



# Acharya Prafulla Chandra College

ACCREDITED 'A' GRADE COLLEGE) (Govt. Sponsored)  
New Barrackpore, North 24 Parganas, Kolkata-700 131, West Bengal

Memo. No.1915/APCC/e-TENDER/REN/2024

Date: 29/08/2024

## [Notice Inviting e-Quotation No.WBDHE/APCC/RENOV/NB/e-NIO-02/2024-25](#)

### NOTICE INVITING e-TENDER (ON LINE)

The Principal, Acharya Prafulla Chandra College P.O-New Barrackpore, Ward No. 0 7, North 24 Parganas, West Bengal, India, Kolkata-700131 invites e-tenders from bonafide, reputed and resourceful contractors having experience of similar type of projects sponsored by Central Government/State Government, Semi- government, public body, local authority for the building works mentioned detailed in the table given below (Submission of Bid through online)

List of Schemes:

Sl. No	Name of the work	Earnest Money FIXED	Cost of Tender Papers ( R s.)offline	Period of Completion
01.	Item Rate Schedule for the work of Repair and Renovation and Remodelling of Seminar Room No. DJB-4, Smart Class Room and Main Auditorium at Acharya Prafulla Chandra College, New Barrackpore, North 24-Parganas, Kolkata - 700 131.	1,00,000.00	1,000.00	180 days

\* Cost of Tender paper to be deposited as per Annexure by For Receipt form at Acharya Prafulla Chandra College (Scan copy of miscellaneous receipt must be uploaded at the Time of online Bidding) Cost of Tender documents to be submitted during opening of Technical Bid with full name of Firm and address of the bidder in details in their letter head and Also mentioning the name of work, NIT No. ....

1. In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary Earnest Money should be paid on line.
2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://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 stated in clause No. 16

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 Inviting Authority' of A.P.C.College. The decision of the Tender Inviting Authority' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5. **Eligibility criteria for participation in the tender.**

A. Regarding credentials

a) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 60,00,000.00 amount put to tender during 5 (five) years prior to the date of issue of this tender notice.

OR

b) Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 50,00,000.00 amount put to tender during 5(five) years prior to the date of issue of the tender notice.

OR

c) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 12,000,000.00 or more and value of which is not less than the desired value of the work for which bid is submitted.

In case of clarification for similar nature of work the bidder shall have to upload the BOQ in support of their credentials.

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned 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.

Credential certificate issued by the competent Authority of State/Central Government, State/ Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the Executed value of completed / running work will be taken as credential.

B. Regarding submission of Bid:

Each of the following documents should be submitted by the bidder positively otherwise the bidder will be technically disqualified.

(I) Statutory Documents

- E-challan of Earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of The Principal A.P.C.College, New Barrackpore.
- Tender form No. 2911(ii) & NIT (Properly uploaded and digitally signed) along with annexures duly filled up. The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) the tender is liable to be summarily rejected.

(II) Non Statutory Documents

- Income Tax Return(audit) Acknowledgement for at last 3 years, Professional Tax Deposit Challan for the year 2024-2025
- Pan Card
- GSTIN under Act.2017 (as per finance department notification No.4374-F(Y), Dt.13-07-2017)
- Valid Trade license for civil works only.
- Completion certificate along with the related BOQ for credential.
- Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- Registered Labour Co-operative Societies and unemployed Co-Operative societies are required to furnish valid Trade License, Bye Law, last three years statutory Audit Report authenticated by A.R.C.S., Minutes of last A.G.M. , valid certificate from A.R.C.S. along with other relevant supporting papers.
- All corrigenda should be uploaded.
- Annexure – I, Annexure – II and Annexure – III should be duly filled up & uploaded.

Note: Failure in submitting any of the above mentioned documents will render the bidder

liable for Technical Disqualification.

6.
  - (a) Joint Ventures will not be allowed.
  - (b) For building works Composite in nature, Joint Venture will be allowed as per rules vide Govt. Order No.311-W(C)/1M-132/15, Dtd.28-03-2018.
7.
  - (a) A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.
  - (b) The prospective bidders 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. A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as invalid
8. The prevailing safety norms has to be followed so that LTI Loss of Time due to Injury] is zero.
9. Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 25% of the tendered amount.
10. No mobilization advance and secured advance will be allowed.
  11. a) If the contractor or workmen or servants or authorized representatives shall break, deface, injure or destroy any part of building, in which they may be working, or any building, road, road-curbs, fence, enclosure water pipes, cables, drains, electric or telephone posts or wires contiguous to the premise work or any part of it is being executed, or if any damage shall happen to the work from any cause whatsoever or any imperfections become apparent in it at any time whether during its execution or within a period of three years after issuance of a certificate of its completion by the Engineer-in-Charge, the contractor shall make the same good at his own expense, or in default, Principal, Acharya Prafulla Chandra College P.O-New Barrackpore Ward No. 07, North 24 Parganas, West Bengal, India, Kolkata- 700131 may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Principal, Acharya Prafulla Chandra College P.O-New Barrackpoer Ward No. 07, North 24 Parganas, West Bengal, India, Kolkata-700131 shall be final) from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter become due to contractor by the college or from his security deposit, or the proceeds of sale thereof, or of a sufficient portion thereof and if the cost, in the opinion of the Principal, Acharya Prafulla Chandra College P.O-New Barrackpore Ward No. 07, North 24 Parganas, West Bengal, India, Kolkata-700131. (which opinion shall be final and conclusive against the contractor), of making such damage or imperfections good shall exceed the amount of such security deposit and or such sums, it shall be lawful for the college to recover the cost from the contractor in accordance with the procedure prescribed by any law for being in force. Provided that the work shall not be deemed to have been completed unless the "Final Bill" in respect thereof shall have been passed and certified for payment by the building committee.
- (c) **Security Deposit:**
  - i) The bidder shall be required to properly maintain the work including all its components for a period of 02 (two) years from the date of completion of the whole work recorded in the MB. 10% will be deducted from each RA bill as Security Deposit. The release of S.D. would be subject to quality and proper maintenance of the work and its components satisfactorily for the entire security period (2 yrs from the date of final bill paid) by college authority.. Failure to execute proper maintenance of the work will lead to forfeiture of the security deposit
  - ii) An application to be submitted for release of S.D. for which the contractor should apply to the authority at least 2 (two) months prior to the last date of defect liability period with an undertaking that the work is maintained properly as per the terms of contract. No interest on the security deposit is to be entertained .Labour cess and I .tax will be deducted as per rule in every running bill. GST as admissible.

**Explanation:**

The word 'work' means and includes building work, sanitary and plumbing work, electrical work and / or any other work contemplated within the scope and ambit of this contract. The work may be of original or special repair in nature or, a combination thereof, or of original or special repair in nature in

combination with the work(s) of repair and / or maintenance.

12. All materials required for the proposed work including cement & steel and paints shall be of specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement & steel and paints are to be submitted along with Challan and test certificate. If desired by the Engineer-in-Charge, further testing for any material supplied shall have to be conducted by the agency at their own cost from any Government approved Testing Laboratory.  
Documents for purchase of steel & cement and paints (like Challan / Purchase invoice / Bill showing inclusion of GST) should be submitted by agency to the concerned authority for preparation & submission of consumption statement for the materials along with final bill of the work.
13. Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from every Bill of the selected agency.
14. There shall be no provision of Arbitration.
15. Bid shall remain valid for a period not less than 120 (one hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
16. **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT Documents (Publishing Date)	30.08.2024 after 11.00 am
2	Documents download/sell start date (Online)	30.08.2024 after 11.00 am
3	Documents download / Bid submission start date	30.08.2024 after 11.00 am
4	Documents download/sell end date (Online)	20.09.2024 up to 6.30 pm
5	Documents download / Bid submission end date	20.09.2024 up to 6.30 pm
6	Purchase of Tender paper to be deposited as per Annexure For Receipt form Acharya Prafulla Chandra College, New Barrackpore. (Scan copy of miscellaneous receipt must be uploaded at the Time of online Bidding)	12.09.2024 to 18.09.2024 11.30 am to 02.00 pm.
7	Bid opening date for Technical Proposals	23.09.2024 up to 11.00 Am
8	Date for Opening of Financial Bid (Online)	To be notified later

17. The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and regarding Defect Liability Period and Security Deposit details the bidder should refer to Clause 17 of Conditions of Contract in Printed Tender Form, West Bengal Form No. 2911 / 2911(i) / 2911 (ii) as applicable.
18. Site of work and necessary drawings may be handed over to the agency phase wise.
19. **Earnest Money:**  
The amount of Earnest Money @ Fixed of the Estimated Amount put to tender should be paid on line by selecting either of the following payment modes :  
i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;  
ii) RTGS / NEFT in case of offline payment through bank account in any Bank.  
This clause is applicable for all categories of applicants.
20. The Bidder, at his 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 Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
27. The intending Bidders shall clearly understand that whatever may be the outcome of the present

Invitation of Bids, no cost of Bidding shall be reimbursable by the college authority. The college authority reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.

28. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned above.
29. Conditional / Incomplete tender will not be accepted under any circumstances.
30. The intending tenderers are required to quote the rate online.
31. 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.
32. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
33. The college reserves the right to cancel the N.I.T. at any stage before issuance of AOC due to unavoidable circumstances and no claim in this respect will be entertained. The College Authority reserves the right for the execution of the works in phases as per their requirements and availability of fund.
34. If there be any objection regarding prequalifying the Agency that should be lodged to the Tender Inviting Authority within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Inviting Authority.
35. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
36. The tender inviting and Accepting Authority will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:
  - 1) Technical Capability comprising of personnel & equipment capability
  - 2) Experience / CredentialThe eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration as in Sl. No. 5 executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized (refer Annexure - III attached). If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.
37. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.
38. No price preference and other concession will be allowed.
39. "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 provisions of the Registration Act, 1908."
40. All dismantled materials should be kept under the custody of the working agency until completion or work.
41. The Contractor undertakes to have the site clean, free from all surplus materials, rubbish etc. up to the satisfaction of the Engineer in-charge. All surplus materials, rubbish, etc. will have to be removed to the places fixed by the Engineer in-charge and nothing extra will be paid up to a lead of 75 m from the work site.

## INSTRUCTION TO BIDDERS

### SECTION-A

#### **General Guidance for e-Tendering:**

Instructions / Guidelines for tenderer/bidder for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

#### **1.Registration of Bidder:**

Any bidder 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 to <https://wbtenders.gov.in> , the bidder is to click on the link for e-Tendering site as given on the web portal.

#### **2.Digital Signature certificate (DSC):**

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information Centre (NIC) on payment of requisite amount details of which are available at the Web Site stated in Clause 2. DSC is given as a USB e-Token.

i) The contractor can search & download E-NIT& Tender 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 Tender Documents.

#### **3.Submission of Tenders. General process of submission**

Tenders are to be submitted online through the website stated in Clause 2 in two folders as per tender schedule, i.e., Prequalification with Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC), The documents are to be uploaded (virus scanned copy) duly Digitally Signed wherever necessary. The documents will get encrypted (transformed into non-readable formats).

#### **A. Technical proposal**

The Technical proposal should contain the scanned copies of the following in two covers

##### **A-1.Statutory Cover/ Technical file containing**

- i) E-challan of Earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of The Principal A.P.C.College, New Barrackpore.
- ii) Tender form No. 2911(ii) & NIT (Properly uploaded and digitally signed) along with annexures duly filled up. The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) the tender is liable to be summarily rejected.

##### **A-2.Non Statutory/ Technical Documents**

- **Income Tax Return(audit) Acknowledgement for at least 3 years, Professional Tax Deposit Challan for the year 2024-2025**
- Pan Card
- GSTIN under Act.2017 (as per finance department notification No.4374-F(Y), Dt.13-07- 2017)
- Valid Trade license.
- Completion certificate along with the related BOQ for credential.
- Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- Registered Labour Co-operative Societies and unemployed Co-Operative societies are required to furnish valid Trade License, Bye Law, last three years statutory Audit Report authenticated by A.R.C.S., Minutes of last A.G.M. , valid certificate from A.R.C.S. along with other relevant supporting papers.
- All corrigenda should be uploaded.

Annexure – I, Annexure – II and Annexure – III should be duly filled up & uploaded.

**Note : Failure of submission of any of the above mentioned documents (as stated in A-1 and A-2) will render the tender liable to summarily rejected for both Statutory and non statutory covers.**

**If any contractor is exempted from e-payment of EMD, copy of relevant Government order needs to be furnished.**

#### **B. 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 (**ItemWise Rate**) **online** through computer in the space marked for quoting rate in the BOQ.
- ii. Copies of the above documents are to be uploaded virus free scanned & Digitally Signed by the contractor

#### **4. Opening and evaluation of tender : Tender evaluation committee (TEC)**

Tender will be evaluated by the Tender Inviting & Accepting Authority through an “Evaluation Committee”, who will determine the eligibility of each bidder

##### **4.1 Opening of prequalification & technical proposal :**

- i) Technical proposals will be opened by the college authority or authorized representative of A.P.C.College, New Barrackpore electronically from the website using their Digital Signature Certificate.
- ii) Intending Tenderer may remain present if they so desire.
- iii) Statutory documents will be opened first & if found in order, non-statutory documents will be further opened. If there is any deficiency in such documents the tender will be summarily be rejected

##### **4.2 Opening of financial proposal:**

- i. Financial proposals of the bidders declared technically eligible will be opened electronically from the web portal
- ii. There is any scope for lowering down of rates in the opinion of the college authority, further negotiation meeting with the lowest bidder may be held at his office which will be done offline. The final negotiation statement shall be uploaded in the website.

#### **5. Penalty for suppression / distortion of facts**

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or 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 or if there is any suppression, the tenderer will be suspended from participating in the tenders. Besides, the college may take appropriate legal action against such defaulting tenderer. The college 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 and without any obligation to inform the affected Bidder or Bidders of the ground for said action.

#### **6. Award of Contract**

The tender accepting authority/college authority reserves the right to accept or reject any bids and cancel the bidding processes and reject all bids at any time or distribute the work 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 on the ground for Tender Accepting Authority's/ college authority's action. The bidder who's bid will be accepted, notified by the college authority through acceptance letter. The notification of award will constitute the formation of the contract. The agreement in W.B.F. No. 2911/2911(i)/2911(ii) with its amendments will incorporate all terms and condition between the college authority and the successful bidder. The copy of work order/letter of acceptance, NIT, BOQ, special terms and conditions, corrigenda, addenda etc. will be the part of the contract documents/agreement.

**Annexure - I**  
**Pre-qualification APPLICATION**

To

The Principal,  
Acharya Prafulla Chandra College  
New Barrackpor, North 24 Parganas

Ref.: Tender for:- \_\_\_\_\_

(Name of work):- \_\_\_\_\_

**NIT No: WBDHE/APCC/RENOV/NB/e-NIQ-02/2024-25**

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 authorised to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of 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:

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

Encl:- e-Filing:-

1. Statutory Documents
2. Non statutory Documents Date:-

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



Annexure - II

STRUCTURE AND ORGANISATION

- A.1 Name of applicant :
- A.2 Office Address :
- Telephone No. and Cell Phone No. :
- Fax No. :
- E mail :
- A.3 Details of Bank Accounts
- i) Name of Bank :
- ii) Name of Branch and Address with Phone No. :
- iii) Account No. : (Savings / Current / Cash Credit)
- iv) MICR No. :
- v) IFSC Code :
- vi) PAN :
- vii) GSTIN :
- A.4 Attach an organization chart showing the structure of the company with names of Key personnel and technical staff. (For works of value Rs.30.00 Lakh & above) :
- A.5 Attach Proof of Photo ID and Technical Qualification. (For works of value Rs.30.00 Lakh & above) :

---

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

**Annexure - III**

**AFFIDAVIT – “Y”**

**(To be furnished in Non – Judicial Stamp paper  
of appropriate value duly notarized)**

---

- 6) I, the under-signed do certify that all the statements made in the attached documents for N.I.T. No. \_\_\_\_\_ Are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
- 7) The under-signed also hereby certifies that neither our firm M/S \_\_\_\_\_ nor any of constituent partner had been debarred to participate in tender by the P.W. & P.W. (Roads) Department during the last 5 (five) years prior to the date of this N.I.T.
- 8) The under-signed 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.
- 9) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 10) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied severally for the same job.

\_\_\_\_\_  
Signed by an authorized officer of the firm.

\_\_\_\_\_  
Title of the officer

\_\_\_\_\_  
Name of the Firm with Seal

Date: \_\_\_\_\_