

Office of the Board of Councillors of Ranaghat Municipality

P.O.: RANAGHAT, DIST.: NADIA, WEST BENGAL

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Notice Inviting e-Quotation

Notice Inviting e-Tender No: WBMAD/ULB/RANAGHAT/NIQ-17e/2025-26/SL1

Memo. No:-1952 /RM, Dated: 17/11/2025

Ref no: - RGTm/PH-I/L1/02081608/8573

The Chairman, Ranaghat Municipality, invites e-Quotation for procurement of Ambulance from eligible and resourceful Manufacturer/Authorized Dealers/Authorized Distributors/Authorized Suppliers at Ranaghat Municipality as detailed in the table below.) under APAS scheme detailed in the following table.

(Submission of Bid through **online**)

APAS SCHEME LIST (PHASE-II, Lot-I) - RANAGHAT MUNICIPALITY

AC- 087 - Ranaghat Uttar Paschim

Detail of Supply:

Name of work	Earnest Money (Rs.)	Time of Delivery	Price of Tender
Procurement of 1(one) no Air Conditioned Ambulance Note: Rate should be inclusive of all taxes as applicable including transportation cost.	Initial earnest money will be Rs. 10,000.00 And shall accompany with Bid Proposal through Net Banking or RTGS/NEFT balance earnest money beyond Rs.10,000.00 (if any to fulfill 2% of amount offered) shall be deposited by the lowest tenderer after getting letter of acceptance.	30 Days from the date of issuance of work order	Nil

1) In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of tender documents (tender fees) and Earnest Money may be remitted through Net Banking or RTGS/NEFT and also to be documented through e-filling.

2) Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in **SI No 9**.

4) The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the Tender Committee, Ranaghat Municipality. The decision of the Tender Committee, Ranaghat Municipality' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

5) **Eligibility criteria for participation in the tender.**

The prospective bidders shall have credential of similar case in a single supply order under authority of Government/Semi Government, Public Sector, Government autonomous bodies, Government undertaking,

local bodies within last 5 (five) financial years (FY 2014-2015 to FY 2018-2019). Work order(s) with Completion Certificate(s)/Payment Certificate(s) should be submitted in support of Credential. MOU / Joint Venture/ sub contract in any form will not be allowed or provided in this contract.

The Tenderer/Manufacturer must have at least 3 (three) years' experience in manufacturing/selling same types of vehicles and certificate of satisfactory performance of minimum one year is to be furnished.

Tenderer must have valid Trade License, PAN, P.T Deposit Challan and GSTIN ,

The Tenderer must have service center with requisite available spares in within 70 KM of Ranaghat. Proper address and location must be mentioned in the bid.

The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive).

Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.

A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

viii. ARAI / ICAT or any other agency authorized by Ministry of Road Transport to issue certificate as per CMV Rule 126 to establish compliance with the central Motor Vehicle Rules 1989.

ix) The dealer should submit proper authorization from manufacturer to participate in the bid.

6) Payment terms: Payment will be made by the Chairman, Ranaghat Municipality after satisfactory completion of the supply. 8 (Eight)% of Bill amount will be deducted from the Bill(s) as Security Deposit and total 10% Security Deposit (including 2% EMD which is to be converted to Security Deposit) will be refunded after completion of one-year warranty period.

7) Supply should be made as per Specification attached.

8) Bid shall remain valid for a period not less than 90 (Ninety) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

9) Date and Time Schedule:

Sl. No.	Particulars	Date & Time (IST)
1	Date of uploading of N.I.Q. & other Documents (online)	17.11.2025 at 18.00 Hrs
2	Documents download/sell start date (Online)	17.11.2025 from 18:00 Hrs
3	Documents download/sell end date (Online)	11.12.2025 at 11:00 Hrs
4	Bid submission start date (On line)	17.11.2025 from 18:00 Hrs
5	Seek clarification start date	N.A
6	Seek clarification end date	N.A
7	Pre Bid Meeting date, time and place	N.A
8	Bid Submission closing (On line)	11.12.2025 at 11:00 Hrs

9	Bid opening date for Technical Proposals (Online)	13.12.2025 at 11:00 Hrs
10	Date of uploading list for Technically Qualified Bidder(online)	<i>To be notified later</i>
11	Date for opening of Financial Proposal (Online)	<i>To be notified later</i>

10) Earnest Money: Rs. 10,000.00 (Rupees Ten thousand) only as an initial Earnest Money Deposit shall be paid by selecting from either of the following payment modes (refer Fiancé Order no. 3975-F(Y) dated 28/07/2016):

Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.

ii) RTGS/NEFT in case of offline payment through bank account in any bank.
This amount will be converted to security deposit for the successful bidder.

Balance Earnest Money beyond Rs. 10,000.00/- (if any, to fulfill 2 % of amount offered) shall be deposited by the successful Quotation prior to acceptance of tender.

The EMD for the successful Quotation will be converted to Security Deposit and additional amount of 8% will be deducted towards SD from bill(s). Such deducted amount will be refunded after necessary certification by the competent Authority on expiry of 12 months from the completion date.

11) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Quotation, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.

12) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Chairman, Ranaghat Municipality reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.

13) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in before tendering the bids.

14) Conditional / Incomplete tender will not be accepted under any circumstances.

15) The intending tenderers are required to quote the rate online.

16) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

17) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

18) The Chairman, Ranaghat Municipality, reserves the right to cancel the N.I.Q. due to unavoidable circumstances and no claim in this respect will be entertained.

19) Before issuance of the SUPPLY ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case supply order will not be issued in favor of the said Tenderer under any circumstances.

20) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

- 1) Tender Form: Municipal Tender form
- 2) N.I.Q. 3) Special Terms & Conditions
- 4) Technical Bid 5) Financial Bid

21) Qualification criteria:

The tender inviting and Accepting Authority will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity
- 2) Experience / Credential

22) The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.

23) Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

24) Price preference applicable as per present G.O

25) Quoted rate should be inclusive of all types of taxes, duties etc. No extra payment will be made in this regard in any circumstances.

26) Agreement: The Agreement in Form No. 2911(Municipal Tender Form) will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to execute agreement by depositing cash towards the cost of agreement paper within time limit to be specified in the letter of acceptance.

Chairman
Ranaghat Municipality

TECHNICAL SPECIFICATIONS- AIR CONDITIONED VEHICLE	
ENGINE	
Engine	K12N
Emission	BS-VI
Type	K12N
Displacement	1197 cc
Max Output	60.5/6000
Max Torque	104.4NM@3000RMP
TRANSMISSION	
Type	PETROL 5MT
No. of Gears	4 Forward, 1 Reverse
DRIVE	Rear Wheel Drive
AXLES	
Front	Dead Rigid, I-Beam (Reverse Elliot Type)
Rear	Live Rigid
SUSPENSION	
Front	MACPHERSON STRUT
Rear	RIGID LINK AXLE
STEERING	
Turning Radius	4.5
BRAKES	
Type	ABS with EBD
Front	DISK
Rear	Drum
Parking	SENSOR SYSTEM & LIGHT
WARRANTY	
Warranty	3 year/ 100000 km & 3 Free Services
WHEELS & TYRES	
Size	155/13
DIMENSIONS	
Wheel Base (mm)	2350
Overall Length (mm)	3675
Overall Width (mm)	1475
Overall Height (mm)	1930
AIRCONDITION	Factory fitted Air conditioning system in whole Area.
CAPACITY	
FuelTank	32 liters.
Stretcher	MONOBLOCK STRECHER

BODY PANELS	Acrylonitrile Butadiene Styrene (ABS) Plastic & Stainless Steel
ROOF	Rexine
PARTITION	Acrylonitrile Butadiene Styrene
PATEINT COMPARTMENT LED LIGHTS	2 Nos
FLOOR	floor covered with molded rubber matting

Chairman
Ranaghat Municipality

INSTRUCTION TO BIDDERS

General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

Registration of Contractor:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://etender.wb.nic.in> (the web portal of Public Works Department). The contractor is to click on the link for e-Tendering site as given on the web portal.

Digital Signature Certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

The contractor can search and download NIEt, Tender Document(s) and Addenda & Corrigenda (if any) electronically from computer once he/she logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

Participation in more than one work:

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

A prospective bidder (including his participation in partnership) shall be allowed to participate in 2 (two) works anywhere for each set of prescribed machinery and equipment owned / lease hold agreement by the bidder. In no case a bidder will be allowed to participate in bid for more than 2 (two) works anywhere per set of required machineries.

Provided that in a particular NIEt, having multiple work, a bidder can participate in more than one work, provided the bid capacity permits and the bidder is capable to arrange and deploy separate set of required machineries for multiple works and complete the work in specified time.

Submission of Tenders:

General process of submission:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one is Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded Virus free scanned copy of the documents are to be uploaded duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical proposal:

The Technical proposal should contain scanned copies of the following in further two covers (folders):

Statutory Cover Containing:

A. 6.2.0.1. Prequalification Application
(Section – B, Form – I)

A. 6.2.0.2. Earnest Money has to be deposited by the bidder through the following payment mode as per memorandum of the Finance Department vide No. 3975-F(Y) dated 28PthP July, 2016.

(a)Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

(b)RTGS/NEFT in case of offline payment through bank account in any bank.

A. 6.2.0.3. Financial Statement

(Section – B, Form – II)

A. 6.2.0.4. Affidavit

(Ref:- format for affidavit shown in “X” and Declaration “Y” in Section – B)

A. 6.2.0.5. Municipal Tender Form & NleT with all agenda & corrigendum (download& upload the same digitally signed, quoting rate will only encrypted in the BOQ under Financial Bid. In case quoting any rate in Municipal Tender Form, the tender liable to summarily rejected)

A. 6.2.0.6.Special Terms, conditions & specification of works.

Non statutory Cover Containing:

A. 6.2.1.1. Professional Tax (PT) deposit receipt challan for the financial year 2022-2023, PAN Card, valid 15-digit Goods and Service Tax paper Identification Number (GSTIN) under GST Act. 2017 with relevant document(s) and any other(s) if applicable.

A. 6.2.1.2.Registration Certificate under Company Act. (if any).

A. 6.2.1.3.Registered Deed of partnership Firm / Article of Association & Memorandum.

A. 6.2.1.4. Registered Power of Attorney

(For Partnership Firm/ Private Limited Company, if any).

A. 6.2.1.5. Tax Audited Report in Balance Sheet & Profit & Loss A/c for the last five years

(year just preceding the current Financial Year will be considered as year – I).

A. 6.2.1.6.Clearance Certificate for the Current Year issued by the Assistant Register of Co-Op (S) (ARCS).

A. 6.2.1.7. Bye laws are to be submitted by the Registered labour Co-Op (S) & Engineers' Co.-Opt.(S).

A. 6.2.1.8. List of machineries possessed by own/lease along with authenticated copy of tax invoice, delivery challan& waybill Ref.:- Cl. No. 3.2.9.& 20 and Section –B, Form - IV of this NleT and a statement should be submitted with mentioning the present status and location of installation of main plant and machineries.

A. 6.2.1.9. List of laboratory Instrument along with authenticated Invoice & Challan.

A. 6.2.1.10.List of Technical staffs along with structure & organization (Section – B, Form – III).

A. 6.2.1.11. Requisite Credential as per Cl. No. 3(i) and Section – B, Form – V of this NleT. Scanned copy of Original Credential Certificate as stated in Cl. No. 3(i) of NleT is to be submitted.

Note: Failure of submission of any of the above mentioned documents (as stated in A. 1.& A. 2.) will render the tender liable to be summarily rejected for both statutory & non statutory cover.

Opening & evaluation of tender:

Earnest money as per NIT of work for which tender has been called for, will have to be submitted online by all intending Tenderers.

Opening of Technical proposal:

Technical proposals will be opened by the Chairman, Ranaghat Municipality. Intending tenderers may remain present if they so desire.

Cover (folder) statutory documents (vide Cl. No. 6.A-1) will be opened first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. – 6.A2) will be opened. If there is any deficiency in the statutory documents, the tender will summarily be rejected.

Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the tender evaluation committee.

Pursuant to scrutiny & decision of the Bid Evaluation Committee, the summary list of eligible bidders & the serial number of work for which their proposal will be considered will be uploaded in the web portals. While evaluation the committee may summon the bidders(s) & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab “Submit Non Statutory Documents’ to send the selected documents to Non-Statutory folder.

Next Click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	1. Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s) and any other(s) if applicable. 2. PAN Card. 3. Valid P. Tax Deposit Challan. 4. Valid Trade License. 5. Last 3 years IT Return
B.	Company Detail(s)	Company Detail - 1	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. Ltd. Company (Incorporation Certificate, Trade License) 4. Co-Operative Society (Society Registration Certificate Copy, TradeLicense)
C.	Credential	Credential – 1 Credential – 2	Similar nature of work done and completion certificate with Price Schedule or BOQ which is applicable for eligibility in this NleT.
D.	Equipment	Laboratory Equipments Machineries – 1 Machineries – 2	1. Authenticated copy of Tax Invoice, Delivery Challan and Waybill (Plant / Machinery) 2. Authenticated copy of Tax Invoice, Delivery Challan and Waybill (laboratory)

		Work in hand	1. Financial Statement (Section-B, Form – II) duly filled up. 2. Affidavits – X and Declaration – Y. 3. Certificate of revolving line of credit by the Bank.
		Payment Certificate 1 Payment Certificate 2	Only Payment Certificate not the TDS Certificate.(Issued by an Officer not below the rank of Executive Engineer).
		Technical Personnel on Contract	List of Technical Staffs along with Structures & Organization (as per NleT.)

Tender Evaluation Committee (TEC)

Bid Evaluation Committee constituted under Ranaghat Municipality with reference to Order no. UD & MA Deptt order no:46/MA/O/C-4/2M-11/2017 dated 15.01.2018

Opening of Technical Proposal:

Technical proposals will be opened by the Chairman, Ranaghat Municipality and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Financial proposal

The financial proposal should contain the following documents in one cover (folder) i.e., Bill of Quantities (BOQ). The contractor is to quote the rate (percentage Excess / Less / At par) online through computer in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of net worth and available bid capacity as mentioned in the NleT to be obtained from the information furnished in Form – II (Section-B), i.e., Financial Statement.

Penalty for suppression / distortion of facts:

Submission of false document, by tenderer is strictly prohibited & if found the matter may be referred to the appropriate authority for prosecution as per relevant IT Act / other relevant Acts and further penal action may be taken against him as per rule.

REJECTION OF BID

The Employer (tender accepting authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (tender accepting authority) action.

AWARD OF CONTRACT

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Letter of Acceptance. Refusal to accept an award after issuance of "Letter of Acceptance" or refusal to enter into contract with the Ranaghat Municipality without justifiable cause will lead to forfeiture of EMD of the said bidder in favour of the Ranaghat Municipality and appropriate penal action as per rule / as stated elsewhere in this NleT will be taken against him.

All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents along with requisite cost (Ref: of this N.I.T.) through Demand Draft / Pay Order / RTGS / NEFT issued from any nationalized / scheduled bank in favour of the Chairman, Ranaghat Municipality of the concerned work within time limit to be set in the letter of acceptance.

The Letter of Acceptance will constitute the formation of the Contract. Issuance of Letter of Acceptance / Work Order may be delayed due to non-receipt of clear site for the work and no claim, whatsoever, for delay in issuance of Letter of Acceptance / Work Order will be entertained.

The Agreement in Municipal Tender Form will incorporate all necessary documents e.g. NleT, all addenda & corrigendum, special terms & conditions, different filled-up forms (Section –B), BOQ, prevailing P.W. Directorate Schedule of Rates at the time of floating of NleT, and the same will be constituted between the Tender Accepting Authority and the successful Bidder

Online receipt and refund of EMD of e-procurement through State Government e-procurement portal.

Login by bidder:

A bidder desirous of taking part in a tender invited by a State Government Office / PSU / Autonomous Body / Local Body / PRIs, etc. shall login to the e-procurement portal of the Government of West Bengal <https://wbenders.gov.in> using his login ID and password.

He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by select from either of the following payments modes:

A. 11.0.1.1. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

A. 11.0.1.2. RTGS/NEFT in case of offline payment through bank account in any bank.

Payment procedure:

Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:

A. 11.1.0.1. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

A. 11.1.0.2. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

A. 11.1.0.3. Bidder will receive a confirmation message regarding success/failure of the transaction.

A. 11.1.0.4. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government / PSU / Autonomous Body / Local Body / PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD / Tender Fees.

A. 11.1.0.5. If transaction is failure, the bidder will again try for payment by going bank to the first step.

Payment through RTGS/NEFT:

A. 11.1.1.1. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

A. 11.1.1.2. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

A. 11.1.1.3. Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

A. 11.1.1.4. If verification is successful, the Fund will get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD.

A. 11.1.1.5. Hereafter, the Bidder will go to e-procurement portal for submission of his bid.

A. 11.1.1.6. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

Refund/Settlement Process:

A. 11.1.3.1. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the -e Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.

A. 11.1.3.2. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.

A. 11.1.3.3. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will refund, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the -e Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

A. 11.1.3.4. If the L1 bidder accepts the LOI and the same is processed electronically in the e- Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T±2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.

A. 11.1.3.5. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal.

EMD of the L1 bidder for tenders of Local Bodies will automatically get transferred from the pooling account to the " ICICI Bank Account" along with the bank particulars of the L1 bidder.

In Such transfer will take place within T±1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.

A. 11.1.3.6. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the e-Procurement portal for updation.

A. 11.1.3.7. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the dedicated "ICICI Bank Account" for Municipal tenders.

A. 11.1.3.8. All refunds will be made mandatorily to the Bank A/c. from which the payment of EMD & Tender Fees (if any) were initiated.

Refund/Settlement Process:

A. 11.1.4.1. The ICICI Internet Banking will communicate to the State Government e-Procurement portal all details of the transactions on daily basis.

- A. 11.1.4.2. The Tender inviting Authority of the Government Offices will be using their respective e-procurement User ID and Password to view the EMD and Tender Fees deposited by the bidders in the pooling accounts.
- A. 11.1.4.3. The Finance officer of Ranaghat Municipality will be able to view the EMD and Tender Fees deposited by the bidders to the pooling accounts and fund transferred downstream at various stages of the tender process to dedicated ICICI Bank accounts, as applicable by using user access.

**Chairman,
Ranaghat Municipality**

SECTION – B
FORM –I
PRE-QUALIFICATION APPLICATION

**To
The Chairman,
Ranaghat Municipality,
Ranaghat, Nadia.**

Ref :Tender for(name
of work).....

NieT No..... Sl. No..... of The Chairman,
Ranaghat Municipality, Ranaghat, Nadia

Dear Sir,

Having examined the Statutory, Non-statutory & NieT documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of.....

in the capacity..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

(a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.

(b) Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason.

Enclosure(s): e-Filling:-

1. Statutory Documents.
2. Non Statutory Documents.

Date.....

Signature, Name and designation of authorized signatory

For and on behalf of

(Name of the Applicant/Firm with Seal)

AFFIDAVIT – “X”

(To be furnished in Non-Judicial Stamp Paper of appropriate value duly notarized)

1. I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted is proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the undersigned.
2. The undersigned also hereby certifies that neither our firm.....nor any of its constituent partners have failed to executed more than one works contract under any directorate of Govt. of West Bengal and that neither our firm..... nor any of its constituent partners was terminated by any sub-rule under Clause 3 of Tender Form No. 2911 and that neither our firm nor any of its constituent partners was terminated under any clause of Standard Bidding Documents by the Engineer-in-Charge / Employer during last 3 (three) years.
3. The undersigned would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender vide **NIE T bearing No.....** of the Chairman, Ranaghat Municipality the capacity of individual/ as a partner of a firm & I have not applied severally for the same job and also not applied more than two works anywhere per set of required machineries.
6. The undersigned also hereby certifies that the Bid shall remain valid for a period not less than 120 (one hundred twenty) days, after the dead line date for Bid submission.
7. I / we do hereby certify that I shall bring all requisite technical personnel and /or plants/ testing machineries / equipment for all the items of works as per relevant IS / IRC codes of practice and as per BOQ and as per direction of the Engineer-in-Charge at the time of execution of work at site even if upon technical evaluation I am declared as “qualified” without having all the requisite technical personnel and /or plants/ testing machineries / equipment at the time of submission of tender.

Date:

Signature, name and designation of Authorised Signatory.

For and on behalf of -----
(Name of the Applicant/Firm with Seal)

SECTION – B

FORM – III

STRUCTURE AND ORGANISATION

A. 1 Name of Applicant

:

A. 2 Office Address

:

Telephone No.

:

Mobile No.

:

A. 3 Name and address of Banker

:

A. 4 Attach an Organization Chart
showing the structure of the
Company with names of key
personnel and technical staff
with Bio-Data.

:

Note: Application covers Proprietary Firm, Partnership, Limited Company or corporation.

Date:

Signature, name and designation of Authorised Signatory.

For and on behalf of-----
(Name of the Applicant/Firm with Seal)

DECLARATION “Y”

(To be submitted in non-judicial stamp paper of appropriate value, duly notarised)

- I, the undersigned, declare that all the statements made in the attached documents in respect of mode of ownership of machineries are true and correct.
- Certified that required specified machineries for the works under this NleT will be installed at the working site within 45 (forty five) days (maximum) from the date of LOA / work Order.
- The undersigned also hereby certifies that neither our firm _____ nor any constituent firm had been debarred to participate in tender by Public Works Department, UD&MA Deptt. Or other Govt. deptt. during the last 5(five) years prior to the date of this NleT.
- The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- Certified that I have applied in the Tender **videin the tender vide NleT bearing No..... of the Chairman, Ranaghat Municipality** in the capacity of individual / as a partner of a firm and that I have not applied severally for the same job.
- Certified that I have applied in the tender in the capacity of individual / as a partner of a firm.
- Certified that I have access to or have available liquid assets (aggregate of working capital, Cash-in-Hand, uncommitted Bank Guarantees) and / or credit facilities not less than 10% of the estimated cost put to tender. In this respect, I have attached necessary documents with this application.
- I, the under-signed, do certify that all the statements made in the attached documents are true and correct. If any declaration submitted is found / ascertain to be incorrect / fabricated / misrepresented / fraudulent etc., accordingly tender will be liable to be cancelled / terminated immediately & I / my firm / company shall also be liable to be prosecuted under section 197, 199 & 200 of Indian Penal Code, 1860 along with section- 71 & section -73 of Indian Information & Technology Act 2008 & any other applicable law for the time being in force in addition to forfeiture of Earnest Money / Security Deposit.

Date:

Signature, name and designation Of Authorised Signatory.

For and on behalf of -----
(Name of the Applicant/Firm with Seal)

SECTION – B

FORM – V

Experience Profile

Name of the Firm:

List of projects completed that are similar in nature to the work applied for executed during the last 5 (five) years.

Name of Employer	Name, Location & nature of work	Name of Consulting Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of Participation of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reasons for delay in completion (if any)

Date:

Signature, name and designation Of Authorised Signatory.

For and on behalf of

(Name of the Applicant/Firm with Seal)