

SECTION-I
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)
Office of the General Manager Business Area
Cuttack 753012

NOTICE INVITING TENDER

E-TENDER FOR ENAGEMENT OF DRIVERS ON MONTHLY CONTRACT BASIS IN CUTTACK TELECOM DISTRICT

1. On behalf of Bharat Sanchar Nigam Limited (BSNL), e-Tender is invited on two stage bidding system from reputed Manpower Providing Agency having adequate experience in the field of providing Drivers with vehicles on Monthly Contract Basis or on daily contract basis fulfilling the eligibility conditions, as per tender document to run Departmental vehicle under Cuttack BA.

Sl.No.	Item	Particulars
1	Tender Notice No & date	Tender G-234(PART-III)/20-21/1 Dated: 07.11.2022
2	Tender item	ENAGEMENT OF DRIVERS ON MONTHLY CONTRACT BASIS/DAILY BASIS IN CUTTACK TELECOM DISTRICT
3	Tender Document can be downloaded from date	http://odisha.bsnl.co.in/new-tender.html or https://etenders.gov.in/eprocure/app up to 11.00 Hrs of 15.11.2022
4	Date of receipt of queries from bidders by	21.11.2022 up to 13.00 Hrs
5	Reply of queries by BSNL	Before 18.00 Hrs of 24.11.2022
6	Last Date of Submission of Tender	06.12.2022 up to 11.00 Hrs
7	Date & Time of Opening of Tender (Technical Bid only)	07.12.2022 at 11:00Hrs
8	Amount of Bid Security as in Section II.	The cost of EMD and cost of Tender paper to be paid through online Banking/RTGS/NEFT as per the Section-I, Para 2(b)
9	Cost of Tender paper	The cost of Tender paper to be paid through online Banking/RTGS/NEFT as per the Section-I, Para 2(b).
10	Tender Estimated Cost	Rs. 6,30,000(Rupees Six lakhs thirty thousand) only
11	No. of Drivers required on hiring basis	Approximate requirement of drivers is 04(four) nos & the number of driver may vary at any time during the period of contract
12	Date and Time of opening of Financial Bid	Will be intimated to Technically qualifying bidders at a later date

Note:

- (a) In case the last date of submission / opening of bid is declared to be a holiday, last date of submission / opening of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid submission/ opening date due to any other unavoidable reasons will be notified through the BSNL web site <http://odisha.bsnl.co.in/new-tender.html> or <https://etenders.gov.in/eprocure/app>

(b) (i) The MSE bidders are exempted from payment of cost of tender paper and bid security (EMD)

(ii) A proof regarding valid registration with body specified by Ministry of Micro, Small & medium enterprise for the tendered items will have to be attached along with the bid.

(iii) The enlistment certificate issued by MSME should be valid on the date of opening of tender.

(iv) MSE unit is required to submit its monthly delivery schedule.

(v) If a vender registered with body specified by the Ministry of Micro, Small & medium enterprise claiming concessional benefits is awarded work by BSNL and subsequently fails to obey any of the contractual obligation, he will be debarred from any further work / contract by BSNL for one year from the date of issue of such order.

2(a) The Tender document can be downloaded from the website: <http://odisha.bsnl.co.in/new-tender.html> or <https://etenders.gov.in/eprocure/app> and to be submitted in e-format. Cost of Tender Document and Earnest Money Deposit (EMD) have to be submitted as per following details given in Para 2(b).

(b) The cost of EMD and cost of Tender paper can also be paid through online Banking/RTGS/NEFT as per the following details.

Name & address of the Bank and Branch	Union Bank of India, Madhupatna, Link Road, Cuttack
Accounts Name	A.O. (Cash), BSNL, O/o GMTD Cuttack
Account Number	(SB/CA) 514201010032115
IFSC Code	UBIN0551422
MICR Code	756026004
Mail Id :	agmplgbsnlck@gmail.com
Contact No	0671-2304440, 9437960466
In case of EMD in the form of TDRS, PBG	Should be pledged in favour of A.O. (Cash), BSNL, O/o GMTD Cuttack with validity for a period of Six Months from the date of opening

The scanned copies of the E-Payment receipt towards EMD/BID security, Cost of bid document have to be uploaded in the Website <http://odisha.bsnl.co.in/new-tender.html> or <https://etenders.gov.in/eprocure/app>

(c) Amendments, if any, to the tender document will be notified in the above website as and when such amendments are made. It is the sole responsibility of the bidders who have downloaded the tender document from the website to keep themselves abreast of such amendments before submitting the tender document.

3. (a) *Intending bidder may obtain copy of Tender document from the <https://etenders.gov.in/eprocure/app> on payment of Rs. 590/- only (Rs 500/-+18% GST)*

(Non-Refundable) on all working days. The payment shall be accepted in the form of A/c Payee Demand Draft, drawn in any Scheduled Bank in India in favour of AO (Cash),BSNL, O/o GMTD CUTTACK.

3. (b) BSNL has decided to use the process of e-tendering for inviting this tender and thus the physical copy of the tender would not be sold.
 3. (c) The bidders shall furnish a declaration that no addition / deletion / corrections have been made in the downloaded tender document being submitted and it is identical to the tender document appearing on Web-site (<https://etenders.gov.in/eprocure/app>) as per Annexure – E of Section VI.
 3. (d) In case of any correction/ addition/ alteration/omission is found in the original tender document; the tender bid shall be treated as non-responsive and shall be rejected.
- 4.(a) **The bidder should have experiences in providing Drivers on Monthly Contract Basis or other manpower on contract basis in BSNL/MTNL/Other PSUs/Central Govt / state Govt / state PSU of Rs.2,20,500/-(Rupees two Lakhs twenty thousand five hundred) only taken together during the last 3(Three) financial years, 19-20 ,20-21 & 21-22.** Experience certificate in this regard is to be issued by an officer not below the rank of **Deputy General Manager or equivalent.** Experience certificate issued by an officer not below the rank of DGM / TDM / equivalent or above officer.

4(b)Tender information

i.Type of Tender : Single stage submission & two stage opening.

Digitally signed online bids are to be submitted in single stage Binding and two stage opening e-tendering process using two electronic Envelopes from the eligible bidders by the time and date specified in the Bid Documents.

Note: - The will be evaluated techno commercially first and thereafter financial bids of techno-commercially complaint bidders only, shall be opened.

ii.Bid validity Period:- The bid will remain valid for 150 days from the tender opening date.

iii.The electronic envelope will contains documents satisfying the eligibility/Technical & commercial condition in first envelope called Techno Commercial envelope and 2nd envelope called as financial envelope contacting financial bid /Quote

5. Techno commercial envelopes shall contains:-

i.Scanned copy of EMD or Scanned copy of exemption certificate.

ii. Scanned copy of payment of cost of Tender documents or Scanned copy of exemption certificate.

iii. Certificate (showing) fulfillment of eligibility criteria(s) stated in clause of the details in NIT.

iv. Power of attorney (PoA) and authorization for executing the power of attorney in accordance with clause in the NIT(not required in case of proprietary/Partnership firm if the proprietor/partnership himself sign the documents) .

6..Copy of articles and memorandum of association or partnership deed or proprietorship deed as the case may be.

7.details of the firm along with list of directors on the Board of the company, list of partners, as applicable.

8.Bidders profile & questionnaire duly filled & signed as per NIT

9.Indeminty bond declaration for indemnifying BSNL against any non compliance by bidder towards all applicable statutory requirements, if work is awarded as per Annexure-Q

10.letter of authorization for attending bid opening event as per Annexure-G

11.No Near relationship certificate dully filled & signed as per Annexure-D

12.Undrtaking & declaration dully filled & signed as per NIT

13.Tender /Bid form Section-I

14. Document as per check list-section -VII
15. Declaration reg. Firm is not black listed by GST/EPF/ESIC authorities as per NIT.
16. GST registration with latest GSTR-1
17. PAN card & latest IT Return
18. EPF/ESI Registration and latest payment Slip.
19. Valid contractor registration
20. Financial envelope shall contain:-
 - i. Price schedule as per section IX.
21. Offline document :-The Vendor should have turn over in the last 3 audited financial year 19-20,20-21,21-22 of total 9 lakhs. The turn over certificate is duly certified by a chartered Accountants with valid (UDIN)

The following documents can be submitted offline(i.e offline submission) to AGM(HR&Admn), Room No.201(A), Door Sanchar Bhawan link Road, Cuttack-12 on or before 30.11.22. a sealed envelope. The envelope shall bear the tender number, name of work and the phrase. "Do not open before due date."

- i. EMD-Bid security (in original)
- ii. FDR/NEFT/RTGS/DD/Banker cheques of Tender fees (in original)
- iii. Power of Attorney in accordance with the clauseof sectionparaand authorization for executing the power of attorney.
- iv. Integrity part (on plain paper ,applicable only if tenders estimated value exceeds the threshold of Rs.10.0 crores for applicability of integrity part as per letter no.CA/MMT/15-02/2014 DATED 16.10.2018)

22.(b) The Bidder must have license from state govt. odisha to providing Drivers with vehicles on Monthly Contract Basis or other manpower on contract basis.

4. (c) The documents as listed out in Section VII should be uploaded in the bsnl website <http://odisha.bsnl.co.in/new-tender.html> or <https://etenders.gov.in/eprocure/app> .

23. BSNL has adopted e-tendering process which offers a unique facility for „Public Online Tender Opening Event (TOE)“. BSNL's Tender Opening Officers as well as authorized representative of bidder can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices. However, if required, bidders or their authorized representatives can attend the Tender Opening Event at the **1st Floor, Room No – (201)(A), Door Sanchar Bhawan Link Road, Cuttack-73012** where BSNL's Tender Opening Officers would be conducting Public Online Tender Opening Event (TOE). Incomplete, ambiguous, Conditional tender bids are liable to be rejected.

24. **General Manager Cuttack BA** reserves the right to accept or reject any or all tender bids without assigning any reason and is not bound to accept the lowest tender.

25. All documents submitted in the bid offer should be preferably in English. In case the certificate viz., experience, registration etc., is issued in any language other than English, the bidder shall attach an English translation of the same duly attested by the bidder & the translator in addition to the relevant certificate. All computer generated documents should be duly signed by the bidder.

26. All statutory taxes as applicable shall be deducted at source before payment.

DGM (Admn)
O/o GM,,BSNL,Cuttack BA,