

**UNIVERSITY B.T. & EVENING COLLEGE**  
**COOCH BEHAR-736101**

**NOTICE INVITING e-TENDAR**

**Memo no : 760/UBTEC-ET/17**

**Date.:10.01.2017**

Sealed tenders are invited by the Principal of University B.T. & Evening College, Cooch Behar for the following construction works through e-Tendering from resourceful and bona fide contractors having sufficient credential and financial capability.

Intending bidder's designing to participate in the tender are to log on to the Website <https://wbtenders.gov.in> for the tender. The tender can be searched by typing University B.T. & Evening College, Cooch Behar in the search Engine provided in the website.

**ANNEXURE -I TO NIT 760/UBTEC-ET/17 dated: 10/01/2017**

Sl. No	Name of work	Estimate Amount put to tender	Amount of Earnest Money	Eligibility	Date of Completion
1.	Construction of three storied building (ground floor) of University BT & Evening College.	₹ 41,25,312/-	₹ 82506/-	PWD, CPWD, Zilla Parishad ,Municipality, Panchayat Samiti and other Govt. Deptt. Having building credential 50% of project cost in last 5years.	120 Days

**Instruction to Bidders :**

1. Bidders willing to take part in the process of e- tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Government of India (viz. NIC nCode Solution, Safes crypt, e-Mudhra, TCS, MTNL, IDRBT). DSC is given as a USB Token. After obtaining the Class 2 or Class 3 Digital Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificate through the registration system available in the website.
2. All the important date, time & venue are being started in ANNEXURE- II TO NIT NO: 760/UBTEC-ET/17 dated: 10/01/2017 of University B.T. & Evening College, Cooch Behar.
3. Intending bidders may download tender documents from website portal of West Bengal as [www.wbprd.gov.in](http://www.wbprd.gov.in) or <https://etender.wb.nic.in>. the pre-qualification bid document duly filled in all respect may be submitted online

within the schedule date & time as per ANNEXURE-II attached with this NIT (as per the Server clock).

4. The earnest money mentioned in **Annexure-I TO NIT NO 760/UBTEC-ET/17** dated: 10/01/2017 must be deposited by all the tenders through **DEMAND DRAFT** in favour of the **Principal, University B.T. & Evening College**.
5. Demand Draft of EMD must be deposited to the office of the PRINCIPAL on 25/01/2017 (12.00 p.m to 2:00 p.m), drop box of the under sign .
6. The financial bid document of the technically qualified will be opened for evaluation and selection of qualified bidder for security and the bid documents of non-qualified will remain unopened. No separate intimation will be given for this, unless the above date is changed. In case of changed of date, intimation will be given online. No individual intimation will be given.
7. The tender inviting authority reserves the right to reject or cancel any or all pre-qualification documents and financial bid document without assigning any reason whatsoever.
8. 1% cess under W.B. building and other construction works (Regulation of Employment & Condition of Service) welfare cess Act.1996 will be deducted from running and final bills.
9. Time allowed for completion of work is as mentioned in ANNEXURE- I TO NIT NO. 760/UBTEC-ET/17 dated: 10/01/2017 from the date of issue of the work order.
10. The intending bidders must inspect the alignment of the proposed site and other site condition before quoting their rates.
11. All the related documents are to be produced IN ORIGINAL to this office as and when asked for.
12. Intending tenders are requested to download the Tender Document from the website <https://etender.wb.nic.in/> the stipulated time.
13. Any concealment of fact will be seriously viewed and all tender papers submitted by the agency will be treated as informal and his/her earnest money will be forfeited.

**Documents to be enclosed along with the tender:**

1. PAN Card.
2. Trade License
3. Professional tax Clearance certificates.
4. Income Tax Return FOR LAST THREE F.Y
5. VAT registration certificate & up to date returns.

6. Credential certificate /payment certificate of the tenderer the intends to furnish as support of proof of experience.
7. Details of technical personnel under the incumbency of the tender as per requirement.
8. Declaration, starting the fact of having well- established laboratory at site as per requirement.
9. In case of partnership firm / Registered company , the intending tenderers are requested to submit the copy of DEED of partnership / relevant document in supports of proof of so.
10. The intending tenderers in the same name and style should have achieved annual turnover of the year for 100% of proposed contract.
11. Balance sheet for last three F.Y.

**Eligibility criteria for participation in tender:-**

1. Registered Co-operative Societies required to furnish valid Bye- Law, Latest audit Report, Valid Clearance Certificate from the Assistant Registrar of Co-operative Societies along with other relevant supporting papers. Bidders registered with C.S.S.I. unit, Government of West Bengal, D.G.S. & D unit and N.S.I.C. Government of India must upload scanned copies of their registration certificate for exemption from earnest money. The partnership firm is required to furnish copy of Registered Partnership Deed. A Company shall furnish the Article of association and Memorandum.
2. Both Technical Bid and Financial Bid are to be submitted online concurrently duly digitally signed in the website <https://wbtenders.gov.in> Submission of Technical Bid and Financial Bid should be done as per Time Schedule .
3. The Financial Offer of the prospective tender will be considered only if the Technical Bid of the tender is found acceptable by the Tender Evaluation Committee. The decision of the Tender Evaluation Committee will be final and absolute in this respect.
4. The documents submitted by the bidders should be properly indexed and digitally signed.
5. Payment of bill on its production will be made after successful completion of the work. No escalation charge will be entertained against any N.I.T/any accepted tender. Deduction of Income Tax, TCS will be made at source in accordance with the existing rules/ orders.
6. The Bidders shall arrange for all means of transport without claiming any extra payment from the Department.
7. Bids shall remain valid for a period of 120 days from the date of opening of Financial Bid. If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof. No interest on the deposited Earnest Money shall be paid.
8. Any conditional bidding will not be accepted.

9. The earnest money is liable to be forfeited if the bidder fails to fulfill any of the terms and conditions.
10. All requisite documents shall invariably be submitted.
11. Failure to comply with any of the above instructions will disqualify of bidders from participating in the tender.
12. The Principal of University B.T. & Evening College, Cooch Behar reserves the right to forfeit the earnest money deposit tendered by the contractor(s) or part thereof in the event of his/their failure to fulfill the conditions of the contract.
13. The Principal of University B.T. & Evening College, Cooch Behar reserve the right to reject the lowest tender or any tender, if required, without assigning any reason thereof.
14. The selected bidder shall have to deposit Security Deposit in favour of Principal University B.T. & Evening College, Cooch Behar , at 8 % of the total value of Work order amount.
15. The Tender Inviting authority may verify the original credentials & other original documents of the lowest tender, if found necessary, before issuance of the work order and the work order will not be issued in favour of the tenderer if it is found on verification that such document submitted by him is either manufactured or fabricated etc.
16. This contract shall not be sublet either wholly or in part without the prior written permission of The Principal of University B.T. & Evening College, Cooch Behar and for breach of this provision, The Principal of University B.T. & Evening College, Cooch Behar may terminate the contract and forfeit the security deposit and the contractor shall have no claim for loss thereby resulting to him on any account whatsoever.
17. **Submission of Hard copies** : Self attested hard copies of uploaded documents should be submitted in a sealed envelope in the Tender Box in the Office of The Principal of University B.T. & Evening College, Cooch Behar within the stipulated date and time as mentioned in the NIT. If the bidder fails to submit the hard copies within the due date and time his tender will not be opened and his bid may be rejected at the discretion of the Tendering Authority.
18. **Refund of EMD**: The Earnest Money of all unsuccessful Tenderers will be refunded on receipt of application from the Tenderer from the Office of the Principal of University B.T. & Evening College, Cooch Behar . The Earnest Money deposited by a successful Tenderer will be converted into Security deposit and the balance amount for security deposit of the bill value will be deposited before the issue of work order. No interest on Security Deposit will be paid by the tender accepting authority
19. The prospective outside 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 non- responsive.)

20. **Opening of Technical Bid:** Technical bid will be opened by the Principal of University B.T. & Evening College, Cooch Behar and his authorized Representative electronically from the website using their Digital Signature Certificate .
21. **Financial Bid :** Rates should be quoted in BOQ (Bill of Quantity) in the prescribed format online.
22. **Payment :** The payment of Final Bill for any work will be made according to the availability of fund and no Claim to delay in payment will be entertained.
23. **Dispute settlement:** In the event of any dispute between The Principal of University B.T. & Evening College, Cooch Behar and the tenderer, the decision of The Principal of University B.T. & Evening College, Cooch Behar shall be final and binding.
24. University B.T. & Evening College, Cooch Behar does not take any responsibility for the delay caused due to non-availability of Internet connection, internet traffic jam etc. for the online bids.
25. Name of technically qualified bidders will be displayed in the portal and this notice board subject to completion of verification and technical evaluation.

N.B. : This Notice will be seen on website : [www.ubtec.org.in](http://www.ubtec.org.in)

*Sd/-*  
Principal  
University BT & Evening College  
Cooch Behar.

**ANNEXURE- II TO NIT NO. 760/UBTEC-ET/17 dated: 10/01/2017**

**LIST OF IMPORTANT DATE, TIME & VENUE OF BIDS**

<b>1.</b>	<b>Name of the work</b>	As mentioned in ANNEXURE-I TO NIT NO-760/UBTEC-ET/17 dated 10.01.2017
<b>2.</b>	<b>Date of publication of tender(Online)</b>	11.01.2017 Time : 10.00 hours
<b>3.</b>	<b>Period and time for download of bidding Document(Online)</b>	From : 11.01.2017 Time 10.00 hours To 25.01.2017 Time : 14.00 hours
<b>4.</b>	<b>Date and time of submission of Bids</b>	From : 10.01.2017 Time 10.00 hours To 25.01.2017 Time : 14.00 hours
<b>5.</b>	<b>Date and time of opening</b>	<b>As follows :</b>
	<b>Technical Bids</b>	Date : 25.01.2017 Time : 15.00 hours
	<b>Date and time of Opening Financial Bids</b>	Prior to Evaluation of technical Bids
<b>6.</b>	<b>Place of opening of Bids</b>	Principal, University BT & Evening College, Cooch Behar.
<b>7.</b>	<b>Bid Validity</b>	120 days
<b>8.</b>	<b>Officer inviting Bids</b>	Principal, University BT & Evening College, Cooch Behar.

Sd/- Principal  
University BT & Evening College  
Cooch Behar.