



**Government of West Bengal**  
Officer of the District Magistrate & District Election Officer, Nadia  
P.O Krishnagar, District: Nadia  
**Infrastructure Cell**

Memo No:03/infra

Date: 14-02-2019

### **e-TENDER NOTICE**

E-tenders are hereby invited from bonafide Suppliers/Agencies for hire of wooden Racks made of local wood & ply for Strong Room as specified in Annexure-I at **BPC Institute of Technology, Krishnanagar, Nadia and Ranaghat College, Ranaghat, Nadia** for keeping EVMs& VVPATs in connection with the ensuing General Election to the Loksabha, 2019.

• **Scope of Work:**

- Hire of wooden Racks for Strong Room for keeping EVMs & VVPATs required for the entire election process in the district of Nadia as detailed in Annexure-I.
- The quantity of work is subject to changes and in that case proportionate increase or decrease in payment for corresponding increase or decrease in work shall be calculated on the item-wise base values as considered in preparation of the estimate and after giving effect of the rate quoted in the tender.
- The entire quantity of Racks as may be mentioned in a supply order shall be provided in a single instalment within 7 days from the date of issue of supply order at the mentioned locations. In case of emergency, some Racks also may need to be provided within 48 hours.
- Tentative period of work:
  - March-2019 to May-2019

• **Eligibility:**

- The intending Supplier/Agency should have GST Registration Certificate, valid PAN issued by Income Tax Department, Income Tax Return of Financial Year 2017-18.

• **Credential required:**

- Credential of successful completion of wooden works of any Govt./Semi Govt. establishment in any year during past five years and the annual work value should be equal to or more than 40% of estimated work value for a single work. However, authority reserves the right to relax this value in case of insufficient number of bidders having such credentials.

• **Earnest Money:**

- Rs. 30,000/- Only
- EMD of successful bidder/bidders will be retained till successful completion of supply.

- EMD of unsuccessful bidders will be automatically returned to the respective Bank Accounts of bidders.
- **Process of deposit of Earnest Money:**
  - Earnest Money must be deposited online during submission of Bid as per Order No: 3975-F(Y) dated: 28-07-2016 of Finance Department, Govt. of West Bengal.
- **Bid Procedure:**
  - Intending bidders shall have to bid online through the portal <https://wbtenders.gov.in>.
  - All documents as mentioned in "Eligibility", "Credential required" and a certificate of declaration as mentioned at Point 9 under "Terms & Conditions" need to be uploaded.
  - There is no scope of submission of any document later if not uploaded during bid submission.
  - Financial Bid of Bidders who do not meet eligibility criteria shall not be opened.
  - Time schedule of e-Tender:

SI No	Description	Date	Time
1	Publishing Date	14-02-2019	02:00 PM
2	Document download start date	14-02-2019	05:00 PM
3	Bid submission start date	18-02-2019	11:00 AM
4	Document download end date	26-02-2019	11:30 AM
5	Bid submission end date	26-02-2019	11:30 AM
6	Technical bid opening date	28-02-2019	12:00 Noon
7	Financial Bid opening date	28-02-2019	05:00 PM

- **Selection of Successful Bidder:**
  - Bidder offering lowest rate against each item shall be considered as the successful bidder of that item.
- **Payment procedure:**
  - No advance or adhoc payment will be allowed.
  - Payment will be made through Online Mode or A/C Payee Cheque against successful completion of supply.
  - Whether the work/supply is successful or not will be decided by the authority only
- **Terms and Conditions:**
  1. If the successful bidder/bidders fails/fail to comply with the scope of the work then the authority may forfeit the EMD in full or in part and in addition may also blacklist the agency for such period as may be considered by the authority.
  2. The authority reserves the right to reject the tender or any part of the tender without assigning any reason whatsoever.

3. Any work/supply or part of work if found defective or not as per specification then the same should be rectified within 12 hours and no extra payment for such rectification work shall be allowed.
4. The authority reserves the right to reduce or increase the quantity of work/supply without assigning any reason whatsoever.
5. The rates quoted shall remain valid till completion of the entire election process.
6. Any work/supply found defective or not as per our specification or more than the order placed for, will be rejected and no payment will be made for the same and the agency/supplier will be bound to complete the same work or supply the same consignment as per Work-Order by the specified time.
7. Rate should include in incidental costs including transportation cost and all applicable taxes.
8. The bidders can remain present at the time of opening of Tender.
9. Self-Certificate to the effect that the supplier/agency has never been failed to execute/supply of any work in time and has never been blacklisted by any Govt./Semi Govt. authority needs to be uploaded.
10. The successful bidders will be selected based on overall lowest rate quoted by them.
11. Authority reserves the right to call table bid, if necessary.

• **Contact details:**

- For any clarification, e-mail may be sent to [secretaryzpnadia@gmail.com](mailto:secretaryzpnadia@gmail.com)

Sd/-

Officer-In-Charge  
Infrastructure Cell

Memo No: 03/1(13)/infra

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Copy forwarded to the:

District Judge, Nadia / Superintendent of Police, Nadia / S.D.O. Sadar / S.D.O Ranaghat / S.D.O Kalyani / S.D.O. Tehatta / Officer-in-charge, District Election Section / Secretary, Nadia Zilla Parishad / NDC, Nadia Collectorate / District Employment Exchange Officer, Nadia / Post Master, Krishnagar HPO / Chairman, Krishnagar Municipality / Notice Board / DIO, NIC for information with a request to publish in the district website for wide circulation / CA to DM, Nadia / CA to ADM(G) / CA to ADM(ZP) /CA to ADM (LR), Nadia

Sd/-

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