



# COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Panchanan Nagar, Vivekananda Street, Cooch Behar - 736101, West Bengal, India  
Ph. : (03582) 230218, Ph. & Fax : (03582) 230833, E-mail : info@cbpbu.ac.in Website : www.cbpbu.ac.in

## OFFICE OF THE REGISTRAR

Ref. No.: F69.V2/REG/0220-22

Date: 11.02.2022

### **Name of Scheme- CONSTRUCTION OF NAME PLATE OF COOCH BEHAR PANCHANAN BARMA UNIVERSITY AT COOCH BEHAR (2<sup>ND</sup> PHASE)**

For and on behalf of the vice chancellor, the Registrar invites seal tender percentage rate tenders in **TWO BID SYSTEM** from reliable, resourceful, bonafide and experienced firms / companies / individual contractors/Labour Contract Co -operatives having requisite financial capability and sufficient technical credential on execution of similar nature of work. The details are given below:

1. Name of Work/ Scheme	: <b><u>CONSTRUCTION OF NAME PLATE OF COOCH BEHAR PANCHANAN BARMA UNIVERSITY AT COOCH BEHAR (2<sup>ND</sup> PHASE)</u></b>
2. Location of Work	: COOCH BEHAR-PANCHANAN BARMA UNIVERSITY, Dist : COOCH BEHAR
3. Scope of Work	: Works as per the estimate, drawings and as instructed by the authority.
4. Estimated Cost of work	: <b><u>Rs. 104257.00 (Rupees one lakh four thousand two hundred fifty seven) only.</u></b>
5. Completion Period	: <b><u>30 days</u></b>
6. Maintenance Period or the Defect Liability Period	: <b><u>3(three) Months from the date of completion of construction works</u></b>
7. Security Deposit against work	: <b><u>10% of Contract Value</u></b>
8. Bid Inviting Authority	: Registrar(Cooch Behar Panchanan Barma University)
9. Eligibility Criteria for "Pre-Qualification"	: <b><u>CREDENTIAL</u></b> 1. a) The Agency should have successfully completed (100%) similar nature of work having single tender value of at least <b><u>40%</u></b> of the tendered value in a single contract i.e. <b><u>Rs. 41703.00 (Rupees forty one thousand seven hundred three ) only</u></b> in the last Five Financial years from the date of NIT in any Government, Semi Government, Undertakings, Autonomous, Statutory Bodies. Credentials, Completion Certificate, Payment Certificate of any Sub-Contract work shall not be accepted. Joint Venture Firms will not be entertained. b) The Agency should produce credentials of 2(two) similar nature of completed work, each of the minimum value of <b><u>30%</u></b> of the estimated amount put to tender i.e <b><u>Rs. 31277.00 (thirty one thousand two hundred seventy seven) only</u></b> in the last Five Financial years from the date of NIT in any Government, Semi Government, Undertakings, Autonomous, Statutory Bodies. Credentials, Completion Certificate, Payment Certificate of any Sub-Contract work shall not be accepted. Joint Venture Firms will not be entertained. c) The Agency should produce credentials of one single running work of similar nature which has been completed to the extent of <b><u>80%</u></b> or more and value of which is not less than the desired value at



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	<p>(i) In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned authority will be eligible for the tender in the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.</p> <p><b><u>Similar Nature of Work: Works relating to construction of Buildings and similar nature of work.</u></b></p> <p><i>N.B.: Nature of work, Estimated amount, Date of Completion of project and detail communicational address of client must be indicated in the credential certificate.</i></p> <p><b>Statutory Documents:</b></p> <ol style="list-style-type: none"><li>Work order, Work Completion Certificate,</li><li>Latest Income Tax return .</li><li>GST No and Registration.</li><li>Balance Sheets of last 3 Financial years</li><li>Pan Card (Photo Copy)</li><li>Trade license.</li></ol>
10. Earnest Money Deposit	<p><b>2% of work value i.e. Rs. 2085.00 (Two thousand eighty five) only in the shape of Demand Draft/ NEFT, in favour of Cooch Behar Panchanan Barma university payable at Cooch Behar.[NEFT Details: NAME OF THE A/C COOCH BEHAR PANCHANAN BARMA UNIVERSITY, SB A/C NO 32741316141, IFSC:SBIN0000058</b></p> <p>Labour Contract Cooperatives are exempted from paying of Earnest Money Deposit.</p> <p>The earnest money of unsuccessful Bidder if submitted shall be returned back not later than 30 days from the bid validity period without interest.</p>
11. Technical Bid Evaluation	<p>The technical bid will be evaluated by the Registrar. Bidders shall produce hard copies of the requisite documents during evaluation for the technical bid. Originals shall be shown for verification.</p>
12. Date and time of opening of Financial Bid of only the technically qualified bidders	<p><b>18.02.20220 at 04:00 PM</b></p>
13. Financial Bid	<p>Rate shall be quoted in <b>percentage above/less/at par</b> against the tender value</p>
14. Validity of Bid	<p>120 days</p>
15. Important Instructions	<ul style="list-style-type: none"><li>The financial bid documents of the technically qualified bidders will only be opened.</li><li>The Registrar (CBPBU) reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reasons whatsoever.</li><li>All duties, taxes, royalties, cess, including 1% cess under W.B. Building and other Construction Workers (Regulation of Employments &amp; Condition of Service) Act, 1996], toll, taxes and</li></ul>



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	<p>other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments &amp; Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills.</p> <ul style="list-style-type: none"><li>• To keep the <b>work</b> in good condition during the <b>3(Three) months</b> after the completion of the construction work if any additional / excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.</li><li>• The intending bidders are requested to inspect the work site before quoting their rates.</li></ul>
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PARTICULAR	DATE & TIME
1. Date of Publication of NIT	11.02.2022
2. Last date & time of submission of seal Technical Bid and Financial Bid( Tender to be submitted through registered post or speed post)	17.02.2022 up-to 05:00 PM
3. Date & Time of opening of Technical Bid at Office of the Registrar( CPBU)	18.02.2022 at 02:00 PM
4. Date & Time of opening of Financial Bid at office of the Registrar( CPBU)	18.02.20220 at 04:00 PM
5. Validity of bid	120 days
6. Completion Period of the work	30 days
7. Maintenance Period	3(Three) Months after the date of completion of works.

The sealed quotation should reach on or before 17.02.2022 (through register/speed post only) to the Registrar, Cooch Behar Panchanan Barma University, Panchanan Nagar, Vivekananda Street, Cooch Behar-736101, West Bengal, India.

For Registrar

Registrar

Cooch Behar Panchanan Barma University

In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Finance Officer, Cooch Behar Panchanan Barma University.
3. The Development Officer, Cooch Behar Panchanan Barma University.
4. The University Engineer (Civil) (Contractual), Cooch Behar Panchanan Barma University.
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For Registrar

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## **INFORMATION TO THE BIDDERS**

The tender will be submitted in two bid system *i.e.* **Technical bid & Financial Bid** in the office of the Registrar, (CBPBU) by **registered post or speed post**.

**i) Submission of Earnest Money Deposit:** The earnest money deposit has to be made and submitted following the clauses as mentioned in Sl. No. 10 of the tender notice **A. Technical Bid:**

The Technical proposal should contain in two envelop

**Envelop A-1 > Statutory Cover file Containing**

- a). Work order, Work Completion Certificate,
- b.) Latest Income Tax return
- c.) G.S.T No and Registration.
- d.) Balance Sheets of last 3 Financial years
- e.) Pan Card (Photo Copy)
- f) Trade license.
- g) Demand draft or NEFT Challan**

**B. Financial Bid: Envelop A-2**

The financial proposal should contain the following documents in **one cover**

The contractor shall quote the rate in given price schedule (**Offering percentage Above/Below/At par**) and signed by the contractor are to be submitted.

### **1.1 FINANCIAL BID:**

1. Single rate (**percentage above or below or at par**) shall be quoted in the specified space of the BOQ given under financial bid.
2. The rate quoted by tenderer shall be inclusive of all elements of taxes and duties, demands, etc. The tenderer shall include income tax, sales tax, service tax, cess etc. as applicable, octroi if any, toll, ferry charges, local charges, royalties, turn over tax and all other charges as applicable while quoting the rate.
3. All other charges like insurance charges, freight etc as would be required for completion of the work shall also be included in the rate quoted. No claim what so ever in this account shall be entertained.
4. If the lowest rate comes to below 20% of the estimated value then performance security @2.0% of the contract value should be paid in the form of Demand Draft in favour of the Register, Cooch Behar Panchanan Barma University along with acceptance of Letter of Intent. The same will be released immediately after completion of the work.

### **1.2 Taxes & duties to be borne by the Contractor:**

It may again be reiterated that Income Tax, VAT, Sales Tax, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / cess etc. will have to be borne by the contractor while executing the work.

### **1.3 Site inspection before submission of tender:**

Before submitting any tender, the intending tenderer should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on these account afterwards. No extension of completion period or modification of work shall ordinarily be allowed on Site condition or any other issues pertaining to work site. Therefore, bidders should study the site condition before submitting the bids.

#### **1.3.1 Conditional and incomplete tender :**

Conditional and incomplete tenders shall be summarily rejected.



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### 2. Acceptance of Tender:

Lowest valid rate may be accepted, however, the undersigned does not bind him to do so and reserves the right to reject any or all the tenders, without assigning any reason .

### 3. Payment:

The progressive and stage-wise payment will be made depending upon the executed work as follows:

Sl. No.	Payment Bill	Stage of Completion of Work
1	1 <sup>st</sup> RA Bill	After complete execution of 50% of Contract Amount
5	2 <sup>nd</sup> <sup>h</sup> & Final Bill	After execution of Balance Work and successful completion of the scheme.

The payment of RA as well as final bill for any work will be made according to the availability of fund and no financial claim in case of any delay in payment will be entertained.

No bidder can hamper the progress of work by stating non-payment of bills or non-receipts of payment. The financial capabilities of the bidder are evaluated through his annual turnover and no bidder can cite the non-payment as a reason for delayed completion or slow progress of work. Authority may impose penalty for delay in completion of work.

### 4. Security Deposit:

4.1 The bidder shall be required to properly maintain the work including all its components for a period of **01 (one) year** from the date of completion of the entire work recorded in the MB. In total 10% of the contract amount will be deducted progressively from each RA bill as Security Deposit. The EMD shall be adjusted with the Security Deposit. The release of S.D. would be subject to quality and proper maintenance of the work and its components satisfactorily for the entire security period. Failure to execute proper maintenance of the work will **lead to forfeiture of the security deposit.**

4.2 An application along with a prescribed format of this office to be submitted for release of S.D. for which the contractor should apply to the authority at least 2 (two) months prior to the last date of defect liability period with an undertaking that the work is maintained properly as per the terms of contract.

### 4.3 The schedule for release of Security Deposit will be as below:

**The security deposit money of successful bidders will be released after 1 (one) year from the date of completion of work. Any minor or major repair shall be done by the agency during the security period. If any major repair required during the period is not undertaken by the agency during the security period the same may be defrayed from an amount deducted and retained as security from the total sum payable to the contractor.**

### 5. Withdrawal of tender:

A tender once submitted shall not be withdrawn within a period of 120 days from the last day of the opening of the financial bid of the tender. If a tenderer withdraws his tender within this period without any valid reason, the EMD shall be forfeited.

### 6. Other Terms & Conditions:

#### 6.1 Labour Welfare:

• The Agencies/contractor shall abide by all the labour welfare laws and their modifications from time to time, if any, within the contract period. Minimum labour wages act, labour facilities, E.S.I, P.F, Bonus facilities etc. should be provided as per latest Govt. order/Circulars. In no case, Registrar, (CPBU) shall be held responsible for any eventualities in this regard including payment of wages to personnel deployed by the contractor.

6.2 Bidders are requested to be present in person during the opening of technical and financial bids.



Ref. No.: F69.V2/REG/0220-22

Date: 11.02.2022

6.3 The tender accepting authority may ask any tenderer to submit analysis to justify the rate quoted by the tenderer.

6.4 Original copy of all certificates shall be produced for checking and verification of all supporting documents on request of Registrar (CBPBU).

7.1 The decision of authority with respect to this tender is final and binding.

7.2 Registrar(CBPBU) takes no responsibility for any delay/or late submission of tender by the bidder.

**Agreement:** The Contractor, whose tender is accepted shall within 15 (fifteen) days of issue of an intimation to that effect by this office obtain additional one set of contract documents and submit the same duly signed by him to this office for formal agreement. If the contractor fails to perform the formalities as mentioned within the specified period, acceptance of the tender will be liable to be cancelled and the earnest money will be forfeited.

### **8.1 Work Execution:**

- **Penalty:** Time is the essence of any contract and any deviations from completion time will attract penalty @ ½% per week delay and maximum of 10% for the non-executed portion of the work.
- The successful Tenderer shall have to start the work at site within 7 days after receipt of the work order failing which work order shall be cancelled with forfeiture of earnest money deposited with Registrar (CBPBU) without assigning any reason.
- After receipt of the Work Order, the successful Tenderer shall submit the work programme, Bar chart of execution of the work, establish site office and deploy Site Engineers. He shall also maintain Work Order Copy, Drawings, schedule of work and tools & tackles at site to University Engineers to carry out necessary checking and supervision of the work.
- Steel shall be of SAIL or TATA or approved brand of I.S.I. and cement from ACC, Ultratech, Gujarat Ambuja or other brands approved by the engineers for which test certificate in original shall have to be produced for approval.
- The successful bidder shall ensure that qualified engineers are deployed to carry out quality works. If substandard works during the execution of work is detected, then the authority shall have right to direct the agency to re-do the work once again, check the qualification of engineers and supervisors, penalize the agency etc.
- **Sub-letting** of the job is not permissible and the Tenderer must submit one undertaking that he will not sub-let the job under any circumstances. If the authority comes to know that the agency has sub-let the work then action shall be taken to terminate the contract and the SD money will be forfeited.
- All materials & workmanship shall be as per the approved quality and methodology.

### **8.2 Payment:**

- No advance will be paid to the contractor. The contractor will pay minimum wages to his workmen in presence of engineers and only after certification by engineers that the minimum wages have been paid the bill will be processed.

**8.3 Cost Escalation:** No escalation of cost is permissible at any time after the issuance of work order.

**8.4 Defect liability Period:** starts from the date of completion of the work and release of Security Money (10% of the contract value) will be done as per the date of completion of the work. The engineers have to declare the date of completion of work and that date only will be taken into account for calculation for defect liability period.

### **8.5 Termination of Contract/ Work Order:**

The authority may terminate the contract/work order due to the following reasons.

- i) Poor Progress of work.



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- ii) Poor Quality of work.
- iii) Adoption of any unfair means during execution of work.
- iv) Violation/Non-compliance of any instructions of the authority.

For termination of the contract/work, the authority will issue a 7 days' notice to the agency/contract to make up the discrepancy/shortfall of the work as instructed by the authority, failing which the contract/work order will be terminated with forfeited of E.M.D., S.D., Performance Security etc.

**Discretion of the authority-inviting tender:** The tender inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever. On matters of dispute authority decision shall be final and binding. The quantity of work indicated in BOQ is provisional and should not be taken as firm. The extent to which the work would be actually executed will depend on the final decision of the Registrar (CBPBU). He however reserves the right to reduce the quantity even substantially without assigning any reason thereof and take up the same otherwise for which no compensation is payable under any circumstances.

  
For Registrar

Registrar

Cooch Behar Panchanan Barma University

### In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Finance Officer, Cooch Behar Panchanan Barma University.
3. The Development Officer, Cooch Behar Panchanan Barma University.
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5. Guard File.

  
For Registrar

Registrar

Cooch Behar Panchanan Barma University

**PRICE SCHEDULE FOR CONSTRUCTION OF NAME PLATE OF COOCH BEHAR PANCHANAN  
BARMA UNIVERSITY AT COOCH BEHAR (2ND PHASE)**

<b>Sl. No.</b>	<b>Description of Items</b>	<b>Quantity</b>	<b>unit</b>	<b>Rate</b>	<b>Amount</b>
<b>1</b>	It N0-3,P-10 <i>Dismantling R.C. floor, roof, beams etc. including cutting rods and removing rubbish as directed within a lead of 75 m. including stacking of steel bars. (a) In 3rd floor roof.</i>	<b>1.728</b>	<b>cum</b>	<b>Rs.2382.00</b>	<b>Rs.4116.00</b>
<b>2</b>	It No-36e(e),P-44 Hire and labour charge for staging beyond 4 m in any floor ( mode of measurement area X height)	<b>194.40</b>	<b>cum</b>	<b>Rs.67.87</b>	<b>Rs.13194.00</b>
<b>3</b>	It No36, P-66 <i>Supplying and laying true to line and level vitrified tiles of approved brand (size not less than 600 mm X 600 mm X 10mm thick) in floor, skirting etc. set in 20 mm sand cement mortar (1:4) and 2 mm thick cement slurry back side of tiles using cement @ 2.91Kg./sqM or using polymerised adhesive(6 mm thick layer applied directly over finished artificial stone floor/Mosaic etc without any backing course) laid after application slurry using 1.75 Kg of cement per sqM below mortar only, joints grouted with admixture of white cement and colouring pigment to match with colour of tiles / epoxy grout materials of approved make as directed and removal of wax coating of top surface of tiles with warm water and polishing the tiles using soft and dry cloth up to mirror finish complete including the cost of materials, labour and all other incidental charges complete true to the manufacturer's specification and direction of Engineer-in-Charge. (White cement, synthetic adhesive and grout material to be supplied by the contractor)</i>	<b>44.68</b>	<b>sqm</b>	<b>Rs.1946.00</b>	<b>Rs.86947.00</b>



	<p><b>I</b>  <i>(I) With application slurry @1.75 kg/ Sq.m, 20 mm sand cement mortar (1:4) &amp; 2 mm thick cement slurry at back side of tiles, 0.2 kg/ Sq.m white cement for joint filling with pigment.  (A) Deep Colour &amp; White joint filling with pigment.  (A) Deep Colour &amp; White</i></p>				
				<b>Total</b>	<b>104257.00</b>

**Rupees one lakh four thousand two hundred fifty seven only**

**I am agreed to execute the work @ ..... Above/ Less or at per than the price schedule.**

**Signature of contractor**