



# TARAPITH RAMPURHAT DEVELOPMENT AUTHORITY

(A Statutory Authority Under Govt. of West Bengal)

P.O. : Tarapith, Birbhum : 731233  
Phone : 03461 253499  
E-mail : ceotrda@gmail.com

Memo No.:1216/ENG/TRDA/25-26

Date:12-08-2025

**e-NITNO:-04/TRDA/2025-26**

1. Executive Officer, TRDA invites online percentage Rate tender from reliable, resourceful, bonafide and experienced firms / companies / individual contractors / Consortium, who have successfully completed the work of value not less than 40% of similar nature of works in a single contract within last 5 (five) years from the date of this NIT in any Govt. /Semi-Govt. / Govt. Undertakings / Autonomous Bodies / Statutory Bodies and Local Bodies is eligible for the under mentioned work:-

SL No	Name of the Scheme	Amount (Rs)	Earnest Money @ 2% (Rs.)	Price of Bid & Other documents (Rs.)	Period of Completion
1	Various work of Koushiki Amavashya in urgent basis area under TRDA area.	4755282.00	95106.00	5000.00	02 days
2	Emergency work of Garbage clearing, jungles cutting (large grass) etc. from both side of the road from Udaipur gate to tinmatha More and atla more to atla bamdeb bari more, Mundamalinitala road area and Tarapith Samsan with Tarapith Surrounding area under TRDA for Koushiki Amabashya .	1553000.00	31060.00	3000.00	02 days
3	Emergency Drain clearing work of Tarapith Surrounding area for monsoon and Koushiki Amavashya Mela purpose.	1460200.00	29204.00	3000.00	02 days
4	Installation of one number High Mast light for Koushiki Amabashya Mela.	345180.00	6904.00	3000.00	02 days
5	Repairing and Installation light and High Mast Light for Koushik Amabashya Mela.	581500.00	11630.00	3000.00	02 days

2. Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate and Earnest Money Deposit (EMD) should be deposited through online only as per the government rules. No scan copy of EMD will be accepted. **(Ref No.3975-F9Y) dated 28<sup>th</sup> July 2016 of Finance Department, Govt.of West Bengal).**
3. The Tender Inviting Authority may call the bidders/L1 for verification of credentials if required.
4. Submission of Tender: - a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbtenders.gov.in> as per time schedule stated herein under. Time will be reckoned as per Server Clock. b) The Financial Bid of the prospective tenderers will be opened only if the tenderer qualifies in the Technical Bid. The decision of the Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.
5. **Time Schedule for Downloading, Uploading and Opening of Tender Documents:-**

a)	Date of uploading of e-N.I.T. & other Documents(online) (Publishing Date)	12-08-2025 from 16:00 hrs.
b)	Documents download start date (Online)	12-08-2025 from 16:00 hrs.
c)	Online Bid Submission Start Date & Time	12-08-2025 from 16:00 hrs.
d)	Documents download end date (Online)	18-08-2025 from 11:30 hrs.
e)	Online Bid Submission Last Date & Time	18-08-2025 from 11:30 hrs.
f)	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officer)	20-08-2025 from 11:30 hrs.
g)	Date for opening of Financial Bid (Online)	To be notified later on.

Tenders will be opened by the Executive Officer/Vice-Chairman, TRDA on behalf of Tender Committee, Tarapith-Rampurhat Development Authority in presence of tendered or their authorized representatives who may like to be present.

## 6. Eligibility criteria for the bidders:-





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- a) The bidders should have the credentials of works similar in nature with the value not less than 40% of the estimated amount in a single contract within last 5 years from the date of this NIT in any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous Bodies / Statutory Bodies and Local Bodies.
- b) Scanned copy of PAN card, P. Tax, Valid income tax (For Last 3 years), GST related necessary documents , Last 3 years audited balance sheet, Credentials, Work Order, Payment certificate and other supporting documents, Registration Certificate and/or trade License of the company must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.
- c) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through on line at desired location.
- d) Partnership Firm/Consortium should submit necessary deed at desired location through online. Acceptance in this regard is exclusively depends upon the TIA discretion.
- e) **Necessary agreement on non-judicial stamp paper of requisite value work of the electrical contract for execution of electrical components of the work should be submitted before issuance of work as per no:311-WO/1M-132/15,dt. 28/03/2018 of PWD,GO WB[Enclosed]Electrical supervisory license should invariably be submitted along with the proposal.**
- f) **Regarding credential nature tender committee decision is final. In this regard no claim/arbitration /question information will be allowed /accepted /delivery/reply in future.**
7. **a) List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online:-**
  - i) Income Tax Return ( For last 3 yrs)
  - ii) Audited Balance Sheet ( For last 3yrs)
  - iii) Pan Card.
  - iv) Professional Tax clearance certificate.
  - v) GST related necessary documents
  - vi) Trade License.
  - vii) Technical Credential.
  - viii) Work Order for the work in technical credential.
  - ix) Payment certificate of the said work.
  - x) Affidavit before Notary.
  - xi) Declaration of penalty debarment.
  - xii) Declaration by the Tenderer must be filled up properly and the same must be scanned and uploaded.
  - xiii) **Earnest Money:-** The tenderer shall have to deposit the EMD through online mode only. No scan copy will be accepted. (Ref No.3975-F9Y) dated 23<sup>th</sup> July 2016 of Finance Department, Govt.of West Bengal)
- b) List of documents shall have to be uploaded by a Partnership Firm in addition to Sl. No. 7.a)**
  - i) The power of Attorney for the firm for signing the tender by a partner.
  - ii) Partnership Deed.
8. **Language of Tender:** - The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.
9. **Others:** - The Tender Notice along with other documents like Tender Form No. -1TRDA, General Terms and Conditions, Special Terms and Conditions, Technical Specification, BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.



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The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.

9. Intending bidders are requested to visit <https://wbtenders.gov.in> & [www.birbhum.gov.in](http://www.birbhum.gov.in) check their e-mail regularly for any corrigendum / addendum for further information regarding to this e-NIT.

Executive Officer  
Tarapith Rampurhat Development Authority  
Tarapith, Birbhum.

Date: 12.07.2025

Memo No. 1216/1 (10)/ENR/TRDA/2025-26

Copy forwarded for information:-

1. The Chairman, TRDA.
  2. The Joint Secretary, Urban Development Department, Govt. of West Bengal.
  3. The District Magistrate, Birbhum.
  4. The SDO, Rampurhat, Birbhum.
  5. The Executive Engineer, PWD, Divn, Suri, Birbhum.
  6. The Executive Engineer, Birbhum Highway Div-I/II Suri, Birbhum
  7. The Executive Engineer, PWD NH Divn., Suri, Birbhum
  8. The Executive Engineer, PWD (Electrical) Divn-II Suri, Birbhum.
  9. The Executive Engineer, PHE, Divn Suri, Birbhum.
  10. The Executive Engineer, MNCDivn. Rampurhat, Birbhum.
  11. The Executive Engineer, TRDA, Tarapith, Birbhum.
  12. The DICO, Birbhum.
  13. The DIO, NIC, Birbhum with a request to upload this in the Birbhum District Website.
  14. Office Notice Board of Tarapith-Rampurhat Development Authority (TRDA), Tarapith, Birbhum.
- 15-17. Make a copy to Vice-Chairman/Executive Engineer/Accounts Officer.

Sd/-

Executive Engineer,  
Tarapith-Rampurhat Development Authority  
Tarapith, Birbhum

Memo No. 1216/02 (03)/ENR/TRDA/2025-26

Date: 12.07.2025

Copy forwarded for information:-

1. The Vice chairman, TRDA with a request to attend bid opening on 20-08-2025 from 11:30 hrs. at TRDA office, Tarapith, Birbhum.
2. The Chairman Rampurhat Municipality, Birbhum with a request to attend bid opening on 20-08-2025 from 11:30 hrs. at TRDA office, Tarapith, Birbhum.
3. Sri Tridib Bhattachariya, Member TRDA & Tender Committee with a request to attend 20-08-2025 from 11:30 hrs.. at TRDA office, Tarapith, Birbhum.





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*A. Bisoi*  
Executive Engineer  
Tarapith-Rampurhat Development Authority  
Tarapith, Birbhum  
Tarapith

## INSTRUCTION TO BIDDERS

Instruction / Guidelines for tenders for electronic submission of tenders online have been annexed for assisting the contractors to participate in e- tendering.

**1. Registration of Contractor:** - Any contractor willing to take part in the process of e – Tendering will have to be enrolled & registered with the Government e – Procurement system through logging on to <https://wbenders.gov.in>. The contractor is to click on the link for e – Tendering site as given on the web portal.

**2. Digital Signature Certificate (DSC) :-** Each contractor is required to obtain a class - II or class - III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause -1 of Guideline to Bidder. DSC is given as a USB e – Token.

**3. Collection of Tender documents:** - The contractor can search & download NIT & Tender documents electronically from computer once he logs on to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender documents.

### **4. Submission of Tenders:-**

- a) **General process of submission:-** Tenders are to be submitted through online to the website stated in Cl. – 1 in two folders at a time for each work, one is Technical bid and other is Financial Bid before the prescribed date and time using the Digital Signature Certificates.
- b) **Technical Bid:-** Technical Bid contain scanned copies of the followings further in two cover (folder).

#### **A-1. Statutory Cover Containing**

- i. NIT (Download the NIT and upload the same by digitally sign).
- ii. Scan Copy of Declaration as per prescribed format.

**N.B:** Bidder must download TRDA Tender Form No-1, General Terms and Condition, Special Terms & Conditions, Technical Specifications, all other addendum, Corrigendum etc. whatever documents uploaded by the department in the web under the NIT and must go through carefully before quoting his rate. These documents are not necessarily be uploaded by the bidder. **A-2. Non Statutory/Technical documents**  
**Cover containing.**

- i. Income Tax Return ( For last 3yrs )
- ii. Audited Balance Sheet ( For last 3yrs)
- iii. Pan Card.
- iv. Professional Tax clearance certificate.
- v. GST certificate with up-to-date return.
- vi. Trade License.
- vii. Technical Credential.
- viii. Work Order for the work in technical credential.
- ix. Payment certificate of the said work.
- x. Current Bank Solvency Certificate.
- xi. Valid Provident Fund Registration Certificate.
- xii. ESI Registration Certificate.





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xiii. Affidavit before Notary.

xiv. Declaration of penalty debarment.

\*\*\* Note: Failure of submission of any of the above mentioned documents (as stated in A-1 & A-2 ) may render the tender liable to summarily rejected for both statutory & non statutory cover.

\*\*\* The Defect Liability Period (DLP) for the work is 01(One) years from the actual date of completion of the project.

## c) Financial Bid:-

i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate through on line in the space marked for quoting rate in the BOQ.

ii) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

Note.

## 4. THE ABOVE STATED NON STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER.

Sl. No	Category Name	Sub-Category Description	Details
A.	Certificates	Certificates	i) Pan Card ii) Professional Tax clearance certificate. iii) GST related necessary documents. iv) Acknowledgement of IT Return (For last 3 years.)
B.	Company Details	Company Details-1	i) Trade License ii) Partnership Deed, iii) Society Registration, Power of Attorney, iv) MoA/MoU etc. as applicable. v) Valid Provident Fund Registration Certificate. vi) ESI Registration Certificate.
C.	Financial Info	Financial Info-1	i) Audited Balance Sheet (For last 3 yrs.)
D.	Credential	Credential-1	i) Completion Certificate, Work Order, Payment certificate, Bank Solvency Certificate (40% of Estimated Amount Put to tender) etc.

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non Statutory folder. Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

## 5. Opening & Evaluation of Tender:- Opening of Technical Bid:

- Technical bid will be opened by the Executive Officer, TRDA in the presence of Tender Evaluation Committee. Intending tenderer may remain present if they so desire. Statutory Cover (folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there is any deficiency in the Statutory & Non statutory documents the tender will summarily be rejected.
- Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the evaluation committee.
- List of technically qualified tenderers would be uploaded.

**NB : While evaluation, the committee may summon of the tenderers & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable for rejection.**

## Opening and evaluation of Financial Bid:

- Financial bid of tenderers declared technically eligible by the Tender Evaluation Committee will be opened electronically from the web portal on the prescribed date and time.



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### 6. Penalty for suppression / distortion of facts:

Submission of false document by tenderer is strictly prohibited.

#### Additional Clause

Payment against accepted work will be made as per availability of fund in respective head or own fund and contractors will not be able to submit any claim for delay in payment even after completion of work.