICAL MACHINERIES	
		D2. MISCELLENEOUS MACHINERIES	
E	FINANCIAL INFO		
		E1. P/L & BALANCE SHEET	P/L & BALANCE SHEET (As per NIEB)

		E2. PAYMENT CERTIFICATE 1	Payment Certificate in support of valid credential only to be submitted(as per NIEB)
		E3 PAYMENT CERTIFICATE 2	
F	MANPOWER		
		F1. TECHNICAL PERSONNEL	1. List of sufficiently qualified technical person (as per Sl No 4 of NIEB)
		F2. TECHNICAL PERSONNEL ON CONTRACT	1. List of technical personnel employed under the organisation (or on contact basis) in details with name, qualification, experience and, address with contact number.
G	DECLARATION	DECLARATION 1	1. Bank Solvency Certificate (As per NIEB)
		DECLARATION 2	2. Valid Document in support of annual turnover (As per NIEB)
		DECLARATION 3	3. Corrigendum and additional document (if any).

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the Bid liable to summarily rejected for both statutory & non statutory cover. All Corrigendum & Addendum Notices, if any, have to be digitally signed & uploaded by the contractor in the Declaration Folder of My Documents.

B. Bid Evaluation

- i. Opening and evaluation of Bid:- If any Bidder is exempted from payment of EMD, copy of relevant Government order needs to be furnished (applicable in case of Registered Labour Co-Operative Society).
- ii. Opening of Technical proposal:- Technical proposals will be opened by the Bid Inviting Authority electronically from the website using his/ her Digital Signature Certificate.
- iii. Cover (folder) of statutory documents (vide Cl. No. 5.A-1) should be opened first and if found in order, cover (Folder) - non-statutory documents (vide Cl. No. – 5.A-2) will be opened. If there is any deficiency in the statutory documents the Bid will summarily be rejected.

iv. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded and handed over to the Bid Evolution Committee. Scrutiny of technical proposal and recommendation thereafter and processing of comparative statement for acceptance etc. will be prepared by the **Municipal Engineering Directorate, under the Urban Development and Municipal Affairs Department , Govt. of West Bengal.** Comparative Statement may be forwarded to appropriate authority depending on the value of the work as applicable as per existing norms and guidelines under AMRUT programme.

v. Uploading of summary list of technically qualified bidders.

vi. Pursuant to scrutiny and decision of the screening committee the summary list of eligible Bidder and for which their proposal will be considered and uploaded in the web portals.

vii. While evaluation, the committee may summon the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable to rejection.

C. Financial proposal

As per Sl. 11 , Bid Price / Price Schedule. To be uploaded Digitally signed by the Bidder.

6. Financial capacity of a Bidder will be judged on the basis of working capital and available bid capacity as mentioned in the NIEB to be derived from the information furnished in – **FORM -I and II** (Section-B) i.e., Application (for Pre-qualification) and Financial Statement. If an applicant feels that his/their Working Capital beyond own resource may be insufficient, he/they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Bid 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 Authority.

The audited Balance sheet for the last five years, net worth bid capacity etc. are to be submitted which must demonstrate the soundness of Bidder financial position, showing long term profitability including an estimated financial projection of the next two years.

7. Penalty for suppression / distortion of facts

Submission of false document by Bidder is strictly prohibited and in case of such act by the Bidder the same may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

8. Rejection of Bid

The Employer (Bid accepting authority) 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 (Bid accepting authority) action. The Bidder whose Bid has been accepted will be notified by the Bid Inviting and Accepting Authority through acceptance letter/ Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Contract.

The Agreement in Printed Bid Form (form no. 2911) will incorporate all necessary documents, e.g. NIE-B., all addenda-corrigendum, different filled-up forms (Section – B), Price Schedule and the same will be executed between the Bid Accepting Authority and the successful Bidder.

**Executive Officer
Haldibari Municipality**

SECTION – B

Form –I

PRE-QUALIFICATION APPLICATION

To
The Executive Officer,
Haldibari Municipality,
PO:-Haldibari, Dist:- Cooch Behar West Bengal,
West Bengal,

Ref: - Bid -

_____ (Name of work) _____

___**NIeB No.:**

Dear Sir,

Having examined the Statutory, Non statutory and NIeB documents, I /we hereby submit all the necessary information and relevant documents - 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 - Application and - completion of the contract documents is attached herewith.

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

We understand that:

- (a) Bid Inviting and Accepting Authority can amend the scope and value of the contract bid under this project.
- (b) Bid Inviting and Accepting Authority reserves the right to reject any application without assigning any reason.

Encl:- e-Filling:-

- 1. Statutory Documents
- 2. Non Statutory Documents

Date: -

Signature of applicant including title

and capacity in which application is made.

SECTION – B

Form - II

FINANCIAL STATEMENT

B.1 Name of Applicant :

B.2 Summary of assets and liabilities on the basis of the audited financial statement of **the last five financial years**. (Attach copies of the audited financial statement of the last five financial years)

	1st Year (Rs. In lakh)	2nd Year (Rs. In lakh)	3rd Year (Rs. In lakh)	4th Year (Rs. In lakh)	5th Year (Rs. In lakh)
a) Current Assets : (It should not include investment in any other firm)					
b) Current liabilities : (It should include bank over draft)					
c) Working capital : (a) – (b)					
d) Net worth : (Proprietors Capital or Partners Capital or Paid up Capital + Reserve & surplus)					
e) Bank loan/ Guarantee : (As per clause G.2. with all sub clauses)					

B.3 Annual value of construction works undertaken :

Work in hand i.e. Work order issued	As on	As on	As on	As on	As on	As on

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

Declaration of the Bidder

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Rs. 10/- and enclosed with the Bid documents which is required to be submitted in time duly)

I,, son of

....., aged about years by occupation do hereby solemnly affirm and confirm as follow:

1. That, I am the Of have duly authorized by and competent to affirm this affidavit on behalf of the said Bidder.

2. That, I have inspected the site of work covered under NIEB (NIEB No) circulated through Office memo bearing No -----dated ----- and have made myself fully acquainted with the site conditions existing level/proposed level and local conditions in and around the site of work. I have also carefully and meticulously gone through the Bid documents. Bid of the above named Bidder is offered and submitted upon due consideration of all factors and if the same is accepted, I on and - behalf of the a-said Bidder, being lawfully and duly authorized, promise to abide by all the covenants, conditions and stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the Bid accepting Authority of the Work and abide by all instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake to abide by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would be applicable to the Contractor upon entering into -mal Contract / agreement with the Bid Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has been suppressed in the Bid documents.

4. That the statement above made by me is true to my knowledge.

Deponent
Solemnly affirmed by the said
.....

before me.
.....
(1st class Judicial Magistrate / Notary Public)

SECTION – B-

-FORM- III

STRUCTURE AND ORGANISATION

A.1 Name of applicant :

A.2 Office Address :

Telephone No. and Cell Phone No. :

Fax No. :

E mail :

A.3 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,

Signature of applicant including title

and capacity in which application is made.

SECTION – B

-FORM – IV

C. DEPLOYMENT OF MACHINERIES (in favour of owner / lessee):-

(Original document of own possession arranged through lease deed to be annexed)

(If engaged be-e Certificate from E.I.C. to be annexed in respect of anticipated dated of release of Machineries.)

Name of Machine / Instrument	Make	Type	Capacity	Motor / Engine No.	Machine No.	Possession Status		Date of release If Engaged
						Idle	Engaged	

- each item of equipment the application should attach copies of

(i) Document showing proof of full payment, (ii) Receipt of Delivery,

(iii) Road Challan from Factory to delivery spot, is to be furnished.

Signature of applicant including title

and capacity in which application is made.

Memo No.:- 03 (XV)/AMRUT

Dated: 03.01.2023

Copy Forwarded for information and for favour of wide circulation to:

1. The Sabhadhipati, Cooch Behar.
2. The State Mission Director, AMRUT, ILGUS Bhawan, Sector-III, Bidhannagar, Kol.-106
3. The Secretary, MED, Bikash Bhavan, Salt Lake, Kol.-91
4. The Chief Engineer, MED, Bikash Bhavan, Salt Lake, Kol.-91
5. The Additional Chief Engineer (North), MED
6. The Superintending Engineer, North Circle, M. E Dte.,.
7. The District Magistrate, Cooch Behar
8. The Executive Engineer, MED, Jalpaiguri Division.
9. The Executive Engineer, PHED, Cooch Behar Division.
10. The Sub-Divisional Officer, Haldibari.
11. The District Information & Cultural Officer, Cooch Behar
12. The Executive officer, Haldibari Municipality
13. The Finance Officer, Haldibari Municipality.
14. The SAE, Haldibari Municipality
15. The Office Notice Board, Haldibari Municipality for wide circulation.

**Executive Officer
Haldibari Municipality**