



INDIAN STATISTICAL INSTITUTE

203, BARRACKPORE TRUNK ROAD
KOLKATA-700 108

NOTICE INVITING e-TENDER

E-Tender ID: 2023_ISICA_782864_1

NIT No.: ISIKOL/PANDAL/NIT-01/23-24

Date: 28/11/2023

1. e-Tenders are invited through Two Bid System (Technical Bid & Price Bid) from experienced, resourceful and bonafide contractors for the following works at Indian Statistical Institute:

Brief description of the work	Estimated Cost (₹) put to tender	Earnest Money (₹)	Cost of Tender Document (₹)	Time of Completion
Erection of a decorative pandal (temporary structure made with bamboo, shalballah etc. and covered with water & fire resistant cloth) and other related works including Supplying of Generator, installation of PA system, firefighting arrangement and other incidental works etc. as per schedule of works and specification, on the occasion of 58th convocation to be held in December, 2023 at Indian Statistical Institute, Kolkata - 700 108.	8,50,000.00	17,000.00	590.00 (500.00 + GST@18%)	10 (Ten) Days

SCHEDULE OF e-TENDERING

A)	Date & Time of Publishing of Tender	29/11/2023 at 10.00 A.M.
B)	Downloading of Tender Documents form Web site of www.eprocure.gov.in	From 29/11/2023 at 10.00 A.M. to 05/12/2023 up to 3.00 P.M.
C)	Date & time of online submission of technical and financial bid	From 29/11/2023 at 10.00 A.M. to 05/12/2023 up to 3.00 P.M.
D)	Last date of submission of original receipt for cost of tender-documents and EMD at Estate Office, ISI, Kolkata.	06/12/2023 up to 3.00 P.M.
E)	Date & Time of opening of technical bid	06/12/2023 at 3.30 P.M. or thereafter.
F)	Date & Time of opening of price bid	Price Bids of the technically qualified bidders only will be opened on a later date to be notified in the website.

2. The intending tenderer satisfying the following technical criteria may participate in the tender.

i) **Work Experience:** The tenderer should have experience of executing at least 3 (three) similar works, each with value not less than of ₹ 3.40 Lakhs or at least 2 (two) similar works, each with value not less than of ₹ 5.10 Lakhs or at least 1 (one) similar work, each with value not less than of ₹ 6.80 Lakhs during the last 7 (seven) years ending on the last day of the month previous to the one in which the tenders are invited, under the CPWD, State PWD, Indian Railways, Military Engineering Services, Border Roads Organizations or any other Central / State Government organization or similar Government Institute/University **on the occasion of government programmes attended by top government functionaries.**

ii) Following valid and up to date documents are to be submitted online as indicated in Para -9 below:

a) *Trade Licence*

b) *Licence for electrical work*

c) *Pan Card*

d) *Income Tax Return Last 3 (Three) Financial year*

e) *GST Registration Certificate*

f) *Professional Tax Registration Certificate & Challan (Last Financial Year)*

g) *Bank Solvency Certificate Last 1 (One) Year of value being equivalent to the estimated cost of the tendered work.*

h) *Work Experience (Work completion Certificate in respect with Work Order) of executing similar works as mentioned in para-2(i) above.*

- Any other relevant document may have to be submitted on demand

3. The tender document consisting of Notice inviting e-tender, specifications, the schedule of quantities of various items to be executed and the of terms and conditions of the contract to be complied with and other necessary documents can be downloaded from website www.eprocure.gov.in free of cost.

Note: Tenderer not registered on the website mentioned above, are required to get registered beforehand.

4. Interested tenderer who wish to participate in the tender has also to make payments for the “**Cost of Tender Document**” (Non-refundable) drawn in favour of ‘**Indian Statistical Institute**’ payable at Kolkata in the form of Demand Draft or Pay order or Banker’s Cheque of any Scheduled Bank and to be scanned and uploaded to the e-tendering website within the period of tender submission and the original should be deposited in the office of the Estate Office of Indian Statistical Institute. However, Cost of Tender Document is exempted for Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of MSME. MSME registration certificate shall be scanned and uploaded to the e-tendering website within the period of tender submission and Hard copy should be deposited in office of the Estate Office of Indian Statistical Institute.

5. **“Earnest Money Deposit (EMD)”** in the form of Demand Draft or Pay order or Banker`s Cheque of any Scheduled Bank drawn in favour of **‘Indian Statistical Institute’ payable at Kolkata** shall be scanned and uploaded to the e-tendering website within the period of tender submission and original should be deposited in office of the Estate Office of Indian Statistical Institute. However, EMD is exempted for Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of MSME. MSME registration certificate shall be scanned and uploaded to the e-tendering website within the period of tender submission and Hard copy should be deposited in office of the Estate Office of Indian Statistical Institute.

6. **“Form of Tender” as per Annexure-A** duly filled in and signed by the tenderer shall be scanned and uploaded on the e-tendering website within the period of tender submission and the original Form should be deposited in sealed envelope at the Estate Office of Indian Statistical Institute.

7. Original Demand Draft or Pay order or Banker`s Cheque of any Scheduled Bank against **Cost of Tender Document (Non-refundable), Earnest Money Deposit (EMD) / MSME registration Certificate (Hard copy) and Form of Tender** shall be placed before **In-charge, Estate Office, P.N. Haksar Bhavan, Ground Floor, Indian Statistical Institute, 203, B. T. Road, Kolkata –700 108** in **“Single Sealed Envelope”** superscripted as **“Cost of Tender Document, Earnest Money Deposit / MSME registration Certificate and Form of Tender”**, with following information on or before **06/12/2023 up to 3.00 P.M.:**

i) NIT Number

ii) E-tender ID Number

iii) Name of the Work

iv) Date of opening of Technical Bid

v) Name, Address, Phone no, Mobile No, E-mail ID of the Tenderer

8. Online tender documents submitted by intending tenderer shall be opened only of those tenderer, whose **“Cost of Tender Document, Earnest Money Deposit / MSME registration Certificate and Form of Tender”**, other information super scribed in the envelope are found in order.

9. List of Documents to be scanned (in .pdf format) and uploaded within the period of tender submission:

Part-1 (Technical Bid)

i) All the documents mentioned in Para 2 (i) and (ii) above

ii) Cost of tender Document stipulated in Para-4 above

iii) Earnest Money Deposit (EMD) stipulated in Para-5 above

iv) Form of Tender (As per Annexure-A) duly filled and signed stipulated in Para-6 above

v) Check list as per Annexure – B

Part-2 (Price Bid)

Price Bid shall be submitted online.

10. Para-9 above should be complied with by the tenderers without which tenders will be considered as incomplete and is liable for rejection.

11. The tender shall remain valid for a period of 3 (three) calendar months from the date of opening and if, before expiry of this validity period, the tenderer amends his quoted rates or tender making them unacceptable to the institute and/or withdraws his tender, the Earnest-money deposit shall be liable for forfeiture at the discretion of I.S.I. authority.
12. The Earnest-money received will be refunded or released to the unsuccessful tenderers after awarding of work. The Earnest-money of the successful tenderer will be retained and converted as part of security-deposit.
13. The time allowed for completion of the work is stated in the Para-1 above and shall be reckoned from the next day of the date of issue of work-order. **The work shall be completed in all respect one day before (by 5.00 P.M.) the scheduled date of the programme. The entire pandal shall be dismantled and taken out of the campus within 3 days after the programme.**
14. Payment will be made on the actual measurement by the authorized representative of the Institute and the Contractor after successful completion of the work. Some of the items mention in the BOQ may not be executed at the time of execution. Items mention in the BOQ to be executed as per need of the Institute at the time of the execution of the work maintaining all COVID-19 protocols.
15. The Institute reserves the right to reject any tender without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many tenders are received satisfying the laid down criterion.
16. Tenders, which do not fulfil any of the above conditions or are incomplete in any respect, are liable for rejection.

Sd/-
Chief Executive (Administration & Finance)