



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734003

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(QSF: ENGG 03 / 01)

Dated: 7.7.23

NOTICE INVITING TENDER NO. 056 / ENGG / ELECT / 2023-24 OF SJDA

Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA), Siliguri invites Item rate ONLINE Bidding of the following works.

Name of Work: Annual Electrical Maintenance of Jalpaiguri Rajbari Dighi (Excluding Solar Panels) and Jalpaiguri SJDA Office (Excluding AC Units).

Description:

1. Day to Day maintenance and general upkeepment (without material) of all Internal & external electrical installation incl. panel, MCB, DBs and all other electrical installation incl. inverter, pump etc. but excluding Solar Panels & AC units located at SJDA office Jalpaiguri and Rajbari Dighi, Jalpaiguri
2. Supply of 1.5 sq.mm 'FR' stranded Copper Wire
3. Supply of Angular batten Holder (Anchor)
4. Supply of 18watt LED lamps

Tenure: The tenure for maintenance will be initially for 1 (One) year but may be extended for another two years on satisfactory performance. But the agency has to quote rate for 1 (one) year only and the same rate will be applicable for consecutive years.

1. **E- Filing:** In the event of e-Filing intending bidder has to download the bid document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. (Details of which has been narrated in "Instruction to Bidders")
2. In the event of e-Filing, intending bidder may download the tender document from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & earnest money may be submitted either by Net Banking (any listed bank) through ICICI Bank Payment Gateway or through RTGS/NEFT in favour of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority.

Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in e - BID details at Page No.2.

The documents submitted by the bidders should be indexed and also should be according to his / their Firm name.

Earnest Money: The amount of Earnest Money Rs.15,000.00 (Fifteen Thousand) Only is to be submitted online in favour of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA) At the time of uploading the tender / quotation, the intending tenderer, / quotationer should select the tender to bid and initiate payment of pre-defined EMD for that tender 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 / quotation as per Memorandum No. 3975-F(Y) dated: - 28.07.2016 of Secretary to the Government of West Bengal, Finance Department. The L1 bidder shall make the Formal Agreement after getting the Letter of Acceptance (LOA) issued by the Tender Inviting Authority. Failure to make the Formal Agreement within the time period as prescribed in the Letter of Acceptance (LOA) for the purpose, may be construed as an

attempt to disturb the tendering process and will be dealt with accordingly in a legal manner at fit including blacklisting the bidder.

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3. Eligibility criteria for participation in tender:

- a. The prospective bidder shall have satisfactorily completed as a prime agency during the last 5(five) years prior to the date of issue of this Notice a single and similar nature of work of SJDA or of State/Cent Govt. Deptt or statutory body, Zilla Parishad, Mahukuma Parishad, Panchayat Samiti or Municipality having value of Rs. 3.00 (three) lakhs.
- b. Trade Licence
- c. Pan Card
- d. Income Tax acknowledgement receipt for Assessment year Last Three assessment Year.
- e. Professional Tax registration certificate with updated documents.
- f. If Partnership Firm all relevant papers of its establishment
- g. Registered Unemployed Engineers' Co-operative Societies/ Unemployed Labour Co.- Op. 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 2021-2022.
 - iii. Resolution copy of Annual General meeting for the year 2021-2022.
- h. The partnership firm shall furnish the registered partnership deed.
- i. Valid Electrical Contractors License.
- j. Electrical Supervisory Certificate Part 1, 2, 6A, 7A & 11 .
- k. One Electrical Diploma Holder
- l. Workman permit- i.b, ii, iv, vi.a
4. Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
5. "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017" / in terms of 4374 F (Y).
6. GST, Royalty & all other statutory levy/ Cess if applicable will have to be borne by the agency.
7. A written declaration in the form of Affidavit before Notary as the correctness of the copies of all documents mentioning the eNIQ No. and name of the work.

8. Date & Time Schedule:

Sl. No	Particulars	Date & Time
1	Date and time of Publishing of Bid (online)	12.07.2023 at 4.00 PM
2	Tender documents download and uploading of Bid start date and time (online)	12.07.2023 at 4.00 PM
3	Bid proposal download & Uploading ended date & time (online)	24.07.2023 upto 6.00 PM
4	Bid opening date for Technical Proposal (online).	27.07.2023 at 11.00 AM
5	Bid opening date for Financial Proposal (online).	To be notified later

9. The Agency shall not make any addition or alternation of the existing structure in any manner whatsoever without permission of Engineer in Charge.
10. L1 Bidder will be selected and agency need to enter in an agreement with SJDA after selection within 7 (Seven) Working Days from the issuance of LOA.
11. Defaulter agencies w.r.t. any works awarded earlier by SJDA will not be considered for the works.
12. The intending bidder 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 bid.
13. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before bidding
14. No CONDITIONAL/ INCOMPLETE bid will be accepted under any circumstances.

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

- 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 bidder will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
17. 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 tenderer under any circumstances.
 18. 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 the Authority, or where the agencies entrusted / engaged in illegal/unlawful activity in the said location/premises.
 19. **Qualification Criteria:** The tenderer shall have to meet all the minimum criteria regarding:-
 - a. Financial Capacity
 - b. Experience / Credential

The eligibility of a tenderer will be ascertained on the basis of uploaded documents in support of the minimum criteria as mentioned in a & b above.

20. **Refund of EMD:** The Earnest Money of all the unsuccessful Tenderer will be refunded.
21. The tenderer 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.
22. The Successful bidder will also has to sign an agreement with the Chief Executive Officer, Siliguri Jalpaiguri 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 bid by the same. The undersigned shall also reserve the right either to accept or reject any or all the bidders without assigning any reason whatsoever.
23. **The Quoted rate must be including GST, LWC & Other Govt. Statutory taxes. No further claim will be entertained.**

Scope of Work with Terms and Conditions: -

- a) The Street Light Poles and High Masts will be handed over such as they are.
- b) The Agency will have to check, repair and or replace and or rectify (as required) the Poles and all the related parts and its Decorative fittings, O.H/ U.G line/cable and CFL lamps, also have to keep the poles straight in position with cement concrete (1:2:4), plaster (6:1) etc. all complete, so that the Street & Flood lights keep on glowing. Skilled electricians/wiremen who are having requisite certificate from the Directorate of Electricity will have to be engaged and must ensure about the necessary safety measures. SJDA will not be responsible for any accident of the staff/worker(s) engaged by the Agency. In any case if happened, Authority will not provide any compensation for any such accident. All the staffs employed by Agency must be paid as per Minimum Wages Act.
- c) The Agency will have to Paint (2 coats) the steel poles and its arms, loop boxes and feeder pillar boxes etc. with synthetic paint of approved make, colour and brand including preparation of surface by sand paper /emery paper, cleaning etc. for receiving fresh coat of paint once in the first year only.
- d) Routine inspection should have to be made during peak-hours i.e. (in the Evening) in each day.
- e) Agency must have to ensure that all the poles and its lights are lighted up and put off in time by setting of Timer switch (Agency have to provide where not available) during summer and winter suitably.
- f) If lights found or reported glowing before or after the setting time or not glowing after the setting time, a sum of Rs. 70.00 for each Pole per day will be deducted from the quoted rate/ Performance Guarantee deposit.
- g) If any light of his jurisdiction is seen or reported not glowing for consecutive 2 (two) days or found broken, a sum of Rs. 70/= for each light of each trident pole per day from the third day onwards will be deducted from the quoted rate/ Performance Guarantee deposit without making any further communication.
- h) If it is found that more than 15% of each stretch, may be in a scattered location, not glowing/ broken, an amount of Rs.1000.00 (One Thousand) from day 1 (one) will be deducted from the quoted rate/ Performance Guarantee deposit additionally along with existing penalty charges as on (f) and (g).
- i) The Agency shall be responsible for keeping upto date the distribution box, feeder pillar box/ panel Board, service connection, meter box unit, timer machine and switch, loop box etc.
- j) All tools and plants, ladder, electrical apparatus, use of any vehicles if required etc. will have to be arranged and all costs will have to be borne by the Agency.

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- k) All the poles with Street light fittings & Flood light including lamps and other related parts to be handed over to the Authority in good and functional position and condition before the end of the contract period. A joint verification will be done within 15 (fifteen) working days before the last day of contract period. All dues will be released only after a satisfactory result of the visit.
- l) Any major breakdown / defects should immediately be brought to the notice of the concern Assistant Engineer or Sub-Assistant Engineer. For any repairing work, if lights have to be put on daytime, concern Assistant Engineer must be informed in advance over telephone / via SMS.
- m) On selection, Performance Guarantee of Rs.40,000/- (Forty Thousand) have to be deposited in favour of CEO, SJDA at the time of Formal Agreement within 7 (Seven) working Days.
- n) If instructed to maintain any new area / stretch or withheld any stretch or part, addition or subtraction of maintenance cost will be done proportionately from the yearly quoted amount. Calculation will be done based on the maintenance cost per pole per day multiplied by number of remaining days of the year. All the terms and conditions will remain be same.
- o) The Bill will have to be submitted quarterly and payment will be made after certification of the authorised Officer and after deducting the penalty charges (if any) and necessary taxes etc. as per Govt. norms.
- p) The tenure for Maintenance will be initially for a period of 12 (Twelve) Month but may be extended for another 24(twenty four) Month on satisfactory performance. But the agency has to quote rate for 12(Twelve) Month only and the same rate will be applicable for consecutive years.
- q) The successful quotationer will have to execute an agreement with other formalities. For improper / insufficient maintenance the undersigned will reduce the rate as He deemed fit in conformity to the clauses of basic agreement. However, for disruption of electric supply due to fault of WBSEDCL or natural calamity the Agency will not be held responsible. But for any damage or theft caused due to any other reasons will have to be rectified within the quoted price.
- r) All works shall be executed in adherence to the IE rules.
- s) SJDA reserves right to withdraw from whole process or any part thereof to accept or reject any or all offer at any stage of the process. No formal obligation shall accrue to SJDA or in such an Event Authority shall not be responsible for Non receipt of correspondence sent by post / e-mail / SMS / courier.
- t) In case of change of accessories except Lamp / Fittings only material cost will be given to the Agency in separate bill submitted by him.



Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Dated: - 7.7.22

Copy to: With request to display in their Notice Board.

1. District Magistrate, Darjeeling.
2. District Magistrate, Jalpaiguri.
3. Chairman, Jalpaiguri Municipality, Jalpaiguri.
4. Addl. Executive Officer, Siliguri Mahakuma Parishad.
5. Commissioner, Siliguri Municipal Corporation.
6. Secretary, Jalpaiguri Zilla Parishad, Jalpaiguri.
- ✓ 7. A.E.O., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website - *Rinku Saha*
8. Superintending Engineer, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
9. Executive Engineer, Northern Circle, PWD, Jalpaiguri.
10. Executive Engineer, North Bengal Development Department, H. C. Road, Siliguri.
11. Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
12. D.I.O., NIC, Siliguri for uploading in official website.
13. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
14. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.



Chief Executive Officer
Siliguri Jalpaiguri Development Authority