**GOVERNMENT OF WEST BENGAL**
**OFFICE OF THE EXECUTIVE ENGINEER**
**PURULIA HIGHWAY DIVISION**
**P.W. (ROADS) DIRECTORATE**
**RANCHI ROAD, PURULIA.**

**MEMO NO.: 318/E-46**

**Date 10.08.2020**

**NOTICE INVITING ELECTRONIC TENDER NO. 5 OF 2020-2021 OF THE EXECUTIVE ENGINEER, PURULIA HIGHWAY DIVISION**

On behalf of the Governor of West Bengal, The Executive Engineer, Purulia Highway Division, P. W. (Roads) Directorate, invites e-Tenders (Percentage rate electronic Tenders) from eligible resourceful & bonafide contractors as per the following list of works under table 1. As per Order of Finance Department vide No.- 1177-F(Y), dt.- 28.02.2014 and order no.- 71/SPW/2014, dt.- 03.03.2014 of Principal Secretary, PWD and Chief Engineer, P.W(Roads) Directorate memo no.- 129(7)/CE(R), dt.- 03.03.2014. (Online)

**WBPWRD/EE/PHD/NIC-T-5/20-21**
(THROUGH PRE-QUALIFICATION)

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the work</th>
<th>Estimated Amount (Including GST) (Rs.)</th>
<th>Earnest Money (Rs.)</th>
<th>Price of Technical, Financial Bid documents, 291(1)(ii) &amp; Others Annexure</th>
<th>Period of Completion</th>
<th>Defect Liability Period</th>
<th>Eligibility of Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Repairing of Chakotore Barabazar Road from 0.00 Kmp to 2.50 Kmp by WBM, 20mm P.S, Seal Coat in different stretches and cleaning of Balarampur stack yard by jungle cutting under Balarampur Highway Sub-Division of Purulia Highway Division during the year 2020-21.</td>
<td><strong>Rs. 5,38,543.37</strong></td>
<td>Rs. 10,771.00 in favour of the Executive Engineer, Purulia Highway Division.</td>
<td>N.A. Follow CL-31 of this NIT.</td>
<td><strong>30 (thirty) days from the date of commencement</strong></td>
<td><strong>1 (one) year</strong></td>
<td>Bonafide and Resourceful Agencies as in revised Clause-3</td>
</tr>
</tbody>
</table>
Note:

i) See clause 39 carefully for Additional Performance Security.

ii) The agencies entrusted with the work will have to arrange their own Road Rollers & Tar ballers compulsorily. However, Department will provide Road Rollers & Tar ballers only if separable. No time extension will be allowed on this ground.

iii) Required S.R. Bitumen VG-30(Packed) and Bitumen Emulsion-MS Type (Packed), Cement and Steel for the work will be supplied by the Agency.

1. For participating in the tender the bidders shall not have to pay the cost of tender documents for the purpose of participating in e-tendering [as per Notification No. 199-CRC/2M-10/2012, dated 21.12.2012 by the Secretary to the Government of West Bengal, Public Works Department, (CRC Branch)].

The Bidder has to make payment of pre-defined Earnest Money against the work as mentioned in the List of Works for which they applied, by selecting either of the following payments modes:

a) Net banking (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway.

b) RTGS/NEFT in case of offline payment through Bank Account in any Bank.

The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. has been stopped for e-procurement w.e.f 01.09.2016 as per Finance Department Order No. 3975-F(Y) dated 28th July, 2016. Necessary Earnest Money has to be deposited by the bidder electronically: online—through his net banking enabled bank account, maintained at any bank or: offline—through any bank by generating NEFT / RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Pre-defined Amount as mentioned in the NIT against each work, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-procurement Reference No. and Intending bidder who wants to transfer EMD through NEFT / RTGS must read and follow the instructions of the pre-filled Challan generated from e-Procurement site for payment of the EMD. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for Processing of Payment of EMD. ICICI Bank Help desk No.: 033-40267512 / 033-4026751.[Detail procedure is furnished in Clause-37(A)]

2. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website https://stender.wb.nic.in. Tender document may be downloading from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in Cl. No. 9.

The Original Scanned Copy of the documents should be submitted / uploaded by the bidders.

3. Eligibility criteria for participation in tender:

Registered Labour Co-Operative societies, Registered Engineers’ Co-Operative Societies & Bonafide Outsiders will have to produce credential as follows:

a) For first call of NIT

i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

ii) Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than desired value at (i) above.

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly started that the work is in
progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

b) For 2nd call of NIT
i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of 30% of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice; or,
ii) Intending tenderers should produce credentials of 2 (two) similar nature of work, each of the minimum value of 25% of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice; or,
iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at (i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

c) For 3rd call of NIT:

i) Intending tenderers should produce credentials of similar nature of work of the minimum value of 20% of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice; or,

ii) Intending tenderers should produce credentials or one single running work of similar nature which has been completed to the extent of 70% or more and value of which is not less than the desired value at (i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e., the tenderer.

Payment certificate will not be treated as credential. A xerox copy (self-attested) of credential duly signed by the applicant is to be submitted along with the original for verification.

[Non Statutory Documents]

i) Estimated amount, Date of completion of project & detail communicational address of Client must be indicated in the Credential Certificate. Similar nature of work i.e., flexible pavement consists of WBM, BM, PC, and MSS, etc. / Rigid Pavement / High grade Concrete work in Road & Bridge / Mastic Asphalt Work and/or Soil Exploration work, etc.


iii) In case of Registered Labour Co-operative Society and Engineer's Co-operative Society, an copy of latest valid documents for verification of the signature of the empowered members of the respective Co-operative Society to be submitted, Audit Report of Last 3 years, Registration Certificate/Bye Laws issued by the Co-operative Department to the respective Societies to be submitted by the Registered Labour Co-operative and Engineers Co-operative Societies and respective order issued by the Co-operative Department, Current N.O.C from A.R.C.S.Bonafide& resourceful Agencies must have to be furnished Audit Report in 3CD Form of Last 3 years. [Non Statutory Documents]

iv) Proprietorship firm have to be elucidated the self-evident of the firm by Affidavit, if name of the firm not identical with the Good name of the Owner. [Non Statutory Documents]
A prospective bidder shall be allowed to participate in the particular Job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single Job, all his applications will be rejected for that Job, without assigning any reason thereof.

The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents]

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

4. The executing agency (successful bidder) may not get a running payment unless the gross amount of running bill will be 5(five) lakh or 30% of the tendered amount whichever is less. Provisions in Clause(s) 7, 8, & 9 contained in W.B. Form No. 2911 (ii) so far as they relate to quantum and frequencies of payment are to be treated as superseded.

5. **Constructional Labour Welfare Cess** @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency, VAT, Royalty & all other Statutory levy/ Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes & cess stated above.

6. **No Mobilization Advance and Secured Advance** will be allowed.

7. Agencies shall have to arrange required land for installation of Plant & Machineries, (specified for each awarded work, storing of materials, labour shed, laboratory etc. at their own cost and responsibility nearest to the work site.

8. **Bids shall remain valid** for a period not less than 120 days (One Hundred Twenty) from the last date of submission of Financial Bid/ Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

9. **Date & Time Schedule:**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>Date &amp; Time (Time as per Server Clock)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Date of uploading of NIT Tender Documents</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>2</td>
<td>Document download /sale start date (online)</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>3</td>
<td>Documents download/sale end date (online)</td>
<td>25/08/2020 at 02:00 PM</td>
</tr>
<tr>
<td>4</td>
<td>Bid submission Start Date. (online)</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>5</td>
<td>Last date of submission of Technical &amp; Financial Proposals (online)</td>
<td>25/08/2020 at 02:00 PM</td>
</tr>
<tr>
<td>6</td>
<td>Date of opening of Technical Proposals at the office of the Executive Engineer, Purulia Highway Division, Ranchi Road, Purulia. (online)</td>
<td>27/08/2020 at 02:10 PM</td>
</tr>
<tr>
<td>7</td>
<td>Date of opening of Financial Proposal at the office of the Executive Engineer, Purulia Highway Division, Ranchi Road, Purulia. (online)</td>
<td>To be notified later on.</td>
</tr>
</tbody>
</table>

10. There shall be no provision of Arbitration. Hence Cl. 25 of 2911 (ii) is omitted vide notification no. 558/SPW dt. 13.12.11 of Secretary, to the Govt. of West Bengal.

11. Earnest Money: The amount of Earnest Money is 2% (Two percent) of the estimated amount put to tender (as mentioned in list of scheme)

12. The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering
into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her own risk and cost.

13. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Executive Engineer, Purulia Highway Division, P.W. (Roads) Directorate reserves the right to reject any application for purchasing Bid documents 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.

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

15. Prospective bidders shall have to execute the work in such a manner so that appropriate service level of the road under improvement is to be maintained during progress of work and a period as Defect Liability Period, from the date of successful completion of the work to the entire satisfaction of Engineer-in-Charge. If any defect/damage is found during the period as mentioned above the contractor shall make the same good at his own expense to the specification at par with instantaneous project work, or in default, the Engineer-in-Charge may cause the same to be made good by other agency and deduct the expense (of which the certificate the Engineer-in-Charge shall be final) from any sums that may be then, or at any time thereafter become due to contract or from his security deposit, or the proceeds of the sale thereof, or of sufficient portion thereof.

16. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

17. In case of Ascertaining Authority at any stage of tender process or execution of work necessary registered irrevocable power of attorney is to be produced.

18. All intending bidders are requested to be present in the chamber of the Executive Engineer, Purulia Highway Division, P.W. (Roads) Directorate during opening of the Tender, to observe the tender opening procedure.

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

20. No Joint Venture firm will be entertained under any circumstances.

21. In the event of acceptance of lowest tendered rate no multiple lowest rate will be considered by the Department. The Executive Engineer, Purulia Highway Division, P.W. (Roads) Directorate. Reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

22. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.

23. 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 manufacture or false in that case, work order will not be issued in favour of the tenderer under any circumstances.

24. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence:-
   a. Form No. 2911(ii)
   b. NIT
   c. Special terms & Condition
   d. Technical bid
   e. Financial bid

25. Qualification Criteria
   The Tender Inviting & Accepting Authority through a ‘Screening Committee’ will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding:-
   a) Financial Capacity
   b) Technical Capability comprising of personnel & equipment capability
   c) Experience
   The eligibility of a bidder will be ascertained on the basis of the attested documents in support of the minimum criteria as mentioned in a, b, c above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice with forfeiture of earnest money forthwith.

26. Refund of EMD : The Earnest Money of all the unsuccessful Tenderers will be refunded automatically through the electronics system and device as per Finance Department Memorandum No. 3975-F(Y) dated 28/07/2016. [Detail is furnished in Clause-37(B)]

27. Contractor 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.

28. If any date is specified in the N.I.T. falls on Holiday or any other occasion, declared holiday the corresponding dates will be considered/reckoned the next working day/days.

29. All materials for the work need to be arranged by agency at his own cost unless otherwise mentioned. The stock if issued would be supplied from any go-down under the division and recovery would be as per rates for departmental materials if any, as stipulated in the departmental schedule of rates of P. W (R)Directorate under South Western Highway Circle in force of the date of tendering with up-to-date corrigendum, addenda effected therein.

30. Location of departmental Godown from which departmental materials to be issued for work within the jurisdiction of Purulia Highway Division.

31. As per G.O. No. - 199-CRC/2M-10/2012, dated- 21.12.2012 of P.W.D (C.R.C. Branch), Bidders shall not have to pay Tender Documents cost for purpose of participating in e-Tendering only. However, during execution of formal agreement Price of Tenderdocumentsaccompanied with the cost of 2911(ii) will have to be paid by the successful Bidder as per rule.
32. All materials including bitumen, bitumen emulsion, steel, cement and all plants and machineries required for the work if procured and supplied by the Agency at his/her/their own cost from approved and reputed firm/dealer. Authentic evidence for purchase of bitumen, bitumen emulsion, cement, steel and other materials are to be submitted along with the challan and test certificates from appropriate authority as decided by the Engineer-in-charge and further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost, if required by the E-I-C. Specification for bitumen and bitumen emulsion shall conform to latest revision of IS:73, 215, 217 and 8887; Cement conforming to IS:12269; and Reinforcement Steel shall conform to Cl.302.5 of IRC:21. Reinforcement of Grade S240 and S415 conforming IS:432 (Part-1) to M.S. and IS:1786 to HYSB bar respectively are to be used. As all the required materials and machineries are to be procured and supplied by the Agency as above, all the clauses and additional condition incorporated in West Bengal Form No ; 2911 (ii) in connection with the issue of Departmental materials and machineries will not be applicable in this contract.

33. No extension of time will be allowed except on special case.

34. Representation in connection with tender submitted by Co-operative Societies:
   The Chairman and the Secretary or three directors including either the Chairman or the Secretary shall execute and sign all deeds, documents, tender papers as per act of the Bye-Laws of the Cooperative Societies, failing which the tender will be liable for rejection. The copy of the last Audit Report including copy of the minutes of last A.G.M. may be sought for if deemed necessary for verification of the authority.

35. In this cases the Security Deposit of the Contractor shall not be refunded before the expiry of 3 (three) months after issuance of the certificate, final or otherwise or completion of work by the Engineer-in-charge.

36. PWD's memo no. 547-W(C)/1M-387/15 dt. 16.11.2015 is applicable in this NIT. (Detail of the memorandum is annexed)

37. No Joint Venture firm will be entertained under any circumstances.

38. A) Earnest Money Payment procedure as per Finance Department Order No. 3975-FCY dated 28th July, 2016:
   a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:
      i) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
      ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
      iii) Bidder will receive a confirmation message regarding success/failure of the transaction.
      iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
      v) If the transaction is failure, the bidder will again try for payment by going back to the first step.
   b) Payment through RTGS/NEFT:
      i) On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
      ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
      iii) Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
      iv) If verification is successful, the fund will get credited to the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
      v) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
      vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.
**B) Earnest Money Refund/Settlement Process:**

i) The EMD of the bidders disqualified at the technical evaluation will be refunded through an automated process to the respective bidders’ bank accounts from which they made the payment transaction.

ii) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded through an automated process to the respective bidders’ bank accounts from which they made the payment transaction.

iii) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction.

iv) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal, EMD of the L1 bidder will automatically get transferred from the Pooling account to the State Government deposit head through GRIPS along with the bank particulars of the L1 bidder.

39 **Additional Performance Security in Road Works:**

The Additional Performance Security shall be obtained from the successful bidder as per Memorandum No. IT-06/2017/444-R/PL dated 18.04.2017 of Principal Secretary, Public Works Department (for details see clause - C.51 of Special Terms & Condition of Section-C)

**INSTRUCTION TO BIDDERS**

**SECTION – A**

**General guidance for e-Tendering**

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

1. **Registration of Contractor**

   Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to https://etender.wb.nic.in.(the web portal of public works department) the contractor is to click on the link for e-Tendering site as given on the web portal.

2. **Digital Signature certificate (DSC)**

   Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate(DSC) for submission of tenders, from the approved service provider of the National Information’s Centre(NIC) on payment of requisite amount details are available at the Web Site stated in Clause2 of Guideline to Tenderer DSC is given as a USB-Token.

3. **Search & Download**

   The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. **Participation in more than one work**

   A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all
his applications will be rejected for that job. A prospective bidder (including his participation in partnership) shall be allowed to participate in more than one no of work (Road/Building) as mentioned in the list of detailed work provided his bid capacity permits.

**Submission of Tenders.**

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. **Technical proposal**

The Technical proposal should contain **scanned copies** of the following further two covers(folders).

**A-1. Statutory / Fee/Pre-Qualification / Technical file Cover Containing:-**

1. Prequalification Application (Proforma as in Sec.-B, Form – I)
2. Structure and Organization (Proforma as in Sec.-B, Form – II)
3. Experience Profile (Proforma as in Sec.- B, Form –III)
4. Declaration by the tenderer (Proforma as in Sec.- B, Form No.- IV)
5. Affidavit "Y". (Proforma as given)
6. Tender form No. 2911(ii)&NIT with all agenda & corrigendum (download & upload the same digitally Signed quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii) the tender liable to summarily rejected. Quoted rate only in the BOQ.)
7. Special Terms, conditions & specifications of works if any.

**A-2. Nonstatutory Cover / TechnicalDocumentsContaining:-**

<table>
<thead>
<tr>
<th>Sl. no.</th>
<th>Category Name</th>
<th>Sub Category Name</th>
<th>Details of the Document submitted</th>
</tr>
</thead>
</table>
| A       | CERTIFICATES  | CERTIFICATES      | i) Professional Tax (PT) deposit receipt challan for the financial year 2020-21,  
|         |               |                   | ii) Pan Card,  
|         |               |                   | iii) IT Return for the Assessment not earlier than year 2019-20,  
|         |               |                   | v) Trade License issued by Municipality/Panchayet for all. |
| B       | COMPANY DETAILS | COMPANY DETAILS 1 | i) Registration Certificate under Company Act. (if any)/Incorporation Certificate.  
|         |               |                   | ii) Proprietorship firm have to be elucidated the self-evident of the firm by Affidavit, if name of the firm not identical with the Good name of the Owner.  
|         |               |                   | iii) Registered Deed of partnership Firm/ Article of |

-9-
<table>
<thead>
<tr>
<th>COMPANY DETAILS 2</th>
<th>CREDENTIAL</th>
<th>CREDENTIAL1</th>
</tr>
</thead>
<tbody>
<tr>
<td>iv) Registered Power of Attorney for using DSC &amp; sign, all Tender documents (For Partnership Firm/Private Limited Company) (Ref. Cl. No. 16 of this NIT)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i) Validity clearance certificate from A.R.C.S. are to be submitted by the Registered Labour Co-operative and Engineers Co-operative Societies,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii) Copy of Registered power delegation certificate where Power has been delegated to the society member on behalf of the respective society to use Digital Signature Card, Registration Certificate/Bye Laws issued by the Co-operative Department to the respective Societies are to be submitted by the Registered Labour Co-operative and Engineers Co-operative Societies,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CREDENTIAL</td>
<td>D FINANCIAL INFO</td>
<td>E DECALRATION</td>
</tr>
<tr>
<td>Registered Labour Co-Operative &amp; Registered Engineers’ Co-Operative Societies and Bonafide &amp; resourceful Agencies will have to produce sufficient credential (as per Cl. No. 3 of this NIT) of executing similar nature of work without considering contractual percentage i.e., less or above which is not more than last 5(five) years prior to the date of issue of the tender notice (Date of completion of the work will be considered) of State Govt. of West Bengal / Govt. of India/ Zilla Parishad / State or Central Govt. Undertaken firms/ Statutory Bodies constituted under the statute of State or Central Govt. etc. in the shape of completion certificate with ref. to specific tender No. from appropriate authority not below the rank of the Executive Engineer for taking permission.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registered Unemployed Engineers’ Co-operative Societies/ Unemployed Labour Co.- Op. Societies must have to be furnished Audit Report of last 3 years and Bonafide resourceful Agencies must have to be furnished Audit Report in 3CD Form of Last 3 years.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>i) Affidavit (If any)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii) Orders</td>
<td></td>
<td></td>
</tr>
<tr>
<td>iii) Declaration.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Scanned copy of Original Credential Certificate as stated in Sl. 2 of NIT.

Note:- Failure of submission of any of the above mentioned documents as per given proforma /Format (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

B. Tender Evaluation:-

i) Opening of Technical proposal :-
   a. Technical proposals will be open by the Executive Engineer, Purulia Highway Division, Public Works (Roads) Directorate.
   b. Intending tenderers may remain present if they so desire.
   c. Cover(folder) statutory documents (vide Cl. No. 5.A-1) should be open first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. - 5.A-2) will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
   d. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the tender evolution committee.
   e. Uploading of summary list of the technically qualified Tenderers.
vi) Pursuant to scrutiny & decision of the Executive Engineer, Purulia Highway Division, the summary list of eligible tenderer & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

vii) While evaluation the Executive Engineer, Purulia Highway Division, may summon of the tenders & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

C. Financial proposal :-

i. The financial proposal should contain the following documents in one cover(folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate (percentage Above/Below/ Atpar) online through computer in the space marked for quoting rate in the BOQ.

ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

6. Penalty for suppression / distortion of facts
Submission of false document by tenderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

7. REJECTION OF BID:-
The Employer (tender accepting authority) reserves the right to accept or reject any Bid and 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.

N.B.-The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/ Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Contract. The Agreement in W.B.F.No.-2911(ii) will incorporate all necessary documents e.g. N.I.T., all addenda-corrigendum, special terms & condition (Section -C), different filled-up forms (Section -B), B.O.Q. and the same will be constituted between the Tender Accepting Authority and the successful Bidder.

Memo No : 318/1(1)/E-46

Copy forwarded to the Joint Director of Information & Cultural Affairs Department, Writers' Building, Kolkata - 700001 for information with the request for circulation of the widely as per norms through advertisement in the renowned/ widely circulated News Papers and in the State Government Website(Matter of Publication is enclosed).

Memo No. : 318/2(4)/E-46
Copy forwarded for information and wide circulation to the :-

1) Sabhadhipati, Purulia Zilla Parishad.
2) District Magistrate, Purulia.
3) District Informatics Officer, NIC, Purulia.
4) District Information and Cultural Officer, Purulia.

Executive Engineer
Purulia Highway Division
P.W.(Roads) Directorate

Memo No. : 318/3(18)/E-46 Date : 10.08.2020

Copy forwarded for information and wide circulation to the :-

2) Chief Engineer, West Zone, P.W.(Roads) Directorate, ‘AHANA’, Michel Faraday Road, City Centre, Durgapur-713216, Burdwan.
3) Superintending Engineer, South Western Highway Circle, Shahid Mangal Pandey Sarani, P.O.: Midnapur, Dist : Paschim Medinipur.
4-7) Executive Engineer – Midnapore Highway Division No. - I / II / Tamulpur Highway Division / Bankura Highway Division.
8) Executive Engineer, P.W.D., Purulia Division, Purulia.
9) Executive Engineer, Social Sector, P.W.D., Purulia Division, Purulia.
10) Executive Engineer N.H. Division No. IV, Purulia.
11-13) Assistant Engineer – Purulia / Balarampur / Manbazar Highway Sub-Division, Purulia.
14-17) Head Clerk / Estimating Section / Sr. Divisional Accounts Officer / Cashier of Purulia Highway Division.
18) NOTICE BOARD OF THIS OFFICE.

Executive Engineer
Purulia Highway Division
P.W.(Roads) Directorate

Memo No. : 318/4(4)/E-46 Date : 10.08.2020

Copy forwarded for information and wide circulation to the :-

1-4) Secretary, District Contractor’s Association, Purulia / Federation of Un-employed Engineers’ Co-Operative Society, Purulia / Federation of Labour Co-Operator’s Association, Purulia / Contractors Association, Purulia.
On behalf of the Governor of West Bengal, The Executive Engineer, Purulia Highway Division, P. W. (Roads) Directorate, invites e-Quotations (item & total rate electronic Quotations) from eligible resourceful & bonafide suppliers, manufacturers, authorized dealers/distributors or firms having sufficient experience in the field of the following list of works under Table 1. As per Order of Finance Department vide No.- 1177-F(Y), dt.- 28.02.2014 and order no.- 71/SPW/2014 dt.- 03.03.2014 of Principal Secretary, PWD and Chief Engineer, P.W(Roads) Directorate memo no.- 129(7)/CE(R), dt.- 03.03.2014. (Online)

**WBPWWRD/EE/PHD/NiQ- 2/20-21 (THROUGH PRE-QUALIFICATION)**

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of the work</th>
<th>Earnest Money (Rs.)</th>
<th>Price of Technical, Financial Bid documents, 2911(h) &amp; others Annexure</th>
<th>Period of Completion</th>
<th>Name of the Concerned Sub-Division</th>
<th>Eligibility of Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Security arrangement in Government Offices, Godowns, Office Compounds, Stackyard etc. of Assistant Engineer, Purulia Highways Sub-Division Balarampur, Highways Sub-Division Manbar Sub-Division under Purulia Highways Division in the District of Purulia during the year 2020-2021.</td>
<td>Rs. 52,480.00 in favour of the Executive Engineer, Purulia Highways Division.</td>
<td>N.A. Follow Cl.29 of this NQ.</td>
<td>365 (three hundred sixty five) days from the date of commencement.</td>
<td>Purulia, Balarampur &amp; Manbar Sub-Division</td>
<td>Bonafide and Resourceful Agencies having sufficient experience in the similar nature of work.</td>
</tr>
</tbody>
</table>

**TERMS AND CONDITIONS**

1. In the event of e-filing intending bidders may download the quotation document from the departmental website directly by the help of Digital Signature Certificate. Man Power deployed should be paid minimum rates of wages under the Minimum Wages act, 1948 as applicable and the agency must comply with the relevant rules of Labour Commissioner, Government of West Bengal, G.O. vide Memo. No. 97/Stat/2RW/76266/ LCS/1LC dated 25.06.2020 for engagement of personnel. They should be paid the benefit as per EFPF/ EPPF Act, E SI Act, Etc. Agency shall be wholly and exclusively responsible for due performance for the entire obligation under Contract Labour (Regulation and Abolition) Act, 1970 and Department shall not in any way be responsible for the breach or violation of any of provision under the said Act and Rules there under.

2. Necessary Earnest Money will be deputed by the bidder electronically; online through his net banking enabled bank account, maintained at any bank through any bank by generating NEFT/RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.
3  i) An intending agency shall submit the following documents for participation in quotation:
   a. Valid Trade license
   b. PAN Card
   c. Profession Tax Registration certificate with current challan.
   d. GST Registration certificate with latest G.S.T. Return.
   e. EPF Registration certificate with last three month payment challan.
   f. ESIC Registration certificate with last three month payment challan.
   g. Labour Licence Registration certificate.
   h. Registration under Ministry of Labour and Employment.
   i. Certificate of shop and Establishment.
   j. Income tax return for last three years.
   k. Audit Report for last three years.
   l. Firm/Company registration certificate.
   m. Private Security License obtained from Home Department, Govt. of West Bengal.
   n. Minimum 5 (five) year experience of rendering similar service under the establishment of this Government of West Bengal/Undertaking of this Government or Government of West Bengal or any Govt. of State.

   ii) Neither prospective bidders nor any of constituent partner had been debarred to participate in quotation by the Public Works Department during the last 5 (five) years prior to the date of this NIQ. Such debarment will be considered as disqualification towards eligibility. In respect a declaration should be submitted by Non-Judicial Stamp Paper duly Notarized by the competent authority.

   iii) A prospective bidder shall be allowed to participate in any Job either in the capacity of individual or as a partner of a firm.

   iv) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents]

   v) No Bidders will be allowed without depositing the Earnest Money.

4  The executing agency (successful bidder) may not get a running payment unless the fund is received for this particular purpose. Provisions in Clause (s) 7, 8 & 9 contained in W.B. Form No. 2911(ii) so far as they relate to quantum and frequencies of payment are to be treated as superseded.

5  No Mobilization Advance and Secured Advance will be allowed.

6  Bids shall remain valid for a period not less than 120 (One Hundred Twenty) days from the Last date of Bid Submission. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

7  Date & Time Schedule:

<table>
<thead>
<tr>
<th>SL No.</th>
<th>Particulars</th>
<th>Date &amp; Time (Time as per Server Clock)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Date of uploading of NIQ Tender Documents</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>2</td>
<td>Document download/sale start date(online)</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>3</td>
<td>Documents download/sale end date(online)</td>
<td>25/08/2020 at 02:00 PM</td>
</tr>
<tr>
<td>4</td>
<td>Bid submission Start Date. (online)</td>
<td>12/08/2020 at 09:00 AM</td>
</tr>
<tr>
<td>5</td>
<td>Last date of submission of Technical &amp; Financial Proposals (online)</td>
<td>25/08/2020 at 02:00 PM</td>
</tr>
<tr>
<td>6</td>
<td>Date of opening of Technical Proposals at the office of the Executive Engineer, Purulia Highway Division, Ranchi Road, Purulia. (online)</td>
<td>27/08/2020 at 02:10 PM</td>
</tr>
<tr>
<td>7</td>
<td>Date of opening of Financial Proposal at the office of the Executive Engineer, Purulia Highway Division, Ranchi Road, Purulia. (online)</td>
<td>To be notified later on.</td>
</tr>
</tbody>
</table>

9. There shall be no provision of Arbitration. Hence Cl. 25 of 2911 (ii) is omitted vide notification no. 558/SPW dt. 13.12.11 of Secretary, to the Govt. of West Bengal.

10. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursed by the Department. The Executive Engineer, Purulia Highway Division, P.W. (Roads) Directorate reserves the right to reject Bid documents 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.

11. In case of requirement of quotation inviting Authority at any stage of quotation process or execution of work, necessary registered irrevocable power of attorney is to be produced without any question.

12. No conditional / incomplete quotation will be accepted under any circumstances.

13. Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
   a. In the event of acceptance of lowest quoted rate multiple lowest rates will be considered by the Department.

14. The Executive Engineer, Purulia Highway Division, P.W. (Roads) Directorate reserves the right to cancel the N.I.Q. due to unavoidable circumstances and no claim in this respect will be entertained.

15. During scrutiny, if it is come to the notice to quotation inviting authority that the credentials or any other papers found incorrect/manufactured/fabricated, that quotation will not be allowed to participate in the quotation and that application will be out rightly rejected without any prejudice with forfeiture of earnest money forthwith.

16. Before issuance of the work order, the quotation inviting authority will verify the documents of the lowest quotation. After verification, if it is found that such documents submitted by the lowest quotation is either manufactured or false in that case, work order will not be issued in favour of the quotationer under any circumstances & necessary penal action will have to be taken by the authority as per existing Govt. Rules.

17. All the bidders must submit the rate analysis format (attached with the N.I.Q in Page No : 10) in Financial Bid (in Pdf. format in his own original letter head) obeying minimum rates of wages act of Labour Department and other Govt. rules in force in support of their quoted rate for verification.

18. CRITERIA REGARDING CREDENTIAL POLICY (REF NO-04-A/PW/0/10C-02/14, DATED: 18.03.2015 OF PRINCIPAL SECRETARY TO THE GOVT. OF WEST BENGAL, P.W.D.
Intending quotemakers should produce credentials of similar service in a single order of at least Rs. 10,49,598.00 (Rupees Ten lakh forty nine thousand five hundred ninety eight ) only to offices under the establishment of this Government of West Bengal Undertaking of this Government or Government of West Bengal or any Govt. of State.

Other terms and conditions of the credentials:
1. Payment certificate will not be treated as credential;
   ii. Credential certificate issued by the Executive Engineer or equivalent Officer of a State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed work will be taken as credential.

19. The applicant/Bidder must inspect the site of work and get acquainted with site conditions, facilities available and problems to be faced during work and take into account all such factors before quoting rate.

20. Deduction of tax shall be as per provision of current rules in force.

21. All quotemakers are requested to present during opening of Quotations positively. If considered necessary, instant online bid may be conducted immediately after opening of Quotations to lower down rates and in no case his/her absence will stand against holding the same.

22. The intending quotemaker is required to quote the rate in figures as well as in words.

23. The accepting authority reserves the right to reject any or all the Quotations without assigning any reason whatsoever and he will not be bound to accept either the lowest Quotation or any of the Quotations.
24. i) Payment will depend on availability of fund and no claim whatsoever will be entertained for delay of issuance of work order as well as payment, if any. Intending quotations may consider this criterion while quoting their rates.

ii) Bids shall remain valid for a period not less than 120 (One hundred twenty) days after the deadline date for Bid submission.

25. Statutory deduction by STDS is liable to be deducted as per provision of GST Act, 2017. However no STDS will be made until further order of the Govt. is issued.

Tax liability of the concerned works contract has to be borne as per prevailing GST Act, 2017 by the agency.

26. Successful Quotations shall be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses 6/7 of West Bengal Building & other Construction Works’ Act, 1996 and 6/12 of Contract Labour Act.

27. Successful Quotations may be asked to produce all documents in original for verification prior to issuance of Work Order.

28. Any intending Bidders who have failed to execute more than one works contract under any Directorate of this Department and was terminated by any sub rule under clause 3 of Quotation Form No.2911 or terminated under any clause of Standard Bidding Documents by the Engineer-in-charge / Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (two) years from the date of imposition of last termination notice by the Engineer-in-Charge / Employer.

29. As per G.O. No. 199-CRC/2M-10/2012, dated 21.12.2012 of P.W.D. (C.R.C. Branch), Bidders shall not have to pay quotation Documents cost for purpose of participating in e-Quotation only. However, during execution of formal agreement Price of quotation documents accompanied with the cost of 2911(ii) will have to be paid by the successful Bidder as per rule.

Special Terms & Conditions:

i) All liabilities towards compensation of damages of Government properties and theft of Government materials due to negligence of the personnel engaged must be borne by the Agency whose quotations will be accepted.

ii) No extra cost towards any accident of the engaged personnel will be borne by the Department and any compensation towards accident of the engaged personnel will be borne by the Agency.

iii) No claim for employment in Government Service will be accepted in any cases.

iv) No replacement will be allowed without any prior permission of the competent authority.

v) The list of personnel engaged for the duty shall have to be submitted along with photo ID proof to the concerned Assistant Engineers under Purulia Highway Division, P.W. (R) Dte. three days before the actual deployment for the work and specific location of duty.

vi) All the personnel will have to put on Uniform during duty hours, cost of Uniform or its washing charges will be borne by the Agency and no charge of the same will be entertained.

vii) The personnel are to be engaged after observing Labour Act and should be paid as per prevailing Minimum wages Act of West Bengal.

viii) In no cases the absence of duty will be entertained. The Agency will be competent enough to change the personnel if objected by the Department Officers within 24 Hours.

ix) The undersigned or any authorized Officials reserve the right to instruct the Agency for withdrawal of personnel without showing any reasons.

x) The undersigned reserve the right to modify any terms and conditions if necessary in the interest of the Government which must be accepted by the Agency otherwise the work order will be cancelled forthwith without showing any reasons. The undersigned also reserves the right to cancel the agreement by giving a notice of 1 (one) month before cancellation to the agency without assigning any reason.

xi) The payment for the service will be made by the undersigned for service period from 21st of the month to 20th of the next month. The Bill in (triplicate) should be submitted with attendance sheet to the concerned Assistant Engineer’s for payment. The payment will be released after availability of fund.
xii) Accommodation with water, electricity and lavatory facilities for the personnel should be arranged by the successful quotainer at his own cost.

xiii) The rate should be quoted inclusive of all taxes, GST and all other incidental charges as applicable. Necessary deduction shall be made from bill as per existing Govt. rules in force.

xiv) Payment of Wages to the personnel shall be made through Bank A/c transfer only. The respective A/c statement shall have to be produced to the undersigned as and when necessary.

xv) Washing, cleaning etc. to be done to the best possible extent. Any deviation will not be entertained and action will be taken by way of reduce penal rate which will be binding and final.

xvi) All the personnel involved to be supplied by the agency as per agreed rate without fail.

xvii) Validity of contract 365 (three hundred sixty five) days and may be extended if desired.

xviii) All others terms and conditions will remain same as per existing Govt. rules.

**INSTRUCTION TO BIDDERS**

**SECTION – A**

**General guidance for e-Quotatining**

Instructions/ Guidelines for Quotations for electronic submission of the Quotations online have been annexed for assisting the contractors to participate in e-quotatining.

1. **Registration of Contractor**

Any contractor willing to take part in the process of e-tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to https://e-tender.wb.nic.in (the web portal of public works department). The contractor is to click on the link for e-tendering site as given on the web portal.

2. **Digital Signature certificate (DSC)**

Each contractor is required to obtain a (class-I, class-II, Class-III and bonafide resourceful outsiders) Digital Signature Certificate (DSC) for submission of Quotations, from the approved service provider of the National Information’s Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e-Token.

3. **The contractor can search & download NIQ & Quotation Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Quotation Documents.**

4. **Modalities regarding participation of a bidder in different works under PWD & modification of certificate in the declaration proforma attached with the Memorandum No.797-W(C)/IM-24/15 dated 6.12.2017 (Ref. No.80-W (C) / 1 M-24 / 15 dated 25.01.2018 of Additional Chief Secretary, Public Works Department.)**

(a) In a particular N.I.T. /N.I.Q. having multiple works, a bidder can participate in more than one work provided the bidder is capable to arrange and deploy separate set of required personnel for multiple works and complete the work in specified time.

5. **Submission of Quotations:**

General process of submission: Quotations are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).
A. Technical proposal

The Technical proposal should contain scanned copies of the following in two covers (folders).

A-1. Statutory Cover file Containing

i. Scan copy of earnest money (EMD) as prescribed in the NIQ against the serial of work as applied for, in favour of Executive Engineer, Purulia Highway Division, P.W. (R) Dte. needs to be furnished.

ii. Tender form No. 2911_i / ii & NIQ (Properly uploaded and Digitally Signed).

The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

A-2. Non statutory / Technical Documents

i. Professional Tax Clearance Certificate / Professional Tax (PT) deposit receipt challan for the current financial year.

ii. Pan Card

iii. Registered Deed of partnership Firm

iv. Trade License from the respective Municipality/Panchayet etc.


vi. GST Certificate & Return.

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

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab “Submit Non Statutory Documents” to send the selected documents to Non-Statutory folder. Next Click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Category Name</th>
<th>Sub – Category Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>CERTIFICATES</td>
<td>CERTIFICATES</td>
<td>PAN CARD</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>P.Tax (Challan)( for the current financial year) /P.Tax Clearance Certificate, Valid GST Registration Certificate</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Trade License from respective Municipality / Panchayet etc.</td>
</tr>
<tr>
<td>B.</td>
<td>COMPANY DETAILS</td>
<td>COMPANY DETAILS - I</td>
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</tr>
</tbody>
</table>

| C. | Credential (in applicable cases) | Credential | As per Clause No : 18, Page No : 3 |

i. Opening of Technical proposal: - Technical proposals will be opened by the Executive Engineer, Purulia Highway Division, P. W. (R) Dte. and his authorized representative electronically from the website stated using their Digital Signature Certificate.

ii. Intending Quotationers may remain present if they so desire.

C. Financial proposal

i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the item rates online through Computer in the spaces marked for quoting rates in the BOQ.

ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Memo. No:311 /1(4)/Q-1

Copy forwarded for information on giving publicity through Notice Board to the:

1. Sabhadhipati, Purulia Zilla Parishad.
2. District Magistrate, Purulia.
3. District Informatics Officer, NIC, Purulia.
4. District Information Officer, Purulia.

Memo. No:311 /1(15)/Q-1

Dated: 06.08.2020
Copy forwarded for information on giving publicity through Notice Board to the:

4. Executive Engineer – Midnapore Highway Division No. – I / II / Tamluk Highway Division / Bankura Highway Division.
5. Executive Engineer, P.W.D., Purulia Division, Purulia.
6. Executive Engineer, Social Sector, Purulia Division, Purulia.
7. Executive Engineer N.H. Division No. IV, Purulia.
8-10. Assistant Engineer – Purulia / Balarampur / Manbazar Highway Sub-Division, Purulia.
11-14. Head Clerk / Estimating Section / Divisional Accounts Officer(Gr-I) / Cashier of Purulia Highway Division.
15. NOTICE BOARD OF THIS OFFICE.

Executive Engineer
Purulia Highway Division
P.W.(Roads) Directorate