

GOSABA PANCHAYAT SAMITI
GOSABA, SOUTH 24 PARGANAS

Memo No:109/E-Tender/GPS

Date:22.02.2018

E - NOTICE INVITING TENDER

A. PREFACE:

For and on behalf of GosabaPanchayatSamity, the Executive Officer invites **ITEM RATE** e-tenders from the intending authorized dealer for **Supply, Delivery of Single cab/Double cab Pick up van** at Gosaba Police Station under Gosaba Development Block as per detail "Scope of Work" and other terms and conditions furnished in the different clauses of the biddocument.

B. SCHEDULE:

SI No.	Nature of the work	Bid ValidityDays	Time Allotted for Completion of Work	Estimated Tender Value
1.	Supply, Delivery of Single cab/Double cab Pick up van	30	15	7,50,000/-

C. Specification of the vehicle:

SL No	Specification Type	Details
1	Type	Single cab/Double cab Pick up van
2	Engine	BS-IV/2489 CC to 3000 CC (4 stroke DI/Turbo)
3	Power	63 bhp to 112 bhp
4	AC	No
5	No. of Gears	5 Manual
6	Steering	Power steering

- NB: The vehicle will have to be converted into a dead body carrier with backside extension and have to arrange for carrying two dead bodies at a time with air conditioned facility. The agency/dealer who will get supply order will have to do this conversion within 1 month from the date of issue of supply order. Separate rate will have to quote for this purpose.**

D. General Guidance for e-Tendering:

1. Registration of Bidders : Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the e-Procurement system, through logging on to <https://wbtenders.gov.in>.
2. Digital Signature certificate (DSC): Each bidder is required to obtain a class-II or Class- III Digital Signature Certificate (DSC) for submission of tenders.
3. The bidder can search and download NIT & Tender Documents electronically from the <https://wbtenders.gov.in> website using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
4. Bidder shall produce the original copies related to the documents containing Technical Cover, Financial Cover & Other Information Document which shall be uploaded through Online in the following office: " Office of the Gosaba Panchayat Samity", Gosaba, South 24 Pgs, Pin-743370
5. The undersigned reserves the right to accept or reject the tender in part or full without mentioning any reason whatsoever. The undersigned also reserves the right to accept or reject the lowest rates quoted by the Tenderers.

E. Online Submission of Bid:

Bids shall be submitted as under:

1. Tenders are to be submitted online through the website (www.wbtenders.gov.in). All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for, in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.

2. DOCUMENTS CONSTITUTING THE BID:

- a) **Technical Cover:** The files should be saved in a PDF version and should comprise of the following items:
 - i. "NIT" :NIT to be downloaded and Scanned PDF copy to be submitted by the bidder.
 - ii. "Tender Fees and EMD":
 - Scanned copy of Demand Draft (DD) towards tender fee as prescribed in NIT .
 - iii. Scanned copy of Demand Draft (DD) towards EMD as prescribed in NIT.
 - iv. The Bidder shall submit attested copies of valid **PAN, GST Registration No. , photocopies of the Returns towards payment of taxes/Statutory Compliances** with the Government during the last three financial year and other credentials/documents as stated in the above table with the Bid.
 - i. "Certificate":
 - Duly Completed Scanned PDF copy of Certificate of OEM / Manufacturer authorization Certificate & Written Declaration by the Bidder confirming the bill of material accompanied by written declaration from the respective OEMs.

b) FinancialCover:

- i) **"BoQ":** Financial Bid in Excel version filled with all relevant information. FinancialBid i.e. BOQ given with Tender to be uploaded after filling all relevant information. **The priced BOQ should be uploaded strictly as per the format.**

c) Other Important Documents(OIDs):

- i) Duly Completed Scanned **PDF** of PANCard.
 ii) Duly Completed Scanned **PDF** of GSTIN RegistrationCertificate.
 iii) Duly Completed Scanned **PDF** of Bidder Address Details.
 iv) Duly Completed Scanned **PDF** of Professional Tax.
 vi)

SIN o.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	GST Certificate Bidder Address Details PAN. P Tax Certificate and Challan (2017-2018) Latest IT Receipt. (Last Three Years)
B.	Company Detail(s)	Company Detail	Proprietorship Firm (Trade License) Section-B Form- II [Structure & Org.] Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney, Memorandum of Association & Articles of Association of the Company.
C.	Credential	Credential-1 Credential-2	Similar Nature of Work done & completion certificate which is applicable for eligibility in this tender.
D.	Financial Info		Tax Audited Report in 3 CD from Along with Balance Sheet & profit & Loss A/c. for the last 3(three) years (year just preceding the current financial year will be considered as year-1)

F: **Date & Time Schedule**

SI No.	Particulars	Date& Time
01.	Date of uploading of Tender Document online	22.02.2018
02.	Date of Publishing Date	23.02.2018, 10 AM
03.	Documents download start date (Online)	23.02.2018 , 11 AM
04.	Documents download end date (Online)	05.03.2018 , 1 PM
05.	Bid submission start date (Online)	23.02.2018 , 11 AM
06.	Bid submission Closing (Online)	05.03.2018 , 1 PM
07.	Bid Opening(Technical) date (Online)	07.03.2018 , 2 PM
08.	Bid Opening(Financial) date (Online)	07.03.2018 , 3 PM

**Executive Officer
GosabaPanchayatSamiti**

Memo No:109/1(22)(E-Tender/GPS)

Date:22.02.2018

Copy forwarded for information and with request to display this notice to your office notice board, to:

1. The Additional District Magistrate(Dev.), South 24 Pgs
2. The Sub-Divisional Officer, Canning
3. The District Planning Officer, South 24 Pgs.
4. The Sabhapati, Gosaba PS
5. The Saha-Savapati, Gosaba PS
6. The Officer-in-Charge, Gosaba Police Station
7. The Post Master, Gosaba Post Office
- 8-21.The Pradhan, All GP
22. This Office notice board

**Executive Officer
GosabaPanchayatSamiti**