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Tamluk-Ghatal Central Co-operative Bank Ltd.

Regd. No. 25, Date : 26.01.65

P.O. : Tamluk , Dist. : Purba Medinipur, Pin – 721636, West Bengal



HEAD OFFICE

Memo No. **G/582/986**

Date : **07.06.2024**

Tender No. TGCCBL/G/004/2024-25 **NOTICE INVITING QUOTATION**

Sealed Quotations are hereby invited **two bid system (Technical & Financial bid in two separate envelopes)** by the Tamluk Ghatal Central Co-operative Bank Ltd., Tamluk, Purba Medinipur from bona-fide & experienced contractors / agencies for the below mentioned work. The quotation box kept at the office of the undersigned.

Sl. No.	Name of Work	Estimated Cost	Earnest Money(₹)	Security deposit (₹)	Time for Completion of Work
1.	Sinking of Tubewell and supply & installation of 2Nos of Electrically operated Submersible Motor & pump sets with accessories required for the deep tubewells at following locations of the Bank premises		2% of Quotation amount rounded upto nearest thousand figure .	5% of Tender Value	20 days
	a. Head Office, Tamluk	₹270749-00 Excluding GST & Cess			
	b. Haldia Branch , Durgachak, Haldia	₹313079-00 Excluding GST & Cess			

Work Specifications are given Annexure -A for Tamluk & Annexure-B for Haldia

Table - 1

Note A : Dropping of sealed Quotation at drop box of the office of the undersigned 10.06.2024 to 25.06.2024 (Except Saturday, Sunday & Govt. Holidays) During 10 AM to 5 PM

Note B : Date of opening of Technical Bid (Envelop-1) : 26-06-2024 at 1 p.m

Date of opening of Financial Bid (Envelop-2) : 26-06-2024 at 4.p.m.

Note C : Quotations may be submitted for different works jointly or a single work.

Pre-Qualification Criteria & Criteria for Short Listing :

1. The firms/vendors having experience of successfully completed installation & commissioning of Electrically operated Submersible Motor & pump sets during last 5 years ending on 31st March 2024 and fulfilled either of the one following criteria :

a. 03(three) "similar completed works" costing not less than the amount of Rs. 7.00 lakhs (Rupees seven lakhs Only) each.

b. 02 (two) "similar completed works" costing not less than the amount of Rs. 15.00 lakhs (Rupees fifteen lakh Only) each .

c. 01(one) "similar completed work" costing not less than the amount of Rs. 20.00 lakhs (Rupees twenty

2. The annual turnover for the bidder should not be less than INR. 40.00 lakhs per year for last 3 financial years i.e 2021-22, 2022-23 and 2023-2024. This must be individual company's turnover and not that of any group companies.

3. Should be a registered company/firm with authentic PAN, GST allotted by competent authorities .

4. The vendor should be able to supply, install, commission and test as per the requirements set in the tender BOQ document attached for all the products / works as mentioned in BOQ by themselves. The firms should have expertise in providing Composite works in the past, in totality.
5. The vendor should have minimum 05 (five) years experience in the field of installing deep tubewells & commissioning of submersible pump sets.
6. The firms who have successfully executed over 10 composite works during last 05 years with submission of necessary documentation of the same .
7. The vendor should have successfully completed similar project works preferably with Govt. Departments, Public/ Private Sector Banks / Govt. Corporations / State Co-operative Bank and DCCBs. Year wise details of such details in the past 3 years should be furnished.
8. The company should have made net profits in each of the last three financial years (viz. 2021-22, 2022-23 & 2023-2024) and also should have positive net worth in each of the last three years.
9. The bidder should not be blacklisted company in any of the government institution /Bank. The self-declaration in this regard on company's letter head should be attached to the technical proposal as per **Annexure-IV**

Documents to be submitted :

1. Application to participate in quotation as per prescribed format (Annexure-I) .
2. Technical Bid to be submitted in prescribed format (Annexure-II) along with following documents and duly signed necessary photocopies thereof :
 - i) Registration of firm /company.
 - ii) Trade License (Renewed 2021-22 & 22-23 F.Y.),
 - iii) IT return for the Assessment Year 2021-22, 2022-23.
 - iv) GST Registration certificate along with latest chalan.
 - v) Professional Tax registration certificate & Latest Professional Tax Chalan (Fy-2022-23)
 - vi) PAN Card,
 - vii) Signed copy of Tender submission undertaking. (Annexure-III)
 - viii) Declaration for non-Blacklisting .(Annexure-IV)
3. Financial Bid to be submitted in prescribed format(Annexure -V) .
4. Client list for similar work profile.

The contractors / agencies should have to abide by the following terms & conditions :

1. Application to participate in quotation as per prescribed format (Annexure-1,II & III)
 - A. Quotation papers should be dropped in the Quotation box along with signed photo copy of -
 - i) Registration of firm /company
 - ii) Trade License (Renewed 2021-22 & 22-23 F.Y.),
 - iii) IT return for the Assessment Year 2021-22, 2022-23.
 - iv) GST Registration certificate along with latest chalan.
 - v). Professional Tax registration certificate & Latest Professional Tax Chalan (Fy-2022-23)
 - vi). PAN Card,
 - vii) Signed copy of experience certificate of experience certificate of last two years with at least 25% of Tender value.
 - viii) Duly filled schedule of Price Bid. Annexure -V
 - ix) Signed copy of Tender submission undertaking
2. The Quotation documents are to be collected from the office of the **Tamluk - Ghatal Central Co-Operative Bank Ltd. (Head Office), Tamluk, Purba Medinipur** or may be downloaded from the bank's website <https://tgccb.co.in> .
3. The bidder whose bid has been accepted will be notified by the Quotation Inviting & Accepting Authority through acceptance letter/Letter of acceptance. The notification of award will constitute the formation of the contract. After final selection of agency, a formal agreement may be executed within 7 (Seven)

days from the date of receipt of the work order with the concerned authority of the health institution in a non judicial stamp paper.

4. Intended vendors / supplier may visit the project site at their own cost.
5. **Rate should be quoted in sqm & numbers, both in figure and in words on Estimate copy**
6. All bids must be accompanied by a refundable **Earnest money deposit amount to 2% of Quotation amount nearest to the thousand figure in favour of Tamluk Ghatal Central Cooperative Bank Ltd, Tamluk through NEFT to A/c No. 113005768235, IFSC : WBSCOTCCB23 of the Bank and the UTR No has to be mentioned in the quotation.** Quotations received without UTR No will not be considered as a valid bid. Earnest money received from other unsuccessful tenders will be returned without interest on demand. No interest will be paid for earnest money.
7. A **Security Deposit 5% of Tender Value** to be deposited refundable after 6 months of completion of works ,if awarded the tender.
8. Incomplete Quotation will be rejected summarily.
9. Before submission of the Quotation, contractors must visit / inspect the work site at own cost to judge the local situation /condition, approachable road etc. No plea/ complain about the site, approach road etc. shall be entertained afterwards. It shall be presumed that the agency offered the rate after taking into account the entire position of the work site.
10. **The offered rate should be inclusive of all charges such as GST & cess etc.**
11. No mobilization / secured advance will be allowed.
12. **Intending Contractor may submit quotation for single or both works in single application.**
13. The successful Quotationer(s) shall have to start the work within seven days from the date of issuing of the work order and the work should be completed in with the stipulated time failing the work order will be treated as cancelled.
14. Acceptance of lowest Quotation is not obligatory & the undersigned reserves the right to accept any Quotation or to reject any or all without assigning any reason.
15. **Bank authority may award the tender separately based on the lowest bidding price against the respective works.**
16. The undersigned reserves the right to alter the terms and condition of this notice at any time for the interest of public service only.
17. Contractor should put their firm/organization's endorsement (signature of authorized signatory with official stamp) on each page of the Quotation document as token of approval.
18. Contractor(s) should note that non-compliance of any of the instructions is liable to render their quotation non bona fide.
19. All kinds of materials and labour related to the job will have to be arranged by the contractor and must be approved by Engineer in charge or Inspector before their use. The contractor shall remove the rejected materials/workmanship from site within 24 hours of completion at his own cost.
20. The contractor shall store all helping tools/equipment, which will be used for Electrical Installation, at his own cost and shall have to carry out work with his own equipment and machinery.
21. The quantities mentioned in the schedule of quantities approximately indicate the total extent of work, but may vary to any extent and some items may even be omitted. No claim whatsoever shall be entertained on this account.
22. The contractor has to obtain certificate about the satisfactory Completion of work from the Engineer in charge/ Appropriate Authority and submit the same along with the bills.
23. Contractors should take requisite "All Risk Insurance Policies" to cover workman under Workman Compensation Act, loss / damage caused by natural calamities / accident / accidental collapse of partially completed work, materials and plant at site and for third party claims for injury / damages.
24. Before taking initiation of any extra item/excess quantity during the work, the same should be approved by Engineer in charge or Inspector.
25. Payment of the work will be made by the office of the undersigned on satisfactory completion of the work to be certified by the Engineering wing of the office of the undersigned after receiving a bill from the contractor(s) / agency(s).
26. Annexure-I of NIQ to be furnished in the Company's official letter head with full address and contact number etc., otherwise it will be treated as cancelled
27. All the above terms & conditions has to be accepted by the bidder.

28. Submission of Tender :

The tender must be placed in a properly sealed **bigger envelope addressed to The Chief Executive Officer, Tamluk Ghatal Central Co-operative Bank Ltd, Tamluk , Purba Medinipur, Pin-721636** and the said bigger envelope shall contain two sealed envelopes containing Technical & Financial bids. The **bigger envelope must be super-scribed "Tender for the Sinking of Tubewell and supply , installation & commissioning of Submersible motor & pump for Tamluk Ghatal Central Co-operative Bank Ltd. at Head Office, Tamluk & Halida Branch, Durgachak,Haldia , Purba Medinipur"**. The two sealed envelopes inside the bigger envelope must be super-scribed as:

Envelope No-1: The said envelope is for technical bid & shall be super-scribed as "Tender for the Sinking of Tubewell and supply , installation & commissioning of Submersible motor & pump for Tamluk Ghatal Central Co-operative Bank Ltd. at Head Office, Tamluk & Halida Branch, Durgachak,Haldia , Purba Medinipur" - Technical Bid" & shall contain Annexure I,II,III & IV and other related documents.

Envelope No-2: The said envelope is for commercial bid & shall be super-scribed as "Tender for the Sinking of Tubewell and supply , installation & commissioning of Submersible motor & pump for Tamluk Ghatal Central Co-operative Bank Ltd. at Head Office, Tamluk & Halida Branch, Durgachak,Haldia , Purba Medinipur"- Financial Bid" & shall contain Annexure V- Price Bid document.

- a) If both or either of the envelopes are not sealed and marked as required, the Purchaser will assume no responsibility for the misplacement or premature opening of the bid.
- b) All the columns of the tender shall be duly, properly and exhaustively filled in. Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender.
- c) Tenders received in open covers/ letters/ fax/ email will not be considered.

29. Opening of Technical Bid:

The technical bid of tenders will be opened at Tamluk Ghatal Central Co-operative Bank Ltd. Head Office, Tamluk, Purba Medinipur on the **26th June 2024 at 1-00p.m.** The Bidder or their authorized representative (One person only) may be present at the time of opening of the tender with the original documents submitted with the Bid.

30. Opening of Financial Bid:

- a) The Financial Bid of only technically qualified bidders will be opened on the **26th June 2024 at 4-00 p.m.**

31. Evaluation of Bids:

- a) If there is an error in a total corresponding to the addition or subtraction of sub totals, the subtotals shall prevail and the total shall be corrected.
- b) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- c) To assist in the examination, evaluation, comparison of the bids and qualification of the Bidders, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder in respect to its Bid and that is not in response to a request by the Purchaser shall not be considered. The Purchaser's request for clarification and the response shall be in writing only.
- d) If the Bidder does not provide clarifications of its bid by the date and time set in the Purchaser's request for clarification, its bid may be rejected.
- e) The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to supply order, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically Bid document, EMD deposits shall be promptly returned to the Bidders.
- f) The Purchaser shall compare the "total offered price" of all the responsive bids to determine the lowest bid for a particular location.
- g) The bidder shall note that they are not supposed to put any Taxes & Duties amount in the Financial Bid. However, after the supplies, they have to issue the invoice indicating the Price of Electronic Equipments as quoted in the Financial Offer and thereafter specify the Taxes as applicable at the time of delivery. The Purchaser shall pay total amount which includes the unit price of Electronic Equipments as well as the taxes and duties as applicable at the time of delivery.

32. Force Majeure:

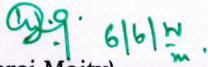
In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

33. Code of Ethics:

The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

34. Jurisdiction:

In the event of any dispute the legal matter shall be subjected to the jurisdiction of Calcutta High Court only.



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Dy. RCS , Govt. of W.B.

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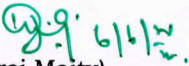
Chief Executive Officer

Memo no. G/582/986

Dated 07.06.2024

Copy forwarded for necessary information to :

1. Deputy General Manager(Systems), Tamluk Ghatal Central Co-operative Bank Ltd. He is requested to upload the tender notice at Bank's website.
2. Assistant Registrar of Co-operative Societies ,Purba Medinipur-I Range/Paschim Medinipur.
3. District Magistrate , Purba Medinipur.
4. Chairman, Tamluk Ghatal Central Co-operative Bank Ltd.



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Dy. RCS , Govt. of W.B. &

Chief Executive Officer