



BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprises)
Office of the General Manager
Telecom District. BSNL Keonjhar-758001.

BID DOCUMENT

**E-TENDER FOR TRASPORTATION OF TELECOM STORE /
MATERIALS IN KEONJHAR SSA**

TENDER No. T-151/2018-19

Dated. 05/01/2019

Cost of Tender Document: Rs.590/-
(This includes Tender document Cost Rs.500/- and GST @ 18 % i.e. Rs.90/-)

TABLE OF CONTENTS

SECTION NO.	DESCRIPTION	DESCRIPTION
I	NOTICE INVITING TENDER	03-04
II	SPECIAL CUM COMMERCIAL CONDITIONS.	05-10
III	INSTRUCTION TO BIDDERS & CONDITIONS OF TENDER.	11-20
IV	FINANCIAL BID	21-22
V	REQUIREMENT / CHECKLIST	23-24
VI	FORMATS FOR (DECLARATION, AGREEMENT, TENDERER'S PROFILE, AND UNDERTAKING ETC.)	24-38



BHARAT SANCHAR NIGAM LIMITED

(A Govt. of India Enterprise)

Office of the General Manager, Telecom District. Keonjhar-758001.

SECTION-I

NOTICE INVITING TENDER

e-Tender for Transportation of Telecom Store / materials in Keonjhar 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	T-151/2018-19 Dated. 05/01/2019.
2	Tender item	Transportation of Telecom materials in the area under the jurisdiction of Keonjhar Telecom District and /or any other material to be transported from / to any part of Odisha /from Keonjhar Telecom District as and when required.
3	Validity Period of the Contract	One Year from the date of agreement.
4	Estimated Cost of the tender	Rs.9,85,000/- (Rupees Nine Lakhs Eighty Five Thousand) only
5	Tender Document can be downloaded from date	11/01/2019
6	Date of receipt of queries from bidders	Up to 28/01/2019
7	Reply of queries by BSNL	Before 30/01/2019
8	Last Date of Submission of Tender	01/02/2019 18:00 Hrs.
9	Date & Time of Opening of Tender (Technical Bid only)	02/02/2019 12:00 Hrs.
10	Amount of Bid Security as in Section II.	The cost of EMD and cost of Tender paper can be paid through Demand Draft or online Banking/RTGS/NEFT as per the Section-I, Para 2(b)
11	Cost of Tender Form	Rs.590/-(Rupees Five Hundred ninety rupees only) - Non- Refundable. The cost of Tender Form and cost of Tender paper to be paid through Demand Draft or online Banking/RTGS/NEFT as per the Section-I, Para 2(b).

Note: In case the last date of submission /opening of bid is declared to be a holiday, /band 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.odisha.bsnl.co.in and to be submitted in e-format.

Read, understood , complied & agreed
Signature & seal of bidder with Date

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

- b) The cost of EMD and cost of Tender paper shall be paid through online Banking/RTGS/NEFT/DD as per the following details. (In case of DD Photo copy of DD should be uploaded & bidder must submit the original DD to SDE (Plg), O/o GMTD, BSNL Keonjhar on or before date and time of the opening of the tender.)

Name of the Bank and Branch	Union Bank of India, Keonjhar.
Accounts Name	A.O.(Cash), BSNL, O/o GMTD BSNL Keonjhar
Account Number & Type	538001010012030 & Current Account
IFSC Code	UBIN0553808
Address of the Bank	UNION BANK OF INDIA, C/o Mahendra & Sons, At- Magurgadia, NH-215, Keonjhar-758001.
MICR Code	758026002
Mail Id :	tdmkjr24@rediffmail.co
Contact No	06766-250070
Name of the Bank and Branch	UNION BANK OF INDIA, KEONJHAR

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.
- 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.
- c) Bidders may note that the tender document can be downloaded from the website www.tenderwizard.com/BSNL or following the "Tenders" link of the website www.odisha.bsnl.co.in.
- d) 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 -B of Section VI.
- e) In case of any correction/ addition/ alteration/omission is found in the tender document; the tender bid shall be treated as non-responsive and shall be rejected.

4. The documentes as listed out in Section VI should be uploaded in 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 representatives of bidders 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 **Chamber of SDE MM), 2nd Floor, O/o the GMTD, Building BSNL, Keonjhar-758001** where BSNL's Tender Opening Officers would be conducting Public Online Tender Opening Event (TOE).

6. (i) Incomplete, ambiguous, Conditional tender bids are liable to be rejected.
(ii) General Manager Telecom District Keonjhar 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.
(iii) All documents submitted in the bid offer should be preferably in English.
(iv) All statutory taxes as applicable shall be deducted at source before payment.

Asst. General Manager (CFA)
O/o the GMTD, BSNL Keonjhar-758001.

Read, understood , complied & agreed
Signature & seal of bidder with Date

SECTION -II

SPECIAL CUM COMMERCIAL CONDITIONS OF TENDER:

1. Scope of Work: For transportation of the telecom material viz U/G cable, OF cable, L&W, PLB Pipe, Battery & Power Plant, Joint Kits etc. in the area under the jurisdiction of Keonjhar Telecom District and/or any other material to be transported from/ to any part of Odisha/India to/ from Keonjhar Telecom District Store as and when required.

2. Approximate estimated cost of the tender Rs. 9, 85, 000/- (Rupees Nine lakhs eighty five thousand) only.

3. N.I.T. No: T-151/2018-19. Dated. 05/01/2019.

4.EARNEST MONEY-DEPOSIT- The EMD of amount Rs. 24,625/- (Rupees Twenty four thousand six hundred twenty five) only to be deposited in the form of DD/RTGS/NEFT & Online Payment to **Accounts Officer (Cash), BSNL, O/o GMTD, Keonjhar-758001** payable at Keonjhar drawn on any scheduled/ nationalized Bank. The EMD shall be forfeited in case the tenderer withdraws his tender before the final acceptance or fails to enter into the prescribed agreement with BSNL for execution of work in case of successful tenderer. EMD of unsuccessful bidders will be refunded after finalization of the tender. In case of successful tenderer(s), the EMD will be refunded after signing the agreement.

5. **Validity of BID:** The bid validity period is 180 days from the date of opening of bid.

6. **Validity of Contract:** - The work against the tender is for 01 (one) year's requirement and the terms and conditions of this tender shall be operative for a period of one year from the date of signing of agreement between the BSNL and the Contractor. However the competent authority reserves the right to extend the tender period up to 6 months after expiry of the tender period with same rates and same terms and conditions with enhancement of 50% of estimated cost. In exceptional situation where the requirement is of an emergent nature and it is necessary to ensure continued supplies from the existing vendors, the tender period can be extended upto 1(one) year from the expiry of the tender period with proportionate increase in the estimated cost at the discretion of the competent authority with same rates & same terms and conditions.

7. No interest will be payable on the EMD money or on the security deposit.

8. BSNL reserves the right to vary the awarded quantity of work to the extent of (-) 50% to (+) 50% of the specified quantity without changing in unit price and other terms & condition of the contract. In emergency the extension of the work may be enhanced up to 100 % with same rates as approved in tender. However the fraction of the performance security deposit (PSD) in proportionately to be collected from the approved bidder. If the work is executed beyond the normal provision of the tender.

9. Any Toll Gate charges during the execution of work shall be borne by the transporter.

10. The GMTD, Keonjhar reserves the right to engage more than one contractor at approved rates. He has also right to approve on behalf of BSNL, to execute the work by the local vender in case of urgency. If the transporter not responds to carry out the work at the time of need.

11. The contractor has to submit the bill after completion of the work done/monthly basis otherwise the bill will be disallowed.

12. Before signing to agreement after successful bidding, the bidder has to submit valid registration under Motor Transport Workers Act. 1961 and as amended time to time.

13. DOCUMENTS TO BE SUBMITTED WITH THE TENDER:

- i). Experience Certificate - *(Original)*
 - ii) PAN & Copy of IT return for Assessment year 2017-18.
 - iii) **Xerox copy of Valid GST Registration Number.**
 - iv) Ownership of /authorization for use of 02 (two) trucks (of minimum 10MT Capacity).
 - v) Registration certificate as a Contractor.
 - vi) **Experience Certificate:** Bidders should have executed Transportation of Stores / Material of Central / State Govt. department / PSU / during last two consecutive financial years for Rs. 5, 00,000/- (Rupees five lakhs) only which is issued by any officer not below the rank of DGM or equivalent officer.

 - vii). Online payment (NEFT/RTGS) for Rs.24,625/- (Rupees Twenty four thousand six hundred twenty five) only made in favour of the Accounts Officer (Cash), BSNL, O/o the GMTD, Keonjhar payable at Keonjhar towards EMD.
 - viii) In case of a partnership firm, the self attested partnership deed and the power of attorney in original as per clause A(4) of NIT
 - ix. Tender document duly signed in each page.
 - x) Financial BID as per Section-IV duly filled in. (To be submitted)
 - xi) Undertaking as per Section-VI duly filled in.
 - xii) Certificate regarding having own office at Keonjhar with the detail address and contact number of the bidder.
- NB: The original of the above documents will be verified by TEC at the time of final verification and signing of contract. If any documents / declaration are found to be false / fake, the bidder will be disqualified for the above work and his EMD will be forfeited.

14. SECURITY

a) MATERIAL SECURITY including PERFORMANCE SECURITY DEPOSIT

The successful tenderer will have to deposit material security of **Rs 98,500/- (Ninety eight thousand five hundred)** only valid up to one year & six months in the form of Bank Guarantee from a nationalized bank executed in a non-judicial stamp paper of Rs.100/-. The material security is to be deposited within 10 (Ten) days from the date of receipt of letter of acceptance or letter of intent failing which their EMD or bid security may be forfeited and tender may be cancelled.

b) The contractor at any point of time will not be issued stores costing more than the material security. The proceeds of the material security shall be payable to the BSNL as a compensation for any loss resulting from the contractor's failure to handle properly the material issued to him under the contract.

c) The proceeds of the performance security shall be payable to BSNL as compensation for any loss resulting from contractor's failure to complete his obligations under the contract.

d) The security deposits shall be refunded after six months from the date of last work executed, provided there are no recoveries to be made arising out of bad or non performance and/or violation of any terms and conditions of the contract as stipulated in the bid document. The above amount will be released after getting certificate from concerned SDOT/SDOP/SDE, duly countersigned by the concerned AGM regarding proper and safe delivery of materials transported.

15. SPECIFICATION FOR THE CONTRACT WORK OF TRANSPORTATION OF TELECOM STORE/ MATERIAL;

The work includes the transportation of the material in the area under the jurisdiction of Keonjhar Telecom District. It may also be noted that transportation of materials may be ordered to/from any part in Odisha/ India as and when required.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

- a) The rates should be quoted for Transportation of stores by shortest road distance per Km. in different type/sizes of vehicles including loading and unloading charges.
- b) The transporting firm will be responsible for any damage, shortage or missing of items while in transportation. The cost of the missing/damaged/ shortage material will be deducted from bill/material security.
- c) The rates quoted should be valid up to one year and same will not be changed on any ground / reason.
- d) Work should be completed within maximum 48 Hrs from the issue of W/O or as per instruction.
- e) Rates are to be quoted irrespective of load of the truck.
- f) The SDOs/DEs will decide the type/size of the truck required depending upon quantity and type of store available. In urgent cases of requirement transportation may be done without full load taking prior approval of competent authority.
- g) The payment will be made for one way of the route (Onward only).

16. LIQUIDATED DAMAGES:

- a. If the contractor fails to complete the transportation in the time period as given by the Authority and/ or at any time repudiates the contract, the GMTD Keonjhar, without prejudice to any right or remedy available can recover from the contractor as ascertained and agreed liquidated damages to maximum of 10% of the contract value@1% per day (or part) of delay.
- b. The contractor will be responsible for any damage/ loss of the material in transit. In case of any damage or loss, the cost of the damage and/ or loss will be recovered from the contractor and the decision of GMTD, Keonjhar shall be final.

17. SUB LETTING ASSIGNMENT:

- a. The contractor shall not assign, subcontract or sublet the whole or any part of the work covered by the contract. In case it is proved that the tenderer has engaged subcontractors the tender awarded in his favour would be treated as null and void and SD will be forfeited.
- b. The transporter shall not carry out any transshipment during the transit in normal course. However there may be situation like major break down or accident when it becomes necessary to carry out transshipment. In such a situation, it may be carried out only after obtaining permission from GMTD, BSNL Keonjhar after giving full reasons / details.
- c. No other cargo belonging to other parties should be loaded in the same truck carrying out scheduled materials. Loading of any other cargo during the transit is prohibited.

18. TERMINATION:

- a. In case of contractors not observing the terms and conditions as mentioned above, a notice will be issued to the contractor and upon not receiving satisfactory reply within seven days from the issue of the notice, GMTD, Keonjhar reserves the right to terminate the contract.

b. Termination for unsatisfactory performance:

In case the contractor's performance is not satisfactory, the GMTD has got the right to engage another contractor. While doing so, if the expenditure incurred is more than the quoted value, the extra cost will be recovered from the original contractor.

c. GMTD if considers that the performance of the job is unsatisfactory or not up to the expected standards, the GMTD, Keonjhar shall notify to the contractor, in writing, and may specify in details of the cause of its dissatisfaction. The GMTD, Keonjhar shall have the option to terminate this agreement if the contractor fails to comply with the requirement contained in the said written notice issued by the GMTD, Keonjhar to the contractor within 7 days of the receipt thereof.

19. TERMS OF PAYMENT:

a. Bill in triplicate to be submitted to field office for necessary verification and processing. No advance payment in any form will be made. After satisfactory completion certification of work the contractor shall prefer the bill along with all required documents i.e. proper work order by field officers viz. SDE and DE of the concerned section duly counter signed by concerned higher officer. The bill shall be certified by the concerned SDO/SDE and duly countersigned by the DE or by next higher authority. The bill shall have printed Bill No., PAN based GST Registration Number and service tax components shall be clearly indicated separately viz, Service Tax, Education Cess and Higher Education Cess.

b. The contractor shall not be entitled to claim charges for detention of workers, lorries or any other appliances due to any reason what's over at any stage.

20. INSURANCE:

a. The contractor shall provide insurance to cover his men and material, machinery and equipment. The GMTD, Keonjhar shall not be liable to any claim for accident/ loss during execution of the work. The vehicle used for transport should have valid registration No., up-to-date road tax payment receipt, valid permit, valid fitness documents etc. The driver should have appropriate and valid driving license. The Office shall not be responsible for any financial or other injury to any person deployed by the service proving agency in the course of their performing the functions/duties or payment towards any compensation.

b. Any loss or damage caused to the material during loading, unloading and transit shall be to the contractor's account. Any such loss / damage will be decided by the consignee. GMTD, BSNL Keonjhar shall not pay separately for transit insurance for the goods to be transported.

c. In case of any theft, pilferage, loss or damage of theft materials while in the custody of the contractor including during transit, the contractor shall be fully and solely responsible to pay full compensation for any loss as claimed by GMTD, BSNL Keonjhar. The amount of claim to be decided by GMTD, BSNL Keonjhar and the same shall to be paid by the contractor within 30 days of demand.

d. The management and / or any officer, staff, worker of Bharat Sanchar Nigam Limited, Keonjhar shall not be responsible for any accident, death and / or injury that may happen during transportation and handling of the material. Any loss to any of the person BSNL Keonjhar premises will have to be fully compensated by the transporters as per workmen compensation Act. or any other statutory provision.

21. TAXES AND DUTIES:

- a) Service Tax has to be claimed in the bill and shall be indicated as per clause no.26. Income tax shall be recovered as applicable. Other Tax if levied by state/central Govt. at any time will be recovered as per actual.
- b) Charges payable shall be firm during that period of the contract or any extension thereof and no escalation shall be allowed on any ground whatsoever.
- c) The contractor shall be liable to pay all the license fee or any other fees as required by any authorities of the Central and/or State Government.

22. FORCE MAJEURE:

a. If any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (Hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any such claim for damages against the other in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist, and the decision of the Contractor as to whether the works have been so resumed or not shall be final and conclusive, provided further that if the performance, in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60days either party may, at his option terminate the contract.

b. Provided also that if the contract is terminated under this clause, the BSNL shall be at liberty to take over from the contractor at a price to be fixed by the BSNL, which shall be final, all unused, undamaged and acceptable materials, bought out components and stores in the course of execution of contract in possession of the contractor at the time of such termination of such portion thereof as the BSNL may deem fit excepting such materials bought out components and stores as the contracts may with the concurrence of the BSNL elect to retain.

23. ARBITRATION:

In the event of any question, dispute or difference arising under this agreement or in connection there with except as to matter the decision of which is specifically provided under this agreement, the same shall be referred to sole arbitration of the General Manager, Telecom District, BSNL, Keonjhar or in case his designation is changed or his office is abolished then in such case to the sole arbitration of the Officer for the time

a. Being entrusted whether in addition to the functions of the General Manager, Telecom District, BSNL, Keonjhar or by whatever designation such officer may be called (hereinafter referred to as the said officer) and if the General Manager, Telecom District, BSNL, Keonjhar or the said officer is unable or unwilling to act as such, the sole arbitrator or some other person appointed by the General Manager, Telecom District, BSNL, Keonjhar or the said officer.

The agreement to appoint an arbitrator will be in accordance with the Arbitration and Conciliation Act, 1996. There will be no objection to any such appointment that the arbitrator is Government Servant or that he has to deal with the matter to which the agreement relates or that in the course of his duties as Government Servant he has expressed views on all or any of the matter under dispute. The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred, being transferred or vacating his office or being unable to act for any reasons whatsoever such General Manager, Telecom District, BSNL, Keonjhar or the said officer shall appoint another person to act as arbitrator in accordance with terms of the agreement and the person so appointed shall be entitled to proceed from the stage at which it was left out by his predecessors.

b. The arbitrator may from time to time with the consent of parties enlarge the time for making and publishing the award. Subject to aforesaid Arbitration and Conciliation Act; 1996 and the Rules made there under, any modification thereof for the time being in force shall be deemed to apply to the arbitration proceeding under this clause.

c. The venue of the arbitration proceeding shall be the Office of the General Manager, Keonjhar or such other places as the arbitrator may decide.

24. SET OFF:

Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by BSNL or the Government or any other person or persons contracting through the Govt. of India and set off the same against any claim of the BSNL or Govt. or such other person or Persons for payment of a sum of money arising out of this contract or under any other contract made by the Contractor with the BSNL of Govt. or such other person or persons contracting through Government of India.

The terms and conditions enumerated in the above as different clauses shall be binding and the bidder shall have to accept them in writing along with the tender. Also other terms and conditions enumerated in the bid document shall be binding on bidder.

Section-III

INSTRUCTIONS TO BIDDERS & GENERAL CONDITIONS OF TENDER TERMS:

- 1(a) "BSNL" or "The Nigam" or "The Tendering Authority" means Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) acting on behalf of the President of India and represented by the General Manager Telecom District, Keonjhar.
- 1(b) "The Bidder" means the individual or firm who participates in this tender & submits its bid.
- 1(c) "The Work Order" means the order placed by the BSNL on the Bidder signed by the Engineer- in-Charge of BSNL including all attachments & appendices thereto and all document incorporated by reference therein. The work shall be deemed as "Contract" appearing in the document.
- 1(d) "The Contract Price" means the price payable to the bidder under the work order for full & proper performance of its contractual obligations.
- 1(e) "Site Engineer" means the concerned Sub-Divisional Engineer (MM) in-charge of this Telecom District under whom the contractor will perform the work of Transportation of telecom stores as per actual requirement of concerned respective site Engineer (Field-in-charge).
- 1(f) "Engineer In-Charge" means the controlling DE/AGM of respective Site Engineer of this Telecom District who is designated as the "Engineer in-Charge" of respective "Site Engineer".
- 1(g) "E-Tender Portal" means the website "www.tenderwizard.com/BSNL" of M/s ITI Limited who is providing e-Tendering solution to BSNL.
- 1(h) "ETS" means the Electronic Tendering System through the e-Tender Portal.

2). ELIGIBILITY CRITERIA:-

Eligibility Criteria:

Experience Certificate: i) Bidders should have successfully executed Transportation of Stores / Material of Central / State Govt. department / PSU during last two consecutive financial years for Rs. 5,00,000 (Five Laksh only) which is issued by any officer not below the rank of DGM of BSNL or equivalent rank officer.

ii) Individuals, Firms, Company registered & operating in India and satisfying the following eligibility conditions are allowed to participate in this tender :

- 1) Valid PAN of Income Tax Department with IT return for Assessment Year 2017-18.
- 2) The bidder must have valid GSTIN for transportation services.
- 3) The Bidder must have the ownership of / or authorization for use of two nos. of commercial trucks of maximum 10 Mt. capacity.
- 4) The bidder must be a registered contractor with state / Central Govt. or PSU.
- 5) Bidder must have valid labour license.

3. DOCUMENTS TO BE SUBMITTED FOR BID

- a. The details of documents to be submitted through online in e-Tender Portal are as detailed at **Section-V**. If any one of the above items required to be submitted along with the Technical bid is found wanting, the offer is liable to be rejected at that stage.
- b. Documents in original should be submitted for verification as required by the Tendering Authority.
- c. The bidder will verify the genuineness and correctness of all documents and certificates including Experiences/performance certificates, submitted by the bidder or any other firm /associates before submitting them in the bid. The onus of proving genuineness of the submitted documents would rest with the bidder.

- d. As per the requirement of the tender's condition, if any documents/paper/certificate submitted by the bidder is found to be false/fabricated/tampered /manipulated at any stage during bid evaluation or after award of contract, then the bid security (EMD/PBG) of the bidder would be forfeited and the bidder would be disqualified from the tender. Action would be taken for banning of business dealing with the defaulting firm. In case contract has already been awarded to the bidder, then PBG would be forfeited and the contract would be rescinded/ annulled and BSNL would be at liberty to procure the services from any other source at the risk and cost of the defaulting bidder. Action would also be taken for banning business dealing with the defaulting firm. An undertaking to this effect should be submitted by the bidder as per format at **Annexure-L of Section-VI**.

4. AMENDMENT TO BID DOCUMENT

- a. At any time, prior to the date of submission of bid, tendering authority may, for any reason whether at its own initiative or in response to a clarification required by a prospective bidder, modify the bid documents by amendments.
- b. The amendments shall be notified in the E-Tender Portal and these amendments will be binding on them.
- c. In order to afford prospective bidders reasonable time to take the amendments into account in preparing their bids, the Tendering authority may, at its discretion, extend the deadline suitably for the submission of bids.
- d. It is the sole responsibility of the bidder to confirm from the E-Tender Portal and/or from the following contacts regarding amendments, if any, or any other clarifications before uploading of the tender document

ITI / BSNL- Help Desk Contact	<i>Mr Amlan Sahoo, Contact No: 07008502617, Office No. 01149424365, between 10:30 hrs to 17:00 hrs from <u>11/01/2019 to 01/02/2019</u>. twhelpdesk690@gmail.com</i>
BSNL Contact-1	<i>AGM (CFA&Plg) O/o GMTD Keonjhar Tel.No. 06766-256300, Mob.No. 9437200900, between 10:30 hrs to 17:00 hrs from <u>11/01/2019 to 01/02/2019</u>. email id : akrout1960@gmail.com</i>
BSNL Contact-2	<i>SDE (Planning) O/o GMTD BSNL Keonjhar, Tel.No. 06766-256900, Mob. 9437070007 between 10:30 hrs to 17:00 hrs from <u>11/01/2019 to 01/02/2019</u>. sdemm.bsnlkjr@gmail.com.</i>

05. PREPARATION OF BID DOCUMENTS - TECHNICAL BID & FINANCIAL BID

It is a two bid system and the bid prepared by the bidder shall comprise Technical Bid and Financial Bid and should be prepared as per **Clause. 12 of this Section**.

06. BID FORMS

The bidder shall fill in the tender document in all respects, sign on all pages along with seal of the firm if any and upload required scanned documents as per section-VI of the same in e-Tender Portal.

07. BID PRICE

The bidder shall quote rates in FINANCIAL BID given in Section-V.

08. COMPLIANCE

The bidder should ensure unconditional clause- by - clause compliance with all the terms and conditions of the tender document and a declaration to the effect in Annexure C of section VI should be given along with bid document.

09. A. BID SECURITY/EMD

- (a) The bidder must deposit the amount for bid security/EMD through Online/NEFT/RTGS as stated in section II only from any nationalized/scheduled bank as per Section-I para 2(b).
- (b) The successful bidder's bid security will be discharged upon the bidder's acceptance of the award of contract satisfactorily in accordance with Clause 8 of this Section and furnishing the performance security.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

- (c) EMD/BID SECURITY of unsuccessful bidders will be refunded after finalization of the tender. In case of successful tenderer(s), the EMD/BID SECURITY will be refunded after signing the agreement.
- (d) A BID WITHOUT BID SECURITY/ BID SECURITY WITH OUT BID SHALL BE TREATED AS NON-RESPONSIVE AND SHALL BE REJECTED BY THE TENDERING AUTHORITY.

10. FORFEITURE OF BID SECURITY/EMD

The Bid Security/EMD may be forfeited

- (a) If the successful bidder backs out to accept the tender and/or does not deposit the Performance Security Deposit of Rs.95,000 (Ninety five thousand) only. or
- (b) The successful bidders do not come for execution of agreement after deposit of performance security deposit within the scheduled time;
- (c) Withdraws his bid during the period of bid validity specified by the bidder in the bid form;

11. FORMAT AND SIGNING OF BID

- (a) The bid shall contain no interlineations, erasures or overwriting, except as necessary to correct errors made by the bidder in which case such corrections shall be signed by the persons signing the bid.
- (b) The over writing / erasures in the bid made by the bidder shall be signed by the person signing the bid.
- (c) The letter of authorization shall be indicated by written power-of-attorney, if any, accompanying the bid. All pages of the original bid, except for un-amended printed literatures, shall be signed by the person or persons signing the bid.

12. PREPARATION & SUBMISSION OF BIDS :

I) CONTENTS OF THE BID:

The bid contains three parts -

Part A: The scanned copies of the Payment of Cost of Tender paper and EMD through online /NEFT / RTGS & Power of attorney (If applicable) have to be uploaded in the e-Tender Portal of M/s ITI.

Part B: The Second part relates to uploading of scanned documents required for Technical Bid as per Section-VI in the appropriate place of the e-Tender Portal.

Part C: The third part relates to uploading of Financial Bid containing the Price schedule in excel format filled carefully in the appropriate place of the e-Tender Portal.

II. SUBMISSION OF BIDS:

- a. All the clauses of the bids must be complied with and price bids must be quoted online by the bidders before the locking/closing time of the bid.
- b. Scanned documents wherever necessary are to be uploaded in the appropriate places of the e-tender portal.
- c. The bidder shall submit a set of scan copies of the tender document signed in all pages, downloaded from e-Tender Portal against each individual bid offer either on the date of the opening of the tender or before signing of the agreement.
- d. One Bidder can bid through the user-id allotted to him by M/s ITI in e-Tender Portal along with requisite Earnest Money Deposit (EMD) and cost of Tender Paper.
- e. If any one of the document required to be submitted as referred to in Clause 31 Part A of this Section is found to be wanting, the concerned bid shall be rejected at the opening stage itself.
- f. The BSNL may, at its discretion, extend this deadline for the submission of the bids by amending the bid document in accordance with NIT in which case all rights and obligations of the BSNL and bidders previously referred to the deadline will thereafter be subject to the extended deadline.

Read, understood , complied & agreed
Signature & seal of bidder with Date

13. LATE BIDS, MODIFICATIONS AND WITHDRAWAL OF BIDS

- (a) After the Locking Time, no bidder can submit the bid.
- (b) The bidder may withdraw his bid after submission prior to the deadline prescribed for submission of bids. The bidder's withdrawal shall have to be online and digitally authenticated.
- (c) No bid shall be modified subsequent to the deadline for submission of bids as above.

14. BID OPENING AND EVALUATION

- (a) Financial bids & Technical bids shall be submitted by the bidder at the same time. The bids will be opened in two stages. The Tendering Authority will open the technical bids in the presence of bidders or their authorized representatives on the due date. The bidder or one of his authorized representatives shall be permitted to attend the bid opening. Authorization letter to this effect shall be submitted by the bidders before they are allowed to participate in bid opening as per Annexure - G in Section VI. The bidders can view the opening details after the Tendering Authority opened them.
- (b) The bidder or his representative, who is present, shall sign in tender opening register.
- (c) The date fixed for opening of bids, if subsequently declared as holiday by BSNL, the revised date of schedule will be notified in the e-Tender Portal. However, in absence of such notification, the bids will be opened on the next working day, time remaining unaltered.
- (d) Technical bids will be evaluated by the Tendering Authority and after completion of the technical Evaluation; the eligible bidders list for the financial bid opening will be made available in the e-Tender Portal.
- (e) Opening date and time of Financial Bid will be notified in the e-Tender Portal after opening of the Technical Bid.

15. PLACE OF OPENING OF TENDER BIDS

Authorized representatives of bidders (i.e. vendor organization) can attend the Tender Opening Event (TOE) at "**Chamber of SDE (MM), GMTD Building, 2nd Floor Keonjhar-758001**", where BSNL's Tender Opening Officers would be conducting through online e-Tender on the scheduled date . If due to administrative reasons, the date and venue of e Bid opening is changed, same will be displayed prominently in the notice board of the e-Tender Portal.

16. PRELIMINARY EVALUATION

- (a) Tendering authority shall evaluate the bids to determine whether they are complete in all respects, whether any computational errors have been made, whether required sureties have been furnished etc.
- (b) Prior to the detailed evaluation, the Tendering authority will determine the substantial responsiveness of each bid to the Bid documents.
- (c) For purposes of these clauses, a substantially responsive bid is one, which conforms, to all the terms and conditions of the Bid documents without any material deviation. The tendering authority's determination of bid's responsiveness shall be based on the contents of the bid itself without recourse of extrinsic evidence.
- (d) A bid, determined as substantially non-responsive will be rejected by the Tendering authority and shall not, subsequent to the bid opening, be made responsive by the bidder by correction of the non-conformity. The tendering authority shall not be bound to show the reasons/causes of rejection of the bid.
- (e) The Tendering authority may waive any minor infirmity or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver, does not prejudice or affect the relative ranking of any bidder.

17. EVALUATION AND COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS

- (a) The Tendering authority shall evaluate and determine as to whether the bid is substantially responsive or not as per above conditions.
- (b) Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the Tendering authority. If there is a discrepancy between words and figures, the amount in words shall prevail.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

- (c) If the bidder does not accept the correction of the errors, his bid shall be rejected.
- (d) Tendering authority may negotiate with L1 bidder only or can make counter offer of the same L1 negotiated price to other successful bidder(s). However, BSNL reserves the right to award the work to multiple bidders.
- (e) The lowest (L-1) bidder shall be determined by comparing the quotes mentioned in financial bids of all the substantially responsive bids. For comparison only two places after the decimal point shall be taken in to consideration.

18. CONTACTING THE TENDERING AUTHORITY

- (a) Subject to seeking clarifications on e-tendering and tender document, no bidder shall try to influence the Tendering authority on any matter relating to its bid, from the time of the bid opening till the time the contract is awarded.
- (b) Any effort by a bidder to influence the Tendering authority in the tendering authority's bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid.

Award of contract & Work:

- a) The BSNL shall consider award of contract only to those eligible bidders whose offers have been found technically, commercially and financially responsive, eligible and accepted. Normally the bid of the bidder who quote the lowest rate (as mentioned in financial bid) will be accepted.
- b) However, the BSNL reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders.
- c) The BSNL reserves the right to disqualify such bidders who have a record of not meeting contractual obligations against earlier contracts entered into with the BSNL Keonjhar Telecom District.
- d) The BSNL reserves the right to counter offer price(s) against price(s) quoted by any bidder.
- e) The BSNL reserves the right to award the work up to maximum 02 bidders in case of L1 rates. The work allotments between two bidders will be as under.

f)

In case of 01 bidder	-	L-1 get 100%
In case of 02 bidder	-	L-1 get 60% and L-2 will get 40%

Allotment of work to L-2 bidders will be on the basis of their acceptance of L-1 bidders' rate only.
The assessment of GMTD Keonjhar in this regard shall be Final and binding.

- g) However if the L2 bidder does not work within the stipulated time after issue of work order by the concerned DE/AGM then GMTD reserves the right to award the work to the L1 bidder which is binding.
- h) Normally the amount of SD will remain unaltered in all cases mentioned above.

19. SIGNING OF CONTRACT AGREEMENT:-

The successful tenderer shall be required to execute the agreement on a non-judicial stamp paper of Rs.100/- (Rupees one hundred only) at his own cost as per the enclosed Annexure within 10(Ten) days from the date of deposit of material security in this office. In the event of failure of the tenderer to sign the agreement within 10(Ten) days of being called upon to do so after depositing required material security, his EMD/Bid security may be forfeited. The successful tenderer shall also be required to execute an integrity pact on a non judicial stamp paper of Rs.50/- at his own cost as per the enclose Annexure.

20. DISPUTES IN TENDER FINALIZATION:

In the event of any disputes arising out of finalizing of tender agreement or any other matter relating to this tender the decision of GMTD, Keonjhar shall be final and binding on all concerned.

21. DISQUALIFYING CLAUSE:

The BSNL reserves the right to disqualify such bidders who have a record of not meeting the contractual obligations against earlier contracts entered into with the BSNL. The terms and conditions enumerated above shall be binding and the bidders shall have to accept them in writing along with tender. The GMTD, Keonjhar reserves the right to vary the quantum of work as per actual requirement in the field from time to time.

The BSNL reserves the right to award work to more than one contractor in exigency of service. However, the quantity of work may vary on contractor to contractor at any given point of time.

22. Termination of Contract by BSNL

- (a) The GMTD, Keonjhar may, at its option, cancel or omit the execution of one or more items of work under this contract and may part of such items without any compensation whatsoever to the contractor.
- (b) BSNL may without prejudice to any other remedy for breach of contract may terminate the contract in whole or in parts by giving one months notice in writing to the service provider if the contractor fails to execute the work assigned to him within the period specified in the contract or any extension thereof granted by BSNL.
- (c) If the contractor fails to perform any other obligation (s) under the Conditions of the contract.
- (d) All instruction, notices & communication etc. under the contract given in writing and if sent to the last known place of business, shall be deemed to be served on the date, even in ordinary course of post, these would have been delivered to the service provider.
- (e) Notwithstanding anything contained herein, BSNL reserves the right to terminate the contract at any stage or time during the period of contract, by giving one month notice in writing without assigning any reason and without incurring any financial liability whatsoever to the service provider.
- (f) The GMTD, Keonjhar may, at any time, at its option cancel and terminate this contract by written notice to the contractor, in which event the contractor shall be entitled to payment for the work done up to the time of such cancellation and a reasonable compensation in accordance with the contract prices for any additional expenses already incurred for balance work exclusive of purchases and/or while of material, machinery and other equipment for use in or in respect of the work.
- (g) In the event of the termination of the contract, the contractor shall forthwith clear the site of all the contractor's materials, machinery and equipment's and hand over possession of the work/operations concerned to the respective site-engineer or as directed by BSNL authority.
- (h) BSNL may also by giving written notice and without compensation to the contractor terminate the contract if the contractor becomes unwilling, bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

23. Penalty Clause:

For delays in the contractor's performance:

- a. The time allowed for completion of work as entered in the work order shall be strictly adhered to by the contractor and shall be reckoned from the seventh day from the issue of the work order by BSNL. The contractor shall pay as penalty amount equal to 2(two)% of the amount of the incomplete work for every one week of delay or part thereof in completion of work subject to a maximum of 10 % of the cost of the work awarded.
- b. On any date the penalty payable as above reaches 10 % of the estimated cost of the work the contractor should proceed with the work further only on getting a written instruction from the concerned DE/AGM, that, he is allowed to proceed further with the work.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

- c. Penalty for delay in completion in work shall be recoverable from the bill of the contractor and/or by adjustment from the SD or from the bill of any other contract of BSNL.

24. PERIOD OF VALIDITY OF BIDS

- (a) Bid shall remain valid for 180 days from date of opening of the bid. A BID VALID FOR A SHORTER PERIOD SHALL BE REJECTED BY BSNL AS SUBSTANTIALLY NON-RESPONSIVE BID.
- (b) A bidder accepting the request of tendering authority for an extension to the period of the bid validity in exceptional circumstances will not be permitted to modify the bid.

25. TENDERING AUTHORITY'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

The Tendering authority reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Tendering authority's action.

26. REJECTION OF BID

The bid will be rejected in case of:-

- i. Non-submission of required documents as per Section VI.
- ii. Bid quoted with conditional rates.
- iii. Non-submission of bid security
- iv. Late submission of bid
- v. Non-acceptance of correction of price As per Clause 36 (c)

27. DEBARRING CONDITIONS

- a. Sub-contracting of the job will debar and disqualify a successful bidder.
- b. BSNL reserves the right to disqualify such bidders who have a record of not meeting contractual obligations against earlier contract entered into with BSNL.
- c. BSNL reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid without sufficient ground.

28. E-TENDERING INSTRUCTIONS TO BIDDERS

The instructions given below are ITI's e-tender portal centric and for e-tenders invited by the General Manager Telecom District, Keonjhar of Odisha Circle only.

A. General:

- a. Submission of Bids only through online process is mandatory for this Tender for conducting electronic tendering the Tendering Authority is using the e-Tender Portal (<https://www.tenderwizard.com/BSNL>) of M/s ITI Limited, a Government of India Undertaking.
- b. For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the Electronic Tendering System (ETS).
 - i. It is advised that all the documents to be submitted (Section VI) are kept scanned or converted to PDF format in a separate folder on your computer before starting online submission. The Price bid (Excel Format) may be downloaded and rates may be filled appropriately. This file may also be saved in a secret folder on your computer.
 - ii. While uploading the documents, it should be ensured that the file name should be the name of the document itself for easy pairing and scrutiny.

B. Tender Bidding Methodology:

It is a Two Stage bidding system-

Financial bids & Technical bids shall be submitted by the bidder at the same time.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

C. Broad outline of activities from Bidders perspective:

- a. Procure a Digital Signature Certificate (DSC)
- b. Register for Electronic Tendering System (ETS) in e-Tender Portal.
- c. Create Users and assign roles on ETS
- d. View Notice Inviting Tender (NIT) on ETS
- e. Download Official Copy of Tender Documents from ETS
- f. Clarification to Tender Documents on ETS - Query to BSNL (Optional)
- g. View response to queries posted by BSNL, through addenda.
- h. Bid-Submission on ETS
- i. Attend Public Online Tender Opening Event (TOE) on ETS - Opening of Technical-Part
- j. Post-TOE Clarification on ETS (Optional)
- k. Respond to BSNL's Post-TOE queries
- l. Attend Public Online Tender Opening Event (TOE) on ETS - Opening of Financial-Part
(Only for Technically Responsive Bidders)

D. Digital Certificates

For integrity of data and its authenticity/ non-repudiation of electronic records, and be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC) also referred to as Digital Signature Certificate (DSC), of Class III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>]. Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

E. Registration

Amendments, if any, to the tender document will be notified in the above website as and when such amendments are notified.

Intending bidders are requested to register themselves with M/s. ITI Limited through e-Tender Portal for obtaining user-id, Digital Signature Certificates etc., by paying Vendor registration fee and processing fee for participating in the above mentioned tender.

After successful submission of Registration details and Vendor registration fee and processing fee (as applicable), please contact ITI Helpdesk and BSNL Contact Points (as given below), to get your registration accepted/activated.

ITI / BSNL- Help Desk Contact	Mr Amlan Sahoo, Contact No: 07008502617, Office No. 01149424365, between 10:30 hrs to 17:00 hrs from 11/01/2019 to 01/02/2019. twhelpdesk690@gmail.com
BSNL Contact-1	AGM (CFA&Plg) O/o GMTD Keonjhar Tel.No. Tel.No.06766-256300, Mob.No.9437200900, between 10:30 hrs to 17:00 hrs from 11/01/2019 to 01/02/2019. email id : akROUT1960@gmail.com
BSNL Contact-2	SDE (Planning) O/o GMTD BSNL Keonjhar, Tel.No.06766-256900, Mob. 9437070007 between 10:30 hrs to 17:00 hrs from 11/01/2019 to 01/02/2019. sdemm.bslnkjr@gmail.com.

29. INTIMATION OF CORRECTIONS/MODIFICATIONS TO TENDER DOCUMENT

The correction/modification, if any, in the tender document will be uploaded in the Website i.e. www.odisha.bsnl.co.in and www.tenderwizard.com/BSNL as per the scheduled contained in the NIT. The amendments if any will not be published in the Newspaper. It is the responsibility of the bidders to visit e-Tender Portal and keep themselves updated regarding amendments/correction/modification etc.

- a. The bidder has also to upload the scanned copy of the above documents during uploading of the bid in E - format and the cost of the tender paper and EMD through online/NEFT/RTGS before the closing time of the closing date.

Read, understood , complied & agreed
Signature & seal of bidder with Date

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

b. Special Note on Security of Bids in ETS:

- i. Security related functionality has been rigorously implemented in ETS in a multidimensional manner. Starting with 'Acceptance of Registration by the Service Provider', provision for security has been made at various stages in Electronic Tender's software. Specifically for Bid Submission, some security related aspects are outlined below:
- ii. As part of the Electronic Encrypted functionality, the contents of both the "Electronic Forms" and the "Main-Bid" are securely encrypted using a Pass-word created by the server itself. The Pass-word is more difficult to break. This method of bid encryption does not have the security and data-integrity related vulnerabilities which are inherent in e-tendering systems which use Public- Key of the specified officer of a Buyer organization for bid-encryption. Bid-encryption in ETS is such that the Bids cannot be decrypted before the Public Online Tender Opening Event (TOE), even if there is connivance between the concerned tender-opening officers of the Buyer organization and the personnel of e-tendering service provider.

C. Public Online Tender Opening Event (TOE)

i. ETS offers a unique facility for "Public Online Tender Opening Event (TOE)". Tender Opening Officers as well as authorized representatives of bidders can attend the Public Online Tender Opening Event (TOE) from the comfort of their offices. For this purpose, representatives of bidders (i.e. Supplier organization) duly authorized are requested to carry a Laptop and Wireless Connectivity to Internet.

ii. Every legal requirement for a transparent and secure "Public Online Tender Opening Event" (TOE) has been implemented on ETS. As soon as a Bid is decrypted with the corresponding Pass-Phrase as submitted online by the bidder himself (during the TOE itself), salient points of the Bids are simultaneously made available for downloading by all participating bidders. The tedium of taking notes during a manual Tender Opening Event is therefore replaced with this superior and convenient form of Public Online Tender Opening Event (TOE).

iii. ETS has a unique facility of "Online Comparison Chart" which is dynamically updated as each online bid is opened. The format of the chart is based on inputs provided by the Buyer for each Tender. The information in the Comparison Chart is based on the data submitted by the Bidders. A detailed Technical and/ or Financial Comparison Chart enhances Transparency. Detailed instructions are given on relevant screens.

iv. ETS has a unique facility of a detailed report titled "Minutes of Online Tender Opening Event (TOE)" covering all important activities of "Online Tender Opening Event (TOE)". This is available to all participating bidders for "Viewing/ Downloading". There are many more facilities and features on ETS. For a particular tender, the screens viewed by a Supplier will depend upon the options selected by the concerned Buyer.

v. For further instructions, the vendor should visit the home-page of the e-Tender Portal (<https://www.tendewizard.com/BSNL>).

Important Note: It is strongly recommended that all bidders should thoroughly peruse the information provided under the relevant links, and take appropriate action. This will prevent hiccups, and minimize teething problems during the use of ETS.

vi. The following "**FOUR KEY INSTRUCTIONS FOR BIDDERS**" must be assiduously adhered to:

1. Obtain individual Digital Signing Certificate (DSC or DC) well in advance of your first tender submission deadline on ETS.
2. Register your organization on ETS well in advance of your first tender submission deadline on ETS.

Read, understood , complied & agreed
Signature & seal of bidder with Date

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

3. Get your organization's concerned executives trained on ETS well in advance of your first tender submission deadline on ETS.
4. Submit your bids well in advance of tender submission deadline on ETS. There could be last minute problems due to internet timeout, breakdown, etc. While the first three instructions mentioned above are especially relevant to first- time users of ETS, the fourth instruction is relevant at all times.

vii) Minimum Requirements at Bidders' end to access and use e-Tender Portal:

- Computer System with good configuration (Min P IV, 1 GB RAM, Windows XP)
- Broadband connectivity.
- Microsoft Internet Explorer 6.0 or above
- Digital Certificate(s)
-

viii) Helpdesk for Vendors

Vendors may contact the M/s ITI Limited Helpdesk personnel given in Clause-24(d) of section -V. for any type of assistance/help, which they may require while uploading the bids.

SECTION - IV
FINANACIAL BID

TENDER No. T-151/2018-19 Dt. 05/01/2019

Name of work: Transportation of Telecom Stores in Keonjhar Telecom District.

Sl. No.	Capacity of the Truck	Scheduled Rates in figures per k.m. (one way) inclusive of fuel and all types of taxes, loading & unloading charges and duties but excluding GST.
1	Truck with 05 (five) MTs to 10 MTs capacity	Rs. 65/- (sixty five only)
2	Truck with 2.5 MTs to 4.5 MTs capacity	Rs. 60/- (sixty only)
3	Truck with up to 2.5 MTs	Rs. 42/- (forty two only)
4	Loading & unloading charges of store by crane	Rs. 1500/- (fifteen hundred only)

Note

- i) Goods & Service Tax shall be charged extra as applicable.
- ii) The rate should be calculated and claimed for one way distance in kilometers only.
- iii) The store will be transported at the contractor's risk for ensuring safety without any damage, leakage or missing of items. For any damage or leakage, the contractor shall be wholly responsible and shall pay the necessary cost of the missing/damaged/theft/looted/ burnt items to the GMTD, Keonjhar.
- iv) The lowest (L-1) bidder shall be determined by comparing the quotes mentioned in financial bids of all the substantially responsive bids. For comparison only two places after the decimal point shall be taken in to consideration.

FINANCIAL BID

To

The General Manager Telecom District.
BSNL Keonjhar-758001.

Subject:- Our Financial Bid for Transportation of Telecom Stores in Keonjhar Telecom. District.

Ref.: Tender No: T-151/2018-19 Dated. 05/01/2019.

Dear Sir,

Having examined the tender documents, terms and conditions stipulated therein, specifications of work etc., we the under signed offer to execute the Transportation of Telecom Stores in Keonjhar Telecom. District in conformity with the said specifications and conditions of contract at the percentage (Below/at par/above) on standard schedule rates quoted as under.

Sl. No.	Capacity of the Truck	Scheduled Rates in figures per k.m. (one way) inclusive of fuel and all types of taxes, loading & unloading charges and duties but excluding GST.	Quoted Rated in % (percentage) maximum up to two places after the decimal point		Remarks
			In Figures	In Words	
1	Truck with 05 (five) MTs to 10 MTs capacity	Rs. 65/- (Sixty five only)			Please mention in word Above / At Par / Below the schedule rate
2	Truck with 2.5 MTs to 4.5 MTs capacity	Rs. 60/- (Sixty only)			
3	Truck with up to 2.5 MTs	Rs. 42/- (Forty two only)			
4	Loading & unloading charges of store by crane	Rs. 1500/- (Fifteen hundred only)			

Read, understood , complied & agreed
Signature & seal of bidder with Date

SECTION-V**CHECK LIST / REQUIREMENTS****A. Documents required to be submitted through e-Tender Portal**

Sl. No.	Description	Remarks (Yes (Y), No (N), Not Applicable (NA) (✓ Tick whichever is applicable)		
		Y	N	NA
1	Scanned copies of Tender document signed by the bidder or Authorized Person on all pages along with seal			
2	Self-Attested Photo copy of PAN Card and IT return for Financial Year 2016-17 pertaining to Assessment year 2017-18.			
3	Self-Attested Photo copy of Experience Certificate. (Original)			
4	Self Attested Photo copy of the computerized receipt (Online/RTGS/NEFT) towards cost of Tender Paper			
5	Self attested Photo copy of the computerized receipt (Online/RTGS/NEFT) towards cost of EMD/Bid Security			
6	Self-Attested Photo copy of Registration certificate as a Contractor.			
7	Xerox copy of Valid GST Registration Number.			
8	No near relative certificate duly filled in and signed Annexure-D			
9	Scanned copy of Letter of Authorization to Tender Opening Event (TOE) duly filled in and signed. Annexure-G			
10	Bidder's profile duly filled in and signed. Annexure-I			
11	Self-Attested Photo copy of Original "Power of Attorney" in case person other than the bidder has signed the tender documents			
12	Self-Attested Photo copy of "Partnership Deed" duly registered, if applicable			
13	Self-Attested copy of Declaration of Non - tampering of relevant document required for tender duly filled and signed. Annexure-B			
14	Self-Attested copy of the bidder must have his office at Keonjhar as it will be convenient and in the interest of BSNL to get the work done at short notices as and when required			
15	Self-Attested copy of Declaration for Downloading the tender Document duly filled in and signed vide Annexure-E.			
16	Self-Attested copy of Bid form duly filled and signed. Annexure-K			
17	Self-Attested copy of Clause by clause compliance duly filled in and signed. Annexure-C			
18	Self-Attested copy of the Check list duly filled in			
19	Self-Attested copy of the Integrity Pact duly filled in and signed. Annexure-H			
20	Self attested copy of Undertaking regarding genuineness of the documents/information submitted duly filled in and signed. Annexure-L			

Read, understood , complied & agreed
Signature & seal of bidder with Date

B. CHECK LIST

Sl No.	Description	Remarks (Yes (Y), No (N), Not Applicable (NA) (✓ Tick whichever is applicable)		
		Y	N	NA
1	Whether all the scanned documents as required are uploaded in the E-Tender Portal?			
2	Whether the Financial Bid quoted in e-Tender Portal.			
3	Whether the corrections if any has been encircled and fresh entry mode and signed by the authorized signatory? (No over writing is permissible).			
4	Whether the offer is conditional? (All conditional offers will be rejected.)			
5	Whether the scanned copy of the computerized receipt of payment made through online/NEFT/RTGS for cost of Bid Document/ EMD and Power of Attorney has been uploaded in the E-tender portal.			
6	Whether Check List/Requirements submitted?			

SECTION-VI

FORMATS FOR

DECLARATIONS, UNDERTAKINGS, AGREEMENTS AND CERTIFICATES

SL. No.	<i>Format Name</i>
1.	ANNEXURE-A : AGREEMENT (SAMPLE FORMAT)
2.	ANNEXURE-B : DECLARATION OF NON TAMPERING OF TENDER DOCUMENT
3.	ANNEXURE-C : DECLARATION OF CLAUSE BY CLAUSE COMPLIANCE
4.	ANNEXURE-D : NO NEAR RELATIVES CERTIFICATE IN BSNL
5.	ANNEXURE-E : DECLARATION FOR DOWNLOADING THE TENDER DOCUMENT
6.	ANNEXURE-F : PERFORMANCE BANK GUARANTEE (BOND FORM)
7.	ANNEXURE-G : LETTER OF AUTHORISATION FOR ATTENDING BID OPENING
8.	ANNEXURE-H: INTEGRITY PACT
9.	ANNEXURE-I : BIDDER'S PROFILE
10.	ANNEXURE-J : BID FORM
11.	ANNEXURE-K:UNDERTAKING REGARDING GENUINENESS OF THE DOCUMENTS/INFORMATION SUBMITTED

Read, understood , complied & agreed
Signature & seal of bidder with Date

ANNEXURE-A
AGREEMENT (Sample Format)

AGREEMENT FOR TRANSPORTATION OF TELECOM STORE / MATERIALS IN KEONJHAR TELECOM DISTRICT

An agreement is entered in between Sri _____ as one part and the General Manager Telecom District, Keonjhar _____ second part on behalf the BSNL on this _____ day of 2019 for Transportation of Telecom Store / Materials under the jurisdiction of GMTD, Keonjhar.

Whereas in response to the tender notice no _____ dtd _____ issued by the GMTD, Keonjhar Sri _____ has been declared successful for Transportation of Telecom Store / Materials in Keonjhar Telecom District.

Sri _____ hereby undertakes to carry out the Transportation of Telecom Store / Materials for a period of one year (w.e.f:) starting from the date of execution of the agreement of the rate as per the tender final list in his favour according to the terms and conditions laid down in the tender document.

Sri _____ also undertakes to carry out the work throughout the year at the same approved rate and according to the laid down standards of BSNL and up to the satisfaction of GMTD Keonjhar.

Sri _____ further undertakes to fully abide by the terms and conditions as stipulated in the tender notice no _____ dt. _____ referred to above and shall make good any loss caused to the telecom district or any other Govt. department or private body or to the public.

Performance Security Deposit for Rs.....- is furnished through of Bank Guarantee/ No. Datefrom Name of the Bank and it is valid upto Dt.....

Signature of contractor

Asst. General Manager (CFA)
O/o the GMTD, BSNL Keonjhar

Name
Address

Name
Address

Witness 1
Name
Address

Witness 2
Name
Address

ANNEXURE-B

Declaration of Non tampering of tender document

I, Sri/Smt/M/s _____(authorized signatory) hereby declare that the tender document submitted has been downloaded from the website "http://www.odisha.bsnl.co.in" or **www.tenderwizard.com/BSNL** and I have checked up that no page is missing and all pages as per the index are available and no addition/ deletion/correction/tampering has been made in the tender document. In case at any stage, it is found that any addition / deletion / correction has been made, BSNL shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Place: _____

Date: _____

Signature of bidder/Authorized Signatory

Name _____

Seal of the bidder: _____

ANNEXURE-C

DECLARATION OF CLAUSE BY CLAUSE COMPLIANCE

I _____(authorized signatory)
hereby declare that I shall comply with all the terms and conditions of the tender documents as out lined in
all the clauses unconditionally.

Place : _____

Signature of the bidder _____

Date:_____

Name of the bidder _____

ANNEXURE-D

NO NEAR RELATIVES CERTIFICATE IN BSNL

[Certificate to be given by the contractor in respect of no near relative (s) in BSNL of the contractor]

DECLARATION

I/We _____ S/o _____

_____ resident of _____ hereby certify that none of my near relative(s) as defined in the tender document is/are employed any wherein BSNL as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, BSNL shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

Signature of the bidder _____

Name:

Note: The near relatives for this purpose are defined as :

- A. Members of a Hindu Undivided family.
- B. They are husband and wife.
- C. The one is related to the other in the manner as father, mother, son(s) and son's Wife (Daughter-in-law). Daughter(s) and daughter's husband (Son-in-law), Brother(s) and brother's wife, sister(s) and sister's husband (Brother-in-law).

Note: In case of proprietorship firm, certificate will be given by the proprietor, for partnership firm, certificate will be given by all the partners and in case of Private Ltd. Company, by all the directors of the company.

Signature of the bidder _____

Name:

(Capacity in which signing)

Place:

Date:

ANNEXURE-E

Declaration for Downloading the tender Document.

I _____ (authorized signatory) hereby declare that the tender document submitted has been downloaded from the website www.odisha.bsnl.co.in or www.tenderwizard.com/BSNL and no addition/deletion/correction has been made in the entire tender document. In case at any stage, it is found that the information given above is false / incorrect, BSNL shall have the absolute right to take any action as deemed fit without any prior intimation.

Date: _____ Signature of bidder _____

Place: _____
Name of bidder _____
(Along with date & Seal)

ANNEXURE-F

PERFORMANCE BANK GUARANTEE (BOND FORM)

In consideration of the President of India (hereinafter called "the BSNL") having agreed to exempt _____ (hereinafter called the "Contractor(s) ") from the demand, under the terms and conditions of an agreement/Tendering authority Order) No. _____ Dated _____ made between _____ and _____ for _____ for the supply of _____ (hereinafter called the "the said agreement"), of security deposit for the due fulfillment by the said Contractor (s) of the terms and conditions contained in the said Agreement, on production of a bank guarantee for _____ we, (Name of the Bank) _____ (hereinafter referred to as "the Bank") at the request of _____ (contractor(s) do hereby undertake to pay to the BSNL an amount not exceeding _____ against any loss or damage caused to or suffered or would be caused to or suffered by the BSNL by reason or any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.

2. We (Name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the BSNL stating that he amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the BSNL by reason of breach by the said contractor(s) of any of terms or conditions contained in the said Agreement or by reason of the contractor (s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of the BSNL in these counts shall be final and binding on the bank. However, out liability under this guarantee shall be restricted total amount not exceeding _____

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

3. We undertake to pay to the BSNL any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) / suppliers in any suit or proceeding before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The Payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s) / supplier(s) shall have no claim against us for making such payment.

4. We (name of the Bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the BSNL under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till GMTD, BSNL, KEONJHAR certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharge this guarantee. Unless a demand or claim under this guarantee is made on us in writing or before the expiry of THIRTY MONTHS from the date hereof, we shall be discharged from all liability under this guarantee thereafter.

5. We (name of the Bank) _____ further agree with the BSNL that a the BSNL shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the BSNL Against and said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of the BSNL or any indulgence by the BSNL to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s) / supplier(s).

7. We (Name of the Bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the BSNL in writing.

Dated _____

Place _____

Signature:

For

(indicate the name of the Bank)

ANNEXURE-G

LETTER OF AUTHORISATION FOR ATTENDING BID OPENING
(To reach on or before date of bid opening)

To

The General Manager Telecom District.
BSNL Keonjhar - 758001.

Sub:- Authorization for attending bid opening on _____ (date) in the Tender for Transportation of Telecom Store / Materials in Keonjhar Telecom District, Keonjhar.

Following persons are hereby authorized to attend the bid opening for the tender mentioned above on behalf of _____ (Bidder) in order of preference given below.

Order of Preference	Name	Specimen Signature
I		
II		

Alternate Representative

Signature of bidder Or Officer authorized to sign the bid Documents on behalf of the bidder

Note:

- 1 Maximum of one representative will be permitted to attend bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
- 2 Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.

Read, understood , complied & agreed
Signature & seal of bidder with Date

ANNEXURE-H

INTEGRITY PACT

Between

Bharat Sanchar Nigam Limited (BSNL)/ hereinafter referred to as "The Principal"

And

..... hereinafter referred to as "The Bidder/Contractor"

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The Principal values full compliance with all relevant laws and regulations, and the principals of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor(s).

In order to achieve these goals, the principal will appoint an Independent External Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1- Commitments of the principal

- (1) The principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
 - (a). No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
 - (b). The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - (c). The Principal will exclude from the process all known prejudiced person.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions

Section 2- Commitments of the Bidder(s)/Contractor(s)

- (1) The Bidder(s)/Contractor(s) commit itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
 - (a).The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer Promise or give to any of the principal's employees involved in the tender process or the execution of the contract or to any third person any material benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

Tender No.T-151/2018-19 (Transportation of Telecom Stores/materials in Keonjhar Telecom District.)

(b). The Bidder(s)/Contractor(s) will not enter with other Bidder(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, subsidiary contracts, submission, or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

(c). The Bidder(s)/Contractor(s) will not commit any offence under the relevant Anti-corruption Laws of India, further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

(d). The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payment he has made, is committed to or intends to make agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outline above or be an accessory to such offences.

Section 3- Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/ Contractor(s), before contract award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the defined procedure.

Section 4-Compensation for Damages

(i). If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled is entitled to demand and recover the damaged equivalent to Earnest Money Deposit/Bid Security.

(ii). If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, or if the Principal shall be entitled to demand and recover from the Contractor the amount equivalent to Security Deposit/ Performance Bank Guarantee in addition to any other penalties/recoveries as per terms and conditions of the tender.

Section 5- Previous transgression

(i). The Bidder declares that no previous transgression occurred in the last 3 years with any other company in any country conforming to the Anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

(ii). If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the defined procedure.

Section 6- Equal treatment of all Bidders/ Contractors/ Subcontractors

(i). The Principal will enter into agreements with identical conditions as this one with all Bidders/ Contractors.

(ii). The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact.

(iii).The Principal will disqualify from tender process all bidders who do not sign this pact or violate its provisions.

Read, understood , complied & agreed
Signature & seal of bidder with Date

Section 7- Criminal charges against violating Bidder(s) /Contractor(s)/ Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor, Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor, Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Corporate Vigilance Office.

Section 8- External Independent Monitor/ Monitors

1. Principal appoints competent and credible Independent External Monitor for this pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligation under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD of the BSNL.
3. The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all project documentation of the Principal including that provided by the contractor. The contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s) /Contractor(s)/ Subcontractor(s) with confidentiality.
4. Notwithstanding anything contained in the Section, the Bidder(s) /Contractor(s) shall have no obligation whatsoever to provide any internal costing mechanisms or any internal financial or commercial data pursuant to any audit or review conducted by or on behalf of the Principal. Further, the Bidder(s) /Contractor(s) shall not be required to provide any data relating to its other customer, or any personnel or employee related data.
5. The Principal will provide to the Monitor sufficient information about all meeting among the parties related to the project provided such meeting could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meeting.
6. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties they act in a specific manner, refrain from action or tolerate action.
7. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and should the occasion arise, submit proposals for correcting problematic situations.
8. If the Monitor has reported to the CMD of the BSNL, a substantiated suspicion of an offence under relevant Anti-corruption Laws of India, and the BSNL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the corporate Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
9. The word 'Monitor' would include both singular and plural.

Section 9- Pact Duration.

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by CMD, BSNL.

Section 10- Other Provisions.

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. The arbitration clause provided in the tender document/ contract shall not be applicable for any issue / dispute arising under Integrity Pact.
2. Changes and supplements as well as termination notices need to be made in writing.
3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

.....
For the Principal

Place.....

Date.....

.....
For the Bidder/Contractor

Witness 1:

Witness 2:

Passport size
Photograph (To be
pasted) of the
Bidder / authorized
Signatory holding
Power of Attorney
with signature on the
front side of Photo

**ANNEXURE-I
TENDERER'S PROFILE**

Sl. No.	Item	Details
1	Name of the individual bidder	
2	Name of the person submitting the tender whose photograph is affixed (In case of proprietorship /Partnership firms, the tender has to be signed by proprietor/partner only holding the Power of Attorney to sign the bid, as the case may be)	
3	a. Permanent Address of the bidder b. Local Address of the bidder in Keonjhar SSA	
4	a. Tel. Nos. with STD code b. email id	Office: Fax: Residence: Mobile No:
5	Registration & incorporation particulars of the bidder (if other than individual): i) Proprietorship ii) Partnership iii) Private Limited iv) Public Limited (Please attach attested copies of documents of registration/incorporation of your firm with the competent authority as required by business law)	
6	Name(s) of the Individual/ Proprietor/ Partners / Directors *	
7	Bidder's bank, its address and his current account number	
8	PAN No. & Income Tax Circle	
9	Brief description of the work carried out in last Three years - 2015-16, 2016-17 & 2017-18.	
10	Is the firm registered with any Agency / Government? If so, furnish details of registration.	
11	Has the firm been blacklisted by any Organization? If so, attach details thereof. *	
12	Is the Bidder aware of all the Rules and Guidelines of Government on the subject of tender? (Write YES or NO)	
13	EPF Registration Number: ESI Registration Number: Service Tax Registration Number: Labour Registration Number: GST Registration Number.	

* (In case the space is insufficient, attach list separately)

1, Shri/Smt hereby declare that the information furnished above is true and correct.

Place:
Signatory
Date:

Signature of bidder /authorized

Name & Seal of the bidder

ANNEXURE-J

BID FORM

(To be attached with Section-VI A)

To

The General Manager Telecom District,
BSNL Keonjhar - 758001.

Dear Sir,

- 1) Having the conditions of contract and services to be provided the receipt of which is hereby duly acknowledged, we, undersigned, offer to provide the same in conformity with the conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of this Bid.
- 2) We undertake, to enter into agreement within 10 days of being called upon to do so and bear all expenses including charges for stamps etc and agreement will be binding on us.
- 3) If our Bid is accepted, we will obtain the guarantees of a Nationalized/ Scheduled Bank for a sum not exceeding Rs 95000/- of the contract sum for the due performance of the Contract.
- 4) We agree to abide by this Bid for a period of **180** days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted of any time before the expiration of that period.
- 5) Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.
- 6) Bid submitted by us is properly verified and prepared so as to prevent any subsequent replacement. We understand that you are not bound to accept the lowest or any bid, you may receive.
- 7) We understand that the Bid document so submitted is the true copy of BSNL tender documents available on the BSNL website www.tenderwizard.com/BSNL. Any deviation will result in the rejection of the bid.

a. Date (DD/MM/YYYY) : _____

b. Signature of (Bidder or authorized signatory): _____

c. Name (Bidder or authorized signatory): _____

d. Duly authorized to sign the bid for and on behalf of bidder
_____ (In case
of authorization)

e. Witness

f. Address

ANNEXURE-K

UNDERTAKING REGARDING GENUINENESS OF THE DOCUMENTS/INFORMATION SUBMITTED

I, Shri/Smt Son/Daughter of Shri
do hereby undertake that all the documents / certificates submitted by me with this tender (tender for Transportation of Telecom Store / Materials in Keonjhar Telecom District) are true and are exact copies of the original documents/certificates are available with me.

I further undertake that if at any time any information furnished in the documents / certificates submitted by me are found to be false, BSNL will have every right to take suitable action against me including forfeiture of my EMD/ Performance Security Deposit, termination of my contact agreement and/or black-listing of my contract as deemed fit.

Place:

Signature of bidder /Authorized signatory

-----End of Tender document-----