

BHARAT SANCHAR NIGAM LIMITED**(A GOVT OF INDIA ENTERPRISE)**

O/o the Executive Engineer (E), BSNL Electrical Division,
2nd Floor, SSPO Building, 15 Cantonment Road, Cuttack-753001
Phone – (0671) - 2305184, FAX- 2305577, Email- eebsnlck@gmail.com

NOTICE INVITING e-TENDER

The Executive Engineer (Elect.), BSNL Electrical Division, 2nd Floor, SSPO Building, 15 Cantonment Road, Cuttack-753001, on behalf of Bharat Sanchar Nigam Limited, invites online item rate e-tenders in Two Bid system from eligible contractors for the work and details given below:

1.1. GENERAL DETAILS

1	NIT No.	<u>118/BSNL/ED/CTC/19-20</u>
2	Name of work	Operation and Maintenance of various electromechanical services at Telephone Bhawan, Cuttack.
3	Estimated cost of the work Inclusive of all & GST:	Rs. 5,63,055/-
4	Completion period	Three (03) months.
5	Earnest Money Deposit (EMD) - @ 2% of estimated Cost	Rs. 11,261/-
6	Mode of submission of EMD	a) DD/FDR/TDR/BG of a Nationalized/Scheduled Bank in favour of "Accounts Officer (Cash), BSNL, O/o the GMTD, Cuttack" OR b) E-payment as per instruction of Para: (1.7) below.
7	Tender processing fees including taxes (Non Refundable)	Rs. 590/- i/c GST (in favour of M/s. ITI Limited through on-line payment, Debit / Credit card)
8	Availability of tender Documents for free view only	The links of website www.tenderwizard.com /BSNL, also available on website www.orissa.bsnl.co.in/tender
9	Date & time of availability of tender documents in Tender wizard portal for downloading	From date: 01.10.2019
10	Last date and time of closing of online submission of tenders along with self attested copies all requisite documents and e-payment transaction receipt of Tender cost and EMD (if paid online)	Date: 14.10.2019 (up to 17:00 Hrs.)
11	Period during which Hard copies of EMD instrument and other requisite documents as specified shall be submitted	No EMD & hard copies of documents shall be submitted physically by the tenderers before opening of Bids. EMD (in form DD/FDR/TDR/BG, if not submitted through e-payment) and hard copies of other mandatory documents as specified in clause 3.15 should be submitted by the L-1 tenderer only within one week of opening of financial bid.
12	Date and time of online opening of technical bid.	On or after 11.00 hrs dtd. 15.10.2019
13	Date and time for online opening of financial bids	Date: 18.10.2019 at 15.30 hrs
14	Competent authority inviting tender	Executive Engineer (E), BSNL Electrical Division, 2 nd Floor, SSPO Building, 15, Cantonment Road, Cuttack- 753001 Phone – (0671) - 2305184, FAX- 2305577, Email- eebsnlck@gmail.com

Note: In case the last date of submission / opening of tender is declared to be a holiday, last date of submission / opening of tender will get shifted automatically to next working day at the same scheduled time. Any change in tender 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.

- 1.2. The Tender document can be downloaded from the website: **www.tenderwizard.com/BSNL OR www.odisha.bsnl.co.in** and to be submitted in e-tendering portal only.
- 1.3. 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.
- 1.4. Intending tenderer 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.
- 1.5. 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 tenderer who have downloaded the tender document from the website to keep themselves abreast of such amendments before submitting the tender document.
- 1.6. In case at any stage, it is found that any addition / deletion / correction or tempering has been made in the downloaded tender documents, the tender shall be treated as non-responsive and shall be rejected. BSNL shall have the absolute right to take any action as deemed fit, without any prior intimation to the firms.
- 1.7. **The cost of EMD can also be paid through online Banking/RTGS/NEFT as per the following details. The Tender cost should be submitted through e-payment mode only.**

Name 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	(CA) 514201010032115
IFS Code	UBIN0551422
Address of the Bank	Union Bank of India, Madhupatna, Link Road, Cuttack
MICR Code	756026004
E-Mail Id :	gmtdck09@rediffmail.com
Contact No	0671-2367210, 9437172824

The scanned copies of the E-Payment receipt towards EMD (if paid through e-payment mode) and Tender cost are to be uploaded in the e-Tendering Portal along with other requisite documents.

2.0 ELIGIBILITY CRITERIA

- 2.1. Average annual turnover during the last 3 years, ending 31st March of the previous financial year, should be at least ₹ 1,68,917/-
AND
- 2.2. BSNL enlisted contractors of Class-III & above in Electrical category.
OR
- 2.3 Experience of having successfully completed similar works in BSNL comprising of either substation or Air conditioning service of package type as part of scope of work during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following :
- Three similar successfully completed works costing not less than the amount of ₹ 2,25,222/- each.
OR
 - Two similar successfully completed works costing not less than the amount of ₹ 3,37,833/- each.
OR
 - One similar successfully completed work costing not less than the amount of ₹ 4,50,444/-.

Note-

1. Similar work means “works with comprehensive maintenance and operation of electromechanical services comprising of either substation or Air conditioning service of package type as part of scope of work”.
2. The firm shall have to possess a valid Electrical HT license issued by any State Govt.
3. Testimonials of satisfactory completion of works should be obtained from an officer not below the rank of Executive Engineer, wherever required clearly mentioning the name and scope of work.

3.0. INFORMATION & GENERAL INSTRUCTIONS FOR TENDERER:

- 3.1 Prospective tenderer or General public can see and download free of cost PDF format of the tender documents from website: www.tenderwizard.com/BSNL.
To participate in the tender, prospective tenderer are requested to download the excel formats, after login in the Home page of the website www.tenderwizard.com/BSNL with **User ID/Password/Class III Digital Signature Certificate**.
- 3.2 Prospective Tenderer has to fill Excel Documents and upload the same without renaming it. The tenderer has also to down load and upload the PDF file of Techno commercial bid in the e-tendering portal along with other requisite documents without making any alternations, additions & deletions etc. Please refer Help Manual for Tender submission or contact ITI Helpdesk.
- 3.3 The Intending tenderer must read the terms and conditions of Notice Inviting Tender, eligibility criteria, Specifications, General, Commercial, Special conditions of the tender and clauses of contract carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the supporting documents required.
- 3.4 Information and instructions for tenderer posted on website shall form part of tender document.
- 3.5 The intending tenderers should get themselves registered with M/s ITI Limited, as per instructions on web site. The intending tenderers who need digital signature should also contact **M/s ITI Limited** well in advance for issue of digital signature. **Help desk of M/s**

ITI: Sh. Biswajit Kar, Mob No- 9438724476, Tender Wizard Office no- 011-49424365, Email- twhelpdesk691@gmail.com

- 3.6 After registration, the intending tenderer has to make a request for the particular tender for which he has to pay processing fee through e-payment link available on portal by VISA/Master enabled Credit/Debit cards/PNB net banking facility.
- 3.7 The tender document consisting of 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 compiled with and other necessary documents can be seen and downloaded from website www.tenderwizard.com/BSNL or www.orissa.bsnl.co.in free of cost.
- 3.8 The tender can only be submitted after uploading the mandatory scanned documents such as Demand Draft/Pay Order/Banker's Cheque/FDR towards tender cost and EMD in favour of **Accounts officer (Cash), BSNL, O/o the G.M.T.D, CUTTACK** or scanned copies of e-payment documents and processing fees in favour of M/s ITI Limited and other documents as specified.
- 3.9 Those Contractors not registered on website mentioned above are required to get registered beforehand.
- 3.10 The intending tenderer must have class-III digital signature to submit the tender.
- 3.11 On opening date, the contractor can login and see the tender opening process. After opening of tenders he will receive the competitor tender sheets.
- 3.12 Contractor can upload documents in the form of JPG format and PDF format and any other format as permissible by the e-tendering portal.
- 3.13 Contractor 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 tenderer, rate of such item shall be treated as "0" (ZERO).
- 3.14 It is essential to upload all the mandatory documents. If some document is not applicable /available the status shall be printed on a paper and same shall be uploaded. Uploading of any blank/irrelevant documents in connection to mandatory documents will lead to rejection of the offer.

3.15 LIST OF MANDATORY SELF ATTESTED DOCUMENTS TO BE SCANNED AND UPLOADED IN THE e-TENDERING PORTAL ON LINE WITHIN PERIOD OF TENDER SUBMISSION.

Sl. no	Description
1.	Demand Draft/Pay Order/Banker's Cheque/FDR/TDR/BG of any Nationalized/scheduled bank in favour of "Accounts Officer (Cash), BSNL, O/o the GMTD, CUTTACK" towards EMD OR scanned copies of E-payment documents.
2.	Turn Over Certificate of the firm from Chartered Accountant for last 03 years.
3.	Documentary proof of satisfying eligibility conditions as per 2.1 to 2.3 of the Eligibility Criteria.
	a) Valid Enlistment letter of BSNL as per 2.2 of eligibility criteria.
	b) Completion Certificate of successfully completed similar works as per 2.3 of eligibility criteria.
4.	PAN card issued by Income Tax Department, Govt. of India.
5.	Valid GST Registration Certificate issued by statutory authority.
6.	Valid Electrical HT License issued by any State Government.
7.	Valid Employees Provident Fund (EPF) & ESI Registrations Certificates
8.	"Undertaking for deposition of physical EMD and other requisite documents as per Annexure – V
9.	Certificate for "No near relatives are working in BSNL" as per Annexure – VI
10.	Information about the Tenderer as per Annexure – VII
11.	Declaration by Contractor for EW-6 & EW-8 as per Annexure – VIII
12.	Under taking regarding EPF & ESI as per Annexure – IX
13.	Completion of successfully completed similar works (if any) as per Annexure-X
14.	Downloaded Detailed NIT

3.16 SUBMISSION OF EMD AND HARD COPIES OF SELF ATTESTED MANDATORY DOCUMENTS BY THE LOWEST BIDDER :-

The Physical form of EMD (scanned copy of which has been uploaded in e-tendering portal), along with self attested copies of other uploaded documents as mentioned above should be deposited by the L1 (lowest) bidder within a week after opening of Financial bid to The Executive Engineer (E), BSNL Electrical Division Cuttack, failing which their bids shall be rejected and the Agency/Firm will be debarred from tendering in BSNL.

An undertaking in this regard that, **"The Physical EMD shall be deposited by me /us with the E.E.(E), calling the tender, in case I/we become the L1 (Lowest) bidder, within a week of opening of financial bid, otherwise, department may reject the tender and also take action to withdraw my/our enlistment/debar me/us from tendering in BSNL"** shall also be invariably uploaded by the intending bidders in Annexure-V.

The L1 (lowest) bidder should be submitted the hard copies of EMD and self attested copies of other requisite documents as per the following manner.

- a) The original financial instrument like Demand Draft/FDR/BG/CDR against EMD, e-payment proof of Tender cost and self attested copies of the valid credentials,

registration certificates, GST, and undertakings etc. as mentioned above (Sl. no. 3 to 12) along with downloaded tender document (Techno commercial Bid) shall be submitted by the L1 (lowest) bidder with due mention of name of work, date of opening of tenders, name of the tenderer and should be submitted in the office of the Executive Engineer (E), BSNL Electrical Division, **Cuttack** within one week of opening of Price bids.

- b) If the tenderer is a firm in partnership/Limited company or Corporation, then the hard copies of "FORM-A" and partnership deed/Memorandum of Articles of Association and power of attorney/Authorisation to the person who signs the tender in case of companies etc. shall also be submitted along with hard copies of **other documents** as above.

IMPORTANT NOTES:

1. All the documents shall be self-attested before up loading online and hard copies shall be submitted in off line by the L1 bidder only within one week of opening of price bids. However the tenderer shall produce the original documents before the tender opening committee on demand, otherwise, their tenders are liable to be rejected without any further intimation. In case of any document as mentioned above (3.15) could not be produced by the tenderer before the TOC on demand, then they will be disqualified and their price bids will not be opened. The decision of the Tender accepting authority in this regard will be final and binding.
2. The tenderer shall upload scanned copy of original documents in JPG or PDF format. The submission of documents is deemed as undertaking by tenderer that all the documents are true and genuine. If it is found, at any time during tendering or execution of work, that the information/documents submitted by the tenderer are in variance/forged/bogus, they shall be legally held responsible for the same. Their offer shall summarily be rejected or termination of contract, if awarded, forfeiting of the EMD, performance guarantees, security deposit, if any. The tenderer/contractor shall be blacklisted /debarred for further works in BSNL for a period of three years.

Executive Engineer (E)
BSNL Electrical Division,
CUTTACK

No- **10(17)/TED/BSNL/CTK/413**

Date – **28/09/2019**

Copy to-

- 1) Chief Engineer (E), BSNL Electrical Odisha Zone, BBSR for kind information.
- 2-3) E.E (E), BSNL Electrical Division, Sambalpur/Bhubaneswar.
- 3) The A.O (Cash) , BSNL , O/o the GMTD, Cuttack.
- 4) The A.O, BSNL Electrical Division, Cuttack.
- 5) Notice Board/Press/BSNL Web site/Tender Wizard web site.

Executive Engineer (E)