

NOTICE INVITING TENDER**A. PREFACE:**

Sealed Tenders on are hereby invited in prescribed forms from the contractors for execution of the following works.

B. SCHEDULE:

Sl. No.	Name of the Work	Maximum Estimated Amount (Rs.)	Eligibility of Contractors for Participation	Earnest Money (Rs.)	Time Allowed for Completion (Days)	Cost of Tender Document (Rs.)
1	Repair /renovation and development work of Brahma Balika Shikshalaya, hostel building premises at 294, A.P.C Road, Kolkata - 700009	12,00,000/-	Completed similar type of works of value not less than 50% of Estimated Cost under single contract during last three financial years for reputed organisation.	20000/-	45 (Thirty)	100/- (non refundable)

C. APPLICATION :

- Tender papers can be downloaded from the website of Brahma Balika Shikshalaya (bbs.thesadharanbrahmosamaj.org) and the same are also available from the Office of the school at 294, A.P.C Road, Kolkata-700009 against payment of Rs.100/- in cash (non refundable) during office hours.
- The completed tender document (downloaded forms as well as received from the office of Brahma Balika Shikshalaya) can be dropped in the tender box in the Office of Brahma Balika Shikshalaya at Kolkata on **31/08/2019 up to 12.30 hrs.**
- Cost of tender document have to be deposited in cash (non refundable) with the application for issuing tender documents from the office of Brahma Balika Shikshalaya and the earnest money have to be deposited with completed tender document in the form of bank draft as per prescribed amount of the above schedule drawn in favour of 'Brahma Balika Shikshalaya' payable at Kolkata. In case of downloaded tender documents, cost of tender documents and earnest money have to be deposited in the form of two bank drafts (one bank draft for earnest money and the other for cost of tender documents) as per prescribed amount of the above schedule drawn in favour of 'Brahma Balika Shikshalaya' payable at Kolkata. No Tender without the said two bank drafts / one bank draft for E.M.& one Xerox copy of Money receipt for cost of Tender Documents shall be accepted under any circumstances. The credential certificate of executed similar type of works of value not less than **50%** of Estimated Cost in a single work during last 3(three) financial years to be submitted along with order..
- The tender document shall be in two sealed envelopes which shall comprise of the 'Technical bid' containing two bank drafts / one bank draft for E.M. & one Xerox copy of M.R. for cost of Tender Documents, Notice Inviting Tender duly signed in every pages & the Credentials with required documents as stated below, under 'h' and the other, 'Financial bid' containing the completed price schedules of work. The two sealed envelopes (one super scribing 'Technical bid' & the other super

scribing 'Financial bid') has to be in a outer envelope which shall be sealed and marked the name of work with tender serial no & authorized address of the tenderer.

- e. Undersigned does not take any responsibility for delay caused by the postal authorities or otherwise.
- f. The acceptance of lowest tender is not obligatory and the authority reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
- g. Duly attested / certified copies of the following documents wherever applicable, are to be enclosed in the tender along with the Application at his own pad with authorized address & contact details of the tenderer. The originals are to be Shown at the time of opening of Tender Papers:
 - i) **Trade License.**
 - ii) **ITCC & PAN Card; Registration certificates of GST.**
 - iii) **Credential of Experience for execution of similar nature of work as specified under any reputed organization.**
 - iv) **Partnership Deed in the case of Partnership Firm or Article of Association in case of Registered Company.**
- h. In the event of the application being submitted by a Firm, it must be signed separately by each member of the Board of Directors / Partners or in the event of absence of any Partner, it must be signed on his / her behalf by a person holding a Power of Attorney authorizing him / her to do so.
- i. Tenderers are requested to submit their tender forms along with all relevant documents as mentioned above.
- j. Tender will be treated as invalid if any of the required documents is not enclosed. No papers will be taken separately at the time of tender opening.

D. DATE OF SUBMISSION OF TENDER:

- 1. Date of submission of Tender will be on **31/08/2019** up to **12.30** hrs.
- 2. The Tenders must be submitted in sealed cover superscripting the Name of the work and Name & Address of the Tenderer. The Tenders should be submitted in the Tender Box at the office of Brahmo Balika Shikshalaya on the date and within the time stipulated without fail.

E. DATE OF OPENING OF TENDER:

Tenders, so received on **31/08/2019 at 12.30 hrs.** will be opened **on 31/08/2019 at 13.00 hrs.** in the **office** of Brahmo Balika Shikshalaya in presence of the members of the committee and the available Tenderers.

F. SPECIAL TERMS AND CONDITIONS:

- a. Retention towards security amounting equal to **10 (Ten) per cent** of (including earnest money) of the billed amount shall be made. The agency shall execute and complete the works and rectify any defect therein to the satisfaction of the Engineer-in-charge. After expiry of **6 (six) months**

from the date of completion of the work certified by the authorized person, the retention & earnest money will be repaid to the Agency.

- b. The contract will not attract any arbitration clauses and the contract will not include any clause towards escalation of price. Also before submission of the tender the Contractor must visit the site to assess the local condition from all corners and no plea / complain about the site will be entertained afterwards. It will be presumed that the agency offered the tender rate after review of entire position of the work site and no claim on this ground will be entertained in future.
- c. No additional or substituted item of work will be executed by the agency without prior approval of the authorized person.
- d. The agency will submit a work programme to the authorized person within seven days from the date of work order indicating date of completion of various phases of work and strictly comply with the schedule.
- e. All materials brought to the site must be up to the standard & quality. Rejected materials must be removed by the agency at their own cost from the site within 24 hours of the issue of order to that effect. The agency shall not be entitled to any claim for loss or damage, which may be caused by such removal. Surplus materials which may cause inconvenience to the others must also be removed by the agency at their own cost from the site.
- f. All risks on account of carriage including loss or damage of vehicles, materials or labours will have to be borne by the agency.
- g. The work must have to be completed in all respects within the time specified in notice inviting Tender from the date of issue of 'Work Order'. The time period for completion as specified in the tender shall be deemed to be the essence of the contract.
- h. Running account bills may be made on demand during progress of the work maintaining the programme.
- i. To rescind the contract of which rescission notice in writing to the contractor under the hand of the undersigned shall be conclusive evident and in which case the security deposit of the contractor shall stand forfeited & be absolutely at the disposal of Brahmo Balika Shikshalaya authority.
- j. All debris must be removed from the site at Contractor's cost.
- k. All consumable materials (unless mentioned in the schedule) are to be supplied by the agency at his own arrangement and valid document (of IOC / and authentic sources) are to be submitted.
- l. All the works are to be executed according to drawing specification wherever required, approved by the authority & the direction of the authorized person is to be strictly followed.
- m. The quantity mentioned under different items of work may vary. The contractor should be bound to execute any quantity, as required and directed, in the same rate quoted by him.
- n. In case the works are not executed as per programme and/or in good workmanship, the work may be withdrawn from the contractor and another new contractor may be engaged and in such case the extra amount, if any, needed for execution of the balance work should be recovered from any dues, in the form of Bills and / or Security Deposit and Earnest Money, lying with the owner.

THE AUTHORITY reserves the right to accept or to reject any or all Tenders or can distribute a part or whole of any work to any or among more than one Tenderer without assigning any reason.

G. GENERAL TERMS AND CONDITIONS:

- a. If the last date of submission and/or date of opening of tender as holiday, the tender will be received & opened on the next working day at the same time and venue.
- b. This notice shall form part of terms & condition of the tender and the tenderer is bound to abide by them.

H. JURISDICTION:

Any dispute related to this tender to be settled under the jurisdiction of Kolkata.

Sd/-

Teacher-In-Charge,
Brahmo Balika Shikshalaya