

**E-TENDER FOR CONSTRUCTION & ELECTRICAL WORKS
AT RAIGANJ CENTRAL CO-OPERATIVE BANK LTD
HEAD OFFICE PREMISES**

Memo No: 671/CE

Date: 07-12-2024



NOTICE INVITING TENDER(NIT)

Bank authority has decided to solicit Tender under a two tier bidding system comprising of technical and financial/price bids through online mode from reputed Contractor/ Firm/ Vendor for Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises in accordance with the following terms and conditions:

Intended & eligible bidders are requested to submit their proposal online at <https://www.wbtenders.gov.in> not later than 06.00 P.M. on December 30, 2024 as mentioned in the following Time Table.

TERMS & CONDITIONS and GUIDELINE

1) Date & Time Schedule:

Sl No	Particulars	Date & Time Schedule
i	E-Tender Publishing Date	07-12-2024
ii	Documents download start date (online)	07-12-2024 at 6.00 P.M.
iii	Bid submission start date (online)	07-12-2024 at 6.00 P.M.
iv	Bid Submission closing date (online)	30-12-2024 at 06.00 P.M.
v	Technical Bid opening date (online)	02-01-2025 at 11.00 A.M.
vi	Date of publishing the list for Technically Qualified Bidder (online)	To be intimated later on
vii	Date for opening of Financial Bid (online)	To be intimated later on

[Signature]
07.12.2024
Chief Executive Officer
Raiganj Central Co-Operative Bank Ltd.

Chief Executive Officer
Raiganj C. C. B. Ltd.

2) Basic Terms and Conditions:

SL	Particulars	Description																																														
a	Nature of the works	Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises. 1) Construction of Store Room 2) Construction of Electrical Room & Meter Room 3) Construction of Guard Room, Extension of Roof & Office Main Gate 4) Cable laying and other allied electrical works																																														
b	Working Site Address (Location)	At Ukilpara, Post Office & Ps - Raiganj, District-Uttar Dinajpur, West Bengal, Pin-733134																																														
c	Total Estimated Value of works Rs. 1507994/- In details	<table><tr><td>1) Construction of Store Room</td><td>Rs 278530.59</td></tr><tr><td>Add: GST@18%</td><td>Rs. 50135.50</td></tr><tr><td></td><td>Rs. 328666.10</td></tr><tr><td>Add: Electrification @ 8% including GST</td><td>Rs. 26293.29</td></tr><tr><td></td><td>Rs. 354959.39</td></tr><tr><td>Add: Add: Cess 1% of the estimated value</td><td>Rs. 3549.59</td></tr><tr><td></td><td>Rs. 358508.98</td></tr><tr><td>Add: Contingency 3%</td><td>Rs. 10648.78</td></tr><tr><td></td><td>Rs. 369157.76</td></tr><tr><td>Total (Rounded off)</td><td>Rs. 369158.00</td></tr><tr><td>2) Construction of Electrical Room & Meter Room</td><td>Rs 233207.54</td></tr><tr><td>Add: GST@18%</td><td>Rs. 41977.35</td></tr><tr><td></td><td>Rs. 275184.89</td></tr><tr><td>Add: Electrification @ 8% including GST</td><td>Rs. 22014.79</td></tr><tr><td></td><td>Rs. 297199.68</td></tr><tr><td>Add: Add: Cess 1% of the estimated value</td><td>Rs. 2971.99</td></tr><tr><td></td><td>Rs. 300171.67</td></tr><tr><td>Add: Contingency 3%</td><td>Rs. 8915.99</td></tr><tr><td></td><td>Rs. 309087.66</td></tr><tr><td>Total (Rounded off)</td><td>Rs. 309088.00</td></tr><tr><td>3)Construction of Guard Room, Extension of Roof & Office Main Gate</td><td>Rs 222959.33</td></tr><tr><td>Add: GST@18%</td><td>Rs. 40132.67</td></tr><tr><td></td><td>Rs. 263092.00</td></tr></table>	1) Construction of Store Room	Rs 278530.59	Add: GST@18%	Rs. 50135.50		Rs. 328666.10	Add: Electrification @ 8% including GST	Rs. 26293.29		Rs. 354959.39	Add: Add: Cess 1% of the estimated value	Rs. 3549.59		Rs. 358508.98	Add: Contingency 3%	Rs. 10648.78		Rs. 369157.76	Total (Rounded off)	Rs. 369158.00	2) Construction of Electrical Room & Meter Room	Rs 233207.54	Add: GST@18%	Rs. 41977.35		Rs. 275184.89	Add: Electrification @ 8% including GST	Rs. 22014.79		Rs. 297199.68	Add: Add: Cess 1% of the estimated value	Rs. 2971.99		Rs. 300171.67	Add: Contingency 3%	Rs. 8915.99		Rs. 309087.66	Total (Rounded off)	Rs. 309088.00	3)Construction of Guard Room, Extension of Roof & Office Main Gate	Rs 222959.33	Add: GST@18%	Rs. 40132.67		Rs. 263092.00
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Refund
07.12.2021
Chief Executive Officer
Raiganj C. C. B. Ltd.

		Add: Electrification @ 8% including GST	Rs. 21047.36
			Rs. 284139.36
		Add: Add: Cess 1% of the estimated value	Rs. 2841.39
			Rs. 286980.75
		Add: Contingency 3%	Rs. 8524.18
			Rs. 295504.93
		Total (Rounded off)	Rs. 295505.00
		4) Cable laying and other allied electrical works	Rs. 435209.14
		Add: GST@18%	Rs. 78337.65
			Rs. 513546.79
		Add: Add: Cess 1% of the estimated value	Rs. 5135.47
			Rs. 518682.25
		Add: Contingency 3%	Rs. 15560.47
			Rs. 534242.72
		Total (Rounded off)	Rs. 534243.00
		Grand Total of 1, 2, 3 & 4: (369158.00 + 309088.00 + 295505.00 + 534243.00) = Rs. 1507994.00 (Fifteen Lakh Seven Thousand Nine Hundred Ninety Four Only)	
d	Earnest money deposit	The amount of Earnest Money is 2% of the Estimated tender value to be deposited online through E-procurement Portal Govt. of West Bengal.	
e	Security Deposit	Retention Money @ 10% of the Gross Value of each bill shall be deducted till Total Security (including ISD) is equal to 10% of the contract value.	
f	Bidding System	Technical & Financial/Price Bid both are to be submitted online	
g	Method of Technical & Financial/Price Bid submission	online at https://www.wbtenders.gov.in not later than 06.00 P.M. on December 30, 2024.	
h	Commencement of the works	Within 7 days from the date acceptance of work order/agreement	
i	Time of completion	Within 90 days from the date of acceptance of the contract/work order	
j	Minimum amount/volume of work for interim payment	30% of the total work or Rs.300000/- subject to production of Utilisation Certificate by the bank's representative.	

Continuation of Basic Terms and Conditions:

k	Bidders' responsibility and risk	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 NIT, the cost of visiting the site shall be at the Bidder's own expenses.
l	Defect liability period	12 months after issuing of completion certificate. Retention money shall be released after completion of the defect liability period.
m	Liquidated Damages for delay in work	If the work is delayed beyond the scheduled completion date, then Liquidated Damages @ 0.50% of the total contract value per week of delay will be deducted from the Contractor's final bill subject to maximum 5% of the contract amount.
n	Joint Venture	Joint Venture /MOU will not be allowed
o	Conditional Tender	No Conditional Tender will be accepted under any circumstances
p	Documents Verification	Before issuance of the work order, the tender inviting authority may verify the credentials of the lowest bidder if found necessary. Upon verification, if it is found that the credentials submitted by the lowest bidder are either manufactured or false, in that case, the work order will not be issued in favour of the bidder under any circumstances.
q	Payment terms	No advance payment, no part payment if value of the awarded work is less than Rs.3.00 lakhs. Full payment including retention money after completion of the work subject to deduction of taxes, retention money, cost for defect rectification if any as applicable.

3) Raiganj Central Co-operative Bank Ltd reserves the right to accept, reject, or cancel any or all bids, in whole or in part, without assigning any justification at any stage, even after opening of the bids.

4) All the prospective bidders are requested to download the tender documents and WB Form No. 2911_ii from the website i.e. <https://www.wbtenders.gov.in>

5) All the agreement/contract will be executed as per terms and condition of the NIT.

6) All the machineries related to work will be arranged by the awarded agency at his own cost.

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07.12.2024
Chief Executive Officer
Raiganj C. C. B. Ltd.

7) Prospective applicants are advised to note carefully the eligible criteria as mentioned in the serial number 11. "Eligible criteria for Contractors/ Firms/Company/ Vendors (Bidders)"

8) If there is any query regarding drawing/bidding process/submission, contact with the following personnel and also you may visit Head Office of the Raiganj Central Co-operative Bank Ltd at the afore mentioned address during office hours except holidays:

a) Sri Tapas Biswas, DGM-IT, Raiganj Central Co-operative Bank Ltd, Mob: 8373888398, E-mail ID: dgmitrccbltd@rccbltd.com

b) Sri Abhijit Saha, AGM(Clearing), Sri Kishor Biswas, AGM-(M & BO) and Sri Arnab Sarkar, AGM-IT, Raiganj Central Co-operative Bank Ltd Mob: 8900077770, 8373096236 and 8373096201

9) Eligible criteria for Contractors/ Firms/Company/Vendors (Bidders):

a	Bidders must have valid Trade License, last three year Income Tax return, PAN, GST Registration Certificate, Professional Tax Clearance Certificate(2022-23) as per Govt. norms.
b	Bidders must have registered Telephone/Mobile no and E-mail ID
c	Bidders can participate in the e-tender with the help of the digital signature so the intending bidders must have valid digital signature certificate.
d	The Partnership Firm shall furnish the Registered Partnership Deed along with Power of Attorney to sign on the Tender documents. and the company shall furnish the Memorandum of Article & Associates.
e	Bidders must have credentials of similar jobs completed of value of work not less than 40% of the estimated amount put to Tender and not older than Five years from the date of calling NIT
f	Bidder must have working experience certificate of similar nature of jobs indicating value of work done with date of completion from Engineer-in-charge mentioning actual date of completion not below the rank of Executive Engineer.
g	Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Valid Clearance Certificate from ARCS along with other relevant supporting papers.
H	Bidders must submit his/delegated Electrical Licence with certified completion certificate and KYC document. They will execute MOU as decided by the bank authority before receiving work order.
i	Annexure-D, Technical Bid & Financial bid (BOQ) to be filled up properly and uploaded with supporting documents.
j	NIT, WB Form No. 2911_ii, BOQ, Corrigendum Notice, Estimate, Drawings etc., shall be part of the Contract.

Annexure-A

APPLICATION FOR TAKING PART IN THE BIDDING PROCESS

(on the official letter head of the bidder)

To
The Chief Executive Officer
Raiganj Central Co-operative Bank Ltd
Raiganj, Uttar Dinajpur, West Bengal

E-Tender for Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises.

E-Tender Memo No:

Date:

Sir/Madam,

I/We would like to take part in the online Tender process and I/We do hereby confirm and declare that I/We have carefully studied all the tender documents therein and undertake myself/ourselves to abide by the all terms and conditions laid down in the tender documents.

Date:

Yours faithfully,

(Name & Signature with stamp of the bid)

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07.12.2024
Chief Executive Officer
Raiganj C. O. B. Ltd.

Annexure-B

UNDERTAKING BY THE BIDDER

(on the official letter head of the bidder)

To
The Chief Executive Officer
Raiganj Central Co-operative Bank Ltd
Raiganj, Uttar Dinajpur, West Bengal

Sir/Madam,

E-Tender for Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises.

E-Tender Memo No:

Date:

Having duly examined the tender document including the drawings, specifications, designs, Bill of Quantities relating to the works specified in the underwritten memorandum and having visited the site of the said work and having acquired all the requisite information relating thereto pertaining to this tender, I/ We hereby offer to execute the works specified in the underwritten memorandum within the time specified therein at the rates specified in the schedule of quantities and in accordance, in all respects with specifications, designs, drawings and instructions in writing referred to in the conditions of the tender, the Articles of Agreement, special conditions of the contract and with such materials as are specified by and in all other respects in accordance with such conditions in the schedule of quantities and conditions of contract as applicable.

Should this tender be accepted, in whole or in part, I/ We hereby agree to abide by and fulfill all the terms and provisions of the said conditions in the contract annexed hereto and the conditions of the tenders applicable or in default thereof to forfeit to BANK, the sum of money mentioned in the said conditions.

I/We agree that should I/ We fail to commence the work specified in the above mentioned memorandum the Bank shall without prejudice to any other right or remedy be at liberty to forfeit the Earnest Money which otherwise shall be retained by Bank towards security deposit mentioned in the above memorandum to execute all the works referred to therein and to carry out authorized variations as directed by the Bank and as per said conditions of the contract.

Yours faithfully,

Date:

(Name & Signature with stamp of the bidder)

Annexure-C

BRIEF DETAILS OF THE BIDDER

(on the official letter head of the bidder)

E-Tender for Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises.

E-Tender Memo No:

Date:

SL NO	PARTICULARS	DESCRIPTION
1	NAME OF THE BIDDER	
2	a) Trade License no: b) Issuing Authority: c) Expiry date:	
3	TELEPHONE/ MOBILE No.	
4	E-MAIL ID	
5	PAN	
6	GST No.	
7	CONTACT PERSON WITH MOBILE/ PH No.	
8	Details of digital certificate holder (individual/ firm) whose digital certificate will be used for participating in the e-tendering OR Details of the person participating in e-tendering. a) Name: b) Contact No: c) Email ID:	

Accepted the terms and conditions of the tender tendering

Date:

(Name & Signature with stamp of the bidder)

Signature
07.12.2024

Annexure-D

TECHNICAL BID

(On the official letter head of the bidder)

E-Tender for Construction and Electrical Works at Raiganj Central Co-operative Bank Ltd Head Office Premises. E-Tender Memo No:

Date:

Sl	Particulars (Checklist)	Response(Yes/No)
1	Valid Trade License, last three year Income Tax return, PAN, GST Registration Certificate, Professional Tax Clearance Certificate(2022-23) as per Govt. norms.: copy of the supporting document is to be submitted/uploaded under the Technical bid.	
2	Registered Partnership Deed (For Partnership Firm only) along with Power of Attorney to sign on the Tender documents: copy of the supporting document is to be submitted/uploaded under the Technical bid.	
3	Working experience certificate of similar nature of jobs indicating value of work done with date of completion from Engineer-in-charge mentioning actual date of completion not below the rank of Executive Engineer : copy of the supporting document is to be submitted/uploaded under the Technical bid.	
4	For Co-operative Societies only, Societies are required to be furnished valid Bye Law, Current Audit Report, Valid Clearance Certificate from ARCS along with other relevant supporting papers.: copy of the supporting document is to be submitted/uploaded under the Technical bid.	
5	Annexure-A, Application for taking part in the bidding process is to be submitted/uploaded under Technical bid.	
6	Annexure-B, undertaking by the bidder is to be submitted/uploaded under Technical bid.	
7	Annexure-C, Brief details of the bidder is to be submitted/uploaded under Technical bid.	
8	Earnest Money Deposit: copy of the supporting document is to be submitted/uploaded under the Technical bid.	
9	All the required document duly filled up and signed with stamped by the bidder.	

Date:

(Name and Signature with stamp of the bidder)