



SECTION – 1

DETAILED NOTICE INVITING E-TENDER (DNIT)

BHARAT SANCHAR NIGAM LIMITED

(A Government of India Enterprise)

O/o General Manager, Berhampur Telecom District, Berhampur-760001, Odisha

On behalf of BHARAT SANCHAR NIGAM LIMITED (tender inviting authority), BSNL Digitally

Sealed Tenders are invited for **Carrying out various office support works in different sections in Berhampur Telecom District**

Sl	Item	Particulars
1	Tender Notice No & date	G-278/2020-21/18 Dated 23.09.2020
2	Tender item	Carrying out various office support works in Berhampur
3	Validity period of contract	one years from the date of agreement
4	Estimated cost of the tender	a) Rs 9,60,000/- (Rupees Nine lakhs Sixty thousand only) per year b) Rs 80,000/- Per month c) Appr 1000 Job Hours per month
5	Tender Document can be downloaded from date	23.09.2020
6	Last date of receipt of queries from bidders	Upto 12:00 Hrs of 28/09/2020
7	Reply of queries by BSNL	Upto 11:00 Hrs of 29/09/2020
8	Pre Bid meeting	11:00 Hrs of 28/09/2020
8	Last Date of Submission of	06th October, 2020 up to 12:00 Hrs
9	Date & Time of Opening of Tender (Technical Bid only)	07th October, 2020 at 12:00 Hrs
10	Amount of Bid Security/EMD	Rs. 19,200/- (Rupees Nineteen Thousand Two only) i.e The cost of EMD should be paid through online Banking/RTGS/NEFT as per the Section I, Para 2(b) N.B:- The existing vendor(s) of this SSA may avail for adjustment of respective EMD amount(s) against the pending Bill(s) / Invoice No(s) and passed amount of the bill(s), if so desire, by applying for the same with specific request on case to case basis (As Annexure-G).
11	Cost of Tender Form	Rs. 590/- (Rupees Five Hundred Ninty only) - Non- Refundable. i.e The cost of Tender Form should be paid through online Banking/RTGS/NEFT as per the Section-I, Para 2(b). NSIC/MSME Certificate is permitted.

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.

1 Read, understood, compiled and agreed

Signature and seal of Bidder

- 1.1 A separate bid form along with price bid (as per Section-9 Part A & B) should be filled.
2. **Purchase of Tender Document:** Tender document can be obtained by downloading it from the website www.odisha.bsnl.co.in/www.etenders.gov.in/eprocure/app
- 2.1 The bidders downloading the tender document are required to submit the tender fee of amount Rs 590/-INR) + applicable GST through DD/ Banker's cheque along with their tender bid failing which the tender bid shall be left archived unopened/ rejected. The DD/ banker's cheque shall be drawn from any Nationalized/ Scheduled Bank of India in favour of "AO(Cash), BSNL, Berhampur(name of tender issuing authority)." and payable at Berhampur

Name of the Bank and Branch	UNION BANK OF INDIA, Bada Bazar Branch
Accounts Name	A.O(Cash), BSNL, O/o GMTD, Berhampur
Account Number	385801010170144
IFC Code	UBIN0538582
Address of the Bank	Big Bazar, Berhampur-1
MICR Code	760026002
Mail Id	Gmtdbf07@rediffmail.com
Telephone No	9437572939
In case of EMD in the form of TDR/PBG	Should be pledged in favour of A.O.(Cash) BSNL, O/o GMTD Berhampur with validity for a period of six months from the date of opening

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 for the construction/Operations/Maintenance services in Telecom Industry / maintenance and installation of OF 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. 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.

- 2.2 **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/www.etenders.gov.in/eprocure/app from 23/09/2020 onwards.
- 2.3 Physical copy of the tender document would not be available for sale.
- 2.4 The Tender document shall not be available for download from e-tender portal on its submission / closing date
- 2.5 Deleted
- 3.0 Deleted
4. **Eligibility Criteria :**The bidder should meet following eligibility requirements
- 4.1 **General Qualification**
- 4.1.1 The Bidder should have valid firm registration (Registration with Nagar Nigam/Local Authority in case of Proprietary firm & in case of Pvt. Ltd Company/Partnership firm registration with registrar of firms is required)

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- certificate of incorporation of the firm/company.
- 4.1.2 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.
- 4.1.3 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/ Lol/signing of contract, if declared successful.

4.2 Technical Qualification

- 4.2.1 The Bidder must have an experience of executing works related to supply of man power/Job contract/ provisioning new connection or construction / maintenance of underground telecom cables/maintenance and installation of OF cables/ telecom outdoor network/BTS maintenance of any Telecom Service Providers (holding service license)/ Central Govt. / State Govt/Central PSU in the last two financial years i.e. 2018-19, 2019-20.

(Bidders will be required to support claims of their required experience, through certificates issued by any executive of AGM rank officer in case of PSUs, Gazetted rank officer for State/ Central govt. and Circle Head, in case of private TSPs.)

4.3 Financial Qualification

- 4.3.1 The Bidder must have minimum annual turnover of **30%** of annual estimated cost of tender, during financial years 2018-19 and 2019-20 from telecom business as mentioned in 4.2.1 in Technical Qualification.

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 be issued or Contract agreement(s) will be signed only upon successful verification of the eligibility documents submitted in the bid, with the originals of the eligibility documents, which shall have to be produced by successful bidder.

5. Bid Security/EMD:

- a. The bidder shall furnish the bid EMD in one of the following ways:-
- Demand Draft/ Banker's cheque drawn in favour of "**AO (Cash), BSNL, Berhampur**" and payable at **Berhampur** separately for each Zone participated.
 - Bank Guarantee(s) from a Nationalized/Scheduled Bank of India, drawing favour of "**GMTD, Bharat Sanchar Nigam Limited, Berhampur**" which should be valid for **150** days (i.e. one month above the offer/bid validity period) from the tender opening date.
 - 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 OF 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

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Signature and seal of Bidder

of underground telecom cables/ maintenance and installation of OF cables /telecom outdoor network etc.

- 6. Date & Time of Submission of Tender bids:** on or before **12.00 Hrs** of 06/10/2020 (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.
- 7. Opening of Tender Bids:** At **12:00 Hrs** of 07/10/2020.
- 8. Place of opening of Tender bids:**
- a. 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. Kindly refer Section-4 Part C of Tender document for further instructions.
9. Tender bids received after due time & date will not be accepted.
10. Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.
11. GMTD, Berhampur (Tender inviting authority), 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.
12. 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 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.
- 14.0 The queries in respect of this bid document, if any, can be submitted through Email latest upto **23/09/2020 (5 days from issue of NIT)**.

BSNL Contact-1	
BSNL's Contact Person	Shri S.B. Pradhan, AGM(Planning), O/o GMTD Berhampur , Tel No-0680-2220300, Mobile 9437963777 between 10.30 hrs to 17.00 hrs from 23.09.2020 to 05.10.2020. Email:agmagmtbber@gmail.com
BSNL Contact-2	
BSNL's Contact Person	Shri Achyuta Kanhar, SDE(Planning), O/o GMTD BSNL Berhampur Tel No-0680-2222910 Mob no 9437499400 between 10.30 hrs to 17.00 hrs from 23.09.2020 to 05.10.2020. Email ID: akanhar@gmail.com

AGM (Planning)
Tel.9437963777: & E-Mail:agmagmtbber@gmail.com

4 Read, understood, compiled and agreed

Signature and seal of Bidder