



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

Office of the Pr. General Manager Telecom District
Bhubaneswar-751022

**e - TENDER DOCUMENT FOR PROVIDING MAN POWER TO
CARRY OUT DATA ENTRY AND ALLIED WORKS IN
BHUBANESWAR TELECOM DISTRICT**

TENDER NO: N-148/2018-19 DATED: 08/10/2018

(FOR TWO YEARS)

Cost of Tender Document: Rs.2,360/-

(This includes Tender document Cost Rs.2,000/- and GST @ 18% i.e.Rs.360/-)

NOTE: Only One Tender form should be used)

Total number of Pages: 38

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**SECTION-I**

BHARAT SANCHAR NIGAM LIMITED (A Govt. of India Enterprise)
Office of the Pr. General Manager, Telecom Dist-Bhubaneswar-751022.

NOTICE INVITING TENDER**E-Tender for providing manpower for data entry and allied works in Bhubaneswar Telecom District**

1. On behalf of Bharat Sanchar Nigam Limited (BSNL), e-Tender is invited on two stage bidding system from Individuals/Companies/Firms registered in India fulfilling the eligibility conditions, as per tender document.

Sl. No.	Item	Particulars
1	Tender Notice No & date	N-148/2018-19, Dated 08/10/2018.
2	Tender item	Providing manpower for data entry and allied works in Bhubaneswar Telecom District.
3	Tender Document can be downloaded from date	08/10/2018
4	Date of receipt of queries from bidders	Up to 13.00 Hrs of 23/10/2018
5	Reply of queries by BSNL	Before 18.00 Hrs of 24/10/2018
6	Last Date of Submission of Tender	30/10/2018 up to 18.00 Hrs
7	Date & Time of Opening of Tender (Technical Bid only)	31/10/2018 at 11:00 Hrs
8	Amount of Bid Security as in Section II	The cost of EMD and cost of Tender paper can be paid through online Banking/RTGS/NEFT/TDR/PBG as per the Section-I, Para 2(b)
9	Cost of Tender Form	Rs.2,360/-(Rupees Two Thousand Three Hundred Sixty only) Non-Refundable for each zone. The tender cost should be paid through online Banking/ RTGS/ NEFT.

**** In case of TDR/PBG is submitted towards the cost of EMD, the bidder needs to submit all the Bid documents (as per Section-VII, Check List/ Requirement) with TDR/PBG original in the Drop Box available at AGM (HR & Admn), Room No. 214, 2nd Floor Door Sanchar Bhawan, Unit-IX, Bhubaneswar on or before opening of tender Technical Bid. Further, it may also be ensured that the same bid documents is also uploaded online with self-attested on or before last date of submission.**

Note: 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 and/ or e-Tender Portal and/or newspapers.

2(a) The Tender document can be downloaded from the website: www.tenderwizard.com/BSNL & www.orissa.bsnl.co.in 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 of the Bank and Branch	UNION BANK OF INIDA, BHUBANEWAR
Accounts Name	A.O(Cash), BSNL, O/o GMTD Bhubaneswar
Account Number	380801010035275
IFC Code	UBIN0538086
Address of the Bank	Ashok Nagar Branch, Bhubaneswar:751009, Odisha
MICR Code	751026002
Mail Id :	email id : aobillingbbsr@gmail.com
Contact No	Tel.No.0674-2541969
In case of EMD in the form of TDR/ PBG	Should be pledged in favour of A.O. (Cash), BSNL, O/o GMTD Bhubaneswar 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 e-Tender Portal of M/s ITI.

(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 bidders are requested to register themselves with M/s. ITI Limited through the website www.tenderwizard.com/BSNL for obtaining user-id, Digital Signature etc., by paying Vendor registration fee and processing fee for participating in the above mentioned tender.
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 (www.tenderwizard.com/BSNL) as per Annexure - E of Section VIII.
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 skilled or unskilled or both manpower** in BSNL/MTNL/Other PSUs/Central Govt. of **Rs.40 Lakhs taken together during the financial years 2016-17 and 2017-18**. 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 any TDE or equivalent duly countersigned by an officer not below the rank of DGM will also be considered.
4. (b) The documents as listed out in Section VII should be uploaded in the E-Tender Portal.
5. 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 **Conference Hall, 3rd Floor, Door Sanchar Bhawan, Unit-IX, Bhubaneswar-751022** where BSNL's Tender Opening Officers would be conducting Public Online Tender Opening Event (TOE).
6. Incomplete, ambiguous, Conditional tender bids are liable to be rejected.
7. Pr. General Manager Telecom District Bhubaneswar 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.
8. 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.
9. All statutory taxes as applicable shall be deducted at source before payment.
10. **One bidder can participate in maximum of two zones separately.**

**Pr. General Manager Telecom District
Bhubaneswar - 751 022**