

OFFICE OF THE ADMINISTRATOR SERAMPORE MUNICIPALITY

1, N.S.AVENUE, SERAMPORE, Dist:-HOOGHLY, Pin-712201, W.B.

Ref. Memo No 1209/Pw-63

Dated:-03/09/2026

Notice Inviting e-Tender No:-WBMAD/ULB/SRMP/NIT-01/2026-27

The Executive Officer, Serampore Municipality, Hooghly, West Bengal invites e-Tender (electronic tender process), to obtain a "percentage rate tender", for the under mentioned work, from bonafide, reliable, resourceful and experienced companies/Firms/Contractors.

Work Details -

Sl. No	Name of work	Amount put to tender (Rs.) tender (Rs)	Earnest Money (Rs.)	Eligibility	Period of Completion
1	Through repair of Musulmanpara Lane from Moyladept to Kanaidewantala crossing at ward no. 01 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	2349560.00	2% of the amount put to tender to be paid online through the e-tender portal of the government of West Bengal. (46991.00)	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
2	Construction and repairing of Sukanta pally road from Mahesh Jannagar road to end of community hall area at ward no. 27 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	1222693.00	24454.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
3	Through repair of A.P.Ghosh road and K.K.Mukherjee Sarani from Pajaripara Masjid to Golapole at ward no. 01 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	3152129.00	63043.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
4	Through repair of A.P.Ghosh road from Sidweswaritala to PNB More at ward no. 02 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	2315508.00	46310.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order

5	Construction and repairing of Bangalakhmi lane and bye lane from G.T.Road to Alcove gate at ward no. 18 and 19 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	4840854.00	96817.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
6	Construction and repairing of Bosepara lane from G.T.Road to Alcove gate and to Asuthosh Chatterjee lane at ward no. 19 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	4863678.00	97274.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order

A bidder desirous of taking part in a tender shall login to the e-Procurement Portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and Password and thereafter may download the tender document from the website directly with the help of Digital Signature Certificate.

Earnest Money: The Earnest Money is to be deposited online through ICICI Bank Payment Gateway. Please refer memo no. 3975-F(Y) dated 28.07.2016 of the Finance Department, Govt. of West Bengal.

The draft bid documents for all tenders invited by the ULB are to be scrutinised and vetted by the MED Division

Security Deposit: The Security Deposit will be 10% of the value of contract after 31.03.2023 and it will be deposited as per prevail previous order with according to the memorandum and also Security Deposit will be applicable as per guideline of relevant Government Order/Circular. Security Deposit (as per prevailed norms) will be deducted from gross bill value of each and every running bill and from final bill without any upper ceiling limit. Deposited EMD will be adjusted as part of Security Deposit. Refund of security Deposit will only be made after completion of works as well as Defect Liability Period without any kind of defect/damage of the property. No interest will be paid on Security Deposit.

2) Both Technical Bid and Financial Bid are to be submitted online within the mentioned scheduled date & time, concurrently duly digitally signed in the website <http://wbtenders.gov.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per the given time schedule.

4) The financial offer of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the authority. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be uploaded in the website.

5) Eligibility Criteria for participation in the tender:

- a) **Requirement of Credentials:**
 - i) Intending tenderers should produce credentials of a similar nature of completed work of at least 40% (forty percent) of the tendered amount during last 5 (five) years prior to the date of issue the tender notice,
 - ii) Intending tenderers should produce credentials of 2(two) similar nature of completed works, each of the minimum value of 30% of the estimated amount put to tender during last 5 (five) years prior to the date of issue the tender notice, or

iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned engineer in charge will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the contractors.

N.B :- Completion certificate should contain a) Name of work, b) Name and address of client, c) Amount put to tender, d) Date of commencement of work, e) Date of completion of work.

BOQ for the respective work should be uploaded along with completion certificate.

- b) Uploading of scan copies of PAN Card, GST Registration Certificate/ GST number, Professional Tax (P Tax) deposit receipt Challan (up to date 2026-27), Income Tax Return (up to date AY-2023-24, 2024-25 & 2025-26) & valid Trade License(2026-27) are to be accompanied with the Technical Bid Documents.
- c) Tax applicable as per GST Rule. GST Number is compulsory for the bidders to be eligible for participating in the tender.
- d) Bank Solvency Certificate to be issued before six months from the dated of e-NIT @ 10% (minimum) has been considered in Current Financial Year in conformity with the total project cost for this NIT
- 6) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender
- 7) Registered Unemployed Engineers' Co-operative Societies / Registered Labour Cooperative Societies are required to furnish valid Bye Law, Current Audit Report, along with other relevant supporting papers. Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card must be submitted.
- 8) Payment Certificates in lieu of credentials will not be accepted.
- 9) The prospective Tenders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5(five) years. Such abandonment of rescission will be disqualified towards eligibility.
- 10) The prospective Tenders should own/lease/arrange the required plant and machinery if required. Conclusive proof of machinery in working condition if required shall have to be submitted.
- 11) Where there is a discrepancy between the rate & in the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- 12) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- 13) If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days
- 14) In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to best corrected as to conform with the prevailing relevant schedule of rates and / or technically sanctioned estimate.
- 15) The intending tenderer is required to quote the rate in figures as well as in words as percentage above /below than or AT PAR with the relevant price schedule of rates.

- 16) Conditional / incomplete tender will not be entertained.
- 17) The accepting authority reserves the right to reject any or all the tenders without assigning any reason whatsoever and he will not be bound to accept either the lowest tender or any of the tenders.
- 18) Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
- 19) If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submitting tender to this Municipality for minimum period of 1(one) year.
- 20) Deduction of Tax shall be stated as below .
 - i. GST as per Government order.
 - ii. A Cess of 1% (one percent) will be deducted from contractor's bill on account of the 'Building and other construction workers Welfare Cess Act.1996 (Act 28 of 1996) as per memo. no. 599 A / 4M-28/06 dt.27.09.2006 of the Engineer-in-chief and Ex. Officio Secretary, PWD & PW (Roads) deptt.
- 21) Successful Tenderers will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses u/s 7 of West Bengal Building & other Construction Works' Act, 1996 and u/s 12 of Contract Labour Act.
- 22) Successful Tenders will have to produce original, GST Registration and PAN NO. etc.(as applicable) for verification prior to issuance Work Order.
- 23) Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by Government.
- 24) Successful tenderer will have to produce alldocuments in original for verification prior to issuance of Work order.
- 25) If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.
- 26) DEFECT LIABILITY PERIOD[DLP]: Here Defect Liability Period will be considered As per Clause No. 17 of CONDITION OF CONTRACT of W.B.F. No. 2911_ii as per Notification Memo No. 5784-PW/L&A/2M-175/2017 dated 12.09.2017 as below :

27) Special Terms & Condition:-

“ Any intending bidders who have failed to execute more than one works contract under any Govt. Department and was terminated by any sub rule under clause 3 of Tender form No.2911 or terminated under any clause of Stander Bidding document by the Engineering-in Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (Two) years from the date of imposition of last termination notice by the Engineer-in-Charge/ Employer.”

28) Mou /joint venture/consortium are not allowed to participate.

29) The applicant must have no adverse report, on any account, against their organization for any ongoing projects or those worked during last 5 Years. This clause will lead for rejection of application, event after fulfillment of other eligibility criteria.

30) Important Dates and times:-

SLNo.	Particulars	Date&Time
1.	Date of publishing of Tender (Online)	03/09/2026 at 15.00 P.M
2.	Documents download start date (Online)	03/09/2026 at 15.00 P.M
3.	Documents download end date (Online)	19/09/2026 at 11.00 A.M
4.	Bid submission start date (Online)	03/09/2026 at 15.00 P.M
5.	Bid Submission closing (Online)	19/09/2026 at 11.00 A.M
6.	Bid opening date for Technical Proposals (Online)	21/09/2026 at 11.00 A.M
7.	Date & Time for opening of Financial Proposal (Online)	To be notified later

- 31) Name and address of the Tender inviting authority is The Executive Officer, Serampore Municipality, Serampore, Hooghly.
- 32) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect /manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 33) The tender inviting authority reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- 34) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said tenderer under any circumstances.
- 35) Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.
- All intending bidders are requested to go through carefully all the tender documents including instructions given here above and enclosed here to before filling up the spaces online provided there in at website.

Debasish Guha
URBAN PLANNER (A)
SERAMPORE MUNICIPALITY

03/09/26
Executive Officer
Serampore Municipality
EXECUTIVE OFFICER
Serampore Municipality

OFFICE OF THE ADMINISTRATOR

SERAMPORE MUNICIPALITY

1, N.S.AVENUE, SERAMPORE, Dist:-HOOGHLY, Pin-712201, W.B.

Ref. Memo No 1210/Pw-63

Dated:-03/09/2026

Notice Inviting e-Tender No:-WBMAD/ULB/SRMP/NIT-02/2026-27

The Executive Officer, Serampore Municipality, Hooghly, West Bengal invites e-Tender (electronic tender process), to obtain a "percentage rate tender", for the under mentioned work, from bonafide, reliable, resourceful and experienced companies/Firms/Contractors.

Work Details -

Sl. No	Name of work	Amount put to tender (Rs.)	Earnest Money (Rs.)	Eligibility	Period of Completion
1	Through repair of KESHAB LAL CHOUDHURY LANE FROM BN ADHIKARI STOPPING TO HOUSE OF ARUN SARKAR under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	775328.00	2% of the amount put to tender to be paid online through the e-tender portal of the government of West Bengal. 15507.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
2	Thorough repair of OLD KUMIRJALA ROAD FROM RAILWAY UNDER PASS TO DILIP SMRITI SANGHA at ward no 4 and 6 under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	1650192.00	33004.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
3	Construction and repairing of Malipara Road at ward no 15 from patua para laneto new flat area under serampore municipality, Estimate is as per latest schedule NH SOR 2019-20	528324.00	10566.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
4	Construction and repairing of RK Road and PK das Lane area at ward no 24 from holding no 65 to house of ali under serampore municipality. Estimate is as per latest schedule NH SOR 2019-20	4226594.00	84532.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order

A bidder desirous of taking part in a tender shall login to the e-Procurement Portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and Password and thereafter may download the tender document from the website directly with the help of Digital Signature Certificate.

Earnest Money: The Earnest Money is to be deposited online through ICICI Bank Payment Gateway. Please refer memo no. 3975-F(Y) dated 28.07.2016 of the Finance Department, Govt. of West Bengal.

The draft bid documents for all tenders invited by the ULB are to be scrutinised and vetted by the MED Division

Security Deposit: The Security Deposit will be 10% of the value of contract after 31.03.2023 and it will be deposited as per prevail previous order with according to the memorandum and also Security Deposit will be applicable as per guideline of relevant Government Order/Circular. Security Deposit (as per prevailed norms) will be deducted from gross bill value of each and every running bill and from final bill without any upper ceiling limit. Deposited EMD will be adjusted as part of Security Deposit. Refund of security Deposit will only be made after completion of works as well as Defect Liability Period without any kind of defect/damage of the property. No interest will be paid on Security Deposit.

2) Both Technical Bid and Financial Bid are to be submitted online within the mentioned scheduled date & time, concurrently duly digitally signed in the website <http://wbtenders.gov.in>

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per the given time schedule.

4) The financial offer of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the authority. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be uploaded in the website.

5) Eligibility Criteria for participation in the tender:

a) **Requirement of Credentials:** i) Intending tenderers should produce credentials of a similar nature of completed work of at least 40% (forty percent) of the tendered amount during last 5 (five) years prior to the date of issue the tender notice,

ii) Intending tenderers should produce credentials of 2(two) similar nature of completed works, each of the minimum value of 30% of the estimated amount put to tender during last 5 (five) years prior to the date of issue the tender notice, or

iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned engineer in charge will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the contractors.

N.B :- Completion certificate should contain a) Name of work, b) Name and address of client, c) Amount put to tender, d) Date of commencement of work, e) Date of completion of work.

BOQ for the respective work should be uploaded along with completion certificate.

b) Uploading of scan copies of PAN Card, GST Registration Certificate/ GST number, Professional Tax (P Tax) deposit receipt Challan (up to date 2026-27), Income Tax Return (up to date AY-2023-24, 2024-25 & 2025-26) & valid Trade License(2026-27) are to be accompanied with the Technical Bid Documents.

c) Tax applicable as per GST Rule. GST Number is compulsory for the bidders to be eligible for participating in the tender.

- d) Bank Solvency Certificate to be issued before six months from the dated of e-NIT @ 10% (minimum) has been considered in Current Financial Year in conformity with the total project cost for this NIT
- 6) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender
- 7) Registered Unemployed Engineers' Co-operative Societies / Registered Labour Cooperative Societies are required to furnish valid Bye Law, Current Audit Report, along with other relevant supporting papers. Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card must be submitted.
- 8) Payment Certificates in lieu of credentials will not be accepted.
- 9) The prospective Tenders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5(five) years. Such abandonment of rescission will be disqualified towards eligibility.
- 10) The prospective Tenders should own/lease/arrange the required plant and machinery if required. Conclusive proof of machinery in working condition if required shall have to be submitted.
- 11) Where there is a discrepancy between the rate & in the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- 12) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- 13) If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days
- 14) In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to best corrected as to conform with the prevailing relevant schedule of rates and / or technically sanctioned estimate.
- 15) The intending tenderer is required to quote the rate in figures as well as in words as percentage above /below than or AT PAR with the relevant price schedule of rates.
- 16) Conditional / incomplete tender will not be entertained.
- 17) The accepting authority reserves the right to reject any or all the tenders without assigning any reason whatsoever and he will not be bound to accept either the lowest tender or any of the tenders.
- 18) Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
- 19) If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submitting tender to this Municipality for minimum period of 1(one) year.
- 20) Deduction of Tax shall be stated as below .
- i. GST as per Government order.
 - ii. A Cess of 1% (one percent) will be deducted from contractor's bill on account of the 'Building and other construction workers Welfare Cess Act.1996 (Act 28 of 1996) as per memo. no. 599 A / 4M-28/06 dt.27.09.2006 of the Engineer-in-chief and Ex. Officio Secretary, PWD & PW (Roads) deptt.

- 21) Successful Tenderers will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses u/s 7 of West Bengal Building & other Construction Works' Act, 1996 and u/s 12 of Contract Labour Act.
- 22) Successful Tenders will have to produce original, GST Registration and PAN NO. etc.(as applicable) for verification prior to issuance Work Order.
- 23) Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by Government.
- 24) Successful tenderer will have to produce alldocuments in original for verification prior to issuance of Work order.
- 25) If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.
- 26) DEFECT LIABILITY PERIOD[DLP]: Here Defect Liability Period will be considered As per Clause No. 17 of CONDITION OF CONTRACT of W.B.F. No. 2911_ii as per Notification Memo No. 5784-PW/L&A/2M-175/2017 dated 12.09.2017 as below :

27) Special Terms & Condition:-

“ Any intending bidders who have failed to execute more than one works contract under any Govt. Department and was terminated by any sub rule under clause 3 of Tender form No.2911 or terminated under any clause of Stander Bidding document by the Engineering-in Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (Two) years from the date of imposition of last termination notice by the Engineer-in-Charge/ Employer.”

28) Mou /joint venture/consortium are not allowed to participate.

29) The applicant must have no adverse report, on any account, against their organization for any ongoing projects or those worked during last 5 Years. This clause will lead for rejection of application, event after fulfillment of other eligibility criteria.

30) Important Dates and times:-

SLNo.	Particulars	Date&Time
1.	Date of publishing of Tender (Online)	03/09/2026 at 15.00 P.M
2.	Documents download start date (Online)	03/09/2026 at 15.00 P.M
3.	Documents download end date (Online)	19/09/2026 at 11.00 A.M
4.	Bid submission start date (Online)	03/09/2026 at 15.00 P.M
5.	Bid Submission closing (Online)	19/09/2026 at 11.00 A.M
6.	Bid opening date for Technical Proposals (Online)	21/09/2026 at 11.00 A.M
7.	Date & Time for opening of Financial Proposal (Online)	To be notified later

- 31) Name and address of the Tender inviting authority is The Executive Officer, Serampore Municipality, Serampore, Hooghly.
- 32) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect /manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 33) The tender inviting authority reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

- 34) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said tenderer under any circumstances.
- 35) Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

All intending bidders are requested to go through carefully all the tender documents including instructions given here above and enclosed here to before filling up the spaces online provided there in at website.

Chandragit Chakrabarty
Urban Infrastructure Expert
Serampore Municipality

10/03/26
Executive Officer
Serampore Municipality
EXECUTIVE OFFICER
Serampore Municipality

SECTION - B
Form -I
PRE-QUALIFICATION APPLICATION

To
The Executive Officer,
Serampore Municipality,
PO:-Serampore, Dist:- Hooghly,
West Bengal,

Ref: - e-NIT No.: _____
Name of work: _____

Dear Sir,
Having examined the Statutory, Non statutory and e-NIT documents, I /we hereby submit all the necessary information and relevant documents - evaluation. The application is made by me / us on behalf of _____ In the capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms - Application and - completion of the contract documents is attached herewith.

We are interested in bidding - the work(s) given in Enclosure to this letter.

We understand that:

- (a) Bid Inviting and Accepting Authority can amend the scope and value of the contract bid under this project.
- (b) Bid Inviting and Accepting Authority reserves the right to reject any application without assigning any reason.

Enclo:- e-Filling:-

1. Statutory Documents
2. Non Statutory Documents
Date: -

Signature of applicant including title
and capacity in which application is made.

OFFICE OF THE ADMINISTRATOR

SERAMPORE MUNICIPALITY

1, N.S.AVENUE, SERAMPORE, Dist:-HOOGHLY, Pin-712201, W.B.

Ref. Memo No 1211/Pw-63

Dated:-03/09/2026

Notice Inviting e-Tender No:-WBMAD/ULB/SRMP/NIT-03/2026-27

The Executive Officer, Serampore Municipality, Hooghly, West Bengal invites e-Tender (electronic tender process), to obtain a "percentage rate tender", for the under mentioned work, from bonafide, reliable, resourceful and experienced companies/Firms/Contractors.

Work Details -

Sl. No	Name of work	Amount put to tender (Rs.)	Earnest Money (Rs.)	Eligibility	Period of Completion
1	Construction and Repairing of N.L.Bhattacharaya Street area at ward No.12 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	1062687.00	2% of the amount put to tender to be paid online through the e-tender portal of the government of West Bengal 21254.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
2	Construction and Repairing of Dey Ghat Lane area at Ward No.13 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	2171262.00	43425.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
3	Repairing of Thakurbati Street to Sashan kali Mondir at Ward No.17 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	3455499.00	69110.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
4	Construction and repairing of F.D Road by Lane area at Ward No.05 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	1346062.00	26921.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
5	Repair of Bahir Serampore road from Bhurbati Tea Shop to Uttam's Builders, at Ward No.04 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	7063634.00	141273.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order

6	Construction and Repairing of Baniya para lane area at Ward No.03 Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	2424254.00	48485.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order
7	Construction and Repairing of Lahari Para lane area at Ward no.02 under Under Serampore Municipality, Estimate is as per latest schedule NH SOR 2019-20	1776679.00	35534.00	Bonafide, Experienced having credential as per criteria mentioned in point no. 5 below	30 Days From date of work order

A bidder desirous of taking part in a tender shall login to the e-Procurement Portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and Password and thereafter may download the tender document from the website directly with the help of Digital Signature Certificate.

Earnest Money: The Earnest Money is to be deposited online through ICICI Bank Payment Gateway. Please refer memo no. 3975-F(Y) dated 28.07.2016 of the Finance Department, Govt.of West Bengal.

The draft bid documents for all tenders invited by the ULB are to be scrutinised and vetted by the MED Division

Security Deposit: The Security Deposit will be 10% of the value of contract after 31.03.2023 and it will be deposited as per prevail previous order with according to the memorandum and also Security Deposit will be applicable as per guideline of relevant Government Order/Circular. Security Deposit (as per prevailed norms) will be deducted from gross bill value of each and every running bill and from final bill without any upper ceiling limit. Deposited EMD will be adjusted as part of Security Deposit. Refund of security Deposit will only be made after completion of works as well as Defect Liability Period without any kind of defect/damage of the property. No interest will be paid on Security Deposit.

2) Both Technical Bid and Financial Bid are to be submitted online within the mentioned scheduled date & time, concurrently duly digitally signed in the website <http://wbtenders.gov.in>.

3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per the given time schedule.

4) The financial offer of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the authority. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be uploaded in the website.

5) Eligibility Criteria for participation in the tender:

a) **Requirement of Credentials:** i) Intending tenderers should produce credentials of a similar nature of completed work of at least 40% (forty percent) of the tendered amount during last 5 (five) years prior to the date of issue the tender notice,

ii) Intending tenderers should produce credentials of 2(two) similar nature of completed works, each of the minimum value of 30% of the estimated amount put to tender during last 5 (five) years prior to the date of issue the tender notice, or

iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned engineer in charge will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the contractors.

N.B :- Completion certificate should contain a) Name of work, b) Name and address of client, c) Amount put to tender, d) Date of commencement of work, e) Date of completion of work.

BOQ for the respective work should be uploaded along with completion certificate.

- b) Uploading of scan copies of PAN Card, GST Registration Certificate/ GST number, Professional Tax (P Tax) deposit receipt Challan (up to date 2026-27), Income Tax Return (up to date AY-2023-24, 2024-25 & 2025-26) & valid Trade License(2026-27) are to be accompanied with the Technical Bid Documents.
- c) Tax applicable as per GST Rule. GST Number is compulsory for the bidders to be eligible for participating in the tender.
- d) Bank Solvency Certificate to be issued before six months from the dated of e-NIT @ 10% (minimum) has been considered in Current Financial Year in conformity with the total project cost for this NIT
- 6) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such tender
- 7) Registered Unemployed Engineers' Co-operative Societies / Registered Labour Cooperative Societies are required to furnish valid Bye Law, Current Audit Report, along with other relevant supporting papers. Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card must be submitted.
- 8) Payment Certificates in lieu of credentials will not be accepted.
- 9) The prospective Tenders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5(five) years. Such abandonment of rescission will be disqualified towards eligibility.
- 10) The prospective Tenders should own/lease/arrange the required plant and machinery if required. Conclusive proof of machinery in working condition if required shall have to be submitted.
- 11) Where there is a discrepancy between the rate & in the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- 12) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- 13) If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days
- 14) In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to best corrected as to conform with the prevailing relevant schedule of rates and / or technically sanctioned estimate.
- 15) The intending tenderer is required to quote the rate in figures as well as in words as percentage above /below than or AT PAR with the relevant price schedule of rates.

- 16) Conditional / incomplete tender will not be entertained.
- 17) The accepting authority reserves the right to reject any or all the tenders without assigning any reason whatsoever and he will not be bound to accept either the lowest tender or any of the tenders.
- 18) Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
- 19) If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submitting tender to this Municipality for minimum period of 1(one) year.
- 20) Deduction of Tax shall be stated as below .
 - i. GST as per Government order.
 - ii. A Cess of 1% (one percent) will be deducted from contractor's bill on account of the 'Building and other construction workers Welfare Cess Act.1996 (Act 28 of 1996) as per memo. no. 599 A / 4M-28/06 dt.27.09.2006 of the Engineer-in-chief and Ex. Officio Secretary, PWD & PW (Roads) deptt.
- 21) Successful Tenderers will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses u/s 7 of West Bengal Building & other Construction Works' Act, 1996 and u/s 12 of Contract Labour Act.
- 22) Successful Tenders will have to produce original, GST Registration and PAN NO. etc.(as applicable) for verification prior to issuance Work Order.
- 23) Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by Government.
- 24) Successful tenderer will have to produce alldocuments in original for verification prior to issuance of Work order.
- 25) If there is any violation of any or all the relevant above criteria during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.
- 26) DEFECT LIABILITY PERIOD[DLP]: Here Defect Liability Period will be considered As per Clause No. 17 of CONDITION OF CONTRACT of W.B.F. No. 2911 _ii as per Notification Memo No. 5784-PW/L&A/2M-175/2017 dated 12.09.2017 as below :

27) Special Terms & Condition:-

- “ Any intending bidders who have failed to execute more than one works contract under any Govt. Department and was terminated by any sub rule under clause 3 of Tender form No.2911 or terminated under any clause of Stander Bidding document by the Engineering-in Charge/Employer during last 3 (three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2 (Two) years from the date of imposition of last termination notice by the Engineer-in-Charge/ Employer.”
- 28) Mou /joint venture/consortium are not allowed to participate.
 - 29) The applicant must have no adverse report, on any account, against their organization for any ongoing projects or those worked during last 5 Years. This clause will lead for rejection of application, event after fulfillment of other eligibility criteria.

30) Important Dates and times:-

SLNo.	Particulars	Date&Time
1.	Date of publishing of Tender (Online)	03/09/2026 at 15.00 P.M
2.	Documents download start date (Online)	03/09/2026 at 15.00 P.M
3.	Documents download end date (Online)	19/09/2026 at 11.00 A.M
4.	Bid submission start date (Online)	03/09/2026 at 15.00 P.M
5.	Bid Submission closing (Online)	19/09/2026 at 11.00 A.M
6.	Bid opening date for Technical Proposals (Online)	21/09/2026 at 11.00 A.M
7.	Date & Time for opening of Financial Proposal (Online)	To be notified later

31) Name and address of the Tender inviting authority is The Executive Officer, Serampore Municipality, Serampore, Hooghly.

32) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect /manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

33) The tender inviting authority reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

34) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said tenderer under any circumstances.

35) Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

All intending bidders are requested to go through carefully all the tender documents including instructions given here above and enclosed here to before filling up the spaces online provided there in at website.

Executive Officer

Serampore Municipality

EXECUTIVE OFFICER

Serampore Municipality

Mann Mondal

Sub-Asstt. Engineer
Serampore Municipality