



BHARAT SANCHAR NIGAM LIMITED
(A Government of India Enterprise) O/o
General Manager Business Area Dhenkanal,
Dakhinakali Road, Dhenkanal-759001
Mob No. : 06762-227600,

E-Tender Notice

Sub: -Tender document for Cleaning / Sweeping / watch & ward
including caretaking job for IQ on Job Basis for Keonjhar Zone under Dhenkanal Business Area.

Tender Enquiry No.: OD-DKL-23/11(11)/7/2021-HR PLG - DKL OD/73 Dated: 23.09.2021

Please find enclosed the tender document in respect of above mentioned tender
which contains the following.

Section No.	Item	Page No.
1	Detailed NIT	2-5
2	Tender Information	6-7
3	Scope of work	8-9
4 Part A	General Instructions to Bidders(GIB)	10-25
4 Part B	Special Instructions to Bidders(SIB)	26-27
4 Part C	E-tendering Instructions to Bidders	28-29
5 Part A	General (Commercial) Conditions of Contract (GCC)	30-34
5 Part B	Special (Commercial) Conditions of Contract (SCC)	35
6	Undertaking & declaration	36-37
7	Proforma (s)	38-42
8	Bidder's profile & Questionnaire.	43-44
9	Bid Form & Price Schedule	45-46
Annexure-1	DEED OF INDEMNITY	47-48
Annexure-2	Check List	49
Annexure-3	Fprmat for Declaration-cum-undertaking for EMD/Bid security exemption by MSE Bidder	50-51
Annexure-4	Certificate for restrictions under rule-144(xi) of GFR 2017	52-53
Annexure-5	Vendor Master Form	54-55
	Work Allotment : Job Wise	56
Annexure-A	Clause by clause Compliance –Annexure-A	57
Annexure-B	No Deviation Certificate-Annexure-B	58

**General Manager,
Business Area, Dhenkanal**

LL: 06762-227600

Email: gmtddhenkanal1@gmail.com

Regd. & Corporate Office: Bharat Sanchar Bhavan, H.C.Mathur lane, Janpath, New
Delhi-110001 Corporate Identity Number (CIN):U74899DL2000GOI107739
www.bsnl.co.in.

SECTION – 1
DETAILED NOTICE INVITING E-TENDER (DNIT)
BHARAT SANCHAR NIGAMLIMITED

(A Government of India Enterprise)
 O/o General Manager Business Area
 Dhenkanal, Dakhinakali Road,
 Dhenkanal-759001
 LL: 06762-227600,

Tender Enquiry No.: OD-DKL-23/11(11)/7/2021-HR PLG - DKL OD/73 Dated: 23.09.2021

On behalf of GM, BSNL, DHENKANAL-BA, Digitally sealed e-Tenders are invited from bonafide/ licensed / registered Firms / Agencies / Organizations with State Govt. / Central Govt. for Cleaning / Sweeping / watch & ward including caretaking job for IQ on Job Basis for Keonjhar Zone for a period of 1 year.

The Bidder should have valid firm/company registered with Nagar Nigam/Local Authority of State Govt. / Central Govt. in case of Proprietary firm & in case of Pvt. Ltd Company/Partnership firm registration with registrar of firms is required) certificate of incorporation of the firm/company is also required to be submitted.

Cost Estimate	EMD @2% of Estimated Cost	PSD @3% of Estimated Cost	Tender Paper Cost
Rs. 4,56,000/-	Rs. 9,120/-	Rs. 13,680/-	Rs. 590/-

(GM, BA reserves the right to increase or decrease the work by + or – 25 %)

Note: The work will be allotted to the L1 bidders as Keonjhar Zone is treated as one Zone.

1.1 A separate bid form along with price bid (as per Section-9 Part A & B) should be filled.

Purchase of Tender Document: Tender document can be obtained by downloading it from the website www.odisha.bsnl.co.in and www.etenders.gov.in/eprocure/app

The cost of EMD and cost of Tender paper should be paid through DD/online Banking/RTGS/NEFT as per the following details.

Name of the Bank and Branch	UNION BANK OF INIDA, Dhenkanal
Accounts Name	A.O. (Cash), BSNL, O/o GM, BA Dhenkanal
Account Number	540501010012016
IFC Code	UBIN0554057
Address of the Bank	Union Bank of India, Address of the Bank: Main Branch, Jatannath Road, Dhenkanal_____
Mail Id :	gmtddhenkanal10@rediffmail.com
Contact No	9437764997
In case of EMD in the form of TDR/PBG	Should be pledged in favour of A.O. (Cash), BSNL, O/o GM, BA Dhenkanal with validity for a period of Six Months from the date of opening.

Read & Understood

Signature with Date & Seal

The scanned copies of the E-Payment receipt towards EMD/BID security, Cost of bid document have to be uploaded in the e-Tender Portal.

The MSE bidders registered with the designated MSME bodies like National Small Scale Industries Corporation etc. are exempted from payment of tender fee. However, they shall furnish a proof regarding registration with bodies under the Ministry of Micro, Small & Medium Enterprises, valid on the date of opening of the tender. The scope of area of the above MSE registered bidders must be for supply of skilled or Unskilled labours or data entry workers /BTS maintenance / Sweeping / Cleaning works / construction/ maintenance of underground telecom cables/ maintenance and installation of O.F cables /telecom outdoor network etc of any Telecom Service Providers (holding service license)/ Central Govt. / State Govt/Central PSU. MSE bidders claiming exemptions from Tender fee & EMD as per MSME guidelines must also register their UAM on CPPP and submit proof in this regard along with their bid **“Micro and Small Enterprises (MSE) bidder should submit their valid Udyam Registration Certificate including URN (Udyam Registration Number) issued from MSME, in order to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs. URN certificate should broadly cover the Equipment / services offered in Tender”. (Refer Annexure-3)**

Availability of Tender Document on the e-tender portal for bid submission: The tender document shall be available for downloading from BSNL website

www.odisha.bsnl.co.in or www.etenders.gov.in/eprocure/app from 23.09.2021 onwards.

- 1.1 Physical copy of the tender document would not be available for sale.
- 1.2 The Tender document shall not be available for download from e-tender portal on its submission / closing date

2. **Eligibility Criteria:** The bidder should meet following eligibility requirements

2.1 General Qualification

- 2.1.1 The Bidder should have valid firm registration (Registration with State Government/ Nagar Nigam/Local Authority / State Govt. / Central Govt. in case of Proprietary firm & in case of Pvt. Ltd Company/Partnership firm registration with registrar of firms is required) certificate of incorporation of the firm/company.
- 2.1.2 The Bidder must not be black-listed by any Central/ State Governments/ PSUs in India at the time of submission of bid. An undertaking must be submitted in this regard.
- 2.1.3 The Bidder must have a valid PAN & valid registration under GST Act. If the bidder is not registered with GST authority at the time of bid submission, then he shall have to submit GST registration at the time of award of work/ LoI/signing of contract, if declared successful.

2.2 Technical Qualification

The Bidder must have an experience of executing job works related to supply of skilled or Unskilled labours or data entry workers /BTS maintenance / Sweeping / Cleaning works / construction/ maintenance of underground telecom cables/ maintenance and installation of O.F cables /telecom outdoor network etc. of any Telecom Service Providers (holding service license)/ Central Govt. / State Govt/Central PSU in the last two financial years i.e. 2019-20, 2020-21. **The Bidder must have an experience of at least 35 % of the Estimated cost taking together of the FY 2019-20 and FY 2020-21.** (Bidders will be required to support claims of their required experience, through certificates issued by any executive not below the rank of AGM level officer or DGM equivalent in case of PSUs/State/Central govt. and Circle Head, in case of Pvt. TSPs (Compulsory for Pvt. TSP) (Bidders will be required to support claims of their required experience, through certificates issued by any executive not below the rank of AGM level officer or DGM rank officer

Level officer or DGM equivalent Officer in case of PSUs/ State/ Central govt. and Circle Head, in case of private TSPs (Compulsory for Private TSP).

2.3 Financial Qualification

2.3.1 The Bidder must have Valid Solvency Certificate of nationalized/scheduled bank of India for 35% value of the estimated cost. The solvency certificate should not be older than six months from the date of issue of NIT. The bidder should also submit a valid turnover certificate of 35% value of the estimated cost amounting to **Rs. 1,59,600/-** from a reputed Chartered Accountant for the Financial Year. 2019-20 and 2020-21.

Note 1:-The bidders shall submit necessary documentary proof showing that they meet the eligibility criteria along with their tender bid. All documents submitted will also be self-attested by the bidder.

Note 2:-Work Order(s) will not be considered as an experience in any case.

2.3.2 **Restrictions under Rule 144(xi) of the General Financial Rules (GFRs), 2017 on grounds of Defence of India and national Security.**

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the competent Authority as per OMs No.6/18/2019-PPD dated 23rd July, 2020 & 24th July, 2020 of Public Procurement Division, Department of Expenditure, Ministry of Finance imposing restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) 2017 on the grounds of Defence of India and National Security (Pl refer the OMs N.6/18/2019-PPD dated 23rd July, 2020 & 24th July, 2020). Bidders complying this order in all respect only will be considered for placing orders. Non compliance of this order will result in rejection of bid at evaluation stage itself. An undertaking is to be submitted by the bidder on the Bidder Company's letterhead (in Original) as per the Proforma at ANNEXURE -4.

3. Bid Security/EMD:

- a. The bidder shall furnish the bid EMD in one of the following ways:-
 - I. Paid through DD/online Banking/RTGS/NEFT as per section 1.1 which should be valid for **150** days (i.e. one month above the offer/bid validity period) from the tender opening date.
 - II. The Bidder can Submit a FDR pledged to AO (Cash) O/o GM, BA Dhenkanal which should be valid for **150** days (i.e. one month above the offer/bid validity period) from the tender opening date.
 - III. The MSE bidders registered with the designated MSME bodies like National Small-Scale Industries Corporation etc are exempted from payment of bid security. However, they shall furnish a proof regarding registration with bodies under the Ministry of Micro, Small & Medium Enterprises for the construction/Operations/Maintenance services in Telecom Industry / maintenance and installation of O.F cables, valid on the date of opening of the tender. The scope of area of the above MSE registered bidders must be for construction/ maintenance of underground telecom cables/ maintenance and installation of OF cables /telecom outdoor network etc.
4. **Date & Time of Submission of Tender bids:** on or before **14:00Hrs** of **07.10.2021** (tender closing date).
- a. In case the date of submission (opening) of bid is declared to be a holiday, the date of submission (opening) of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid opening date due to any other unavoidable reason will be intimated to all the bidders separately.
5. **Opening of Tender Bids: At 15:00 Hrs of 08.10.2021 .**
6. **Place of opening of Tender bids:**
7. The tenders shall be opened through 'Online Tender Opening Event'. BSNL's Tender Opening Officers as well as authorized representatives of bidders can attend the online Tender Opening Event (TOE) from the comfort of their offices.
8. Tender bids received after due time & date will not be accepted.
9. Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.
10. GM, BA Dhenkanal BSNL reserves the right to accept or reject any or all tender bids without assigning any reason. He is not bound to accept the lowest bid.
11. The bidder shall furnish a declaration, as per Section 6 (A), in his tender bid that no addition / deletion / corrections have been made in the terms & conditions of the downloaded tender

Read & Understood

Signature with Date & Seal

document for which their bid is being submitted and these are identical to the tender document appearing on the website.

- a. In case of any correction/ addition/ alteration/ omission in the tender document, the tender bid shall be treated as non-responsive and shall be rejected summarily.
- b. All documents submitted in the bid offer should be preferably in English/Hindi/ State's official language. In case the certificate viz. experience, registration etc. is issued in any other language other than English/Hindi/ State's official language, the bidder shall attach a translation of the same in English/Hindi/ State's official language, duly attested by the bidder & the translator to be true copy in addition to the relevant certificate.
- c. All computer-generated documents should be duly signed/ attested by the bidder/ bidder organization.

11.0 The queries in respect of this bid document, if any, can be submitted through Email latest up-to date **27.09.2021 (3 days from issue of NIT)**.

BSNL Contact-1	
BSNL's Contact Person	Shri R. K Nayak, AGM (HR-Plg) O/o GM, BA Dhenkanal, between 10:30 hrs. to 17:30 hrs.
Telephone & Mobile	Tel.No.06762-226550
E-mail ID	agmplgdkl@gmail.com
BSNL Contact-2	
BSNL's Contact Person	Shri Sanjaya Sahu, SDE (Planning) O/o GM, BA BSNL Dhenkanal, between 10:30 hrs.to 17:30 hrs.
Telephone & Mobile	LL: 06762-224165
E-mail ID	sdemordkl@gmail.com

Dy. General Manager
O/o GM, BA, Dhenkanal.

Read & Understood

Signature with Date & Seal