

RFP (REQUEST FOR PROPOSAL)

FOR THE WORK

"Estimate for Supply, Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus"



OFFICE OF THE SECRETARY
SRIMANTA SANKARADEVA KALAKSHETRA SOCIETY
PANJABARI, GUWAHATI – 37, ASSAM

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SRIMANTA SANKARADEVA KALAKSHETRA SOCIETY
PANJABARI, GUWAHATI – 37, ASSAM

No. SSK/LED/M/G/2017

Dated Guwahati the 22nd February 2022

NOTICE INVITING TENDER (NIT)

The Secretary Srimanta Sankardeva Kalakshetra Society, Panjabari, Guwahati-37, Assam, invites fresh bids for the following work, from registered contractors under APWD (Electrical) having requisite experience in similar nature of work. Details may be seen in the www.sankaradevakalakshetra.com official website of Srimanta Sankaradeva Kalakshetra, Panjabari, Guwahati-37 and also in the office of the undersigned during office hours from 25-02-2022 to 17-03-2022.

Sl. No.	Name of Work	Approx. Value of the project inclusive all taxes	Time of completion	Bid Security (2% for General, and 1% for Reserved category)	Bid Security and cost of RFP to be drawn in favour of	Cost of RFP Document
1	"Supply , Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus"	Rs.4.33 Lakh (Rupees four lakh thirty three thousand) only	45 (forty five) Days	Rs. 8660.00 for General Category or Rs 4330.00 for reserved Category	"Secretary Srimanta Sankaradeva Kalakshetra Society , Panjabari, Guwahati-37	Rs. 130/-

1. All the interested bidders are requested to down load the RFP document from official website of Srimanta Sankaradeva Kalakshetra, Panjabari, Guwahati-37 and also requested to read carefully before submission of their bid.

Secretary
Srimanta Sankardeva Kalakshetra Society.
Panjabari, Guwahati-781037, Assam.

Memo No. SSK/LED/M/G/2017

Dated Guwahati the 22nd February 2022

Copy to,

1. The P.P.S to the Hon'ble Chief Minister, Govt. of Assam , Dispur, Guwahati-6 for favour of kind information and kind appraisal to the Hon'ble Chief Minister, Govt. of Assam & Chairman of Srimanta Sankaradeva Kalakshetra Society.
2. The P.S. to the Hon'ble Minister of Cultural Affairs, Dispur, Guwahati-6 for favour of kind information and kind appraisal to the Hon'ble Minister of Cultural Affairs, Govt. of Assam
3. The P.S. to the Additional Chief Secretary to the Govt. of Assam, Cultural Affairs Department, Dispur, Guwahati-6 for favour of kind information.
4. The Vice Chairman, Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37 for favour of your kind information.
5. The Director of Information and Public Relations, Govt. of Assam, Dispur, Guwahati-6, with a request to publish the notice in 2(two) consecutive issues of 2(two) nos. of widely circulated local newspapers, one in English (Assam Tribune) and one in an Assamese daily newspaper (Asomiya Pratidin), on or before 25-02-2022, and is requested to furnish the circulated Newspapers (one copy of each issue) to the undersigned.
6. The Account Branch, Srimanta Sankaradeva Kalakshetra Society, Panjabari, Guwahati-37 for favour of your kind information & necessary.
7. Notice board / tender file.

Secretary
Srimanta Sankardeva Kalakshetra Society.
Panjabari, Guwahati-37, Assam.

ACTIVITY SCHEDULE FOR THE WORK

"Estimate for Supply, Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus"

Sl. No.	Schedule	Start Date	Start Time	End Date	End Time
1	Publishing Date	25-02-2022	4.00 PM		
2	Tender Download	25-02-2022	4.30 PM	17-03-2022	2.00PM
3	Pre Bid Meeting Date	03-03-2022	12.00 AM	-	-
4	Bid Submission Date	25-02-2022	2.00 PM	17-03-2022	2.00PM
5	Technical Bid Opening Date (Cover-1)	17-03-2022	3.00 PM	-	-
6	Financial Bid Opening Date (Cover-2)	17-03-2022	3.00 PM		

SECTION I

A. Applicant's eligibility criteria

Prospective bidders should have the following minimum qualifying criteria for Participation/issue of RFP document:

1. The bidder must be registered contractor under APWD (Electrical) and have extensive experience in the relevant field of work.
2. Experience of providing at least two projects of Rs. 2.00 Lakh
3. Average annual turnovers during the last three consecutive years shall be not less than Rs. 5.00 lakhs.
4. In the event of date of bid opening being a holiday, the activities will take place on the next working day.
5. Hard copy the Technical and Financial bid is to be submitted at the Office chamber of the undersigned on or before 17-03-2022 up to 14.00 hrs.
6. Along with the hard copy of the Technical bid, the following documents (in original) must also be submitted on or before 17-03-2022 up to 14.00 hrs:
 - (a) Original Power of Attorney for signing the BID, if any
 - (b) BID Securities in the form of Original Bank Guarantee/FD from a Nationalized/ Scheduled Bank in favour of "**Secretary Srimanta Sankaradeva Kalakshetra, Panjabari, Guwahati-37.**
 - (c) Original DD/Banker's Cheque for Rs 130/-in favour of "**Secretary Srimanta Sankaradeva Kalakshetra, Panjabari, Guwahati-37** towards cost of RFP document for the job.
 - d) The bidder must have valid GST registration certificate.
 - e) The bidder must provide photo copy of Pan Card.
 - f) The bidders have to furnish financial soundness certificate from bank.
 - g) Covid Protocol issued by Govt. of Assam time to time must be maintained during execution of work.
 - h) The SSKS reserves the right to cancel allotment at any point of time after giving one week (seven days) written notice to the Agency. However in case of emergency or other compelling circumstances, SSKS may stop work at any time.

B. Others:

1. RFP Document is non-transferable.
2. RFP Document complete in all respects should reach on or before the **DUE DATE AND TIME.** RFP through Fax/ E-mail shall not be considered.
3. Bidders may depute their representative with proper authorization letter to attend opening of technical bids.
4. Srimanta Sankaradeva Society reserves the right to cancel the RFP at any stage without Assigning any reason thereof.
5. Specification for all items of works should be as per approved Bill of Quantities for the work.

6. There cannot be any supplementary items without prior approval.
7. There will be no time extension without prior approval.
8. Nonpayment of running bill should not be the criteria for slow progress of work.

C. TECHNICAL SPECIFICATIONS:

- a. The Technical Specification as stated in APWD Schedule of Rates for Buildings (Civil works) for 2013-14 and as per I.S Code of Practice and A.P.W.D General Specification's current in State will be followed.
- b. The Technical Specification as stated in APWD Schedule of Rates for Buildings (Sanitary & Water supply works) for 2013-14 and as per I.S Code of Practice and A.P.W.D General Specification's current in State will be followed.
- c. The Technical Specification as stated in APWD Schedule of Rates for Buildings (Electrical works) for 2013-14 and latest relevant I.S. Codes will be followed.
- d. The Technical Specification as stated in APWD General Specification of Buildings & Electrical works for 2004-05 will be followed.

D. Selection Process

The bidder will be selected based on the technical & financial proposals which each applicant is required to submit to this office.

Preparation of Proposal:

1. The Proposal will consist of two (2) components

Part-I: Technical Proposal

Part II: Financial Proposal

Part I: Technical Proposal

The Technical Proposal shall not include any financial information and any Technical Proposal containing financial information shall be declared non-responsive.

Applicant should submit all necessary documents required for technical evaluation.

Part II: Financial Proposal

This part shall contain only the price part. Price quoted should be inclusive of all taxes applicable to the service.

E. Instructions for submission of Technical, & Financial Proposals:

The Bidder or an authorized representative of Firms shall sign all pages of the Technical and Financial Proposals. The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked "**TECHNICAL PROPOSAL**" Similarly, the original Financial Proposal copies shall be placed in a sealed envelope clearly marked "**FINANCIAL PROPOSAL**" followed by the name of the Assignment/job. The envelopes containing the Technical Proposal, Financial Proposal, and processing fees, proposal security shall be placed into an outer envelope and sealed. This outer

envelope shall be sealed and super scribe with name and address of the bidder and should be delivered at the address: **Secretary, Srimanta Sankardeva Kalakshetra Society (SSKS), Panjabari, Guwahati-37** before due date and time.

F. BID OPENING AND EVALUATION

The Employer will open all the technical and Financial Bids received (except those received late), in the presence of the Bidders or their representatives who choose to attend at time, date specified in Tender Time Schedule. In the event of the specified date of Bid opening being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.

After opening the envelope containing “Technical Bid” the amount, form and validity of the bid security furnished with each bid will be announced. **If the bid security furnished does not conform to the amount and validity period, the bidder will be declared as non responsive and financial bid will not be opened.**

G. SITE VISIT

The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine Site of Works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the Works .The cost of visiting the Site shall be at the Bidder’s own expense.

Section II

A. Proposal Security:

1. Within 7 (seven) days of receipt of the Letter of Acceptance, the bidder shall deposit, Performance Security deposit in the form of BG/FDR of any Nationalized Bank, for an amount equivalent to 5% of the Contract price duly pledged to the "the Secretary, Srimanta Sankardeva Kalakshetra, Panjabari, Guwahati-37" payable at Guwahati with a validity of 2 (Two) years beyond the Schedule of time of completion.
2. The performance security will be released only after successful completion of the work.
Defect Liability period: - 2 (Two) years from the date of completion (Warranty Period) .

B. Confidentiality:

Information relating to evaluation of RFP and recommendations concerning awards shall not be disclosed to the Bidders who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Bidder of confidential information related to the process may result in the rejection.

Technical Bid

Particulars of the Bidders (Please submit along with documentary evidence)

Sl no	Particulars	
1	Name of the Bidder/ Firm	
2	Type of the Company whether, Proprietorship, Partnership Etc.	
3	Name and Address of the Proprietor/Partners/Directors of the Company.	
4	Registered Office Address and Telephone / Mobile Number & Email address. Local Contact Address/ Telephone / Mobile Number.	
5	Photo copy of Pan Card	
6	Cost of bid Rs. 130/- (One hundred thirty)only	
7	Bid Security (2% for General, and 1% for Reserved category	

8. Financial bid envelope should contain the following:-

Sl. No.	Details of scope of work	Amount in Rs. (Both Figure and Words)
1	As mentioned in the tender document.	

C. Declaration:

I/We declare that, the information given above is correct to the best of my knowledge and understanding. In case it is found false/incorrect, at any stage, SSKS may terminate the contract and could take suitable actions against the company/firm/agency. I/We have read/gone through the terms, conditions, rules, guidelines etc. of the tender work. I/We agree to execute the operation and maintenance of "Supply, Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus"

Date: -

(Signature/s of the Tenderer /Authorized person Place:- Full Name/s:

Designation:

Stamp: (

Please put signature and name on every page of Bid Document and Enclosures.)

AGREEMENT

Agreement No.

This agreement made on the _____ day of 2022 between the Secretary Srimanta Sankardeva Kalakshetra at Panjabari, Assam, Guwahati-37[Hereinafter called "the Employer"] and(Hereinafter called "the Bidder/ Firms" of the other part.) Whereas the Employer is desirous that the consultant should execute the work of "**Estimate for Supply , Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus**" and the Employer has accepted the quotation of rates submitted by the Consultant for the execution and completion of such work and the remedying of any defects therein, at a costof estimated project cost

NOW THIS AGREEMENT WITHNESSETH as follows:

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the conditions hereinafter referred to and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the bidder/Firms as hereinafter mentioned, the bidder/ Firms hereby covenants with the Employer to execute and complete the works and remedy any defects therein in conformity in all aspects with the provision of the contract.
3. The Employer hereby covenants to pay the bidder/ Firms in consideration of the execution and completion of the Works and the remedying the defects wherein Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The following documents shall be deemed to form and be ready and construed as part of this Agreement viz.
 - i. Letter of Acceptance.
 - ii. eligibility criteria

In witnessed whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Signed, Sealed and delivered by the said Secretary Srimanta Sankardeva Kalakshetra at Panjabari, Assam, Guwahati-37, and the Contractor (i.e. the Consultant)

In the presence of: _____

Binding Signature of Employer _____

Binding Signature of Contractor (i.e. the Consultant) _____

BOQ (BILL OF QUANTITY)

Name of Work: "Estimate for Supply , Installation of LED Street Light at Srimanta Sankaradeva Kalakshetra Campus"					
Sl. No.	Description of Item	Unit	Qty	Rate (including Installation)	Amount
1	Supply installation testing commission of LED Street Light Model No. SSK-SLF-CF-25W (Lense) make SYSKA/HAVELLS/CROMPTON	Nos	150		
2	Supply of LED Post Top Light -40 W-6500 K- Model No-SSK -PTE-40W-6500K (Make Syska)	Nos	6		
3	Supply of Panel Light 2' x 2' - 36 W Model No PAB-6060B-6500K- 2 X 2 (Make Syska)	Nos	10		
4	Supplying fitting fixing of Surface type 1' x1' LED Light	Nos	10		