

**INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE**

**(Applicable for Inviting open tenders)**

The Assistant Engineer (Electrical), Civil Construction Wing, All India Radio, Sainik School, Bhubaneswar-751005 invites on behalf of the President of India online item rate tender on single bid system from approved and eligible contractor of CPWD / MES / BSNL / Railway / Odisha State PWD/P & T for the work as follows:

Sl. No.	NIT No.	Name of work & Location	Estimated Cost put to tender	Earnest Money	Period of Completion	Last date & time of submission of tender (online)	Time & Date of opening of e-Tender
1.	2.	3.	4.	5.	6.	7.	8.
1.	EE(E)/Kol/SD-BBSR/NIT/ 24 of 2022-2023	Providing, Installation, Testing and Commissioning of 2 H P Sub-Mersible Pump Motor Set at AIR, Rairangpur.	Rs. 1,16,901.00	Rs. 2,338.00	15 (Fifteen) Days	On <u>03.02.2023</u> Up to 14.00 Hrs.	At 14.30 Hrs on <u>03.02.2023</u>

- The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
- Information and Instructions for bidders posted on website shall form part of bid document.
- The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://air.ewizard.in> free of cost.
- But the bid can only be submitted after uploading the mandatory scanned documents such as Certificate of work experience/Credential, Proforma for earnest money deposit declaration and Processing Fee in favour of **ITI Limited**, Goods & Service Tax registration and other documents as specified.

**e-Tender Processing Fee Rs.590.00** to be paid through E-Banking to ITI Limited.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs.20 lacs, whichever is less, shall have to be deposited in shape prescribed above, and balance may be deposited in shape of Bank Guarantee of any scheduled bank having validity for 6 months or more from the last date of receipt of bids should be deposited either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CCW, AIR within the period of bid submission. The same should also be scanned and uploaded by the intending bidders. (The bank guarantee as EMD should only be issued from the place in which the office of receiving division office is situated). The EMD receiving Executive Engineer shall issue a receipt of deposition of EMD to the bidder in a prescribed format uploaded by tender inviting EE in the NIT.

This receipt of deposition of bank guarantee shall also be uploaded to the e-tendering website by the intending bidder upto the specified bid submission date and time.

Copy of Enlistment Order and Certificate of work experience and other documents as specified in the notice shall be scanned and uploaded to the e-tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded documents as specified in notice shall have to be submitted by the lowest bidder only within week physically in the office of tender opening authority.

Receipt of deposition of original EMD	
(Receipt No...../date.....)	
1. Name of work : ..... 2. NIT No. EE(E)/Kol/SD-BBSR/NIT/26 of 2022-2023 3. Estimated cost :1,16,901.00 4. Amount of original Bank guarantee as Earnest Money Deposit: 2338.00 5. Last date of submission of bid: 14:00 Hours on 03-02-2023 (* To be filled by NIT approving authority/EE at the time of issue of NIT and uploaded alongwith NIT)	
1. Name of Contractor: .....# 2. Amount of original Bank guarantee .....# 3. Earnest Money Deposit: .....# 4. Date of submission of EMD: .....#	
Signature, Name and Designation of EMD Receiving officer [EE/AE(C/E)(P)/AE/AAO] Along with Office stamp (# To be filled by EMD receiving EE/AE(C/E)(P)/AE/AAO)	

5. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
6. The intending bidder must have valid class-III digital signature to submit the bid.
7. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
8. Contractor can upload documents in the form of JPG format and PDF format.
9. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).

10. SC/ST contractors enlisted under class V category are exempted from processing fee to ITI Limited.
11. Online bid documents shall be opened only of those bidders, whose Earnest Money Deposit, e-Bid Processing Fee and other documents are found in order.
12. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.
13. ~~The system of uploading the scanned documents for financial instrument such as Demand Draft or Pay Order or Banker's Cheque or Deposit at call receipt or Fixed Deposit receipts and Bank Guarantee of any Scheduled Bank towards EMD in favour of respective Executive Engineer and processing fee in favour of ITI Limited is dispensed with immediate effect, since the available menu for financial instruments has been modified.~~
14. ~~The intending bidder has to fill all the details of Demand Draft/Fixed Deposit Receipt/Pay Order/Bankers Cheque (banker's name, amount, number and date) against bid processing fee.~~

**List of Documents to be scanned and uploaded within the period of bid submission:**

1. Receipt of deposition of EMD from the Executive Engineer inviting bids or from division office of any Executive Engineer/Assistant Engineer, CCW, AIR.
2. Certificates of Work Experience / Credential / Enlistment order of contractor for agencies approved in appropriate list of C.P.W.D. / M.E.S. / B.S.N.L. / Railways / West Bengal State P.W.D/ for the said work.  
**Completion certificate for similar work to be submitted shall be signed by the authority not below the rank of Executive Engineer or equivalent of the department.**
3. Any other Document as specified in the Notice.
4. Certificate of Registration for Goods & Service Tax and acknowledgement of up to date return if required.
5. Affidavit on non-judicial stamp paper of Rs. 100/- duly notarized as:  
The certified copy of all the scanned and uploaded documents specified in the tender notice shall be deposited by me/us with the Executive Engineer calling the tender in case I/We become the lowest tenderer with a week of the opening of the financial bid otherwise the department (CCW,AIR) may reject the Tender and take the action to Debar me/us from Tendering in CCW,AIR , for a period of three years and can write to the Competent Authority for cancellation of my/our enlistment **(NIT No. / Name of work is mandatory in affidavit)** (Original papers of the uploaded documents shall be shown for verification.)
6. Document as definite proof in support of EPF & ESI registration.

Assistant Engineer(E),  
CCW, AIR, Bhubaneswar

No. : AE(E)/BBSR/W-10/2022-23/ 124

Date :25/01/2023

1.DDG,AIR,NBH,New Delhi(By e mail : [bhinternet@org.com.in](mailto:bhinternet@org.com.in)) with request to upload on web site.

2. Executive Engineer(E),CCW,AIR;Kolkata-700095

3. Eastern Region Electrical Contractors Association(II), Commercial Complex, 81/2/7 Phears Lane,  
Kolkata-700007