

SYAMA PRASAD MOOKERJEE PORT, KOLKATA

हल्दिया गोदी परिसर

HALDIA DOCK COMPLEX

I&CF DIVISION

BIDDING DOCUMENTS

FOR

E-TENDER FOR "CLEANING OF DRAINS ALONG WITH OTHER ANCILLARY WORKS FOR SMOOTH DRAINAGE OF STORM WATER DURING RAINY SEASON FOR 2024-25 IN IZ&R SECTION OF I&CF DIVISION, HDC, HALDIA."

Tender No.: I&CF/IZ&R/T/416

E-Tender No.:2024_KoPT_810664



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
SYAMA PRASAD MOOKERJEE PORT, KOLKATA
Formerly Kolkata Port Trust

June - 2024

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1. SCHEDULE OF TENDER (SOT)

E-Tender under single stage single part system (Techno-Commercial Bid and Price Bid) are invited from reliable, bonafide & experienced agency with required experience as per Prequalification criteria stipulated in Tender Document for **"CLEANING OF DRAINS ALONG WITH OTHER ANCILLARY WORKS FOR SMOOTH DRAINAGE OF STORM WATER DURING RAINY SEASON FOR 2024-25 IN IZ&R SECTION OF I&CF DIVISION, HDC, HALDIA."** as per Bill of Quantities to Haldia Dock Complex. Bid Document may be seen from KoPT website (www.kolkataporttrust.gov.in). Corrigenda or clarifications, if any, shall be hosted on the above-mentioned website only.

Bidders will have to participate in bidding process through website

<https://eprocure.gov.in/eprocure/app> only.

a. TENDER NO.	I&CF/IZ&R/T/416
b. MODE OF TENDER	e-tendering System. (Online through https://eprocure.gov.in/eprocure/app). The intending bidders are required to submit their offers electronically through e-tendering portal. No physical tender is acceptable by Haldia Dock Complex, Haldia.
c. Date of NIT available to parties to download	07.06.2024 to 02.07.2024
d. Date and Time for pre-bid meeting & site visit	NIL
e. i) Estimated Cost of Work	Rs. 5,98,095.50 [Indian Rupees: Five Lakh Ninety-Eight Thousand Ninety-Five and Paisa Fifty only].
ii) Bid Document fee	The intending bidders should submit Bid Document Fee of INR Rs. 590.00 (Rupees Five Hundred Ninety only) including 18% GST
iii) Earnest Money Deposit (EMD)	The intending bidders should submit Earnest Money of INR Rs. 11962.00 [Rupees Eleven Thousand Nine Hundred Sixty-Two only]
f. Last date and time for deposition of Earnest Money and Bid Document Fee	02.07.2024 (upto 3:00 P.M.)
i) Starting date of e-Tender for submission of on-line Pre-qualification & Techno-commercial Bid and price Bid at https://eprocure.gov.in/eprocure/app	07-06-2024
ii) Closing date & time of e-Tender for submission of on-line Pre-qualification & Techno-commercial Bid and price Bid at https://eprocure.gov.in/eprocure/app	02.07.2024 (upto 3:00 P.M.)
iii) Date & time of opening of Techno-commercial Bid & Price bid of Tender.	03.07.2024 (After 3:30 P.M.)

लघु निविदा सूचना
SHORT TENDER NOTICE

सं./ No- आईएंडसीएफ/आईजेडएंडआर/टी/416

दिनांक: .06.2024

हल्दिया गोदी परिसर में निम्नलिखित कार्य हेतु निविदा में दिए गए योग्यता मापदंड के अनुसार एक साथ एक भाग प्रक्रिया के तहत (तकनीकी-वाणिज्यिक बिड एवं लागत बिड संयुक्त) ई-निविदा आमंत्रित की जाती है।

E-Tender under single stage single-part system (Techno-Commercial Bid and Price Bid combined) are invited as per Prequalification criteria stipulated in Tender Document for the following work at Haldia Dock Complex.

➤ कार्य का नाम/ Name of work	:	“आईएंडसीएफ डिवीजन, एचडीसी, हल्दिया के आईजेडएंडआर अनुभाग में 2024-25 के लिए बरसात के मौसम के दौरान तूफानी पानी की सुचारू निकासी के लिए अन्य सहायक कार्यों के साथ-साथ नालियों की सफाई.” “CLEANING OF DRAINS ALONG WITH OTHER ANCILLARY WORKS FOR SMOOTH DRAINAGE OF STORM WATER DURING RAINY SEASON FOR 2024-25 IN IZ&R SECTION OF I&CF DIVISION, HDC, HALDIA.”
➤ ई-निविदा संख्या/ E-Tender No	:	आईएंडसीएफ/आईजेडएंडआर/टी/416 I&CF/IZ&R/T/416
➤ अनुमानित लागत/ Estimated Cost	:	₹. 5,98,095.50 [भारतीय रुपये: पांच लाख अट्ठानबे हजार निन्यानवे और केवल पचास पैसे]। Rs. 5,98,095.50 [Indian Rupees: Five Lakh Ninety-Eight Thousand Ninety-Five and Paisa Fifty only].
➤ ई-निविदा जमा करने की अंतिम तिथि/ Last date of submission of e-tender	:	02.07.2024. अपराह्न 15:00 बजे तक जमा की जाएगी। Submission Up to 15:00 hrs.

निविदा और निविदा दस्तावेज की विस्तृत जानकारी एसएमपी, कोलकाता के वेबसाइट (www.kolkataporttrust.gov.in) पर उपलब्ध है एवं बोलीकर्ता रेलटेल पोर्टल के वेबसाइट <https://eprocure.gov.in/eprocure/app> के माध्यम से ही बोली प्रक्रिया में भाग ले सकते हैं। इच्छुक ठेकेदार pkmani.hdc@kolkataporttrust.gov.in वेबसाइट पर सम्पर्क कर सकते हैं।

Details of the Tender & Tender Documents are available in SMP, KOLKATA website (www.kolkataporttrust.gov.in) and have to participate in bidding process through their website <https://eprocure.gov.in/eprocure/app> of CPP Portal only. Interested bidders may contact at: pkmani.hdc@kolkataporttrust.gov.in.

महाप्रबंधक (इंजीनियरिंग)
General Manager (Engineering)
हल्दिया गोदी परिसर/ Haldia Dock Complex
श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता
Syama Prasad Mookerjee Port, Kolkata

NOTICE INVITING TENDER

No- I&CF/IZ&R/T/416

Dt- .06.2024

WORK TITLE: TENDER FOR "CLEANING OF DRAINS ALONG WITH OTHER ANCILLARY WORKS FOR SMOOTH DRAINAGE OF STORM WATER DURING RAINY SEASON FOR 2024-25 IN IZ&R SECTION OF I&CF DIVISION, HDC, HALDIA."

1 TENDER NO: I&CF/IZ&R/T/416 E-Tender No.:2024_KoPT_810664

E-Tender under single stage single-part system (Techno-Commercial Bid and Price Bid combined) are invited from resourceful, experienced and bonafide agencies with sound technical and financial capabilities on fulfilling the following Pre-qualification Criteria;

2 PRE-QUALIFICATION CRITERIA FOR BIDDERS: -

- i) Average Annual Financial Turnover during the last three years, ending on **31-03-2023**, should be at least 30% of the estimated cost.
- ii) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following: -
 - a. Three similar completed works costing not less than the amount equal to 40 % of the estimated cost.
Or
 - b. Two similar completed works costing not less than the amount equal to 50 % of the estimated cost.
Or
 - iii) One similar completed works costing not less than amount equal to 80 % of the estimated cost.
- iv) Similar works means: -
Any Civil Engineering works.
- v) ☐ Work experience, as a sub-contractor or supply contractor shall not be considered as the requisite qualification.

TENDER AUTHORITY: -

Sr. Dy. Manager (IZ&R), I & CF Divn., Haldia Dock Complex, Operational Building (2nd Floor), Chiranjibpur, Haldia, Dist. Purba Medinipur – 721 604, Tele-fax- 03224-252110,

Due Date	02-07-2024	Time	UPTO 15:00 hrs.	Date of Opening of Tender	02-07-2024	Time	15:30 hrs. onwards.
Bid Document will be available on KoPT website (www.kolkataporttrust.gov.in). Bidders will have to participate in bidding process through website https://eprocure.gov.in/eprocure/app only.							
Earnest money	The intending bidders should submit Earnest Money of Rs. 11962.00 [Rupees Eleven Thousand Nine Hundred Sixty-Two only].						
Cost of Tender Document (Non-Refundable)	Rs 590.00 (Rupees Five Hundred Ninety only) including 18% GST						
Time of Completion	12 (Twelve) months						
Estimated Cost of Work	Rs. 5,98,095.50 [Indian Rupees: Five Lakh Ninety Eight Thousand Ninety-Five and Paise Fifty only].						

3.4 OTHER INSTRUCTIONS: -

3.4.1 E-Tenderers are invited on single stage single-part system (Techno-Commercial Bid and Price Bid combined) from resourceful, experienced and bonafide bidders with sound technical and financial capabilities for the above-mentioned work at Haldia Dock Complex.

3.4.2 Details of the Tender Documents and Notification of any Addendum / Corrigendum to the tender Documents are available in web site from KoPT website (www.kolkataporttrust.gov.in) and have to participate in bidding process through their website <https://eprocure.gov.in/eprocure/app> only.

3.4.3 E-Tender Document shall neither be issued by post nor sold.

3.4.4 E-Tenderers are not permitted to alter/change/delete/modify any clause of the tender Document down loaded from the website. If any deviation / discrepancy is found after submission of tender, the submitted offer will be summarily rejected.

3.4.5 Bidders shall submit the Bid Document as stipulated in the "Instructions To Bidders" of the e-tender Document. Trustees reserve the right to verify the submitted copies of Documents / credentials with the original Documents.

3.4.6 The successful tenderer will be required to comply with the relevant provisions of BOCW (RECS) Act, 1996, West Bengal BOCW (RECS) Act, 2004 and BOCW Welfare Cess Act, 1996 and the rules framed there under. An amount of cess as per prevalent rate (presently @ 1% of the billed amount) shall be progressively recovered from all the bills of the contractor for onward transmission of the same to the appropriate authority.

3.4.7 E-Tenderers will be received through <https://eprocure.gov.in/eprocure/app> up to 15:00 hrs. on the last date of submission and opening of tender specified above.

3.4.8 Techno Commercial Part of the e-Tender will be opened shortly after 3.30 p.m. on the stipulated date.

3.4.9 In case of unscheduled Holiday / Bandh on the date of opening of E-Tender, the same will be opened on the next working day.

3.4.10 It is stated here that the subject tender may not be extended further.

3.4.11 SMP, KOLKATA reserves the right to reject any or all offers or to accept the offer in whole or in part without assigning any reason whatsoever thereof.

**General Manager (Engg.)
Haldia Dock Complex**

4. Important instructions for E-procurement

Bidders are requested to use internet Browsers Firefox version below 50 / Internet Explorer version 8 or above, and Java 8 Update 151 or 161.

Further, bidders are requested to go through the following information and instructions available on the CPP Portal <https://eprocure.gov.in/eprocure/app> before responding to this e-tender:

- Bidders Manual Kit
- Help for Contractors
- FAQ

Contact Persons (SYAMA PRASAD MOOKERJEE PORT, KOLKATA, Haldia Dock Complex):

Sri P.K. Mani, Sr. Dy. Manager (IZ&R), I&CF Division, email: pkmani.hdc@kolkataporttrust.gov.in

1	Process of E-tender: THE TECHNICAL BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT <u>https://eprocure.gov.in/eprocure/app</u> 1).Vendors are required to register themselves online with <u>https://eprocure.gov.in/eprocure/app</u> Contact person (Haldia Dock Complex): 1. Sri. P. K. Mani Sr. Dy. Manager (IZ&R), I&CF Haldia Dock Complex Ph. No. 9434721138 pkmani.hdc@kolkataporttrust.gov.in 2. Sri. P. Roymahapatra Dy. Manager (IZ&R), I&CF Haldia Dock Complex Ph. No. 9434031099 prmahapatra.hdc@kolkataporttrust.gov.in <u>Help Desk (CPP Portal):</u> <table><tr><td></td><td>0120-4001 002 0120-4001 005 0120- 4493395 <u>support-eproc@nic.in</u></td></tr></table>		0120-4001 002 0120-4001 005 0120- 4493395 <u>support-eproc@nic.in</u>
	0120-4001 002 0120-4001 005 0120- 4493395 <u>support-eproc@nic.in</u>		
	The Techno-commercial Bid and the Price Bid shall have to be submitted online at <u>https://eprocure.gov.in/eprocure/app</u> Tenders will be opened electronically on specified date and time as given in the Tender.		
3	All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.		
4	Information about tenders /corrigendum uploaded shall be sent by email only during the process till finalization of tender. Hence the vendors are required to ensure that their corporate email I.D. provided is valid and updated at the time of registration of vendor with https://eprocure.gov.in/eprocure/app . Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).		
5	E-tender cannot be accessed after the due date and time mentioned in NIT.		
6	Bidding in e-tender: a) Vendor(s) need to submit necessary EMD and Tender fees to be eligible to bid online in the e-tender. Tender fees are non-refundable. No interest will be paid on EMD. EMD of the unsuccessful vendor(s) will be refunded by the tender inviting authority. b) The process involves Electronic Bidding for submission of Technical and Commercial		

	Bid. c) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid. d) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else. e) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above. f) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply. g) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system. h) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof. i) No deviation of the terms and conditions of the tender Document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.
7	Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.
8	No deviation to the technical and commercial terms & conditions are allowed.
9	The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof
10	Vendors are requested to read the vendor guide and see the video in the page https://eprocure.gov.in/eprocure/app to familiarize them with the system before bidding.
11	No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender
12	The bidders must upload all the documents required as per terms of tender. Any other document uploaded which is not required as per the terms of the tender shall not be considered.
13	The bid will be evaluated based on the filled-in technical & commercial formats.
14	The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, punitive action including suspension and banning of business can also be taken against defaulting bidders.
15	(Necessary addendum/ corrigendum (if any) of tender would only be hosted in the e-tendering portal of CPPP.

5. INSTRUCTIONS TO BIDDER

E-TENDER FOR "CLEANING OF DRAINS ALONG WITH OTHER ANCILLARY WORKS FOR SMOOTH DRAINAGE OF STORM WATER DURING RAINY SEASON FOR 2024-25 IN IZ&R SECTION OF I&CF DIVISION, HDC, HALDIA."

5.0 PREFACE:

The work as described in the tender shall be executed in Haldia and in accordance with the attached General Conditions of Contract, Special Conditions of Contract, Particular Specifications, Drawings (if any) & detailed Bill of Quantities. Location Plan of the place of work might be inspected at the office of the SR. DY. MANAGER (IZ&R), I&CF on any working day before quoting for the tender.

5.1 EARNEST MONEY DEPOSIT (EMD) AND COST OF TENDER DOCUMENT:

5.1.1 TENDER DOCUMENT FEES:

The intending bidders should submit Bid Document Fee of **590.00 (Rupees Five Hundred Ninety only) including 18% GST**

Earnest money are to be physically deposited at the office of Tendering Authority Sr. Dy. Manager [IZ&R], I&CF Division, 2nd floor Operational Building, Chiranjibpur, Haldia Dock Complex, Haldia, PIN 721604, separately in a single sealed envelope, mentioning Tender no. with proper marking.

Demand Draft /Banker's Cheque /Pay Order etc. against Earnest money and cost of tender document, should be submitted/deposited on any scheduled/ nationalized Bank, by the bidder in favour of "Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex", payable at Haldia before opening of the tender, as specified in the Tender Document.

Details of cost of e-tender paper remitted should be entered by the participating bidder in the space provided in the e-tender as indicated hereunder:

- | | | |
|----|--------------------------|---|
| a) | Name of remitting bidder | : |
| b) | Tender No. | : |
| c) | Amount remitted | : |
| d) | Date of remittance | : |
| e) | DD/BC No. | : |

5.1.2 EARNEST MONEY

The intending bidders should submit Earnest Money of Rs. **11962.00 [Rupees Eleven Thousand Nine Hundred Sixty-Two only]**.

Earnest money are to be physically deposited at the office of Tendering Authority Sr. Dy. Manager [IZ&R], I&CF Division, 2nd floor Operational Building, Chiranjibpur, Haldia Dock Complex, Haldia, PIN 721604, separately in a single sealed envelope, mentioning Tender no. with proper marking.

Demand Draft /Banker's Cheque /Pay Order etc. against Earnest money and cost of tender document, should be submitted/deposited on any scheduled/ nationalized Bank, by the bidder in favour of "Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex", payable at Haldia before opening of the tender, as specified in the Tender Document.

Details of Earnest money remitted should be entered by the participating bidder in the space provided in the e-tender as indicated hereunder:

- a) Name of remitting bidder :
- b) Tender No. :
- c) Amount remitted :
- d) Date of remittance :
- e) DD/BC No. :

5.2 MODE OF SUBMISSION OF BID:

5.2.1 All bidders must submit their offers through e- tendering in accordance with the terms and conditions set out in the bid documents and no deviation will be accepted.

5.2.2 Techno commercial part shall contain the following which are to be uploaded: -

I. Essential Documents: - (Bids will be rejected if any essential document is not submitted by the bidder)

a) Credentials in the form of copies of Letters of Award of Works along with corresponding Completion Certificates from owners to justify that the intending bidder satisfies the earlier mentioned prequalification criteria. I) Letters of Award of Works of each credential.

ii) Corresponding Completion Certificates from owners of each credential to justify that the intending bidder satisfies the earlier mentioned pre-qualification criteria.

b) Certified copies of audited balance sheet and Profit and Loss account / Trading account for the last 3 (three) financial years **(i.e. 2020-2021, 2021-2022, 2022-2023)**.

II. Other Documents: -

a) No conditions/ deviations have been added in the price part of the Bid.

b) A declaration as per annexure IB that the Bidding Firm has Not been debarred / de-listed by any Govt /Quasi Govt. / Public Sector undertaking in India.

c) A declaration as per annexure IB that the proprietor/partner(s)/authorized signatory of the bidding firm (in the case of proprietorship firm /partnership firm /limited company, as the case may be) is/are not associated with any other firm bidding for the same work.

e) The un-priced "Abstract Form of Tender" & "Form of Tender" (without price quoted) shall not only be signed and stamped by the Bidder, but must also be duly witnessed and scan copy to be uploaded.

f) A list of works which are in hand at the time of submitting the offer as per the enclosed proforma titled 'Concurrent Commitments of the Bidder' vide 'Annexure-II' in of the tender Document.

g) A Declaration as per 'Annexure – IA' that no conditions / deviations have been added in the price part of the Bid.

h) Scan copy of the following Documents to be uploaded: -

i) PAN Card

ii) GST registration certificate.