

UTTAR BANGA KRISHI VISWAVIDYALAYA  
PUNDIBARI : COOCH BEHAR  
DETAILED NOTICE INVITING e- TENDER NO.-01 of 2019-'20

Ref No: 284/UBKV/Est./Tend (WD)

Date: 12.06.2019

Sealed e-Tenders in two bid System (Technical Bid & Financial Bid) are hereby invited by the undersigned for Works at UBKV, Pundibari, Cooch Behar from bonafide Agencies having experience of executing similar nature of work in any reputed Institution / Govt. Organization. Last date and time of submission of Tender is **08.07.2019 (up to 2.00 pm)**. Opening date of Technical Bid and Financial bid is **10.07.2019**.

Sl. No	Name of the Work	Estimated Amount put to Tender (Rs)	Amount of Earnest Money to be deposited (Rs)	Period of completion of the work	Eligibility of Tenderer
1	2	3	4	5	6
1.	<p>i) Installation of Power points in the different buildings for installation of IT Network at the Pundibari Campus of U.B.K.V, Pundibari, Cooch Behar.</p> <p>ii) Installation of 10 KVA, 3-phase UPS and allied works for computer points in computer laboratory at Central Library Building, electrical installations in the smart class room at Faculty of Horticulture and Faculty of Technology and at Smart Class rooms (2 nos.) at College of Agriculture at Majhian Campus.</p>	<p><b>5,21,017.00</b></p> <p><b>2,12,085.00</b></p> <p><b>7,33,102.00</b> <i>(Rupees seven lacs thirty three thousand one hundred and two only).</i></p>	<b>14,662.00</b>	60 Days	See Clause 5

*Sd-/  
Registrar (Actg.)  
Uttar Banga Krishi Viswavidyalaya*

## TERMS & CONDITIONS

1. Earnest Money Deposit (EMD) is to be remitted by the lowest Tenderer at the time of issue of letter of acceptance as mentioned in column no. 4 of the table for the works in the shape of Demand Draft/ Banker's Cheque issued from any Nationalized Bank in favour of Uttar Banga Krishi Viswavidyalaya, Pundibari, Cooch Behar, Payable at Cooch Behar.

2. Intending Tenders should download the Tender Documents from the website <https://www.ubkv.ac.in> and [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly with the help of Digital Signature Certificate and Earnest Money Deposit (EMD) should be remitted through Demand Draft / Banker's Cheque issued from any Nationalized Bank in favour of Uttar Banga Krishi Viswavidyalaya Pundibari, Cooch Behar, Payable at Cooch Behar, and the same (along with document for EMD exemption, if any) should be documented and scan copy of the aforesaid documents are to be uploaded through said website.

3. The original instrument (Demand Draft / Banker's Cheque) towards the cost of Earnest Money Deposit should be submitted physically by the Lowest Tenderer to the office of the In-charge, Works Department, UBKV at Pundibari, Cooch Behar.

4. Both Technical Bid and Financial Bid should be submitted duly digitally signed by the Tenderer through the website [https:// www.ubkv.ac.in](https://www.ubkv.ac.in) and [www.wbtenders.gov.in](http://www.wbtenders.gov.in) (Details of which has been narrated in Instruction to Bidders').

### 5. ELIGIBILITY CRITERIA FOR PARTICIPATION IN TENDER:

i) Intending Tenderers shall have satisfactorily completed as a prime agency during the last 5(five) years prior to the date of issue of this Tender Notice at least one work of similar nature having magnitude not below 40% (Forty percent) of the Estimated Amount put this Notice Inviting e-Tender under the authority of State/Central Govt., State/ Central Govt. Undertaking / Statutory Bodies constituted under the statute of the Central / State Government. Completion Certificate indicating Estimated Amount, work –done, Date of completion of the work and detail communication address along with contact number of the Client should be submitted by the Tenderer. Completion Certificate from the concerned Executive Engineer/Equivalent and above will be treated as valid credential. (Non-statutory Documents).

ii) Tenderers shall have to submit valid up to date Professional Tax receipt Challan, Trade Licence, GST Registration Certificate and Income Tax Return Acknowledgement Receipt, PAN Card issued by Income Tax Department are required to produce. [Non-statutory Documents].

iii) Tenderers shall have to submit valid up to date Electrical Licence and valid up to date Supervisory Licence (part no – 1,2,4,5,7A & 11).

iv) The partnership firm shall furnish the Registered Partnership Deed and the Company shall furnish the Article of Association and Memorandum.

v) Registered Un-employed Engineers; Co-operative Societies / Labour Co.- operative Societies are required to furnish the following document:-

a) Current "No Objection Certificate" from the Assistant Registrar of Co-operative Societies.

b) Supporting documents showing area of operation.

c) Name with address and signature of the present Board of Directors of the Co-operative Society.

d) Minutes of last annual Report of the Co-operative Society with the evidence of submission of the same to the concerned Authorities.

vi) The prospective tenderers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5(five) years. Such abandonment or rescission will be considered as disqualification towards eligibility.

vii) Joint Ventures will not be allowed.

viii) No conditional / Incomplete Tender will be accepted under any circumstances.

6. Agencies shall have to arrange for required plant & Machineries, store of materials, labour shed, Laboratory etc. and land for according to the creation of the same at their own cost and responsibility.

7. Work Order or Payment of work will be depended on availability of fund. Intending tenderers may consider this criteria while submission of Tender and quoting their rates.

8. Bid shall remain valid for a period not less than 120 (one hundred twenty) days after the dead line date for Financial Bid / Sealed Bid submission. Bid Validity for a shorter period shall be rejected by the Tender Accepting Authority as non responsive. If any tenderer withdraws his offer before Bid validity period without giving any satisfactory explanation for such withdrawals, he may be disqualified for submitting tender to this Office for minimum period of 1 (one) year and legal action will be taken against him.

9. In case of Electrical Materials, reputed brand as per specification and / or as approved by the University authority / concerned Engineer on behalf of the University shall be allowed to use in the work. All materials to be used shall be pre approved if not mentioned in the tendered schedule.

10. The Tenderer at the Tenderers'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 Tender and entering into a contract for the work as mentioned in the Notice Inviting Tender, the cost of visiting the site shall be at the Tenderer's own expense.

11. The Registrar, UBKV reserves the right to cancel this N.I.e.T. due to unavoidable circumstances and no claim in this respect will be entertained.

12. The intending Tenderers shall clearly understand that whatever may be the outcome of the present Invitation of Tender, no cost of Tendering shall be reimbursable by the Department. The Registrar, UBKV reserves the right to reject any Tender or all Tenders without assigning any reason whatsoever and is not liable for any cost that might have incurred by any tenderer at any stage of Tendering.

13. Before issuance of the work order, the Tender Accepting Authority may verify the credential and 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 and legal action will be taken against him.

14. Security Deposit: In respect of successful Tenderer, the Earnest Money deposit on acceptance of Tender shall be converted as a part of the Security Deposit. The successful Tenderer who deposit Earnest

Money @ 2% of the amount put the Tender, balance of necessary 10% (Ten percent) Security Deposit shall be realised by recovering from the progressive bill @ 8% (Eight percent) of the amount of each such bill. *Defect Liability Period* shall be one (1) year.

15. Unless otherwise stipulated all the works are to be done as per General Conditions and General Specifications in the “Departmental Schedule” which means the relevant PWD(WB) Schedule of Rates for the working area including upto date addenda and corrigenda, if any, published by Public Works Department, Government of West Bengal. For Road & bridge works, “Departmental Schedule” means the relevant PW(R) Dte. Schedule of Rates for the working area including upto date addenda and corrigenda, if any, published by Public Works (Roads) Department, Government of West Bengal. The project should be executed as per IS CODE / IRC/ MOST/ MORTH standards regarding the quality of materials and various items of works.

16. Deduction of Income Tax from the Contractor’s Bill will be made as per Govt. rules.

17. Labour Welfare Cess @ 1% (one percent) of the cost of construction works will be deducted from every Bill of the selected agency. Royalty & all other Statutory levy/ Cess will have to be borne by the contractor as per Govt. Rules and the rate in the B.O.Q. is inclusive of all taxes & Cess stated above.

18. Deduction of Tax shall be made as per provision of the GST with up to date amendments.

19. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the Engineer -in -Charge at his own cost for a period of Security Period from the date of completion of the work. If any defect/ damage is found during the period as mentioned above, the Agency shall make the same good at his own cost. Failure to do so, penal action against the Agency will be imposed by the department as deem fit. The Agency will have to quote his rate considering the above aspect. Also the prospective Tenderers shall have to execute the work in such a manner so that appropriate service level of the work is kept during progress of work and the period of Security Period from the date of successful completion of the work to the entire satisfaction of the Engineer – in – Charge may be considered towards release of “Security Deposit”.

20. In case of ascertaining Authority at any stage of application or executing of work necessary registered power of Attorney is to be produced.

21. In case of inadvertent typographical mistake found in the specified price Schedule of Rates, the same will be treated to be so corrected as to conform to the relevant P.W.D. (W.B.)Schedule of Rates of Building, Sanitary and Plumbing, Electrical and / or technically sanctioned estimate.

22. Adjustment of price (increase or decrease) Since BOQ for the works under this NIEt is based upon the schedule of rates of Public Works Department for Building, S and P Works with up to date Addenda and Corrigendum, the tenderers shall quote their rate (percentage above/ below/ at par) accordingly considering that no escalation and / or price adjustment will be allowed by the department thereto under any circumstances. Time/ cost overrun and consequent cost of escalation for any materials, labour, P.O.L. etc. will not be allowed.

23. Canvassing in connection with the tender is strictly prohibited in the tender submitted by the Contractor.

24. Site of work and necessary drawings may be handed over to the successful Tenderer phase wise. No claim in this regard will be entertained.

25. The successful tenderer will have to submit one set of all the tender Documents along with BOQ in connection with this tender in hard copy within 7 (Seven) days from the date of receipt of Letter of Acceptance of the tender (through e-Tendering System or otherwise) each, failure to do so will be liable to termination / rejection of Tender with forfeiture of Earnest Money without any reference to the Contractor. In case of the successful tenderer who has been exempted from depositing Earnest Money, the Government will be at liberty to recover the forfeited amount (equal to the amount of Earnest Money) by any means that may be deemed suitable.

26. The successful Tenderer will have to start the work as per the work order to commence the work.

27. Successful tenderer will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out under the West Bengal Building & other Construction Works' Act, 1996 and the Contract Labour (Regulation & Abolition ) Act, 1970 and the same should be submitted to the Engineer- in- Charge.

28. The Successful Tenderer shall have to comply with the provision of (a) the Contract Labour (Regulation & Abolition) Act, 1970 (b) the Apprentice Act, 1961 and (c) the Minimum Wages Act, 1948(d) the West Bengal Building & other Construction Works, Act, 1996 and the Notification thereof of other laws relating thereto and the rules. The contractor shall also be liable for any liability arising on account of any violation by him of the provisions of the Act and rules made there under time to time.

29. The Contractor shall not be entitled for any loss suffered by him due to delay arising out for modification of the work, due to non-delivery of the possession of site and / or modification of drawing and design.

30. Prevailing safety norms has to be followed by the successful Tenderer during execution of the work so that LTI (Loss of time due to injury) is zero.

31. Guiding schedule of rates: Schedule of rates of P.W.D., W.B. with effect from 01.11.2017 for Building, Sanitary & Plumbing works, Electrical works materials and labour along with up-to-date corrigenda and addenda.

32. The Eligibility of a Tenderer will be ascertained on the basis of the documents submitted by a tenderer in support of eligibility criteria. If any document submitted by a Tenderer is incorrect / manufactured/ fabricated or false, his Tender will be out right rejected at any stage and legal action will be taken against him.

*Sd-/*

*Registrar (Actg.)*

*Uttar Banga Krishi Viswavidyalaya*

**ANNEXURE**

SL NO	ITEM OF WORK	ESTIMATED AMOUNT	COMPLETION TIME	REMARKS
1.	i) Installation of Power points in the different buildings for installation of IT Network at the Pundibari Campus of U.B.K.V, Pundibari, Cooch Behar.	<b>5,21,017.00</b>	Sixty (60) Days	
	ii) Installation of 10 KVA, 3-phase UPS and allied works for computer points in computer laboratory at Central Library Building, electrical installations in the smart class room at Faculty of Horticulture and Faculty of Technology and at Smart Class rooms (2 nos) at College of Agriculture at Majhian Campus.	<b>2,12,085.00</b>		
<b>Total Rs. 7,33,102.00</b>				
<i>(Rupees seven lacs thirty three thousand one hundred and two only).</i>				

*Sd/-*  
*In-Charge, Works Department*  
*Uttar Banga Krishi Viswavidyalaya*

*Sd/-*  
*Registrar (Actg.)*  
*Uttar Banga Krishi Viswavidyalaya*

# FORM-I

## PRE-QUALIFICATION APPLICATION

To  
The Registrar,  
U.B.K.V , Pundibari,  
Cooch Behar.

**Sub.:** Tender for \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Ref.: N.I.e.T. No.:** \_\_\_\_\_

Dear Sir,

Having examined the Statutory, Non Statutory & NIT 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 offer.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group we are interested in bidding for the work(s) given in enclosure to this letter.

We understand that:

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

### Encl.: e-Filling

1. Statutory Documents.
2. Non Statutory Documents.

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

Date:

# FORM-II

## ORGANISATION STRUCTURE

1	Name of Applicant (indicate whether Proprietary firm / Partnership / Limited Company / Corporation / Other)	:
2	Office Address	:
3	Telephone No.	:
4	Fax No.	:
5	E-mail address	:
6	Name and Address of Banker	:
7	Details of Technical Staff available	:

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

Date:

FORM-III



# WORK EXPERIENCE DETAIL

1. Name of Applicant: \_\_\_\_\_

2. List of similar type of work completed / ongoing:

Name of Employer	Name, location and nature of work	Reference of Work Order (Memo. No. and Date)	Contract Value	Date of Start of Work	Present Status (If completed, please mention date of completion)

Note : Copy of Work Order or Completion Certificate from the employer to be attached.