



OFFICE OF THE CHIEF EXECUTIVE OFFICER

Siliguri Jalpaiguri Development Authority (SJDA)

Tenzing Norgey Road, Pradhan Nagar, Siliguri, Dist: Darjeeling, Pin – 734 003
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Memo No.:.....Dated:.....

NOTICE INVITING BID (E- BIDDING) NO. 10/ADMN/ENLISTMENT FOR STAGE AND PANDEL/ 2022 – 2023 OF SJDA

Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA), Siliguri invites ONLINE BID (E-BID) of the following works.

1. **Name of Work:** Construction of stage and pandel and supply of chairs, tables, carpet etc. during official programme.

2. **E- Filing:** In the event of e-Filing, intending bidder has to download the bid document from the <http://wb-tenders.gov.in> directly by the help of Digital Signature Certificate. Details are narrated in “Instruction to Bidders”. Tender time schedule stated at Page No.02 of 05.

3A. **Period of work:** 1 (one) year from the date of work order which is renewable on satisfactory performance.

3B. **Quoting of Rate:** ALL THE INTENDING BIDDERS SHOULD OFFER THE RATE ON THE BASIS OF UNIT AS PER THE SCHEDULE IN ANNEXURE “A” (excluding Govt. Taxes as applicable) INCLUDING CARRYING COST etc.

3C. L1 will be declared to the bidder whose rate is found to be lowest after adding the rates of all the items.

4. **Earnest Money** amounting to Rs.50,000/- (Rupees fifty thousand only) to be submitted online in favour of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority (To be converted into Security Deposit on selection of successful bidder). At the time of uploading the E-Bid, the intending bidder should select the Bid and initiate payment of pre-defined EMD for that Bid by selecting from 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 with his/ her tender/ bid as per Memorandum No.3975-F (Y) dated.28/07/2016 of Secretary to the Govt. of West Bengal, Finance Department. The L1 bidder shall make the Agreement in N.J. Stamp with SJDA within 7 days after getting the letter of acceptance (LOA).

5. Eligibility criteria for participation in bid:

a. The prospective bidders shall have satisfactorily completed as a prime agency during the last 03 (Three) years prior to the date of issue of the works of similar nature (having credential of construction of stage and pandel) of SJDA or of other State/Central Govt. Deptt or statutory body, Zilla Parishad, Mahukuma Parishad, Panchayat Samiti or

Municipality.

b. Valid Trade License

c. Pan Card, Income Tax (Saral) Acknowledgement receipt for Assessment year 2019-20, 2020-21, 2021-22

d. Professional Tax receipts Challan for the year 2019-20, 2020-2021, 2021 - 2022, to be accompanied with the Technical Bid document.

e. Registered Unemployed Engineers' Co-operative Societies/ Unemployed Labour Co. Operative Societies are required to submit as follows

i. Valid Registration certificate issued by the Co-operative Deptt.

ii. Audit report audited by Co-operative Deptt. for the year not earlier than 2019-20.

iii. Resolution copy of Last Annual General Meeting authenticated and certified by the appropriate Authority in this regard.

d. The partnership firm shall furnish the registered partnership deed.

e. Any change of BOQ will not be accepted under any circumstances.

6. GST, Royalty & all other statutory levy/ Cess if applicable will have to be borne by the agency.

7. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1	Date and time of Publishing of Bid (online)	16.08.2022 at 4.00 p.m.
2	Bid documents download and uploading of bid start date and time (online)	16.08.2022 at 4.00 p.m.
3	Bid proposal download & Uploading ended date & time (online)	30.08.2022 at 4.00 p.m.
4	Bid opening date for Technical Proposal (online).	02.09.2022 at 11.00 a.m.
5	Bid opening date for Financial Proposal (online).	Will be declared after Technical Evaluation.

8. Defaulter agencies w.r.t. any works awarded earlier by SJDA will not be considered for the works.

9. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bid, the Chief Executive Officer, Siliguri Jalpaiguri Development Authority reserves the right to reject any application for participating in the Bid and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.

10. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding.

11. The agency shall not make any addition/ alteration or construct any structure at the site.

12. No CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.

13. In case of Quoting rates, no multiple rates will be entertained by the SJDA.

14. Normally lowest bidder will be accepted & work order given but the Chief Executive Officer, SiliguriJalpaiguri Development Authority, reserves the right to cancel the NIB without assigning any reasons thereof and no claim in this respect will be entertained. L1 will be declared to the bidder whose rate is found to be lowest after adding the rates of all the items.

15. 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 tenderer/ bidder will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.

16. Before issuance of the work order, the bid inviting authority may verify the credential & other documents of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufactured or false in that case, work order will not be issued in favour of the bidder under any circumstances.

17. The engagement may be cancelled any time without compensation in the event of Natural calamities, War, Govt. Direction etc. or for any such events beyond the control of the Authority, or where the agencies entrusted / engaged in illegal/unlawful activity in the said location/premises.

18. **Refund of EMD :** The Earnest Money of all the unsuccessful bidder will be refunded

19. The bidder 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.

20. The Successful bidder will also have to sign an agreement with the Chief Executive Officer, SiliguriJalpaiguri Development Authority on requisite stamp. The bid documents along with other Terms and Conditions shall form part of the agreement and the Successful Bidder shall be bound himself / themselves to abide by the same. The undersigned shall also reserve the right either to accept or reject any or all the bids without assigning any reason whatsoever.

SPECIAL TERMS AND CONDITIONS

1. All tasks referred above must be executed as per the schedule provided by SiliguriJalpaiguri Development Authority.
2. The Contractor shall carry out all items of services assigned or entrusted to him/ them by an officer on behalf of SJDA and shall abide by all instructions issued to him/ them from time to time by the said officer.
3. The Contractor shall engage competent adequate staff to the satisfaction of the SJDA or an officer acting on its behalf.
4. The Contractor shall strictly abide by Laws, Rules & Regulation.
5. The Contractor shall insure its staff members against work accidents and engages itself to respect the legislation in place regarding labour matters, social security and taxation and all other matters related to the services rendered.

6. The Agency shall be solely and exclusively responsible to adhere to meet out all statutory obligations under Indian law in respect of compliance of all the rules, regulations and directions given by any statutory authority with regard to safety, labour laws (ESI, PF, Income Tax, Goods and Service Tax (GST) or any other extra taxes levied by the Govt. from time to time.) Companies Act
7. The validity of a contract agreement will be for one year period, renewable under the same conditions as initial contract upon satisfactory service of the contractor and depending upon the requirement of such service. The contract may be discontinued/ terminated at any time if such service are not required by SJDA.
8. SJDA reserves the right to assess anytime the performance of the contractor. Failure to perform the requested tasks may be regarded as a basis for termination of the contract.
9. The authority will make all payments to the contractor for the services rendered satisfactorily and upon the measurement done by concerned engineer.
10. The contractor will be given written work order as and when the programme is scheduled to construct stage and pandel and supply of other items as per the schedule.
11. All Duties, GST, other taxes, Royalties, Cess, Toll all other statutory levies shall be payable by the contractor under the contract to the State/ Central Government for any other cause including 1 % Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Act. 1996, if needed to be paid, will have to be borne by the contractor. SJDA shall have no liability whatsoever.
12. SJDA reserves the right to modify at any time the services indicated in the schedule of the tasks stated above.
13. SJDA shall reserve the right to cancel the work/ contract anytime without assigning any reasons.
14. The SJDA shall not bear any responsibility related to i) any insurance claim ii) Theft/ robbery/ loss ii) any legal hazards related to accidents and others iii) Any claim related to cleaning of the premises of the NBMCH shall be bound by the contractor at his own responsibility.

sdh
Chief Executive Officer

Siliguri Jalpaiguri Development Authority

Memo No./SJDA 1360/1(9)/D/A2mn/802/2022

Dated: 10.08.22.

Copy forwarded to :-

1. Addl. Chief Engineer, SJDA.
2. Superintending Engineer, SJDA.
- ✓ 3. A.P., SJDA, for Website uploading.
4. Assistant Engineer, Tender, SJDA.
5. Notice Board, SJDA.
6. Notice Board, UTTARKANNYA, Fulbari.
7. Notice Board, Siliguri Mahakuma Parishad, Siliguri.
8. Notice Board, Jalpaiguri Zilla Parishad, Jalpaiguri.
9. Notice Board, O/o the SDO, Siliguri.

10/08/22
Chief Executive Officer

Siliguri Jalpaiguri Development Authority

ANNEXURE "A"

Schedule of items

Sl.No.	Work Component	Unit
1.	Pandal (Bamboo structure, Height 15'-00" above, cloth ceiling	Per sqft
2.	Stage (VIP) Extra 1' Ply over wooden planking Height 5'-6"	Per sqft
3.	VIP Chair with cover	Each
4.	Plastic chair with handle/without handle	Each
5.	Podium Dias (Normal)	Each
6.	Carpet (ordinary)	Per Sqft
7.	Tea Table with cloth	Each
8.	Urinal (Kutchra with cover of jute cloth)	Each
9.	High Gate (Box type height 16'-00 above)	Each
10.	Low gate (Box type height 9'-00 above)	Each
11.	Sofa (3 seats/ 2 seats)	Each
12.	Side wall (Height 10'-00")	Per sqft
13.	Inauguration lamp (Complete set)	Each
14.	Electric Tower 20 ft. height	Each
15.	Green Room (10ft X 10ft) / Changing room	Each
16.	Drain Cover (with wood / sal bolla)	Per sqft
17.	Table big with cover	Each
18.	Land dressing	Per sqft
19.	Display board for plaque	Per sqft