

SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY
TENZING NORGEY ROAD, PRADHAN NAGAR, SILIGURI – 734 003

NOTICE INVITING TENDER
No. – 007 / Engg. / 2011 - 12 of SJDA

Memo No.....

(QSF: ENGG 28 / 01)

Date:.....

Sealed tenders are invited on behalf of **Siliguri Jalpaiguri Development Authority** from resourceful, bonafide and experienced agencies of the following work:

1. **Name of work**: Sanitary, Plumbing & Allied Works for Workshop Building at Second Campus of Govt. Polytechnic College, Siliguri.
2. **Name of Tendering Authority**: Chief Executive Officer, Siliguri Jalpaiguri Development Authority.
3. **Amount put to Tender**: Rs. 55, 02, 749.00
4. **Time of completion**: 4 (Four) Months.
5. **Issue of Tender Documents / Papers**:
 - a) Intending tenderers may obtain the Tender Documents / Papers from the Cash Section of Siliguri Jalpaiguri Development Authority only on payment of requisite amount of Demand Draft / Pay Order. No tender paper will be sold beyond the last date of purchasing tender.
 - b) Intending tenderers can also down load the Tender Documents / Papers from the website of Siliguri Jalpaiguri Development Authority (www.sjda.org). The cost of the tender documents should be attached in a separate Demand Draft / Pay Order along with Part – I i.e., Technical Part.
 - c) **Last date & time of Purchasing Tender Form**: **19.09.2011 up to 5.00 PM.**

6. **Submission of Tenders**:

- a) **Mode of submission**: The tenderers shall submit their tenders in two sealed covers enclosed in a main sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgey Road, Pradhan Nagar, Siliguri – 734 003.

The sealed cover no. 1 shall be superscribed as “**Part – I (Technical Bid)**” containing technical and financial specifications / particulars as detailed under 6 (b) and 6 (c) below along with the Earnest Money and cost of tender documents (if necessary).

The sealed cover no. 2 shall be superscribed as “**Part – II (Financial Bid)**” containing rate duly filled up, in the tender documents purchased or down loaded, in percentage terms At – Par, Below or Above than the Departmental Price Schedule attached for the work.

- b) **Documents to be submitted**: A list of Self Attested photocopies with serial number of pages of the following documents will be submitted by the Contractor / (s) in the financial part (sl. no. i to vi) and Technical Part (sl. no. vii to x) for pre-qualification.
 - i) Sales Tax & P. Tax clearance Certificate along with VAT Registration Certificate (If any).
 - ii) Income Tax PAN along with the Copy of latest Return submitted to I.T. Authority.
 - iii) Bank Solvency Certificate issued in current financial year must be submitted in prescribed proforma enclosed.
 - iv) In case of Co-operative Societies latest Registration Certificate in C.D. Form No. 4 / C.S. Form No. 21 (New) to the effect that covered under Co – operative Act and Exemption Certificate for Earnest Money to be provided with application.
 - v) Latest Challan in support of depositing EPF to be supplied invariably along with application. Challan should not be more than two months old from the month of publication of NIT (Condition applies in case of works in respect of which amount put to tender is over and above Rs. 10.00 Lac).

OR

Written declaration in form of affidavit before Notary to the effect that the Firm is not covered under EPF Act and working with less than 20 / 50 (in case of Co – operative Society) employees or Clearance Certificate from the EPF Authority to the effect that the Organisation is not covered under EPF Act to be provided along with the application (Condition applies only in case of which amount put to tender is upto Rs. 10.00 Lac).

- vi) Turnover should be more than **Rs. 55.03 Lac**. Audited Accounts for last three years in support of turnover to be submitted invariably in case of value of the work is 40.00 Lac or more. In case of the value of work is less

than 40.00 Lac Payment Certificate or audited accounts may be submitted in support of turnover. The turnover for any one of the financial year out of three must be equal to or more than **Rs. 55.03 Lac**.

- vii) Supporting papers related with credentials as Work Order, Payment Certificate and Completion Certificate from Central / State Govt. / Govt. Undertakings & Enterprises / Local & semi-Govt. organizations and Development Authorities / Statutory Bodies for similar nature of works of an amount at least of **Rs. 27.50 lac** in a single tender executed within last **3 (three) years**.
- viii) A list of machineries / construction equipments related to the same nature of work owned by the agency with proper valid paper along with an undertaking should be submitted.
- ix) Tenderer must submit their detail performance report against the work executed within last three years.
- x) A list of Technical Personnel should be submitted along with supporting documents.
- xi) Tenderers shall have to submit a written declaration in the form of Affidavit before Notary as the correctness of the copies of all documents.
- xii) The tenderers shall have to show original copies of the submitted documents at the time of evaluation of the tenders.
- xiii) Tenderer or his authorised representative must be present at the time of opening of **“Part – I (Technical Bid)” & “Part – II (Financial Bid)”**.

c) Financial Instruments:

- i) Earnest Money: **Rs. 20, 000.00** (May be paid in the form of Demand Draft / Pay Order in favour of Chief Executive Officer, Siliguri Jalpaiguri Development Authority) should be attached along with Part – I i.e., Technical Part.
- ii) Cost of Tender Form: **Rs. 2, 000.00** (May be paid in the form of Demand Draft / Pay Order or Challan to be deposited in **United Bank of India** in favour of Chief Executive Officer, Siliguri Jalpaiguri Development Authority).

d) Last date & time of Submission: **26.09.2011 up to 2.30 PM.**

- 7. Receiving of Tender Documents / Papers: Tender will be receive through tender box kept in the office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Siliguri and office of the Sub Divisional Officer, Siliguri.
- 8. Opening of Tenders: “Part – I” will be opened on **26.09.2011 at 3.00 PM** and the “Part – II” of the qualified tenderers will be opened on **29.09.2011 at 3.00 PM**. List of tenderers qualified in technical bid will be displayed at the Notice Board of Siliguri Jalpaiguri Development Authority, Siliguri. The tenderers or their authorized representatives may like to present at the time of opening of both “Part – I” and “Part – II”. The schedule of opening may be altered depending on unavoidable circumstances.
- 9. Details of Work: The details of the work may be seen in the tender documents / papers or from the tendering wing of the Engineering Section.
- 10. The tendering authority is not bound to accept the lowest rates and reserves the right to cancel any or the entire tender / (s) without assigning any reason there to.
- 11. The rate quoted in the proper place of the tender form enclosed with the tender documents shall only be treated as valid and no other conditions along with or submitted later on shall be acceptable.
- 12. 1 % Cess will be deducted from the Bill (s) for welfare of labour as per Govt. notification.
- 13. The maintenance period of the work to be considered as **1 (One) year** from the date of completion of the work and security money will be released after this period.

Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Memo No.:.....

Date:.....

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

- 1. Sabhadhipati, Siliguri Mahakuma Parishad.
- 2. Mayor, Siliguri Municipal Corporation.
- 3. District Magistrate, Darjeeling.
- 4. District Magistrate, Jalpaiguri.
- 5. Chairman, Jalpaiguri Municipality, Jalpaiguri.

6. Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
7. Superintendent of Police, Darjeeling.
8. Superintendent of Police, Jalpaiguri.
9. Superintending Engineer, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
10. Superintending Engineer, Northern Circle, PWD, Jalpaiguri.
11. Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
12. Executive Engineer, Construction Board, Gayaram Build, H.C. Road, Siliguri.
13. Executive Engineer, Darjeeling Division, PWD.
14. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.
16. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in website.

Chief Executive Officer
Siliguri Jalpaiguri Development Authority