

Notice Inviting Tender

Tender Notice No. 12/3/PW/Drain/2024

Dated 02 January, 2024

E-tender are invited through electronic tendering system for the work under two bid system from registered contractor who are technically and financially capable up to prescribe date according to terms and conditions given on tender document. Contractors enlisted in PWD, MES, CPWD or other government departments having similar work experience in the last three years have to register their firms in Cantonment Board Chakrata before applying for E-tender. The website of where e-tender to be submitted online is **<https://defproc.gov.in/nicgep/app>**. You can also visit our website i.e. <https://chakrata.cantt.gov.in> for details.

Sl. No.	Name of Work	Estimated Cost	Earnest Money (EMD)
1	CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN	Rs. 38,00,000/-	Rs. 76,000/-

a	Name of Work	CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN
b	Firm Registration	02-01-2024 to 19-01-2024 (upto 1700 Hrs) (Registration Fee: Rs. 10000/- non refundable through eChhawani) (Firm Registration will be done by submitting filled application form attached in tender document with requisite document and duly recommended by JE of the Board)
c	Cost of Tender Form including terms and conditions	Rs. 10000/- (Rupees Ten Thousand) +GST@18% extra (Through eChhawani)
d	Date of Publishing tender online	02-01-2024
e	Date of downloading tender documents from	02-01-2024 (1700 hrs) to 22-01-2024(1500 hrs)
f	Bid submission date	02-01-2024 (1700 hrs) to 22-01-2024(1500 hrs)
g	Bid opening date	(a) Technical: 23-01-2024 (1500 hrs.) (Hard copy of all supporting technical documents with EMD deposit receipt, as uploaded at the time of online bid, are to be submitted to Cantt Board Office on or before 23-01-2024 upto 1200 hrs. (b) Financial: Will be intimated later

Note:- For uploading tender, corrigendum please visit website <https://defproc.gov.in/nicgep/app> regularly. All updates, corrigendum if any will be published on website i.e. <https://defproc.gov.in/nicgep/app> only.


(R.N. Mandal)
Chief Executive Officer
Cantonment Board, Chakrata

1. Bids (**technical and financial**) shall be submitted online only at website: <https://defproc.gov.in/nicgep/app> Tender/Contractors are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer for the e-submission of the bids online through the website <https://defproc.gov.in/nicgep/app>.

Tenderer who has downloaded the tender from website <https://defproc.gov.in/nicgep/app> shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned.

2. **Place of opening of the Online Bids:** Bids will be opened in the Office of Cantonment Board Chakrata, Distt Dehradun.

3. **Two-Bid system:** In case of the Two-bid system, only the Technical Bid would be opened on the time and date mentioned above. Date of opening of the Financial Bid will be intimated after acceptance of the Technical Bids. Financial Bids of only those firms will be opened, whose Technical Bids are found compliant/suitable after Technical evaluation.

4. **Modification and Withdrawal of Bids:** A bidder may modify or withdraw his bid after submission till last date & time of bid submission

5. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post- tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.

6. **Earnest Money Deposit:** Bidders are required to submit Earnest Money as follows: Rs. 76,000/- (Rs. Seventy Six thousand only) in though eChhawani only for the Tender notice 12/3/PW/DRAIN/2024, dated 02-01-2024. EMD will be return of unsuccessful bidders as per due process.

Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the website <https://defproc.gov.in/nicgep/app>, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the Portal, prepare their bids in accordance with the requirements and submitting their bids online on the website <https://defproc.gov.in/nicgep/app>.

More information useful for submitting online bids may be obtained at: <https://defproc.gov.in/nicgep/app>

REGISTRATION

- 1) Bidders are required to enroll on the website (URL: <https://defproc.gov.in/nicgep/app>)
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the website <https://defproc.gov.in/nicgep/app>
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.

- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the website <https://defproc.gov.in/nicgep/app>, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the website <https://defproc.gov.in/nicgep/app>.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the website <https://defproc.gov.in/nicgep/app> to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification, help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents-including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF /XLS/RAR/DWF/FPG formats. Bid documents may be scanned with 100 dpi with black and white option which help in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee/EMD as applicable and enter details of the instrument.
- 4) Bidder should deposit the EMD as per the instructions specified in the tender document. The receipt of the same should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the receipt/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 6) All The documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The date entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any query relating to the process of online bid submission or queries relating to website/Portal in general may be directed to the 24x7 Help Desk –No. 0120-4001 002.

TENDER FORM

1. Name of the work : CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN
2. Tender Notice No. : 12/3/PW/Drain/2024, Dated 02-01-2024
3. Tender sale/download date : 02-01-2024 on (1700 hrs) to 22-01-2024 (1500 hrs)
4. Technical Bid opening : 23-01-2024 (1500 hrs)
5. Financial Bid opening : Will be intimated later
6. Cost of Tender form : Rs. 10000 + 18% GST
7. Earnest money : Rs. 76,000/- (Rupees Seventy Six thousand) deposit .. through echhawani i.e. <https://echhawani.gov.in>
8. Completion time : As mentioned in work order
9. Estimated cost of work : Rs. 38,00,000/-
(Approx, may be increase Or decrease)
10. Security deposit : 10% of Estimated Cost(Deposit through eChhawani)
11. Validation of rates of tender : One year (Period increase or decrease as decided by the CEO/Board). Contract will be one year from the date of agreement signed.

Important Note :- TENDER WILL BE AWARDED AS PER PUBLIC PROCUREMENT (PREFERENCE TO MAKE IN INDIA) ORDER 2017 AND ITS AMENDMENT.



(R.N. Mandal)

**Chief Executive Officer
Cantonment Board Chakrata**



8. Sub: CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN

The following tender documents for the subject work as per tender notice No. 12/3/PW/Drain/2024, dated 02-01-2024.

- i) Application form for submission of tender
 - ii) Area of applicability of contract 'Schedule-A'
 - iii) Terms and conditions
1. The tender application should be accompanied with receipt of an earnest money of Rs. 76,000/- (Rupees Seventy Six thousand) only which shall be deposited through eChhawani only.


(R.N. Mandal)

**Chief Executive Officer
Cantonment Board Chakrata**

APPLICATION FORM FOR TENDER

To

The Chief Executive Officer
Cantonment Board, Chakrata

Sub: CHAKRATA CANTT- CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN

Madam/Sir,

Having examined the following documents:-

1. Tender notice No. 12/5/PW/Drain/2024, dated 02-01-2024.
2. MES standard schedule of rates 2020 along with erratum and amendments issued.
3. Draft of agreement to be executed for contract between the Cantonment Board and contractor.
4. The durability/stability should be 3 years of the construction from the date of completion of construction otherwise contractor have to repaired (except any natural disaster).
5. Tender will be awarded as per public procurement (preference to Make in India) order 2017 and its amendment.

I/We agree to undertake the work should this tender be accepted at the rate quoted in BOQ as uploaded along with tender form.

**Signature of Contractor with
Name and address of Contractor**

.....

.....

Dated:



SCHEDULE – A

AREA OF APPLICABILITY OF CONTRACT

This contract is restricted to the following maintenance work of Cantonment Board properties within the Cantt limit of Chakrata Cantt.

(a) CIVIL WORK TERM CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN.

No work shall be ordered to the contractor outside the limit specified above. Map/drawing of the work can be seen in the Cantt Board office as soon as the estimates are approved by the Board



(R.N. Mandal)

**Chief Executive Officer
Cantonment Board Chakrata**



GENERAL TERMS AND CONDITIONS OF THE TENDER

- (I) The contractor will stack the material/store to be used for the work on the site or in the Cantonment Board Office. Stores and quality of the material shall be approved by the Junior Engineer or Chief Executive Officer.
- (II) Whatever material will be used in the work, the receipt of the cash memos for the same shall have to be produced in the office for verification on demand.
- (III) Security deposit, that is 10% of the total cost of the work shall be deposited by the contractor through echhawani only. and the same shall be refunded after one year from completion of the work. The security deposited shall be refunded only after issue of NOC by the JE .
- (IV) The contractor shall have to bear the responsibility for removing any defect detected during one year after the completion of the work. If the contractor fails to remove the defect pointed out to him. The same shall be got removed by the Board from its own sources and the payment shall be deducted from the security amount.
- (V) No material/stores will be supplied to contractor by the Cantt Board Chakrata.
- (VI) Time limit for the completion the work as specified in the work or will be strictly adhered to by the contractor in case of delay 2% penalty can be imposed by the CEO, if not justified.
- (VII) The Board shall not bear any responsibility for the escalation in the work,
- (VII) The contractor shall be responsible to clear the site after the completion of the work.
- (IX) On the request of the contractor, the running payment shall be made only up to 90% of the work executed.
- (X) The work shall be supervised by the Junior Engineer of the Cantonment Board.
- (XI) The work order, terms and conditions and tender form shall a part and parcel of the agreement.
- (XII) The contractor will have to execute an agreement on a non judicial stamp paper of requisite value which shall be signed by two witnesses on behalf of the contractor, one member of the Cantonment Board and the President/Vice President of the Cantonment Board Chakrata. The same will be countersigned by the Chief Executive Officer of the Cantonment Board Chakrata. Extension if any shall be granted by the CEO on the basis of technical report submitted by Engineer-in-charge.
- (XIII) Final payment shall be made to the contractor only after work has been approved by the Engineer in charge namely Junior Engineer.
- (XIV) The CEO reserves the right to change the specification of the work if it is absolutely and urgently required from the Engineering point of view and the contractor will be paid accordingly. The water charges and other deduction will be made from contractor bills if CB provides same services to the contractor.



- (XV) In case of any dispute on any matter, the decision of the Cantonment Board shall be final and binding on both parties.
- (XVI) Quantity may be increased or decreased up to any extent as per requirement, site condition and contractor will have to provide/complete for the same.
- (XVII) No escalation on rates will be accepted under any circumstances.
- (XVIII) Details of site may be taken from the office.
- (XIX) Sub class 'B' bricks will be used if required.
- (XX) Mixing of the concrete will be done by mechanical mixer only. No manual mixing will be accepted.
- (XXI) Crushed stones aggregate will be used.
- (XXII) All the equipments are to be provided by the contractor at site to check the material before its use.
- (XXIII) Contractors are also required to refer to MES SSR 2020 and amendments before giving their rates. Whether tenders inspect/refer the above or not, they will be deemed to have inspected the same and understood the terms and conditions before tenders are submitted. Any item not covered in MES SSR shall be priced by the CEO as IAFW 2249 star rates.
- (XXIV) Site order book has maintained by the contractor at the site and the same will have to be produced if demanded by the JE or the CEO or any official authorized by the Board.
- (XXV) Quality of work if required will be checked by CBRI or any other agency assigned by the CEO and the amount payable for the same will be deducted from the Contractor's bill and other check for quality will also be responsibility of contractor.
- (XXVI) Tenderers are required to inspect the site, before quoting the rate for any work. After quoting the rates, it will be deemed that site has been inspected by the contractor and site conditions are known to him.
- (XXVII) Any type of withdrawal after quoting the rates if opened/non execution of agreement in time, will lead to forfeiture of earnest money.
- (XXVIII) The liability of income tax, trade tax and other taxes imposed by Central Govt./State Govt. will be of contractor.
- (XXIX) That the tenderer will follow the provisions of Indian Contract Act. in full and the highest bidder or lowest tenderer shall be bound that the earnest money shall be forfeited for not entering into contract after opening the tender or closure of bid and he will not be entitled to withdraw from the work.
- (XXX) General condition of IAFW 2249 will be applicable for the tenders.
- (XXXI) The MSME registered bidder who seek exemption from various fees and terms and condition are required to upload requisite certificate.


(R.N. Mandal)
Chief Executive Officer
Cantonment Board Chakrata

Other Terms and conditions

1. The bid document shall be published online on the central public procurement portal i.e. <https://defproc.gov.in/nicgep/app> on the date and time mentioned in the tender time schedule.
2. All the interested bidders are required to get themselves register on portal.
3. The bidders are also required to obtain Digital Signature Certificate (DSC) from one of the authorized certifying authority as Digital Signature Certificate is mandatory to participate in the e-tendering system.
4. The contractor who are registered with Cantt Board Chakrata for the said work i.e. Drain Civil works for the this particular NIT will be considered for this tender.
5. The document required to be uploaded at the time on online bid (Technical) submission.
 - a) Scanned copy of Affidavit for constitution of firm in case may be.
 - b) Scanned copy of List of work executed and experience certificate in last three years (i.e. 2020-21, 2021-22 and 2022-23) for Drain civil works only (Minimum experience of Rs. 1300000.00)(Rs Thirteen Lakh only) in any government department duly signed by the competent authority.
 - c) Scanned copy of Affidavit of immovable properties indication their present market value.
 - d) Scanned copy of bank solvency certificate of Rs. 5,00,000.00 (Rs. Five Lakh).
 - e) Scanned copy of character certificate issued by DM/SDM.
 - f) Scanned copy of income tax return of FY 2022-23.
 - g) Scanned copy of PAN Card.
 - h) Scanned copy of GST No.
 - i) Scanned copy of receipt of amount deposited into Cantt Board for Firm Registration through eChhwani.
 - j) Scanned copy of receipt of Cost of Tender Form deposited in Cantt Board account through eChhawani.
 - k) Scanned copy of EMD deposit receipt through echhawani amounting Rs. 76,000/- (Rupees Seventy Six thousand).
 - l) Scanned copy of affidavit **duly notarized** mentioned that the contractor/bidder not blacklisted from any Govt./Municipality agency/organization.
 - m) Scanned copy of filled and signed Annex.-I (available in tender document).

Note:- The hard copy of the technical documents must reached this office as date and time mentioned in NIT.

6. **MANNER OF SUBMISSION OF E-TENDER AND ITS ACCOMPANIMENTS:**

The technical bid and the financial bid of Tender shall be submitted online only as prescribed.

A) Technical:-

The following documents shall be submitted online on the website portal at <https://defproc.gov.in/nicgep/app> of Cantonment Board, Chakrata on or before the submission date. It shall be the responsibility of the Agency to ascertain timely submission of this technical bid to Cantonment Board, Chakrata. The financial/price bid shall not be considered for opening if the submission of technical bid is not done properly. Technical bid to be submitted through online only. **The Agency shall submit all the copies of technical bid/prequalification conditions and documents as below into one PDF File:-**

- a) Scanned copy of Affidavit for constitution of firm in case may be.



- b) Scanned copy of List of work executed and experience certificate in last three years (i.e. 2020-21, 2021-22 and 2022-23) for Drain civil works only (Minimum experience of Rs. 1300000.00)(Rs Thirteen Lakh only) in any government department duly signed by the competent authority.
- c) Scanned copy of Affidavit of immovable properties indication their present market value.
- d) Scanned copy of bank solvency certificate of Rs. 5,00,000.00 (Rs. Five Lakh).
- e) Scanned copy of character certificate issued by DM/SDM.
- f) Scanned copy of income tax return of FY 2022-23.
- g) Scanned copy of PAN Card.
- h) Scanned copy of GST No.
- i) Scanned copy of receipt of amount deposited into Cantt Board for Firm Registration through eChhwani.
- j) Scanned copy of receipt of Cost of Tender Form deposited in Cantt Board account through eChhwani.
- k) Scanned copy of EMD deposit receipt through echhawani amounting Rs. 76,000/- (Rupees Seventy Six thousand).
- l) Scanned copy of affidavit **duly notarized** mentioned that the contractor/bidder not blacklisted from any Govt./Municipality agency/organization.
- m) Scanned copy of filled and signed Annex.-I (available in tender document).

Note:- The hard copy of the technical documents must reached this office as date and time mentioned in NIT.

B) Financial bid/Price bid:

The financial bid/price bid shall be submitted online on aforesaid specified website <https://defproc.gov.in/nicgep/app> The offer should be based on the above works and should be inclusive of all taxes, levies, duties and all other charges including traveling and any other expenses of the contractor/agency and other employees of the contractor/agency. The Cantonment Board, Chakrata will not bear any expenses other than the rate quoted.

7. The bidders are required to make Online payment for the cost of bidding document. The requisite fees shall be deposited through eChhwani. Online bid must be accompanied with the scanned copy of the receipt for the cost of document failing which the bid will be rejected.
8. Bid earnest money shall be deposited through eChhwani portal. Online bid must accompany the electronic scanned copy of bid earnest money deposit receipt for the mentioned work.
9. The bidder required to submit the hardcopy of the e-receipt of EMD, copy of tender cost receipt and copy of registration fee receipt, originals of all affidavits, and other documents as per list/instructions available in tender document as per time and schedule mentioned in NIT/Tender documents otherwise the tender will be rejected.
10. The bid will be opened in the office of Chief Executive Officer, Cantonment Board, Chakrata by the official of the Cantonment Board Chakrata.
11. The bidder has to submit the rates in BOQ, as uploaded with tender documents.
12. The bid documents along with the Bid security must reach in the Office of Cantonment Board Chakrata as per tender schedule.

OFFICE OF THE CANTONMENT BOARD, CHAKRATA- 248123
TELEPHONE:- (01360) 272220 FAX-(01360)272502

APPLICATION FOR ENLISTMENT OF CONTRACTORS FOR CIVIL WORK TERM
CONTRACT FOR REPAIR AND MAINTENANCE OF CANTT FUND DRAIN (REFERENCE
NIT NO. 12/3/PW/DRAIN/2024, DATED 02-01-2024)

1. Name & Address of Contractor/Firm (Name of Individual in case of Proprietor of firm, name of all Partners with their address should be furnished) (a)
2. Latest copy of Bank statement/solvency Certificate From bank of the Contractor
3. Details of immoveable properties (a)
(b)
(c)
4. Details of moveable properties (like Truck, car, etc.)
5. Details of tools, plants and machinery (like Hot Mix Plant, Mechanical Road Paver, Road Roller, Concrete Mixer, Compressor, Generator etc. Please state Whether owned, Leased or hired)
6. Education/Technical Qualification of the Contractor And Partners, if any
7. Technical staff employed by the Contractor (Please State the qualification of such staff)
8. Details of enlistment with any Govt. Department (attach proof thereof)
9. Details of works executed in last three years (State The contract number and address of the Department for Which the works were executed).
10. Income Tax Number and latest Clearance Certificate (attach copy thereof)
11. GST Numbers with proof thereof (attach Copies)

....2/-



12. Any other information which the contractor may like (a)
To submit and category of enlistment (include

Character certificate and wealth certificate from D.M./SDM (b)
With latest signed)

Enclose the details in ANNEXURE as given in above requisite information. The document must self attested.

13. Declaration:

I hereby declare that the statements and documents made in the application are true and correct.

I have never been debarred from any government agencies.

Any misinterpretation and wrong declaration/concealment of information in the application will tender my contract to be cancelled and I may be debarred from the department.

I/We confirm that I/We shall abide with all terms and conditions of the Cantonment Board including payment of requisite enlistment fee fixed by the Board.

Dated: _____

Signature (S) _____

Of the contractor

Full Name _____

Address _____

Recommendation of JE along with signature and date:-