



KALIYAGANJ COLLEGE

P.O.- Kaliyaganj, Dist.- Uttar Dinajpur, W.B.-733129

Affiliated to the University of Gour Banga

*&
Accredited by NAAC at the 'B' Level*

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Tender Notice No. : **KC (N I T) – 16 / 64**

Date : **06/03/2017**

NOTICE INVITING TENDER (NIT)

PRINCIPAL, Kaliyaganj College, P.O.-Kaliyaganj, Dist.-Uttar Dinajpur, PIN-733129 (West Bengal) invites **ITEM RATE Tender** for supply and making of Interior Decoration work, detailed as under:

Estimated value of the work : **Rs. 4,78,004.00**

(CIVIL WORK)

Sl. No.	Collect from	Description of Items	Unit	Rate*	Quantity (approx)	Quoted Amount
1	Page - 131, It no. -107 (iv)	Supplying, fitting and fixing boiling water proof ply conforming to IS: 710-1977 bonded with phenol formaldehyde synthetic resin conforming to Is : 848-1974 of approved make and brand fitted and fixed as per design as per approval and direction of Engineer - in - charge excluding the cost of supporting frame work and teak wood (iv) 12 mm. thick.	M2	129.42	2004.00	
		(vi) 19 mm. thick.	M2	73.74	2838.00	

TERMS & CONDITIONS :

- 1) The above rate is inclusive of all taxes (except Service Tax). The rates are for complete work inclusive of cost of materials, labours, tools and plants, equipments, transportation charges and all other charges including statutory obligation, workmen compensation and Insurance coverage etc. on your workmen.
- 2) Service Tax – The amount of Service Tax (as applicable) for the work will be withheld from the bill of the agency and will be re-imbrued if paid by client on back to back basis.
- 3) No escalation under any circumstance will be paid.
- 4) Quantity / Items specified are tentative and the quantity / Items may vary to any extent in the form of addition / alteration / deletion for which no extra claim will be of entertained under any Circumstances. All items indicated in the bill of quantities may not be operative.

- 5) Taxes shall be deducted as per Govt. norms from all bills.
- 6) Documents like PAN, VAT, Trade Licence are to be submitted with the tender paper.
- 7) The Kaliyaganj College reserves the right to amend or cancel the scope of the job as well as to modify the terms and conditions of the tender.
- 8) Damage to goods or any other loss due to accident etc. during transit shall be the Responsibility of the supplier.
- 9) Suppliers must have credential with the specific items otherwise submitted quotation will be rejected.
- 10) Date & Time Schedule :

Sl. No.	Particulars	Date and Time
1	<i>Date of NIT (Notice Inviting Tender)</i>	06/03/2017 at 1-00 P.M.
2	<i>Start Date & time of Bid Submission (Technical and Financial) at office.</i>	06/03/2017 from 2-00 P.M.
3	<i>Closing date & time of Bid submission (Technical and Financial) at office</i>	11/03/2017 upto 5-00 P.M.
4	<i>Date and time of opening of Technical Proposals at the Chamber of the Principal</i>	14/03/2017 at 12-00 Noon
5	<i>Date and time of publishing the list of Technical qualified bidders (at our Web-site & College Notice Board)</i>	14/03/2017 at 4-00 P.M.
6	<i>Date and time of opening the Financial proposals of the Technically qualified bidders at the Chamber of the Principal.</i>	16/03/2017 at 12-00 Noon

NOTE : **Any complain / grievance will have to submit in writing only before the date & time of opening of tender / tenders. No complain /grievance will be entertained after opening of this / these tenders.**

- 11) No CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.
- 12) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other papers of any tenderer is incorrect/ manufactured/ fabricated, that tenderer will not be allowed to participate in the tender process and that application will be rejected without any prejudice.
- 13) Security deposit shall be deducted @ 10% (ten percent) of gross value (including earnest money) of each R/A bill & final bill. The Security Deposit will be released after expiry of defect Liability period on corresponding payment (if any) to us by our client.

14) MACHINERY, EQUIPMENT :

All machinery, equipment, required for the work shall be arranged by the agency at their Cost.

15) WORKMANSHIP :

In case the workmanship is not acceptable, the same shall be rectified as per instruction of site – in – charge free of charges or necessary rectification shall be done by us through other agencies at your risk and cost.

16) DEFECT LIABILITY PERIOD :

1 (one) year from the date of successful completion of the work to the entire satisfaction of S.I.C. or set by client whichever is later. If any defect/ damage is found during the period as mention above, the associate shall make the same good at his own expenses to the specification at par with instant project work or in default, the SIC may cause the same to be made good by other associate and deduct the expenses (of which the certificate of the S.I.C. shall be final) from any sums that may be then , or at any time thereafter become due or from security deposit.

17) LABOUR RULES & REGULATIONS :

a) As per relevant provision of contract labour (R & A) Act in relation to engagement of labour at site, License fees thereof and premium towards workmen compensation & other Insurance, if any, paid by us, shall be deducted from bills. All statutory rules & regulations in connection with the said Act including maintaining all Registers and engagement of contract Labours and the payment of wages there of including any other statutory payment as per Laws of Land should be maintained. The company shall however obtain necessary labour license under contract Labour (R & A) Act in this regard. The agency also required to comply all other applicable relevant statue like payment of minimum wages, employees' provident fund Act & Rules, employees state Insurance Act (ESI), Professional tax and Rules etc. in respect of employees engaged at work site.

b) All statutory norms, including ESI / PF etc. shall be maintained by the agency. In case of non compliance of statutory formalities of P.F. & E.S.I., an amount of Rs. 1.50 lakh (Rupees one lakh fifty thousand only) will be retained from the Security Deposit/ Final Bill.

In case of any penal action imposed by the authority, the same will be deducted from the current bill / retention money and balance amount due, if any, will be refunded after settlement of dispute.

c) First Aid Box is to be maintained by you at the Site Work.

d) In case of any accident specially fatal in nature, the agency has to submit report to Site – in – charge within 12 (twelve) hours of occurrence mentioning the name, address, age, sex, nature of injury, time place and date of occurrence & the manner the concerned workman has been engaged by the agency who has sustained injury/ has met with fatal accident.

18) PAYMENT :

- a) Payment against R/A Bills & Final Bill shall be made according to the work done by the agency from time to time as per MB.
- b) Payment against R/A Bills will be made only on submission of VAT Return filing Certificate (Quarterly) along with R/A bill.

19) PERFORMANCE :

Kaliyaganj College reserves the right to terminate this order if the performance of the agency is unsatisfactory. In that case, the balance work shall be got done by us/ other agency at the risk and cost of the awarded agency.

- 20) Time is the essence of contract. Therefore, the work allotted to the agency is to be completed in all respect within 45 (forty five) days from the date of W.O.
- 21) The site work should be made clear after completion of the work up to the entire satisfaction of our client /site – in charge
- 22) The agency shall not go on arbitration under any circumstance. In case of dispute of any nature, the authority of Kaliyaganj College decision shall be final and binding on the agency.
- 23) All terms & conditions/ clauses (specification of any other item not specifically mentioned herein above) as applicable on K.C. as per agreement with client will be applicable to the agency also.
- 24) Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufactured or false in that case, work order will not be issued in favour of the tenderer under any circumstances and the earnest money will be forfeited without any prejudice.
- 25) The Work Order along with our N.I.T. & Tender agreement with our client will form a part of the contract between the agency and us.
- 26) If proportionate progress with time is not maintained in the work then any work can be rescind without any further reminder and NO TIME OF EXTENSION will be entertained in any circumstances.

INSTRUCTION TO BIDDERS :

1) Submission of Tenders :

Tenders are to be submitted in two sealed packets at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time.

A. Technical proposal

The Technical proposal should contain copies of the following documents in two separate sealed covers.

A-1. Statutory Cover Containing

- i) Prequalification Application
- ii) Demand Draft / Bankers Cheque towards the payment of earnest money deposit (2% of the estimated value) as prescribed against each work in favour of the **Kaliyaganj College**, payable at **Kaliyaganj**.
- iii) Special Terms, condition & specification of works.

A-2. Not Statutory Cover Containing

- i) Professional Tax (PT) deposit receipt challan, Pan Card, IT return, VAT Registration Certificate.
- ii) Registration Certificate under Company Act. (if any).
- iii) Registered Deed of partnership Firm/Article of Association & Memorandum.
- iv) Power of Attorney (For Partnership Firm/Private Limited Company, if any)
- v) Tax Audited Report along with Balance Sheet & Profit-Loss A/c for the last three years, (Year just preceding the current Financial Year will be considered as year -1)
- vi) Credential documents within last 5 (five) years from date of issue of this tender.
- vii) List of Technical staffs along with structure & organization.

Note : Failure of submission of any of the above mentioned documents will render the tender liable to summarily rejected for both statutory & non statutory cover.

B. Financial proposal

- i) The financial proposal should contain the quoted rate by the bidder / contractor against each item in the same format as given in NIT.

2) Rejection of Bid

The Employer (tender accepting authority) reserves the right to accept or reject any Bid, 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 (tender accepting authority) action.

3) Award of Contract

The Bidder, whose Bid will be been accepted, will be notified by the Tender Inviting & Accepting Authority through acceptance letter/ Letter of Acceptance / Work Order.

The Agreement will incorporate all agreements between the Tender Accepting Authority and the successful Bidder. All the tender documents will be the part of the Contract Document.

GUIDELINES TO THE TENDERER

- The Tenderer is to read the NIT carefully.
- All corrigenda, addenda to the original NIT is to be considered as part of NIT.
- Each tenderer can submit tender for maximum 1 serial (package) in any particular NIT, but such tenders will be considered subject to fulfillment of credential criteria and financial capability to be assessed by the Tender Inviting and Accepting Authority.
- Earnest Money Deposit (wherever applicable) are to be paid through Demand Draft (DD), Banker's cheque (BC), RTGs, NEFT. This DD/BC/RTGs Rect/NEFT Rect. for Earnest Money Deposit is to be submitted to the Tender Issuing Authority, positively at least one day before the scheduled date of opening of Technical Bid, otherwise the entire tender will be rejected

In case of any clarification / assistance required for the process of tendering, please contact during office hours to the PRINCIPAL, Kaliyaganj College, P.O.-Kaliyaganj, Dist.-Uttar Dinajpur, PIN-733129 (West Bengal).

**Sd/-
Principal
Kaliyaganj College**

Memo No. : KC (NIT)-16/64

Date : 06/03/2017

Copy forwarded for information and wide publicity through notice to

- 1) The Administrator, Kaliyaganj College.
- 2) The Bursar, Kaliyaganj College.
- 3) The Head-Clerk, Kaliyaganj College.
- 4) The Cashier, Kaliyaganj College.

PRE- QUALIFICATION APPLICATION

To
The PRINCIPAL,
Kaliyaganj College,
P.O.-Kaliyaganj, Dist.-Uttar Dinajpur
PIN-733129 (West Bengal).

Ref:- Tender for

(Name of work)

[N.I.T. No. dt.

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 order.

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

We are interested in bidding for the work 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 & Accepting Authority reserves the right to reject any application without assigning any reason.

Encl:-

1. **Statutory Documents**
2. **Non Statutory Documents.**

Date :-

Signature of applicant including Title and capacity in which application is made