

**PART-A: Terms and Conditions**

**Notice Inviting E-Tender**

Date: 20<sup>th</sup> February, 2018

E-Tender No.: 01/ Moyna College/Class Room Building/Construction/2017-2018 Date:  
20.02.2018

MOYNA COLLEGE, Moyna invites E- Tender in two Bid Systems (Technical and Financial) are invited from govt./govt. organization registered contractor for construction of Class Room at Ground Floor at their own campus with an estimated cost of approx. Rs. 1,00,17,731.00 (Rupees One Crore Seventeen Thousand Seven Hundred Thirty One only approx.)

| E – Tender No. & Date  | Estimated Cost (Approx) Rs.  | EMD Rs.        | Completion Time | Tender Fees in Rs.       | Last Date & Time of online Bid submission |
|--|--|----------------|-----------------|--------------------------|---|
| Moyna College /Class Room Building /Construction /2017-2018 Date: 20.02.2018 | 1,00,17,731.00 (Rupees One Crore Seventeen Thousand Seven Hundred Thirty One Only) | 2,00,355.00 /- | 180 Days        | 5,000/- (Non refundable) | 13.03.2018<br>13.00 Hrs.                  |

Interested and eligible bidders may view and download detailed tender documents from MOYNA COLLEGE e -Tender portal Govt. of West Bengal All Bids must be submitted through the online portal Govt. of West Bengal. However, Bidders are also instructed to submit a hard copy of the online Technical Bid along with supporting papers , documents etc duly sealed and signed to the Principal/TIC, MOYNA COLLEGE, Moyna, P.O.: Moyna, P.S.: Moyna, Dist.: Purba Medinipur, West Bengal, Pin Code: 721629, Phone No. 9434454664 on- 15-03-2018 up to 13.00 Hrs. through Register Post only. By Hand submission or submission through courier will not be entertained. Price Bid or Financial Bid should be submitted in soft copy in online portal only.

The Tender Fee and EMD will be accepted in the form of NEFT or RTGS or Through Net Banking in Favour of MOYNA COLLEGE and counter slip duly stamped with bank shall be submitted online tender portal as well as in the form of hard copy of the tender document at the office of the Principal/TIC, MOYNA COLLEGE, Moyna as specified on or before 15-03-2018 up to 13.00Hrs. through Register Post only in separated sealed cover failing which bids will be summarily rejected. However, a soft copy of the Tender Fee and EMD instruments shall also be uploaded along with the Technical Bid to be submitted online.

**Salient information about the E-Tenders :**

1. **Mode of submission:** ONLINE. No offline Tenders will be accepted.
2. **Availability of Tender Documents:** All Bids (Technical & Financial) are available ONLINE at MOYNA COLLEGE'S e-Tender portal Govt. of West Bengal. The registered tenderers can download the Bids from these website.
3. **Who can participate for this e-Tender:** The registered tenderers of MOYNA COLLEGE through Govt. of West Bengal can only participate in this tender process.

4. Bidders are hereby advised that all the documents to be submitted online are kept scanned and converted to PDF format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.
5. While uploading /submitting the documents, it should be ensured that the file name should be the name of the documents itself.
6. All pages of Tender documents with Addenda/ Corrigenda (if any) must be signed with proper official stamp and date by the Bidders / or authorized power of attorney holder at the lower right hand corner.
7. Bidders are advised to visit Moyna College campus e- Tender portal regularly for any Addenda / Corrigenda (if any) with regard to the e- Tender for which no separate paper advertisement will not be published.
8. Last date of online submission of Tender bid: 13-03-2018 before 13.00 Hrs.
9. EMD and Tender Fee must be in approved mode and Duly Signed & Sealed in separate cover along with filled Technical Bid and with necessary enclosures shall be submitted in physical form (hard copy) in person/by speed post on or before 13-03-2018 before 13.00Hrs at Moyna College , Moyna, non receipt of which the Tender are liable for rejection.
10. Date & Time of Technical Bid Opening: 15-03-2018 at 14.30 Hrs.
11. Date & Time of Financial Bid Opening: Technically qualified bidders will be intimated the date & time after technical bid evaluation through the e- Tender portal.
12. Venue for Opening Bids: Moyna College, P.O.: Moyna, P.S.: Moyna, Dist.: Purba Medinipur, West Bengal, Pin Code: 721305, West Bengal.
13. Eligibility Criteria:
  1. Age of the Firm: More than 05 Years as on 1<sup>st</sup> April 2017.
  2. Average Annual Turnover: Rs. 80.00 Lakh & above in last five financial year (2012-13, 2013-14, 2014-15, 2015-16 & 16-17)
  3. Individual Work Order: Certificates of having Completed civil work (Earth work and Bituminous Road, Concrete Road , Drains , Fencing & Boundary Wall work will not be entertained) of value not less than 50.00 lakh as single order in the financial year during the last five years (2012-13, 2013-14, 2014-15, 2015-16 & 16-17) in a govt. / govt. organization.( i.e. PWD, CPWD, Zilla Parishad, Development Authorities, Municipalities, Central / State Govt. Undertaking Organization/Institution / reputed National Organization only). Please enclose copy of work orders & completion certificates.
  4. Capabilities & Capacity: Contactors, presently doing the work in Moyna College beyond the original completion time as in tender are not allowed to apply in this tender.  
(i) Audited Balance Sheet of the firm for last five financial years. (2012-13, 2013-14, 2014-15, 2015-16 & 16-17) and

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Copies of certificates / documents i.e. I.T.C, GST, Professional Tax.

(ii) Profile of the Firm including staff strength, T&P, List of Machineries etc.

(iii) Registration / Enlistment with Govt. / Govt. Organizations. (i. e. PWD, CPWD, Zilla Parishad, Development Authorities, Municipalities, Central / State Govt. Undertaking Organization only).

**Moyna College reserves the absolute right to accept /reject any or all bids at any stage of the process without assigning any reason whatsoever.**

#### **INSTRUCTION TO BIDDERS (ITB)**