

**GUWAHATI MUNICIPAL CORPORATION
PANBAZAR, GUWAHATI-01**

DETAIL NOTICE INVITING TENDER

Name of work: Estimate for the Work of Renovation & Repairing of Existing
Street Light under GMC, GROUP_____

**GUWAHATI MUNICIPAL CORPORATION
PANBAZAR, GUWAHATI-01**

Letter enclosed Tender
(To be filled up and signed
by the Bidder)

To
The Commissioner
Guwahati Municipal Corporation
Panbazar, Guwahati-1

Sub: Estimate for the Work of Renovation & Repairing of Existing Street Light under GMC,
Group_____

Ref.:

Sir,

With reference to the above, I/We am/are submitting here with my/our tender for the above mentioned work along with requisite particulars as asked for in the terms of reference / conditions of N.I.T.

I/We do here by agree to execute the work if allotted at the rates of **Rs**
(Rupees.....
.....) **Only.**

I/We hereby declare that, I/We shall treat the documents, drawings and other records connected with the works as secret / confidential and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information to any manner prejudicial to the safety of the authority.

Encl :

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Yours faithfully,

(Signature with date)

Detail address for communication-

**GUWAHATI MUNICIPAL CORPORATION
PANBAZAR, GUWAHATI-01.
DETAIL NOTICE INVITING TENDER**

1. Sealed tenders are hereby invited on behalf of the Commissioner, G.M.C. from registered G.M.C/ A.P.W.D. Electrical Contractors of Class I (A, B & C), Class II category and possessing requisite experience in the field of various Electrical/ Similar nature of works for the following:

Name of work : Estimate for the Work of Renovation & Repairing of Existing Street Light under GMC,
Group_____

Value of work. :

2. Tender which should always be placed in sealed cover with the name of work written on the envelopes will be received in the office of the Superintending Engineer, Electrical Branch, Moraxali, GMC. up to 14.00 hours of 11/11/2020 and will be opened on the same date at 14.30 hours in presence of attending tenderer or their authorized representatives. The tenderer should specially quote their latest registration numbers in their tender, certified copy of the latest registration letter shall have to be furnished along with the tender.
3. The tenderer should quote the rates at per or on flat percentage basis above/below the schedule of rates for the year 2013-14.
4. The complete tender documents containing the tender forms, general forms, general and specially conditions contract, etc. can be downloaded from www.gmc.assam.gov.in. The Tender Processing fee of Rs 1000.00 (Rs One Thousand) Only per set for each group is to submitted in the form of Demand Draft/Bankers Cheque along with tender. The bid without the tender processing fee will be rejected.
5. Earnest Money at the rate of 2% (1% only for the tenderer belonging to ST, SC, OBC & UGE) of the estimated cost will have to submitted along with the tender in the form of NSC or KVP in the name the tenderer only (other form will not be accepted), pledged to the Commissioner, GMC and payable at Guwahati. Exemption of 1% of earnest money as per Govt. circular will be applicable for ST, SC, OBC & UGE etc. should be provide the copy of the circular along with the tender. Without earnest money, the bid will not be accepted.
6. The selected tenderer will have to sign the formal in F-2 form (modified) after depositing the necessary Security Deposit money at the rate of 2% of the tender value of the work within specified time from the date of issue of selection of order failing which the earnest money deposited along with the tender shall stand forfeited. However, the earnest money of the successful tenderer can be converted to cover for part or full amount of security deposit as required.
7. The acceptance of tender will rest with the Commissioner, GMC who does bind himself to accept the lowest bid and reserves to himself the authority to reject any or all the tender received without assigning any reason. All tender in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
8. Canvassing in connection with tender is strictly prohibited and he tender submitted by the tenderer who resort to such canvassing will be liable to rejection.
9. The tenderer must enclose true copies of PAN Card, Income Tax Return for the Financial Yeas submitted to the Income Tax Department bearing their official seal and date, Certificate bearing VAT/TIN Registration Number (as applicable), up to date A.P.W.D./CPWD Registration Certificate, valid Electrical License from competent authority, up to date Labour License Under Section 12(I) for the year, Cast Certificate seeking 1% exemption of earnest money (if applicable), UGE Certificate (if applicable), Provident Fund Registration Certificate, Valid GMC Trade License, Work Experience Certificate / Work completion certificate of similar nature of works along with their respective formal work orders from the appropriate working agency and duly attested by Gazetted Officer which the tender will not be accepted.

10. Authority reserves the right not to allot the work to the contractors who were allotted similar work under GMC but could not complete the work within schedule time.
11. The tenderer must submit the copy of GMC's cash receipt (money receipt) along with his tender as a mark of evidence of purchasing his tender.
12. The validity of acceptance of the tenders shall remain open for a period of 30 (thirty) days from the date of opening the tenders. If any tenderer withdraws his bid before the said period or makes any modification in the items and conditions of the tender, which are not acceptable to the authority, then, the authority shall without prejudice to any other right remedy be at liberty to forfeit an amount equivalent to 2% of the value of the contract.
13. If the rate quoted is found to be the same and lowest by more than one tenderer, then the authority reserves the right to allot the work to one of the lowest tenderers by drawing of lottery or subdivide the work for early completion of the work.
14. Detailed particulars of the tenderer like permanent address, partnership deed if applicable etc. shall be submitted as per Performa at Annexure-I along with the tenders. Power of Attorney or other proof of authority of the person signing the tender shall be submitted in case of firms which should be duly attested by Gazetted Officer, if photocopy is submitted. Without submission of above documents tender submitted by a firm will not be accepted.
15. If the tenderer submits his/her tender in the name of his/her proprietorship firm, then he/she will have to submit necessary proprietorship deed in support of ownership of the firm. On the other hand if the tenderer submits his/her tender in the name of his/her partnership firm, then he/she will have to submit necessary partnership deed in support of joint ownership of the firm. In case of a partnership firm, necessary power of attorney or other proof of authority of the person signing the tender shall have to be submitted. All these above documents should be duly attested by Gazetted Officer without which the tender will not be accepted.
16. The tenderer shall submit a list as per Performa at Annexure-II works similar in nature to the work under tender executed during the last three to five years giving the following details:-
 - (a) Name of work
 - (b) Name of departments under which the work was executed
 - (c) Value of works
 - (d) Date of starting and completion
 - (e) Remarks if any.
17. The tenderer shall submit list of works which are in hand giving the following details:
 - (a) Name of works
 - (b) Name and particulars where work is being executed
 - (c) Value of works
 - (d) Position of works in progress, Remarks, if any as per Annexure-III.
18. The tenderer's responsibility for the contract shall commence from the date of issue of orders of acceptance of tender.
19. Unsealed tender and tender without affixing money receipt will be summarily rejected.
20. The tenderer, should read the specifications and study the other terms and conditions carefully before submitting the tender.
21. If it is found that the tender is not submitted in the proper manner or conditions too many corrections or absurd rates or amount are entered, it would be open for the Authority to take suitable action against the contractor.
22. The tenderer should properly quote his rate both in figure and words, otherwise his tender will be treated as invalid. Overwriting and corrections should be avoided while filling the tender as far as practicable. However, all sorts of overwriting and corrections made if any, in quoting the rates should be installed by the tenderer,
23. All numerical calculations involved in quoting the tender value and rates by the tenderer will be considered up to two decimals only which will be finally rounded off to the next higher or lower rupee as per financial rule to assess the lowest tenderers, if there is a tie between two successive tenderers, while preparing the comparative statement of tenders for the work for evaluation.

24. The original copies of all documents/ certificates submitted by the tenderer along with his/ her tender may be required to be submitted if asked for, by the evaluation committee.
25. Tender submitted by an UGE must submit his / her UGE Certificate issued by the appropriate authority.
26. The tenderer shall sign a declaration as per format given in the covering letter of the tender under the official secret act for maintaining secrecy of the tender documents, drawings or any other records connected with the work given to them (if any). The tenders who had been issued with tender papers but did not submit tenders shall return the entire document given to them.
27. Contractor should quote their rates keeping in mind all the taxes/forest royalties etc. prevailing in the State. Forest Royalty, Sales Tax, Cess Tax etc. will be deducted from the works bill as per Rules.
28. The distance between two street lights will be around 25.00m. There may be a single common connection for connecting 56 to 10 no's of street lights or separate connection for each street light. In case of single common connection there will be a G.I. stay wire of 10 SWG diameters supporting the connecting wire.
29. The tenderer should quote the rate for single unit inclusive of all expenditure i.e. cost of poll, fittings, bulbs, cables, C.C. work, bolt and nuts, earthing, painting of pole, transportation, fitting and fixing etc. as per specification enclosed.
30. Payment on pro-rata basis as per the site measurement taken by the Engineer-in-charge for the work as per the works actually executed.
31. No materials, tools and plants will be issued by the authority.
32. The selected tenderer has to issue a safety certificate stating that the work completed by him is safe to the public
33. Tenderers has to be submitted test report after completion of the work and the defect liabilities period will be 1(One) year from the date of completion.
34. GST as per prevailing Govt. norms is included in the NIT Value. Hence, Tenderer should quote their rates carefully considering GST.
35. There will be no lower limit of 10% for bid amount, but bidder should be able to justify his bid.
36. It will be the responsibility of the contractor to maintain all the street lights including the originally functional lights for a period of one year from the date of completion. All complaints shall have to be resolved within 3 (Three) Days, failure of which penalty of Rs. 500/Day/Point will be levied.
37. This Short N.I.T. will form a part of Contract Agreement.
38. The Commissioner, GMC has reserved the rights for issuing the Tender document or outright for rejection of any application of Tenderer.