

OFFICE OF THE
COUNCILLORS OLD MALDA MUNICIPALITY
P.O. OLD MALDA, DIST. MALDA

Memo no. 1189 /NleT/OMM/2026-27

Dated 03 09 2026

NOTICE INVITING e-TENDER NO.:- 1 to 13 of CHAIRMAN(2nd Call)/OMM 2026-27

DETAILED NOTICE INVITING e-TENDER

Nle Q no.	Name of work	Estimate Money (Rs.)	Cost of tender Documents etc. at the time of formal	Time period of work after received work order Time to time
1	SUPPLY OF BLEACHING AND LIME FOR CONSERVENCY SECTION UNDER OLD MALDA MUNICIPALITY	10000	1000	15
2	SUPPLY OF CONSERVENCY MATERIALS UNDER OLD MALDA MUNICIPALITY	10000	1000	15
3	SUPPLY OF SAND BAG ALONG WITH NECESSARY LABOUR FOR SPREADING AT DIFFERENT SITE, UNDER OLD MALDA MUNICIPALITY.	10000	1000	120
4	DESILTING OF DRAIN AND REMOVAL OF GARBAGE AT WARD NO- 1 TO 20 UNDER OLD MALDA MUNICIPALITY	20000	1000	120
5	SUPPLY OF ELECTRICAL MAINTENANCE MATERIALS UNDER OLD MALDA MUNICIPALITY	20000	1000	30
6	SUPPLY OF W.T.P O AND M MATERIALS UNDER OLD MALDA MUNICIPALITY.	20000	1000	30
7	SUPPLY OF MATERIALS & REPAIRING OF ELECTRO-MECHANICAL COMPONENT WATER SUPPLY PROJECT UNDER OLD MALDA MUNICIPALITY.	20000	1000	30
8	SUPPLY OF DIFFERENT MATERIALS FOR WATER SUPPLY PROJECT UNDER OLD MALDA MUNICIPALITY.	20000	1000	30
9	HIRE CHARGES OF 5 HP DEWATERING PUMP DURING RAINI SEASON UNDER OLD MALDA MUNICIPALITY	10000	1000	120
10	REPAIRING OF 2 NO'S FILTER BED INCLUDING ALL NECESSARY MATERIALS NECESSARY SAND EXCLUDING FILTER MEDIA (GRAVELS) OF WATER TREATMENT PLANT OF OLD MALDA MUNICIPALITY.	15000	1000	60
11	REPAIRING OF 100 NO'S 5 CFT WHEEL BARROW INCLUDING ALL NECESSARY MATERIALS OF OLD MALDA MUNICIPALITY.	10000	1000	60
12	REPAIRING AND PAINTING OF MS CHIMNI ALONG WITH THE MS CHANEL PIPES OF ELECTRIC CREMATORIUM IN ALL RESPECT OF LOLABAG SWASAN UNDER OLD MALDA MUNICIPALITY.	10000	1000	30
13	REPAIRING OF TRICYCLE VAN OF NIRMAL BONDHU UNDER SBM OF OLD MALDA MUNICIPALITY.	20000	1000	180

- Enlisted contractor of PWD. Dte. Govt. Bonafide outsiders, Reputed firm, Engineers Co-Operative having sufficient experience of similar type of works executed under Government/Semi Government, ULB's, Public Sector, Government autonomous body within last 5(five) financial years (FY 2021-2022 to FY 2025-2026) and also should possess valid **PAN card, GST registration, Professional Tax Clearance Certificate and Valid trade license.** MOU / Joint Venture/ sub contract in any form will not be allowed or provided in this contract.



6. In the event of a Bidding Inviting Notice that dispensed the tender documents from the website <http://www.nle.org.in>, the Bidding Inviting Notice will be signed by the signature certificate has to be obtained by the bidder through the following process: to get the documents of the tender documents and to get the bid opening, first the bidding form of the tender listed in the bid bank payment gateway) to take of payment through ICICI bank payment gateway. The conditions of the contract along with the tender documents and other terms & conditions (including all sub-conditions) are mentioned in the tender documents in a separate & there will be the tenderer's bid to be made separately before submission of the bid through the bid opening and & the tenderer's bid will be submitted electronically and signed digitally in the website <http://www.nle.org.in>.
7. The Technical Bid and Financial Bid will be submitted online on or before 24.09.2024 after 1.00 pm.
8. The FINANCIAL OFFER of the prospective tenderer will be considered only if the tenderer qualifies in the technical bid. The decision of the Executive Officer & Chairman, Old Malda Municipality will be final binding in all concerned and no challenge against such decision will be entertained. The list of Qualified Bidders will be displayed in the website on the website day & time.
9. Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
10. Bids shall remain valid for a period not less than 120 (One Hundred Twenty) days after the bid date for financial bid submission.

7. A. Important Information

DATE AND TIME SCHEDULE

Sl No.	Particulars	Date & Time
1	Date of uploading of NLE Documents (Online) (Publishing Date)	10.09.2024 at 11.00 hours
2	Documents download start date (Online)	10.09.2024 from 11.00 hours
3	Bid proposal submission start date (Online)	10.09.2024 from 14 hours
4	Bid proposal submission end date (Online)	26.09.2024 upto 17 hours
5	Date & time of opening of Technical Proposals (Online)	29.09.2024 from 11.00 hours
6	Date of uploading list for Technical Qualified Bidder (Online)	To be notified later
7	Date & Place for opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation sheet of Tenderers
8	Date of uploading of list of bidders along with their rates through (Online), also if necessary for further negotiation through offline for final rate	To be notified later

8.8 LOCAL OF CRITICAL EVENT

Bid Opening place-	Old Malda Municipality, Old Malda, Malda.
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8. Earnest Money: Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

2. Eligibility criteria for participation in tender:

2.1 Requirement of Credentials:

For 2nd Call of NLET: Intending tenderers should produce credentials at least 30% of tender value in similar nature of completed work.(ii) intending tenderers should produce credentials of 2 (two) similar nature of work, each of the minimum value of 25% of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice(date should be reckoned from the awarded tendered notice) or (iii) intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at (i) above ; in case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer , or equivalent competent authority will be eligible for the tenderer. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e the tenderer.

1.2 Other terms and condition of the credentials:

1.2.1. Payment certificate will also be treated as credential;

1.2.2. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ central Government, State/Central Government undertaking, Statutory/ Autonomous bodied constituted under the

Central/ State statute, on the executed value of completed/ running work will be taken as credential;

No credential will be considered as valid unless it is supported by work order, price schedule or BOQ of work and Completion certificate mentioning the date of completion issued by the competent authority not below the rank of Executive Engineer or equivalent or competent authority of a State/Central Government, State/Central Government undertaking, Statutory/ Autonomous bodied constituted under the Central/ State statute. The Completion certificate should indicate the value of the work (equal to booked expenditure).

9. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surrounding and obtained all information's that may necessary for preparing the bid and entering into a contract for the work as mentioned in the Notice Inviting tender, before submitting offer with full satisfactory. The cost of visiting the site shall be at his own expense.
10. The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of bidding shall be reimbursable by the Department. The Chairman Old Malda Municipality reserves the right to reject any or all the application(s) for purchasing Bid Documents and/ or to accept or reject any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of bidding.

A. 3.2.1 Bidder receives and submits its EMD in a pre-qualified portal of the State Government through e-procurement portal.

A. 3.2.2 Bidder.

A. 3.2.3 Bidder receives and submits its EMD in a pre-qualified portal of the State Government through e-procurement portal. Bidder receives and submits its EMD in a pre-qualified portal of the State Government through e-procurement portal. Bidder receives and submits its EMD in a pre-qualified portal of the State Government through e-procurement portal.

A. 3.2.4 Net banking (any of the banks listed in the ICICI bank payment gateway) to make payment through ICICI bank payment gateway.

A. 3.3 Payment procedure.

A. 3.3.1 Payment by Net Banking (any listed bank) through ICICI bank Payment Gateway.

A. 3.3.1.1 On selection on net banking as the payment mode, the bidder will be directed to ICICI bank payment gateway web page (along with a string containing a Unique ID) where he will select the bank through which he wants to do the transaction.

A. 3.3.1.2 Bidder will make the payment after entering his unique ID and password of the bank to process the Transaction.

A. 3.3.1.3 Bidder will receive a confirmation message regarding success/ failure of the transaction.

A. 3.3.1.4. If the transaction is successful, the amount paid by the bidder will get credited in their prospective pooling account of the State Government maintained with the Focal point branch of ICICI Bank at

3.3.1.5. If transaction is failure, the bidder will again try for payment by going bank to the first step.

A. 3.3.3. Refund /Settlement Process:

A. 3.3.3.1. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic Processing in the e-Procurement portal of the state Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful Bidders, to ICICI Bank by the e-procurement portal through web services.

A. 3.3.3.2. on receipt of the information from the e-procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the Technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 bank working Days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority.

A. 3.3.3.3. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the Technically qualified bidders other than that of the L1 bidders will refund, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 bank working Days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority.

A. 3.3.3.4. If the L1 bidder accepts and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working Days where T will mean the date on which information on award of contract(AOC) to the L1 bidder is uploaded to the e-procurement portal by the tender inviting authority.

A. 3.3.3.5. As soon as the L1 bidder is awarded the contract (AOC) and the same is process electronically in the e-Procurement portal. EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the polling account to the Old Malda Municipal deposit head through GRIPS along with the bank particulars of the L1 bidder.

A. 3.3.3.6. The Bank will share the details of the GRN no.- generated on successful entry in GRIPS with the e-procurement portal for up-dation.

A. 3.3.3.7. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by

The bidder will be responsible for maintaining the tender account in the format of the tender account.

- A. 1.3.4.1 All tenders will be made available at the Bank for a period of 10 days from the date of the tender.
- A. 1.3.4.2 The tendering authority will be responsible for the tender account and the tender account will be maintained by the tendering authority.
- A. 1.3.4.3 The tendering authority will be responsible for the tender account and the tender account will be maintained by the tendering authority.
- A. 1.3.4.4 The tendering authority will be responsible for the tender account and the tender account will be maintained by the tendering authority.
- A. 1.3.4.5 The tendering authority will be responsible for the tender account and the tender account will be maintained by the tendering authority.

13. The intending tenderers are required to quote the rate online only. No offline tender will be entertained.

14. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act, 1970 (b) Apprentice Act, 1961 and (c) minimum wages Act, 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.

15. During the scrutiny, if it comes to the notice of the tender inviting authority that the credential(s) and/or any other paper(s) has/have been of any bidder found incorrect/manufactured/fabricated, that bidder will not be allowed to participate in the tender and that application will be outright. The Executive Officer & Chairman, Old Malda Municipality reserves the right to cancel the NLET due to unavoidable circumstances and no claim in this respect will be entertained.

16. In case of any objection regarding prequalifying an Agency that should be lodged to the Chairman within 1 day from the date of publication of the list of qualified agencies and beyond that timeschedule no objection will be entertained.

17. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential(s) and/or other document(s) of the lowest tenderer, if found necessary. After verification, if it is found that the document(s) submitted by the lowest tenderer is/are either manufactured or false, the work order will not be issued in favour of the said Tenderer.

18. If any discrepancy arises between two similar clauses on different notification(s), the clause as stated in later notification will supersede the former one in the following sequence:-

- i) K form
- ii) NLEQ

19. With whom the acceptance of the tenders vest: Chairman, Old Malda Municipality, Old Malda, Malda.

20. Mode of Payment of bill:- Running bill as per supply condition or 90 % will be release after completion of work in all respect. Balance 10% payment will be release after completion of liability period.

Intending tenderers are required to submit online attested/self-attested photocopies of valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan / Professional Tax Clearance Certificate 2023-24, PAN Card, GST, Trade License from the respective Municipality, Panchayet etc. [Non statutory documents]

Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.

If the dates fall on holidays or on days of bandh or natural calamity, the dates defer to next working days.

All tenderers are requested to be present online during opening of tenders positively. If considered necessary, instant online bid may be conducted immediately after opening of tenders to lower down rates and in no case his/their absence will stand against holding the same.

In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to be so corrected as to conform with the prevailing relevant schedule of rates and / or technically sanctioned estimate.

The intending tenderer is required to quote the rate in figures. Conditional / incomplete tender will not be entertained.

The successful bidder shall have the right to open and read the tenders without any restriction and to withdraw the same before the award of the work to any of the bidders.

Success of work order as well as payment will depend on availability of fund and its disbursement will be determined by the date of disbursement of work order as well as payment. If any bidder/contractor may change the schedule starting from date.

If any bidder/contractor withdraws his offer before acceptance or before within a reasonable time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for submitting tender to the Government for minimum period of 6 months.

Mode of Payment: Payment will be made on receiving of Govt. Grant on project basis.

Deduction of Tax shall be as below as per provision of Govt. norms.

i. Necessary deduction will be made as per Govt. norms.

ii. Cess @ 1% (One Percent) of the cost of construction work will be deducted from the bills of the contractors on all contracts awarded on or after 01.11.2006 in pursuance with G.O. No. 599A/4M-28/06 dated 27.07.2006. Successful Tenderers will be required to obtain valid Registration Certificate & Labour License from respective Regional Labour Offices where construction work by them are proposed to be carried out as per Clauses v/s 7 of West Bengal Building & other Construction Works Act, 1996 and v/s 12 of Contract Labour Act.

Power of Attorney holders are not allowed to sign Tender Documents unless otherwise approved by Government.

INSTRUCTION TO BIDDERS

SECTION - A

1. General guidance for e-Tendering

Instructions/ Guidelines for tenders for electronic submission of the 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://etender.wb.nic.in> (the web portal of public works department). The contractor is to click on the link for e-Tendering site as given on the webportal.

2. Digital Signature certificate (DSC)

Each contractor is required to obtain a 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-2 of Guideline to Bidder. DSC is given as a USB e-Token.

3. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. Participation in more than one work.

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.

5. Submission of Tenders.

General process of submission: Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into nonreadable formats).

A. Technical proposal

The Technical proposal should contain scanned copies of the following in two covers (folders).

- i. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway.
- ii. Tender Form 2911 & NIT (Properly uploaded and Digitally Signed).
- iii. Professional Tax (PT) deposit receipt challan for the financial year 2024-25, PAN Card, GST Registration Certificate.
- iv. Registered Deed of partnership Firm
- v. Trade License from the respective Municipality/Panchayat etc.
- vi. Requisite Credential Certificate for completion of at least one similar nature of supply in any Govt. Department having a magnitude of at least 25 (Forty) percent of the quantity of the work put to tender on or after 01.08.2020 (in applicable cases)

Note: - Failure of submission of any of the above mentioned documents will render the tender liable to be rejected.



Sino	Category Name	Sub Category (Description)	Details
A.	CERTIFICATE	CERTIFICATE	1 PAN (CARP) 2 P TAX (Challan) (2025-26) 3 GST Registration 4 Trade license
B.	Company Details	Company Details-I	1 Trade License from respective Municipality / Panchayat etc. 2. 'Certificate of Registration' from the respective Assistant Registrar of Co - operative Societies (for Regd. Unemployed Engineers' Co - Operative Society Limited). Registered Unemployed Engineers' Co-operative Societies have to submit photocopy of certificates of Diploma or Degree Engineers (60% of Board of members) and original to be shown in the office of the undersigned whose rate stand lowest.
C.	Credential (in applicable cases)	Credential	As Stated Above.
D.	Mode of Payment of bills		Bill as per site condition or 90 % will be release after completion of supply works in all respect. Balance 10% will be released after completion of liability. The awarded bidder may deposit same amount as bank guarantee against security deposit.

- i. Opening of Technical proposal: - Technical proposals will be opened by the Chairman, old Malda Municipality his authorized representative electronically from the website stated using their Digital Signature Certificate.
- ii. Intending tenderers may remain present if they so desire.

C. Financial proposal

- i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ including all taxes). The contractor is to quote the rate online through Computer 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.

FORM - 1

PRE-QUALIFICATION APPLICATION

To

The Chairman
Old Malda Municipality
Malda

Ref - Tender for _____

_____ (Name of work)

NleT.No:

Dear Sir,

Having examined the Statutory, Non statutory and NleQ documents, I/we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of _____ In the capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

(a) Tender Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.

(b) Tender Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

Encls:- e-Filling:-

1. Statutory Documents
2. Non Statutory Documents

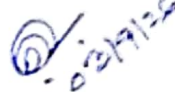
Date: - Signature of applicant including title
and capacity in which application is made.

Memo No- 1089 /13/Vis/1/OT/MM/2026-27

Dated 04.03.2026

Copy forwarded for information to:

1. The District Magistrate, Malda
2. The SDO (Sadar), Malda
3. Superintending Engineer, Central Circle, MEDe
4. The Executive Engineer, Malda Division, M E Dte Malda
5. The Executive Officer, Old Malda Municipality
6. The Finance Officer, Old Malda Municipality
7. The I C Malda Police Station, Old Malda Malda
8. The Head Clerk, Old Malda Municipality
9. The S A E Old Malda Municipality
10. The Accountant, Old Malda Municipality
11. The Municipal Website
12. Notice Board.
13. Respective File.


Chairman
Old Malda Municipality