



NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

Name of Work : Provision of Digital EPABX system with connected wiring etc in NABARD Abasan, RNC Road, Tangra, Kolkata-15



NABARD

NABARD WEST BENGAL REGIONAL OFFICE

Phone No.033-40879600

Last date of submission of Tender – 29 July 2021

NOTICE INVITING TENDER

Sealed tenders are invited from eligible Contractors for carrying out/ executing/ Provision of Digital EPABX system with connected wiring etc in NABARD Abasan, RNC Road, Tangra, Kolkata-15
The details in this regard are given below :

FORM OF TENDER

The Chief General Manager
NABARD, Regional Office,
Salt lake, Kolkata-700091

Place:
Date :

Dear Sir,

Name of Work : Provision of Digital EPABX system with connected wiring etc in NABARD Abasan, RNC Road, Tangra, Kolkata-15

Mode of Submission : Sealed tenders by hand in the tender box kept in NABARD Regional Office, at Ground floor, Plot No: 02, DP -Block, Sector-V, Salt Lake, Kolkata-700091. In exceptional case tenders/bid can be sent by email keeping in view the COVID-19 situation. In such cases Bank shall not be responsible for maintaining secrecy.

2. Having examined schedule of quantities relating to the work/ services specified in the memorandum hereinafter set out and having visited and examined the site of the work/s specified in the said memorandum and having acquired the requisite information relating thereto as affecting the tender, I/We hereby offer to execute the works/services specified in the said memorandum within the time specified in the said memorandum at the rates mentioned in the attached schedule of quantities and in accordance in all respects with instructions/conditions in writing referred to in tender and in all other respects in accordance with such conditions so far as they may be applicable.

3. Should this tender be accepted, I/We hereby agree to abide by the terms and provisions of the said Conditions of Contract annexed hereto so far as they may be applicable.

4. Details of the Firm/ Company/ Individual

i. Name of our firm / Company / Individual :

ii. Address of our firm / Company/ Individual :

iii. Telephone No.: _____, Mobile No. _____

iv. E-mail address _____

v. a) Bank a/c no. is _____ with _____ Bank.

b) Type of account: Current A/c OR Saving A/c -----

c) IFSC Code of bank branch: _____

(For receiving payments against bills of works/services)

(ii) Address of bank branch: _____

5. The names of partners of our firm are (if applicable):

(i)

(ii)

Name of the partner of the firm authorised to sign tender / agreement

(Specimen Signatures)

OR

Names of person having Power of Attorney to sign the contract.

(Specimen Signatures) (Certified true copy of the Power of Attorney should be attached)

Yours faithfully

Signature of Contractor/Authorised person

(Signature and addresses of witnesses)

(1)

(2)

1. Basic details:-

Description of work	Provision of Digital EPABX system with connected wiring etc in NABARD Abasan, RNC Road, Tangra, Kolkata-15
Tender Document will be available	May be down loaded from website : nabard.org/tenders
Last date of Tender Submission	15.00 Hrs on 29 July 2021
Date & time of Opening Tender	15.30 Hrs on 30 July 2021
Bid Validity	90 days from the date of opening of bid & extendable by mutual consent

2. Eligibility Criteria

Following conditions must be fulfilled for evaluation of agency /bidder.

Sr No:	Certificates/Documents
1	Registration of firm, agency/Proprietorship : The intending bidder should be a registered firm in India as Proprietorship, Partnership, enterprises, registered under relevant Act and permitted/capable of carrying out the subject work as stated above. They should also be registered with Central/State Govt, Semi Govt/PSUs / Local Govt body etc
2	Registration of GST
3	PAN card with ITCC certificate for the last 3 years
4	License from appropriate authorities : if applicable
5	The firm should be a profit making entity for the past 3 years.
6	Average annual turnover of the agency for the last three years should not be less than Rs 6.00 Lakh per year.
7	(a) The agency should have minimum 3 (three) years of experience ending on 31/3/2021 towards supply and execution of similar type of work in multi storied buildings of Central or State Govt/PSU/Autonomous body/Reputed Organisations etc. (b) The firm should have done at least 03 similar works whose value is not less than Rs 2.00 to 3.00 lakh each individually.
8	Infrastructure - Physical and Manpower: (a) The firm should have proper infrastructure, experience and skilled/semiskilled/unskilled labourers to execute the said works. The organization should have necessary materials, Tools and Tackles, equipments & machines required for the work.
9	The firm should have Office in Kolkata.

3. Time for completion :- 02 Months.

4. PAYMENT TERMS:-

- (a) 75% of cost of digital EPABX equipment as quoted in item No: 1 of the schedule of quantities will be paid on delivery at site in good condition against the claim. Balance to be paid after installation and commissioning of the system.
- (b) Remaining amount towards other items of works will be paid after satisfactory installation/execution and commissioning of the system completely.
- (c) Applicable GST will be paid extra as claimed in the bills.
- (d) Income Tax (@2%) and other taxes(CGST-TDS@1% and SGST-TDS@1%) will be deducted as per the rates in vogue.

5. Liquidated Damages and Penal Provisions

In case the Contractor fails to complete the work with the requisite quality within stipulated time schedule, the Bank shall, without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages or imposing penalty, the quantum of liquidated damages per week shall be 0.25% of the bid price, subject to a maximum of 5% of the accepted tender/bid amount. The fraction of a week's delay will be taken as a delay of one week.

If the damage is made to the Bank's property by any of the workers/personnel deployed by the contractor then recovery will be made from the amount payable to the contractor.

6. Scope of work :

The scope of the work includes supply, installations and commissioning of Digital EPABX system of reputed make like Matrix, Panasonic, Syntel, Samsung etc, Voice cables of finolex or equivalent make in conduits, connected electrical and civil works. The system should have Call transfer facility within the connected 100 lines from security Guard Cabin to individual residents. The voice should be clear and standard audible decible. The instruments of intercom facility should have number display facility.

7. Site Visit

The bidder must obtain for himself at his own responsibility and at his own expenses, all the information which may be necessary for the purpose of filling this tender and for the execution of the same and must examine the building and inspect the site of the work on Saturdays in view of COVID-19 situation with prior intimation to the site Caretaker to know the nature and extent of work and acquaint himself with all local

condition, exact location of the work, laws, regulations and practice.

8. Other Terms and conditions

1. The rate should be inclusive of all overheads (Loading /unloading, transportation and delivery charges etc) but exclusive of GST as applicable.
2. The rate shall be firm till completion of work and no escalation on any account will be permitted.
3. The work should be completed within 02 Months from the date of stipulated commencement.
4. During the execution of the work, any damage to the property of the Bank is to be rectified free of cost as per the direction of the Bank's Engineer/official.
5. Payment shall be made as per the actual measurement at site after satisfactory completion of the work and certification by the Bank's Engineer/Official in this regard.
6. 5% of the total amount as RMD (Retention Money Deposit) shall be retained by the Bank for a period of 6 months which shall be released after the completion of defect liability period. During defect liability period any defects pointed out by Bank may be carried out without any extra charge.
7. CPWD/BIS specification should be followed wherever applicable.
8. The contractor shall make necessary security arrangement at own cost for his materials till the work is completed in all respect and handed over to the Bank.
9. Covid-19 Standard Operating Protocol shall be followed at no extra cost.
10. Insurance and Way bill if applicable shall be the Contractor's responsibility.
11. The contractor shall be responsible for all injury to person, animals or things and for all damage to property which may arise from the operation or neglect, carelessness, accident or any other cause whatever in any way connected with carrying out of the works/contract. The contractor shall indemnify NABARD and hold it harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid.
12. The Contractor shall comply with the provisions of Contract Labour (Regulations & Abolition) Act, 1970, Minimum Wages Act and all other Labour Laws and other Statutory Regulations (both Central and State), as applicable, that may be enforced from time to time by the appropriate authorities.
13. In case of any dispute, the decision of the NABARD shall be final, conclusive and binding on the contractors.
14. One year minimum warranty is required to be given by the manufacturer of the EPABX equipment system. The contractors should accordingly provide the same type of digital EPABX system.

9. RIGHT TO ACCEPT OR REJECT TENDER

The acceptance of a tender will rest with the NABARD who do not bind themselves to accept the lowest tender and reserve to themselves authority to reject any or all the tenders received without assigning any reasons. They also reserve the

right of accepting the whole or any part of the tender and the Bidders shall be bound to perform the same at the rates quoted. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect or there is any correction not duly signed/authenticated by the bidder are liable to be rejected.

10. DECLARATION BY THE CONTRACTOR

We / I have read and understood all the instructions/conditions made above and we / I have taken into account the above Instructions / Terms and Conditions while quoting the rates. We / I accept all the above Terms and Conditions without any reservation, in all respects.

Place :

Date :

Seal and Signature of the contractor