

**CANTONMENT BOARD, DALHOUSIE**

**Tel. No. 01899-242771. Fax No. 01899-240603.**

**Website Address: [www.cbdalhousie.org](http://www.cbdalhousie.org)**

No: CBD-31/1

Dated 04.11.2016

**TENDER NOTICE 2016-17 (COVER NO. 1)**

Tenders are invited through electronic tendering system for the work under two-bid system <http://eprocure.gov.in/eprocure/app> from registered contractors who are technically and financially capable up to prescribed date according to terms and conditions given in tender form for the CONTRACT for the financial year below mentioned works. Contractor of H.P.P.W.D., C.P.W.D., M.E.S, IPH, Railway & registered Contractor of Cantt. Board can apply for E-tender.

<b>Job. No.</b>	<b>Name of maintenance/repair work</b>	<b>Estimated cost</b>	<b>Earnest money</b>	<b>Security Deposit</b>	<b>Tender Fee</b>	<b>Period of Contract</b>
1.	Repair Maintenance ,additions alterations, to Cantt fund buildings, including water supply, electrical and other connected work.	15,00,000	30,000	75,000	1000/-	Up to completion date mentioned in work order .

*(\* The amount may increase or decrease subject to the sanction of the budget estimates (Revised) and availability of fund and also due to the reason that the contract period enter in to next financial year.)*

**Critical Dates:**

1.	Publishing Date and time of tender documents through E-procurement <a href="http://eprocure.gov.in/eprocure/app">http://eprocure.gov.in/eprocure/app</a> .	04.11.2016	1500 Hrs
2.	Start Date and Time for downloading of tender documents	04.11.2016	1500 Hrs
3.	Last Date and Time for downloading of tender documents	24.11.2016	1000 Hrs
4.	Start date and time of Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	05.11.2016	1000 Hrs
5.	Last date and time for Bid Submission Cover 1 & 2 (Technical Bid & Financial Bid)	24.11.2016	1800 Hrs
6.	Last date and time for submission of original application, tender fee in the form of Cash Deposit Receipt (Cantt. 4-B) and earnest money deposit in the form of Demand Draft from any scheduled/ Nationalized Bank in favor of Chief Executive Officer, Dalhousie Cantonment Board, in the office of Cantonment Board, Dalhousie ( in original). Copy shall be uploaded online(Both) and original to be submitted offline as per due dates(only DD).	Upto 24.11.2016	1200 Hrs
7.	Date and time for opening of Technical bids (Cover 1)	25.11.2016	1000 Hrs
8.	Date and time for opening of Financial bids (Cover 2)	28.11.2016	1100 Hrs

1. Cost of tender fee as per mentioned above for respective work shall be non-refundable. In case the tender is rejected due to any reason and re called the contractor will not have to deposit tender cost again.
2. Please note that cover No. 2 (Financial bid/tender) will be opened only in respect of qualified and eligible contractors who fulfill the eligibility/criteria according to their submitted (Application) in Cover No. 1 (Technical Bid).
3. Uploading of bid/tender does not constitute any guarantee for opening of financial bid of tenderers. Opening of Financial bid (Cover No. 2) of tender will be decided by the CEO based on inter-alia, past tract record, financial position & experience by the applicant/contractor.
4. No Conditional tenders will be accepted.
5. Manual Bids will not be accepted. However at the time of opening of tender the contractor may be asked to submit any copy of document of technical bid if required.
6. The Bidder/contractor is bound by all rules and regulations, terms, and conditions fixed by the Cantonment Board and any violation may invite forfeiture of his earnest money.
7. The bidder may download the “Tender Document” and other terms and conditions as available on the web site of <http://eprocure.gov.in/eprocure/app>.
8. The interested tenderers shall register with the e-tendering portal of Government and submit their bids on line after logging in to their accounts at themselves registered with website <http://eprocure.gov.in/cppp>.
9. The interested bidders may also visit the website of Cantonment Board Dalhousie ([www.cbdalhousie.org](http://www.cbdalhousie.org)) for further details.
10. Prospective bidders are requested to browse through these two web sites regularly as any further amendments will be published in these websites only.

CHIEF EXECUTIVE OFFICER, DALHOUSIE  
(PUSHPANJALI RAWAT,IDES)

**GENERAL TERMS AND CONDITIONS OF CONTRACT**

1. Contractor of H.P.P.W.D., C.P.W.D., M.E.S, IPH, Railway & registered Contractor of Cantt. Board can apply for E-tender.
2. Cost of tender is Rs. 1000/- (Rupees One thousand Only) which is to be deposited at the office of Cantonment Board Dalhousie, in the form of Cash Deposit Receipt (Cantt. 4-B) before submitting Online Bids. Copy shall be uploaded online.
3. Cost of Tender Fee shall be non-refundable.
4. Please note that Cover No. 2 (Financial bid/tender) will be opened only in respect of qualified and eligible contractors who fulfill the eligibility/criteria according to their submitted (Application) in Cover No. 1 (Technical Bid).
5. A Demand Draft from any scheduled/ Nationalized Bank of **2% of estimated cost** drawn in favor of the Chief Executive Officer, Cantonment Board, Dalhousie must be sent with tender as Earnest Money without which the tender will not be considered. Copy shall be uploaded online and original to be submitted offline as per due dates.
6. Contractor should quote his rates at the percentage above or below of the MES Schedule of Rates 2010 amended up to date. The total tender amount will be splitted up in small work order. The Cantt Board will be free to call any other tender within the budget amount separately, the contractor will have no claim for that.
7. The tenders are subject to the approval of the Cantonment Board, Dalhousie who does not bind themselves to accept the lowest tender or to give reasons for rejecting any tender.
8. The contractor will be required to deposit security equivalent to 5% of the estimated amount of work within 07 days after receipt of acceptance letter in the shape of FDR pledged to the Chief Executive Officer, Dalhousie Cantt. This amount may be deposited in Two installments if permitted by the CEO. This security deposit will be refunded to the contractor on receipt of an application from him after one year from the date of completion of contract (including extension if granted) of the contract against which the security has been deposited and after a report by the Cantt Engineer about the satisfactory work. If the contractor fails to deposit the security, the earnest money deposited by him will be forfeited and his tender will be cancelled and may be allotted to the second lowest with the approval of the Board.
9. The successful contractor will have to execute an Agreement on Non-Judicial stamp paper of the appropriate value within 07 days of acceptance of tender.
10. The Cantonment Board, Dalhousie, shall supply no material of any description viz. cement, steel, etc. However if the Board deems fit may supply any material of its requirement to the Contractor. For that material fixing only payment will be made to the contractor.
11. If the contractor fails to complete the work within the specified period given in the work order or within the period of extension if any granted to him on his request a penalty equal to 1% of the estimated left out work for every week will be charged till the work is completed. The left out estimate prepared by the CEO will be final and binding on the contractor.
12. If, the contractor fails to execute any work entrusted to him within prescribed time, the Chief Executive Officer will be at liberty to get the work executed through any other Agency at risk and cost of the contractor and recover the excess expenditure from security of the contractor and if the security falls short the contractor will pay the difference in cash or may be recovered from amount of bill pending to the contractor.

13. Conditional tender will not be accepted.
14. The Contractor is required to pay water charges @ Rs.3.75/- per every Rs.1000/- worth of work done if water is used of the Cantt. Board on presentation of the bill or may be deducted from the bill of the Contractor.
15. Income tax /Sale tax &SC or any tax imposed during the contract period etc will be deducted from the bill of the contractor as per Govt. Rules.
16. The Cantonment Board reserve all the rights to accept or reject any or all tenders without assigning any reason.
17. A tenderer shall be deemed to have full knowledge of all relevant documents, working condition and such other conditions, which effect entire work. The Cantonment Board do not bind themselves to accept the lowest tender or to give any explanation for not accepting the lowest tender.
18. Any original application/technical bid (Cover 1) received without any of the enclosures mentioned in checklist and after the due date and time will be rejected.
19. The CEO/Cantt. Board reserve the right to accept or reject any application if found to be lacking in any of the above requirements.
20. The contractor shall be required to undertake the work immediately as soon as the work order is placed to the firm. Contractor may be directed to do some original work within this contract and contractor will have no objection what so ever.
21. This Tender Notice will form part of the Contract Agreement. However while executing the agreement, conditions in addition to these may be imposed.
22. That the Contractor shall work strictly in accordance with the specifications, plans, design, drawings and instructions issued to him from time to time by the Cantonment Executive Officer. In case of any default/defect on the part of the Contractor, he shall be liable to re-build/remove the same without claiming any further cost what-so-ever incurred thereon and shall do so within the time allowed by the Chief Executive Officer, Contractor shall be bound to make good the damaged portion without any further charges to the Board.
23. Chief Executive Officer will make running payment to the Contractor. Duration of payment and number of payments to be made to contractor is at the discretion of CEO. Running payment will be made up to 90% work done or 75% of material cost lying at site/store. CEO will be competent to extend the period of contract till the next contract is finalized.
24. That if the Contractor or any of his workmen or servants break, deface, injure, destroy and part of the building or any Cantt. Fund or Private property, in which they may be working or any building or premises where the work or any part of it is being executed or if damage happens or imperfection becomes apparent in it within one year after its completion, he shall make the same good at his own expenses or in default, the CEO may cause the same make good and deduct the expenses from any sum(s) that may become due to the Contractor or from the security or otherwise as land revenue.
25. That the Contractor shall execute the works, as ordered under the Supervision of the Cantt. Engineer or Cantonment Board, Dalhousie Cantt. He will be In charge of the work(s) and shall be responsible for getting the works done strictly in accordance with the specification designs and required standard material and measurement and has hereinafter signed this Agreement as witness. The Cantt. Engineer is hereinafter called the "Official In charge of Works".

26. The materials used by the Contractor will be of the same quality provided in the estimate or as per discretion of EIC otherwise, he will be held responsible for that.
27. The Chief Executive Officer will be competent to make the payment of any the bill of the contractor up to 20 % more than the estimated cost. But if the variation in the work exceeds more than 20 %, revised sanction will have to be obtained from the Board.
28. That it will be the responsibility of the Contractor to pay the wages as also the compensation of any other damages/liability, which may occur by any cause what-so-ever to the workers employed by him.
29. That the Contractor shall keep on his employment a trained Engineer for supervision of the work(s).
30. That the Contractor shall produce the documentary evidence/receipts/ vouchers to the CEO if he decides to check them relating to purchases of material/stores or wages bill(s) for the workers/Engineers employed by him.
31. That in no case contractor shall claim or charge the enhanced rate because of inflationary pressure on the market during the period of contract.
32. The MES SSR is guiding principal to the Cantonment Board and it does not bind the EIC to lay down its own conditions to get better work results. In case of situation/circumstances demands variation in the specification or material may be made within the sanctioned estimate.
33. If the department desired to get execute any work or part of the work departmentally, the contractor will have no claim for that. Department may call separate tender for any specific job.
34. If any material is not available in the SSR, star rates may be prepared and CEO will approve the star rates.
35. The duration of the contract will be up to 30.09.2017 or any extension if granted.

### **36. MODE OF SUBMISSION OF TENDER**

The tenderer has to submit online bids viz. Technical bid (Cover 1) and financial bid (Cover 2). The technical bid (Cover 1) must be accompanied with the following documents:-

#### **I. Technical bid, upload the following documents in the technical bid (Cover1) :-**

- a. Scanned copy of Permanent Account Number (PAN) Card.
- b. Scanned copy of Registration Certificate from MES/CPWD/PWD and Railway & registered Contractor of Cantt. Board of the appropriate class / Category.
- c. Scanned copy of Certificate of Registration from sale tax department for VAT.
- d. Scanned copy of the Demand Draft for Earnest Money Deposit (EMD).
- e. Scanned copy of Cantt 4-B against payment of tender fee ( Not refundable )

#### **II. Financial / Price bid (Cover 2)**

- a. Schedule of Financial/Price bid in the form of BOQ \_ XXXX.xls/ BOQ..XXX.pdf PDF Form. Do not tamper / change the BOQ sheet otherwise bid will be rejected. Only mention the Name of the firm , addresses, percentage and signature.

### **37. OPENING OF TENDER**

**I. Technical bid (Cover 1):** Technical bid will be opened in the Office of the Cantonment Board, Dalhousie in the presence of Chief Executive Officer/tender committee (Bid openers). Any or all present participants or their agent may be present at the time of opening of tender; even if any participant or their agent is absent, the bid will be opened in stipulated time. Technical bid will be opened online first to verify its contents as per requirement. If the various documents contained do not meet the requirements of the Cantonment Board Dalhousie Cantt, the contractor's financial bid will not be considered for further action.

**II. Financial bid (Cover 2):** This shall be opened after only if contents of Technical bid (Cover 1) uploaded online as per checklist are found acceptable to the Cantonment Board, Dalhousie Financial bid of only those tenderers who qualified, will be opened on the date and time declared in tender notice. If the financial bid i.e. BOQ could not be opened due to "Any Technical Reason" and if minimum three financial bids i.e. BOQ opened successfully then the tender will succeed for further action. The failed bid/bids shall be considered to be rejected.

Cantonment Board, Dalhousie is not responsible for any postal delay or delay due to link failure/internet problem etc. in respect of submission/receipt of any documents or in submission of e-bid. It is the responsibility of the Bidder to make sure that the required documents/ e-bid shall be submitted in time.

38. Technical bid and financial/price bid will be submitted concurrently, duly digitally signed in the website portal [www.eprocure.gov.in/cppp/](http://www.eprocure.gov.in/cppp/). The tender document may be downloaded from website & submission of technical bid / financial bid as per Tender time schedule.
39. Tenders are to be submitted online through the website stated above. All the documents uploaded by the Tender inviting Authority form an integral part of contract.
40. The tenderer shall carefully go through the documents and prepare the required documents, and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated location of Technical Bid. He needs to fill up the rates, downloaded for the work in the designated cell and upload the same in designated location of financial bid.
41. The documents uploaded must be virus scanned and digitally signed using the Digital Signature Certificate (DSC) by the authorized signatory.
42. For submission of e-tender, bidders are requested to get themselves registered with [www.eprocure.gov.in](http://www.eprocure.gov.in) website alongwith class-II/III Digital Signature Certificate (DSC) issued by authorized issuing authority under IT Act 2003.
43. For complete details, refer website [www.eprocure.gov.in](http://www.eprocure.gov.in) at CPP portal.
44. The department may issue amendment / errata to the tender documents before last date of submission of tender. The tenderers are required to read the tender documents in conjunction with amendments, if any, issued by the department The tenderer is not supposed to incorporate any amendment / errata in the body of tender documents either in ink or pencil. In case the tenderer on the body of tender incorporates amendments/errata issued, they shall not be considered and the amendment / errata issued by the department shall only hold good. The amendments/errata issued to these documents if any would be uploaded on web site of <http://eprocure.gov.in/eprocure/app>. and will also be uploaded on Cantonment Board web site [www.cbdalhousie.org](http://www.cbdalhousie.org).The contractors shall visit these sites from time to time to see these amendments/erratas.
45. The bidders are required to upload the completed documents only after satisfying each and every condition laid down in the tender documents.
46. Cantonment Board Dalhousie / CEO reserves the right to postpone and / or extend the date of receipt of opening of tenders or to withdraw the tender notice, without assigning any reason thereof. In such cases, the bidders shall not be entitled to any form of compensation from the Cantonment Board.

## **SPECIAL INSTRUCTIONS TO THE CONTRACTORS/BIDDERS FOR THE E-SUBMISSION OF THE BIDS ONLINE THROUGH THIS EPROCUREMENT PORTAL**

1. Bidder should do Online Enrolment in the Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnlTrustline /SafeScripT/TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrollment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online on the portal or on <http://eprocure.gov.in/eprocure/app.or www.cbldalhousie.org>.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF formats.
10. Bidder should arrange for the EMD and tender fee as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
11. The bidder should read the terms and conditions and accepts the same to proceed further to submit the bids
12. **The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.**
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, **the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids, Which are not Frozen, are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.**
15. The Contract provides for Offline payments, the details of the Earnest Money Deposit (EMD) in the form of Demand Draft from the Scheduled bank drawn in favour of Chief Executive Officer, Dalhousie Cantonment Board, tender fee in the form of Cash Deposit Receipt (Cantt. 4-B) of firm with Cantt. Board be **submitted physically** to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected

16. **The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.**
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the e-Procurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
- 21 The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. The bidders are requested to submit the bids through online e-Procurement system to the TIA well before the bid submission end date and time (**as per Server System Clock**).

CHIEF EXECUTIVE OFFICER, DALHOUSIE  
(PUSHPANJALI RAWAT,IDES)

Aforementioned conditions are acceptable to me.

Signature of Contractor.



**CHECKLIST OF DOCUMENTS OF TECHNICAL BID/PREQUALIFICATION (Cover 1)**

<b>Sr. No.</b>	<b>Item/Document</b>	<b>Uploaded (Yes/No)</b>
<b>1.</b>	Scanned copy of Permanent Account Number (PAN) Card	
<b>2.</b>	Scanned copy of Registration Certificate from MES/CPWD/PWD and Railway & registered Contractor of Cantt. Board of the appropriate class / Category.	
<b>3.</b>	Scanned copy of Certificate of Registration from sale tax department for VAT.	
<b>4.</b>	Scanned copy of the Demand Draft for Earnest Money Deposit (EMD).	
<b>5.</b>	Scanned copy of Cantt 4-B against payment of tender fee ( Not refundable )	

**Date:**

**Signature of Tenderer**

## **CANTONMENT BOARD DALHOUSIE**

**Tel. No. 01899-242771. Fax No. 01899-240603.**

### **NOTICE : INVITING TENDERING**

Chief Executive Officer, Cantt. Board Dalhousie, invites Tender for Repair Maintenance ,additions alterations, to Cantt fund buildings, including water supply, electrical and other connected work. The registered/eligible tenderers can apply for the same on or before 24.11.2016 1200 Hrs.The bid forms and other details can be obtained from <http://eprocure.gov.in/eprocure/app>. or [www.cbdalhousie.org](http://www.cbdalhousie.org).

CHIEF EXECUTIVE OFFICER,  
DALHOUSIE CANTT

Tel. No. 01899-240603.  
Fax No. 01899-242771.

No. CBD-31/1  
Office of the Cantonment Board,  
Dalhousie-176305, Distt. Chamba,  
Dated 04.11.2016

To

The Advertisement Manager,  
Tribune Publication, Dharamshalla.

The Advertisement manager,  
Divya Himachal, Main Bazar Banikhet HP

**SUB : PUBLISHING TENDER NOTICE**

**You are requested to publish the attached “Tender Notice” in your next issue. The bill for the advertisement may please be sent to us for the necessary payment.**

**CHIEF EXECUTIVE OFFICER,  
DALHOUSIE CANTT.**