



From: Principal & Secretary

+91 3213 255282

saratcentenary@gmail.com

sccollegednk.ac.in

Dhaniakhali, Hooghly, 712302

Sarat Centenary College

Dhaniakhali, Hooghly

Founded: 1976

Re-Accredited by NAAC (CGPA: 2.33)

Recognised Under UGC 2F&12B

WB Govt. Aided

Affiliated to The University of Burdwan

Date: 26.11.2024

NOTICE INVITING TENDER NO: WB/HG/DNK/SCC/NIT-2/2024-25

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 '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	PURCHASE OF BOOKS FOR THE LIBRARY OF SARAT CENTENARY COLLEGE List of Books attached with tender documents. # Conditions : Minimum 15% discount on the latest version price of each Book.	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	340000	6800	30 Days	500
2	07 NUMBER OF EPSON CO-W01 WXGA VIDEO PROJECTOR, HD READY 16:10,3LCD TECHNOLOGY,3000 LUMENS,USB/HDMI CONNECTION, HORIZONTAL VERTICAL KEYSTONE CORRECTION,BUILT-IN SPEAKER, PROJECTION UP TO 378",WHITE	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	266000	5500	20 Days	500
3	10 NUMBER OF HP DESKTOP PC S01 SERIES COMPUTER WITH INTEL CORE I-3 12 TH GEN PROCESSOR 8 GB RAM, 512 GB SSD HARD DISK, DISPLAY HD 19.5" LED MONITOR , 3 YEAR WARRANTY, WINDOWS-11 & OFFICE-21 ORIGINAL	SARAT CENTENARY COLLEGE	COLLEGE OWN FUND	438000	8800	20 Days	500

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



J. K. Basak
[DR SANDIP KUMAR BASAK]
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(i) COST OF TENDER DOCUMENTS: -

Cost of the tender Documents in the form of DD/Bank Draft/NEFT/RTGS of any Nationalized Bank in Favor of **PRINCIPAL, SARAT CENTENARY COLLEGE**, Payable at **DHANIAKHALI** (HDFC BANK A/C NO- 50100188691050) and shall have to be uploaded (scanned copies of the originals) in technical folder on or before **10TH December, 2024** & has to be submitted in original along with a forwarding letter to this office on Company Letterhead on or before **12TH December, 2024** 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/NEFT/RTGS of any Nationalized Bank in Favor of **PRINCIPAL, SARAT CENTENARY COLLEGE**, Payable at **DHANIAKHALI** (HDFCBANK A/C NO- 50100188691050) and shall have to be upload (scanned copies of the originals) in technical folder on or before **10TH December, 2024** & must be submitted in original along with a forwarding letter to this office on Company Letterhead on or before **12TH December, 2024** during office hour (10:30 am to 5:00 pm).

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 trafficjams 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	26/11/2024 AT 1:30 PM
2	Documents Download Start Date & Time (Online)	26/11/2024 FROM 1:30 PM
3	Bid Proposal Submission Start Date & Time (Online)	26/11/2024 FROM 1:30 PM
4	Bid Proposal Submission End Date & Time (Online)	10/12/2024 UPTO 4.00 PM
5	Original Cost of Tender Fees and EMD Submitted To Sarat Centenary College Office Manually with Sealed Cover.	10/12/2024 UPTO 03:30 PM
6	Bid Opening Date & Time for Technical Proposal (Online)	12/12/2024 AT 03:30 PM




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(iii) WHO CAN PARTICIPATE

1. Intending tenderers should produce credentials of a similar nature of completed work of the **minimum value of 40% of the estimated amount put to tender during 2(two) years prior to the date of issue of the tender notice.**
2. Payment Certificate will not be treated as 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 credential.

(iv) INSTRUCTION TO THE INTENDING TENDERERS:

1. Please Quote your Rate on 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 last three-year I.T. return, PAN details, GST Registration Certificate, Last three GST return, Current Clearance Certificate of Professional Tax with latest PT Challan Trade License etc.

All the documents in proof of their eligibility **IN 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: -**


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

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

- a) Schedule of Quantities. (S.O.Q.) and Standard Bidding Document (S.B.D) duly signed and
- b) Stamped by the tenderer.
- c) 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.




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(v) OPENING AND RECEIVING OF TENDER:


1. The Tenders, so received on **Dated as prescribed above "Technical Bid"** will be **opened at 03:30 P.M. on 12/12/2024** in this office in presence of the available intending Tenderers or at any other date as the authority deems fit. Only "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 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.
2. 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.
3. **Principal, Sarat Centenary College** reserves the right to reject or cancel any or all prequalification documents and bid documents without assigning any reason whatsoever.
- 4.

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 source of earth, water, road aggregates etc. and obtain all information that may be necessary for preparing the Bid and entering a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.

1. 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://wbtenders.gov.in> Website.
2. 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.
3. 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.




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4. 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 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 form 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 or the works or whole of the works.
6. Successful Tenderers are to get their establishment registered under the Act "The Building and Others construction works welfare on Act 1996" and rules made there under by The Regional Labour Officers and follow various provisions of the Act.
7. All risks or lose or damage to public property and or personal injury or death which arise during and in consequences 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 interaction of Engineer-in-Charge for dealing with them.
10. The contractor should have sufficient technical man power, 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 is 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 actual specification and direction of 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 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.




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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 Earnest Money Deposit will stand forfeited, besides, **Principal, Sarat Centenary College**, may take appropriate legal action against such defaulting tenderer.
20. While evaluating, the tender inviting authority may summon the tenderers & 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 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 Govt. order in vogue.
22. The document submitted by the tenderers should be properly indexed and be self-attested with a seal.




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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