

OFFICE OF THE NOTIFIED AREA COUNCIL, BIJEPUR

N.I.T. No. 1655 /NACB

Date 22/12/2023

NOTICE INVITING TENDER (N.I.T.)

Sealed bid in conformity with detailed tender call notice are invited percentage rate contract from intending registered firms /Agency/ NGOs / Private companies working within the jurisdiction of Odisha, having eligibility criteria as stipulated in DTCN, for execution of the under mentioned work through online, Bijepur N.A.C. by 5.00 P.M. on dt. **03.01.2024** and bid documents will be opened on **04.01.2024** at 11.00AM in presence of the bidder or them authorize representatives who wish to remain present during opening of tender. Apply of e-Tender of bid document shall start from dt. **25.12.2023** at 10.am. The intending bidders shall have to deposit the cost of tender paper (non-refundable) through online.

Sl No.	Name of the Work	Cost of Bid Document
1	Providing Manpower Sanitation Services (Driver-09 nos., Sanitation Supervisor- 03 nos. & Sanitation Workers-03 nos) in Ward No.1 to 11 of Bijepur N.A.C.	Rs. 10, 000/-

Bid documents should be submitted through online. The bid must be accompanied with required E.M.D. @ Rs. 50, 000/- (Fifty Thousand) only of the quoted value through online. **The successful bidder should deposit EMD of Rs. 50, 000/- (Rupees Fifty Thousand) only in shape of Fixed Deposit Receipt.**

Eligibility Criteria

The bid documents should be accompanied with xerox copy of only Valid Labour License, Registration Certificate of the Firms/Agency/Trust/NGOs etc, PAN card, GST Registration Certificate & IT returns of 01 year, EPF registration certificate, ESI registration certificate, ISO certificate 9001 of service provider. The bidder must have minimum financial turnover of Rs. 30,000,00.00 (Rupees Thirty Lakh) only submitted by Chartered Accountant and the bidder should be agreed to adhere all terms and conditions of DTCN.

N.B.- Bidder shouldn't quote Less or Excess on Rate of Labour Wages, EPF, ESI & Labour Cess. Bidder can only quote percentage on Service Charge between 3.85% to 5%. The bid paper shall be rejected/cancelled, if the bidder quotes Less than 3.85% or Excess more than 5% for which the whole responsibility lies on the bidder. Bidder have must submitted Labour License.

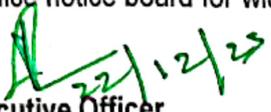
The authority reserves the right to reject any or all the bid without assigning any reason thereof.


 Executive Officer
 Bijepur NAC
 Bijepur NAC

Memo No. 1656 /NACB

Date. 22/12/2023

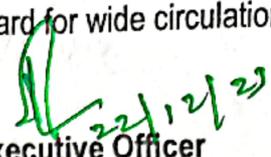
Copy submitted to the Collector & District Magistrate, Baragarh, / Project Director, DUDA, Baragarh / Sub-Collector, Padampur for favour of information with request to exhibit this notice in the office notice board for wide circulation.


 Executive Officer
 Bijepur NAC
 Executive Officer
 Bijepur NAC

Memo No. 1657 /NACB

Date. 22/12/2023

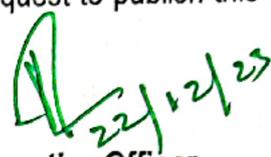
Copy submitted to the Tahasildar, Bijepur/ Municipal Engineer, Bijepur NAC/ Accounts Officer, Bijepur Block for favour of information with request to exhibit this notice in the office notice board for wide circulation.


**Executive Officer
Bijepur NAC**

Memo No. 1658 /NACB

Date. 22/12/2023

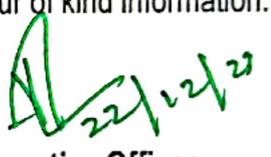
Copy submitted to the District NIC Authority, Bargarh, for information with request to publish this DTCN in the District Portal of Baragarh for wide publication.


**Executive Officer
Bijepur NAC**

Memo No. 1659 /NACB

Date. 22/12/2023

Copy submitted to the Chairperson & Vice-Chairperson, Bijepur NAC for favour of kind information.

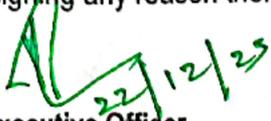

**Executive Officer
Bijepur NAC**

GENERAL TERMS AND CONDITIONS

Instruction to Bidders: -

1. The bidder is expected to **examine all the instructions, terms and specifications** in the bid document. Failure to furnish all information as per the bid document or submission of bid not substantially responsive to bid document in every respect will be at bidder's risk and result in rejection of bid.
2. **Bidder shouldn't quote Less or Excess on Rate of Labour Wages, EPF, ESI & Labour Cess. Bidder can only quote percentage on Service Charge between 3.85% to 5%. The bid paper shall be rejected/cancelled, if the bidder quotes Less than 3.85% or Excess more than 5% for which the whole responsibility lies on the bidder. Bidder have must submitted Labour License.**
3. Bidder should have appropriate resources, establishment set up necessary expertise, requisite manpower, proper coordinating and supervisory ability to undertake the work.
4. The conditional and incomplete bids are liable for rejection.
5. The bid submitted by partnership firm / sole proprietorship firm or security agency shall furnish the copy of partnership deed duly registered for cleaning and sanitation services with the appropriate authority, otherwise the bid will be rejected out-rightly.
6. Letter of authorization for representing the registered firm / private company / NGOs and entrepreneur to sign the bid document should be enclosed along with the bid document.
7. Service Provider Affidavit of submitted documents is mentioned below is mandatory.
8. If the bidder has any allegations in previous work records/ in enquiring process due to any allegations, he/she cannot be participatory in this bidding process. If he/she participates in the bidding process his/her tender shall not be considered.
9. Bids containing overwriting, additions alternation, erasures, obliteration and other discrepancies may not be considered. The bidders should properly attest all corrections made by them.
10. The bidder shall sign every page of the bid documents.
11. All the documents furnished by the bidder are subject to verification from the issuing authority. In case any manipulation is found, the EMD Rs. 50, 000/- (Fifty Thousand) only will be forfeited and action may be initiated for black listing the agency.
12. The bid documents should be uploaded/ accompanied with the self-attested / certified true copy of following certificates / documents and **in absence of any of which, the bid will be summarily rejected.**
 - i) The bidder should submit Bid Security @ Rs. 50, 000/- (Fifty Thousand) only along with bid document through online.
 - ii) Labour License
 - iii) PAN Card.
 - iv) GST Registration Certificate & Latest GST Return up to March 2023
 - v) EPF registration certificate.
 - vi) ESI registration certificate.
 - vii) ISO 9001 certification
 - viii) IT returns Certificate
 - ix) 30 Lakh Turn over in 01 year submitted by CA
 - x) **The successful bidder should deposit EMD of Rs. 50, 000/- (Fifty Thousand) only in shape of Fixed Deposit Receipt.**

The Authority reserves the right to reject any or all the tenders without assigning any reason thereof.


 Executive Officer
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