

NIT & Application for participation in tender
BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

OFFICE OF THE EXECUTIVE ENGINEER (CIVIL), BSNL CIVIL DIVISION, BHUBANESWAR
3rd FLOOR, DOOR SANCHAR BHAWAN, UNIT – IX, BHUBANESWAR, ODISHA, PIN: 751022
Phone: 0674- 2541241, 2542179(FAX) / 2543564(O), 2540237(AO)

No. BCD/DB/NIT/BBSR/804

Dated: 22 .11.2018

BRIFE NIT (e-TENDERING) FOR CIRCULATION

For and on behalf of BSNL, item rate tender(s) is/are invited for the work of **“Day to Day maintenance of Lawn and existing plants including provision of seasonal flower plants inside Type-VI compound at P&T colony, Unit-IV, BBSR for the Year 2018-19.”**

NIT No. 60/2018-19/BCD /SDE-I/BBSR

Estimated Cost put to tender :- **Rs. 2,58,447.00**

Earnest money deposit :- **Rs. 5,169.00**

Last date and time of online submission of tender **18.00 hours on 30.11.2018**

Time and date of online opening of Documents **11.30 hours on 01.12.2018**

Time and date of opening of Online Financial Bids **15.30 hours on 01.12.2018**

Time allowed for the work - **12(Twelve) Months**

For details kindly visit website <http://www.tenderwizard.com/BSNL> or contact Shri SANJIB MOHAPATRA (Mobile No. 9937488749 or 7377708585). If needed they can be imparted training on online bidding process as per details available on the website.

Sd/-

Executive Engineer(C)
BSNL Civil Division
Bhubaneswar

Copy to: For display on notice board for wide publicity

1. The C.G.M.T., BSNL Odisha Circle, Bhubaneswar-751001.
2. The PGMTD, BSNL Telecom District, Bhubaneswar.
3. The Chief Engineer(C), BSNL Odisha Zone, Bhubaneswar.
4. The Collector, Khurda/Bhubaneswar.
- 5/6. The Superintending Engineer(C), O/o Chief Engineer ©, BSNL Odisha Civil Zone, Bhubaneswar / BSNL Civil Circle, Sambalpur.
- 7/9. The Executive Engineer©, BSNL Civil Division, Berhampur/ Cuttack /Sambalpur.
10. The Executive Engineer © Postal Civil Division, Bhubaneswar.
- 11/13. The Executive Engineer © C.P.W.D Civil Division Bhubaneswar No I/II/III.
- 14 . The Vigilance Officer, O/o the CGMT, Orissa Circle Bhubaneswar.
- 15/18. The SDE© BSNL, Civil Sub Division No. I/II/III/IV BBSR. SDE-I is requested to submit the Market rate analysis/ basic rate before opening of tender positively along with certificate that clear demarcated site is available and layout plans and others drawing is available with him without fail please.
- 19/25. Notice Board/Cashier/Auditor/AO/JAO/NIT file/Spare copy. The Officer in charge of website www.odisha.bsnl.co.in for uploading please.

Encl: **NIT No. 60/2018-19/BCD /SDE-I/BBSR.**

Sd/-

Executive Engineer (Civil)
BSNL Civil Division
Bhubaneswar

NIT & Application for participation in tender
Bharat Sanchar Nigam Limited,
O/o the Executive Engineer(C) BSNL Civil Division, Bhubaneswar
Telephone: 2541241, 2543564

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

The Executive Engineer(Civil), BSNL Civil Division, **3rd floor, Unit-IX, Door Sanchar Bhawan**, Bhubaneswar invites item rate e-tenders on behalf of BHARAT SANCHAR NIGAM LIMITED (A Government of India Enterprise) from approved and eligible contractors of BSNL (Civil Wing) and non-BSNL registered contractors of appropriate class of Public Works Organizations like CPWD, DOP, MES, Railways and State PWD (B&R) of Odisha or any other allied department or PSU of Odisha State eligible to tender in Odisha State PWD (R&B)/ DOP/ MES/ Railways /Central & State PSUs shall also be eligible to tender under usual terms and conditions. Specialized agencies/firms are also eligible to tender for this work subject to fulfillment of eligibility & experience conditions).

<u>Sl. No.</u>	<u>Description</u>	<u>Details</u>
i)	NIT No.	60/2018-19/BCD /SDE-I/BBSR
ii)	Name of Work:	Day to Day maintenance of Lawn and existing plants including provision of seasonal flower plants inside Type-VI compound at P&T colony, Unit-IV, BBSR for the Year 2018-19.
iii)	Estimated Cost	Rs. 2,58,447.00 (Rupees Two Lakh Fifty Eight Thousand Four Hundred Forty Seven) only
iv)	Earnest Money	Rs. 5,169.00 (Rupees Five Thousand One Hundred Sixty Nine) only
v)	Period of Completion	01(One) Month
vi)	Last date and time of online submission of tender	18.00 hours on 30.11.2018
vii)	Time and date of online opening of Documents	11.30 hours on 01.12.2018
viii)	Time and date of opening of Online Financial Bids	15.30 hours on 01.12.2018
ix)	Period during which hard copies of EMD, Registration Certificates, Undertaking and other Documents to be submitted to Division office by only the lowest tenderer.	To be submitted during office hours within a week from the date of opening of Financial Bid. In case the last day happens to be closed holidays, these Documents shall be submitted on the next working day

- The intending bidder must read the terms and conditions of Tender document carefully. He should submit his bid if he considers himself eligible and he is in possession of all the certificates / documents required. **Estimated cost is only a rough guide. Rate should be quoted item wise very carefully considering 18% GST rate applicable. The rates will be inclusive of GST. Nothing extra will be paid by the department for taxes.**
- Information and Instructions for bidders for e-tendering posted on website shall form part of bid document.
- The bid document consisting of NIT, plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from <http://www.tenderwizard.com/BSNL> or www.odisha.bsnl.co.in free of cost.
- For e-tendering of this tender, BSNL has engaged e-portal maintained by M/s ITI Limited, New Delhi. Intending bidders shall have to register with M/s ITI Limited, New Delhi to participate in the tendering process. For details kindly visit website <http://www.tenderwizard.com/BSNL> or contact Shri SANJIB MOHAPATRA (Mobile No. 9937488749 or 7377708585). If needed they can be imparted training on online bidding process as per details available on the website.

5. The intending bidders must have valid class-III digital signature to submit the bid.
6. The bid can be submitted only after depositing e-tender Processing Fee in favour of ITI Limited and uploading the mandatory scanned documents as specified within the period of bid submission. **E-tender processing fee is non-refundable.** The scanned copy of Demand Draft or Pay order or Banker`s Cheque or Deposit at call Receipt or Fixed Deposit Receipts or Bank Guarantee of any Scheduled Bank towards EMD in favour of **“Account officer (Cash), O/o General Manager Telecom District BSNL, Bhubaneswar”** is also to be uploaded.
6. Copies of eligibility documents and EMD as specified in the notice inviting tender shall be scanned and uploaded on the e-tendering website within the period of tender submission. Bidders can upload documents in the form of JPG format, PDF format and any other format as permissible by the e-tendering portal.
7. Bidders must ensure to quote rate of each item. The column meant for quoting rate in figures appears in dark yellow colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).After submission of the bid online the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
8. After submission of bid online, it can be revised any number of times before specified time on last date of submission of bid. While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
9. Financial bids shall be opened online only for bidders for whom EMD and other documents are found in order and who are found to be eligible to bid for work. On opening date, the bidder can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
10. If the contractor is found ineligible after opening of bids, his bid shall become invalid.
11. If any discrepancy is noticed between the eligibility documents as uploaded at the time of submission of bid and hard copies as submitted physically by the bidder, the bid shall become invalid and.
12. The lowest bidder shall have to submit original instrument for EMD and self-certified copies of all the scanned and uploaded documents within ONE WEEK in the office of tender opening authority.

List of eligibility Documents to be scanned and uploaded within the period of bid submission:

- a) Certificate of registration / enlistment order;
- b) EMD in the form of Treasury Challan/ Demand Draft/ Pay order or Banker`s Cheque/ Deposit at Call Receipt/ FDR of any Scheduled Bank in favour of **“Account officer (Cash), O/o General Manager Telecom District BSNL, Bhubaneswar”**.
- c) PAN card issued by Income Tax Department;
- d) GST registration
- e) Copies of **Form “A” and partnership deed / memorandum of articles of association and power of attorney / authorization to the person who signs the tender in case of companies etc.,** If the bidder is a firm in partnership/ company,
- f) An undertaking that **"In case I/we become the lowest bidder, Original instrument for EMD and self certified copies of other eligibility documents shall be deposited by me/us with the Executive Engineer calling the tender within ONE WEEK of the opening of financial bid otherwise BSNL shall reject the bid and also take action to withdraw my/our enlistment/debar me/us from tendering in BSNL."**

Sd/-

Executive Engineer (Civil)
BSNL Civil Division
Bhubaneswar