



From: Principal & Secretary

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secollegednk.ac.in

Dhaniakhali, Hooghly, 712302

Sarat Centenary College

Dhaniakhali, Hooghly



Founded: 1976

Accredited by NAAC in 2025

[Cycle-III Grade B+ CGPA 2.63]

Recognised Under UGC 2F&12B

WB Govt. Aided

Affiliated to The University of Burdwan

Date: 08/08/2025

NOTICE INVITING TENDER NO: WB/HG/DNK/SCC/NIT-1/2025-26

A. PREFACE.

Notice inviting competitive E-tender in two cover system on percentage basis in the prescribed format is hereby invited from resourceful, experienced, bonafide, reputed Contractors for execution of the following work as briefed in the 'Table' below.

DETAILS OF WORK.

Sl No	Name of work	Place of work	Fund	Amount put to tender. (Rs.)	Earnest Money (Rs.)	Time of completion of work.	Tender Processing Fee
1	2	3	4	5	6	7	8
1	ADDITIONAL WORKS IN NEW CASH SECTION AT DHANIAKHALI SARAT CENTENARY COLLEGE.	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	102342	2100	30 Days	300
2	REMODELLING OF SEPTIC TANK, TOILET [BELOW S/C] FINISHING WORKS & NEW S/ CASE RAILING AT SARAT CENTENARY COLLEGE DHANIAKHALI	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	171149	3500	30 Days	300
3	BALANCE WORK (SHED) IN 1 ST FLOOR ROOF TERRACE AT VIDYASAGAR BHABAN OF SARAT CENTENARY COLLEGE DHANIAKHALI, HOOGHLY	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	319400	6400	30 Days	500
4	ADDITIONAL WORK IN CLASSROOM AT 1 ST FLOOR AND STAIRCASE OF A BUILDING ADJACENT TO THE NETAJI BHABAN AT SARAT CENTENARY COLLEGE	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	287099	5800	30 Days	300
5	ADDITIONAL WORKS IN ACCOUNTS SECTION AT DHANIAKHALI SARAT CENTENARY COLLEGE.	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	347008	7000	30 Days	500
6	SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF 03 NUMBER OF VOLTAS 2.0 TON 3 STAR AIR CONDITIONING MACHINE (MODEL:243V VECTRA PRIME) WITH STABILIZER	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	204400	4100	20 Days	300

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	AND SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING OF 01 NUMBER OF VOLTAS 1.5 TON 3 STAR AIR CONDITIONING MACHINE (MODEL: 183V VECTRA PRIME) WITH STABILIZER. ** Installation must include copper piping, drain pipe, outdoor stand (if wall mounted), and testing of cooling efficiency.						
7	PURCHASE OF BOOKS FOR THE LIBRARY OF SARAT CENTENARY COLLEGE List of Books attached with the tender documents. # Conditions: Minimum 15% discount on the latest version price of each Book as per Govt. norms. (**For detailed terms and conditions, see point B. TERMS & CONDITIONS:No-23)	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	320000	6400	45 Days	500

NOTE: Prescribed Formats for submission of E-Tender (online) and the Specified Schedule will be available at the "e-procurement" link under <https://wbttenders.gov.in> Website, and the filled-in tender Forms may be submitted online through the aforesaid e-portal.

(i) **COST OF TENDER DOCUMENTS: -**

Cost of the tender Documents in the form of DD/Bank Draft of any Nationalized Bank in Favor of PRINCIPAL, SARAT CENTENARY COLLEGE, Payable at DHANIAXHALI and shall have to be uploaded (scanned copies of the originals) in technical folder on or before 23RD August, 2025 & has to be submitted in original along with a forwarding letter to this office on Company Letterhead on or before 25TH August, 2025 during office hour (10:30 am to 5:00 pm).

(ii) **EARNEST MONEY DEPOSIT: -**

Cost of the Earnest Money deposit (EMD) in the form of DD/Bank Draft of any Nationalized Bank in Favor of PRINCIPAL, SARAT CENTENARY COLLEGE, Payable at DHANIAXHALI and shall have to be upload (scanned copies of the originals) in technical folder on or before 23RD August, 2025 & must be submitted in original along with a forwarding letter to this office on Company Letterhead on or before 25TH August, 2025 during office hour (10:30 am to 5:00 pm).

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The Office of the SARAT CENTENARY COLLEGE does not take any responsibility for the delay caused due to the non-availability of Internet connection or traffic jams, etc. The Bid submitted by post/telex/telegrams/fax/email will not be considered.

CRUCIAL DATES:

SL. NO.	PARTICULARS	DATE & TIME (AS PER SERVER TIME)
1	Date & Time of Publication	08/08/2025 AT 2:30 PM
2	Documents Download Start Date & Time (Online)	08/08/2025 FROM 2:30 PM
3	Bid Proposal Submission Start Date & Time (Online)	08/08/2025 FROM 2:30 PM
4	Bid Proposal Submission End Date & Time (Online)	23/08/2025 UPTO 4.00 PM
5	Original Cost of Tender Fees and EMD Submitted To Sarat Centenary College Office Manually with Sealed Cover.	25/08/2025 UPTO 03:30 PM
6	Bid Opening Date & Time for Technical Proposal (Online)	25/08/2025 AT 03:30 PM

(iii) WHO CAN PARTICIPATE

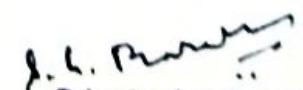
1. Intending tenderers should produce credentials of a similar nature to completed work of a **minimum value of 40% of the estimated amount put to tender during the 2(two) years prior to the date of issue of the tender notice.**
2. Payment Certificate will not be treated as a credential. Credential Certificate issued by the Executive Engineer or equivalent or competent authority of a State / Central Government, State /Central Government undertaking, Statutory / Autonomous bodies constituted under the Central /State stature on the executed value of completed work will be taken as a credential.

(iv) INSTRUCTIONS TO THE INTENDING TENDERERS:

1. Please quote your Rate on a percentage basis (Less/At Per/Above) at appropriate places in the prescribed format.
2. Please enclose the documents of valid up-to-date copies of requisite tax clearance certificates, such as the last three-year I.T. return, PAN details, GST Registration Certificate, The last three GST returns, Current Clearance Certificate of Professional Tax with the latest PT Challan Trade License, etc.

All the documents in proof of their eligibility in the original need to be produced as and when asked and required.

3. Please enclose the copies of Credentials as per Para-C.
4. **Bids from joint ventures are not allowed.**
5. The bid shall be digitally signed by a person or persons duly authorized to sign on behalf of the Bidder.
6. The tender will be of two separate parts. Part I will be for "Technical Bid", containing mainly prequalification documents, and Part II "Financial Bid".
7. **Part I "Technical Bid" will contain the following documents: -**


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- Scanned copy of DD / Bank Draft for cost of Tender Documents.
- Scanned copy of DD / Bank Draft for Earnest Money Deposit.
- NIT

8. **Part-II "Financial Bid" will contain the following documents: -**

- Schedule of Quantities. (S.O.Q.) and Standard Bidding Document (S.B.D) duly signed and
- Stamped by the tenderer.
- Properly filled up Bill of Quantity (BOQ) containing offer based on percentage (Less/At Per/Above) as space provided in the format.

9. Each part shall be separately submitted.

(v) **OPENING AND RECEIVING OF TENDER:**

- The Tenders, so received on the date as prescribed above, "Technical Bid" will be opened at 03:30 P.M. on 25/08/2025 in this office in the presence of the available intending Tenderers or at any other date as the authority deems fit. Only the "Financial Bid" of the participant tenders will be opened if the "Technical Bid" opened first is qualified. Otherwise, the financial bid shall be considered informal. In case the last date of Opening of the tender happens to be a holiday, or for any unforeseen reason the tender cannot be opened, the Tenders shall be opened on the next working day at the same hour of the day and at the same venue.
- The financial bid document of the technically qualified bidders will be opened for evaluation and the other bid documents will be unopened. No individual intimation will be given separately. The names of the qualified bidders will be displayed on the office notice board.
- Principal, Sarat Centenary College reserves the right to reject or cancel any or all prequalification documents and bid documents without assigning any reason whatsoever.

B. TERMS & CONDITIONS:

The Bidder, at his own cost, responsibility, and risk, is encouraged to visit, examine, and familiarize himself with the Site of Works and its surroundings, including the source of earth, water, road aggregates, etc., and obtain all information that may be necessary for preparing the Bid and entering a contract for the construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.

- Intending Tenderers may obtain detailed information about General & detailed technical information, specification, other conditions, procedure guidelines etc. and other Terms & Conditions related with the work(s) but not incorporated in this Tender, in any, from the Supervising Engineer of Sarat Centenary College on all working days during office hours and available at "e-procurement" link under <https://wbteners.gov.in> Website.
- While submitting rate, the intending tenderer should keep in account that the rate so quoted should be inclusive of all taxes, Cess, levy, royalty, and all other incidental charges related with the material and labour, plants and machineries, any other charges payable to other statutory bodies etc. whether it is inclusive in the price schedule or not. No extra payment over the scheduled items will be allowed.
- Due to any reason, any tender being uploaded after the specified date and time will not be considered as valid and will automatically be rejected.
- Security deposit shall be deducted from each progressive bill due from time to time because work done, and supplies made under a contract in such manner that final reduced Security deposit comes to 3% (three

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- percent) of the value of work done or supplied with and will be refunded after completion of the defect liability period is over as per the recommendation of Supervising Engineer in Charge of said work from the date of final measurement. Necessary taxes will also be deducted from each Bill as per prevailing norms.
5. The contractor shall not be allowed to sub-contract to any part of the works or the whole of the works.
 6. Successful Tenderers are to get their establishment registered under the Act "The Building and Other Construction Works Welfare Act 1996" and rules made thereunder by the Regional Labour Officers and follow various provisions of the Act.
 7. All risks or loss or damage to public property and or personal injury or death which arise during and in consequence of the performance of the contract are the full responsibility of the contractor.
 8. The contractor shall be responsible for the safety of all activities on the site.
 9. Anything of historical or other interest or of significant value unexpectedly discovered on the site shall be the property of the **Sarat Centenary College**. The contractor shall notify the Engineer-in-Charge of their project of such discoveries and carry out the instructions of the Engineer-in-Charge for dealing with them.
 10. The contractor should have sufficient technical manpower, tools, and plants to complete the work.
 11. To keep the Work done in good conditions during the next 6 (Six) months after the completion of the construction, any additional/excess work required over the stipulated quantity in the schedule, the same will be treated as defect liability, and the Contractor must do the maintenance work at his own cost.
 12. No Secured Advance will be paid for the work under any circumstances.
 13. No Price / Cost escalation over the rate specified in the price schedule will be allowed.
 14. The work shall have to be completed within the stipulated time by maintaining the actual specification and direction of the Engineer-in-Charge. If the work is not completed within the stipulated time, penal action, as decided by the authority of **Sarat Centenary College**, will be imposed as per the Standard Bidding Documents.
 15. **Principal, Sarat Centenary College** reserves the right to accept or reject any or all the Tenders without assigning any reason. The said authority will not be bound to accept the lowest tender.
 16. Payment will be made by the respective Head of Account.
 17. Payment will be made by the **Sarat Centenary College** on the availability of funds.
 18. No arbitration will be entertained.
 19. If any tenderer fails to produce the original hard copies of the documents or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a certain period. In addition, his user ID will be deactivated, and the Earnest Money Deposit will stand forfeited; besides, **Principal, Sarat Centenary College**, may take appropriate legal action against such defaulting tenderer.

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20. While evaluating, the tender inviting authority may summon the tenderers & seek clarification /information or additional documents or the original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposal will be liable for rejection.
21. Income Tax, GST Registration/acknowledgement no, Labour welfare and CESS and service tax, etc., if any, will be deducted from the progressive bills as per the Govt. order in vogue.
22. The document submitted by the tenderers should be properly indexed and be self-attested with a seal.
23. Delivery of books at the purchaser's premises (Central Library, Sarat Centenary College, Dhaniakhali, Hooghly) shall be completed by the Supplier in accordance with the terms specified by the purchaser. No extra Delivery Cost will be provided for the supply of books. Any kind of delivery cost will have to be provided by the supplier for the supply of the books. If any kind of delivery cost will be entrusted upon the Purchaser, i.e, Sarat Centenary College, it will be deducted from the total order amount paid to the Supplier. The delivery shall be through registered/Book Post/Parcel/Courier/in person, on the risk and responsibility of the supplier, on a door delivery basis. No freight/transportation charges, loading and unloading charges, postage, Insurance or any other charges whatsoever shall be paid extra. The books are to be supplied at the Central Library of Sarat Centenary College, P.O.-Dhaniakhali, Dist - Hooghly, West Bengal, Pin-712302. Books should be supplied within 45 days from the placement of orders, failing which orders are liable to be cancelled and EMD will be forfeited. Damaged books with missing pages, pages partly damaged, pages not readable etc. and any other discrepancies (if any) shall have to be returned back by the supplier, even though they have been stamped and vendor will bear the cost of return of the books, otherwise the cost of the books will be deducted from the rest of the order value. The latest edition of books already published as of the date of supply are to be provided if a particular edition is not mentioned in the book list. Wherever the books are available in both hard-bound and paperback or foreign edition and Indian edition, the price applicable for paperback and low-price Indian edition should only be accepted. Extra money for foreign edition/hardbound edition will not be paid if the Indian edition/low-price Indian Edition/paper-back edition of that book is available. The rate printed on the books supplied and also the price proof submitted should not be altered. In case of any variation with respect to author, title, edition, etc., the supply should be made after obtaining appropriate clarification from the College Authority. Only original printed editions of books will be accepted. Photocopies or duplicated versions of books will not be considered under any circumstances.



[Signature]

Dr. Sandip Kumar Basak

Principal

Sarat Centenary College

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Sarat Centenary College

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Date: 08/08/2025

Copy forwarded for information with a request to wide publicity to:-

1. Office Notice Board
2. Sabhapoti /Saho Sabhapoti ,Dhaniakhali Panchayat Samiti,
3. Head Clerk/ Accountant / Cashier
4. HDFC Bank, Dhaniakhali
5. Ei Samay Bengali News Paper