

Government of West Bengal
Office of the District Magistrate
Murshidabad, Berhampore
Nezarath Section

**NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER
(TWO COVER SYSTEM)
2nd Call**

NOTICE INVITING TENDER NO. 36/17-18

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PART 1 - STATEMENT OF PURPOSE AND BID OUTLINE

- The office of the District Magistrate, Murshidabad, intends to install some good quality permanent hoardings at various places of Berhampore.
- The avowed aim is to install good quality hoardings at various places of Berhampore to aware the common people about the IEC activity of the District Administration and to focus the flagship programmes initiated by the Government of West Bengal.

The office of the District Magistrate, Murshidabad invites bids for “**Design, fabrication and installation of good quality permanent hoardings at the various places of Berhampore town**” from reputed/ bonafide Firm/Company/Agency having sufficient credentials and financial capacity. The detailed work along with the estimates and other relevant information are mentioned below.

SCOPE OF WORK

- a) Description of work : Preparation and installation of good quality permanent hoardings (**estimate enclosed**) at various places of Berhampore town (design and matter of which shall be approved by the District Magistrate).
- b) Display : (i) Size : 20ft X 10ft each
(ii) Matter : To be supplied by the Authority but it shall have to be DESIGNED by the bidder

SCHEDULE OF IMPORTANT DATES

<u>PARTICULAR</u>	<u>DATE & TIME</u>
Date of Publication of E-NIT	<u>18 /01/2018 at 18.00 hrs.</u>
Document download starting date & time	<u>18 /01/2018 at 18.00 hrs.</u>
Document download last date & time	<u>30 /01/2018 upto 14.00 hrs.</u>
Bid submission starting date & time	<u>18 /01/2018 at 18.00 hrs.</u>
Last date and time of online submission of Technical Bid and Financial Bid	<u>30 /01/2018 upto 14.00 hrs</u>
Date & time of opening of Technical Bid at the office of the D.M. Murshidabad	<u>02 /02/2018 at 12.00 hrs</u>

ELIGIBILITY CRITERIA

- **Experience:** Bidders should have a minimum **3 (three)** years of experience **exclusively in installation of permanent public signage/hoarding related work.**
- **Mandatory documents:** Tenderer must accompany **self-attested copies** of valid PAN card, GST registration certificate, Professional Tax Clearance challan (2016-17), audit report of last three financial years and the latest I.T. return (2016-17).
- **Experience:** Tenderer should enclose the credential certificates of **similar nature of work** of minimum Rs. 7,50,000/- (Rupees seven lakh fifty thousand) only in signage related works. **Such credentials should be on a singular work order exclusively from any Government Department/Undertaking.**
- **Annual turnover:** The willing agency must have **an average annual (financial year wise) turnover of minimum Rs. 15,00,000/- (Rupees fifteen lakh)** only for the past three consecutive years for similar nature of works.
- **EMD: Rs. 50,000 (Rupees fifty thousand) only** to be deposited **ELECTRONICALLY** during filling up the e-tender document, which will be adjusted against the bill after successful completion of the work. **Offers not accompanied by the EMD will summarily be rejected.**

N.B: In case a bidder does not match the criteria for eligibility as mentioned above, his financial bid will not be opened.

PART II - PROCESS OF EVALUATION & SELECTION

Bids will be evaluated on Quality-cum-Cost Basis (QCBS) to ensure a fair and transparent method of selection. **25 marks are for Technical Bid and 75 marks are for Financial Bid.** The criteria for evaluation and allotment of marks are described in "evaluation of technical bid".

- The Evaluation Committee will judge the technical proposal based on the marking system as detailed hereunder. An illustrative presentation of 10 minutes on design, working and effectiveness of the permanent hoarding to show case the IEC activity of the District Administration shall be presented by the bidder to the Evaluation Committee after opening of Technical Bid on **02-02-2018**. **A short write up in the letterhead of the agency and hard copy of the Presentation on the idea and concept will be submitted in a separate envelope on the day presentation of documents.**

EVALUATION OF TECHNICAL BID

Serial No	Total 25 marks shall be allotted as per the following criteria	Total Marks	Marks Scored
1	Experience	05	
2	Design & Concept	20	
	Total marks for Technical Evaluation	25	

EVALUATION OF THE FINANCIAL BID

The full marks for financial bid are 75. The Financial proposal will be evaluated and marks will be allotted on a pro-rata basis, i.e. the lowest bidder (L1) will be given the maximum marks out of 75 and other bids (N, N1, N2 etc.) will be allotted marks according to the formula " $L1/N \times 75$ ".

- After the evaluation of technical competence, The Office of District Magistrate, Murshidabad will upload in the e-tender website the names of ONLY those agencies whose proposals meet the requisite criteria indicating that ONLY their Financial Proposals will be opened.
- The names of the agencies and the offered prices will be recorded when the Financial proposals are opened, and a copy of this record will be retained.

TERMS & CONDITION

- The rate should be quoted as per specification mentioned in the BOQ both in **FIGURE&WORDS** simultaneously. **The rate should be inclusive of all taxes and transportation cost.**
- The earnest money deposited will be forfeited by the Government in case.
 1. The tenderer withdraw tender after opening of tender / after acceptance.

