COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Panchanan Nagar, Vivekananda Street, Cooch Behar – 736101, West Bengal, India
Website: www.cbpbu.ac.in

Ref. No.: F69.V4/REG/3782-26 **Date: 27.11.2026**

E-TENDER NOTICE

The Registrar (Addl. Charge), Cooch Behar Panchanan Barma University invites bids through the West Bengal Government e-procurement system **"https://wbtenders.gov.in".** Online bids are invited from reliable, resourceful, bonafide, and experienced firms/companies/individual contractors/labour contract cooperatives having the requisite financial capability and adequate technical credentials for executing similar types of work. The details are given below:

SCHEDULE OF IMPORTANT DATES OF BIDS

PARTICULAR	DATE & TIME
1. Date of uploading of N.I.T & other Documents (online) (Publishing Date)	**27.11.2026 at 06:00 PM**
2. Documents download / sale start date (online)	**27.11.2026 at 06:00 PM**
3. Bid submission start date (online)	**29.11.2026 at 06:00 PM**
4. Bid submission closing date (online)	**07.12.2026 up-to 06:00 PM**
5. Bid opening date for technical proposal	**09.12.2026 after 01:30 PM**
6. Date of uploading list for Qualified Bidder in Technical Proposal	**To be notified later on.**
7. Date for opening of Financial Proposal (Online)	**To be notified later on.**
8. Validity of bid	**120 days**
9. Completion Period of the work	**45 days**
10. Maintenance Period	**1 (one) Years after the date of completion of works.**

1.	Name of work / scheme	**Construction Work of the Guard Shed, Cooch Behar Panchanan Barma University**
2.	Location of Work	Cooch Behar Panchanan Barma University, Panchanan Nagar, Vivekananda Street, Cooch Behar – 736101
3.	Scope of Work	Works as per the estimate, drawings and as instructed by the authority.
4.	Estimated Cost of work	**INR 3.469 Lakh**
5.	Security Deposit against work	**10% of Contract Value for successful bidder only**
6.	Bid Inviting Authority	Registrar (Addl. Charge), Cooch Behar Panchanan Barma University
7.	Eligibility Criteria for "Pre-Qualification"	**CREDENTIAL** **1.** a) The Agency should have successfully completed (100%) similar nature of work having single tender value of at least **40%** of the tendered value in a single contract i.e. **INR 1.387 Lakh only** in the last Five Financial years from the date of NIT in any Government, Semi Government, Undertakings, Autonomous, Statutory

		Bodies. Credentials, Completion Certificate, Payment Certificate of any Sub-Contract work shall not be accepted. Joint Venture Firms will not be entertained. **b)** The Agency should produce credentials of 2(two) similar nature of completed work, each of the minimum value of **30%** of the estimated amount put to tender i.e**INR 1.040 L only** in the last Five Financial years from the date of NIT in any Government, Semi Government, Undertakings, Autonomous, Statutory Bodies. Credentials, Completion Certificate, Payment Certificate of any Sub-Contract work shall not be accepted. Joint Venture Firms will not be entertained. **c)** The Agency should produce credentials of one single running work of similar nature which has been completed to the extent of **80%** or more and value of which is not less than the desired value at **(i)** In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned authority will be eligible for the tender 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 executed agency, i.e. the tenderer. **Similar Nature of Work: Works relating to construction of Buildings and similar nature of work.** *N.B.: Nature of work, Estimated amount, Date of Completion of project and detail communicational address of client must be indicated in the credential certificate.* **Statutory Documents:** • Tender Fee & Earnest Money Deposit receipt • Work order, Work Completion Certificate, • Latest Income Tax return. • GST No and Registration. • Pan Card (Photo Copy) • Trade license.
8.	Tender Fee	**INR 1000.00 (Rupees one Thousand Only) through NEFT.** **NEFT Details: NAME OF THE A/C COOCH BEHAR PANCHANAN BARMA UNIVERSITY, SB A/C NO 32741316141, IFSC: SBIN0000058**

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9.	Earnest Money Deposit	**2% of work value i.e. INR 6938.00 through NEFT.** **NEFT Details: NAME OF THE A/C COOCH BEHAR PANCHANAN BARMA UNIVERSITY, SB A/C NO 32741316141, IFSC: SBIN0000058** The earnest money of unsuccessful Bidder if submitted shall be returned back not later than 30 working days from the bid validity period without interest.
10.	Technical Bid Evaluation	The technical bid will be evaluated by the Registrar. Bidders shall produce hard copies of the requisite documents during evaluation for the technical bid. Originals shall be shown for verification.
11.	Financial Bid	Rate shall be quoted in **percentage above/less/at par** against the tender value
12.	Important Instructions	• The financial bid documents of the technically qualified bidders will only be opened. • . The Registrar (Addl. Charge) reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reasons whatsoever. • All duties, taxes, royalties, cess, including 1% cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills. • To keep the **work** in good condition during the **next 1(one) years** after the completion of the construction work if any additional / excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost. • The intending bidders are requested to inspect the work site before quoting their rates.

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INFORMATION TO THE BIDDERS

1.1 FINANCIAL BID:

1. A single rate (percentage above, below, or at par) shall be quoted in the specified space of the BOQ provided under the financial bid.
2. The rate quoted by the tenderer shall be inclusive of all taxes, duties, and levies. The tenderer shall include Income Tax, Sales Tax, Service Tax, Cess, Octroi (if any), toll, ferry charges, local charges, royalties, turnover tax, and all other applicable charges while quoting the rate.
3. All other charges, such as insurance, freight, etc., required for completion of the work, shall also be included in the quoted rate. No claim in this regard shall be entertained later.
4. If the lowest rate quoted is below 20% of the estimated value, performance security @2.0% of the contract value shall be submitted in the form of a Demand Draft in favour of the Registrar, Cooch Behar PanchananBarma University, along with acceptance of the Letter of Intent. The same will be released immediately after completion of the work.

1.2 Taxes & Duties to be borne by the Contractor:

It is reiterated that Income Tax, GST, Sales Tax, Royalty, Construction Workers' Welfare Cess, and all similar statutory levies/cess shall be borne by the contractor while executing the work.

1.3 Site Inspection before Submission of Tender:

Before submitting the tender, the intending tenderer shall acquaint themselves thoroughly with the local site conditions through actual inspection and consider all factors and difficulties likely to be involved in the execution of work. No claim shall be entertained later on this account. No extension of completion period or modification of work will ordinarily be allowed on the grounds of site conditions. Therefore, bidders should carefully study the site before submitting their bids.

1.3.1 Conditional and Incomplete Tenders:

Conditional and incomplete tenders shall be summarily rejected.

2. Acceptance of Tender:

The lowest valid rate may be accepted; however, the undersigned reserves the right to reject any or all tenders without assigning any reason.

3. Payment:

Progressive and stage-wise payment will be made depending upon the executed work, as follows:

Sl. No.	Payment Bill	Stage of Completion of Work
1	1st RA Bill	After execution of 50% of the Contract Amount
2	2nd & Final Bill	After execution of the balance work and successful completion of the scheme

- Payment of RA as well as the final bill will depend on fund availability. No financial claim for delay in payment will be entertained.
- No bidder may hamper the progress of work by citing non-payment of bills. The financial capability of the bidder is evaluated through annual turnover, and non-payment shall not be accepted as a reason for delay or slow progress. The authority may impose a penalty for delayed completion.

4. Security Deposit:

4.1 The bidder shall be required to properly maintain the work, including all components, for a period of 01 (one) year from the date of completion recorded in the MB. A total of 10% of the contract amount shall be deducted progressively from each RA bill as Security Deposit. The EMD shall be adjusted with the Security Deposit. Release of the S.D. shall be subject to satisfactory quality and maintenance during the security period. Failure to maintain the work shall lead to forfeiture of the S.D.

4.2 The contractor must apply for release of the S.D. in the prescribed format at least 2 (two) months prior to the end of the defect liability period, with an undertaking that the work has been maintained as per contract terms.

4.3 The Security Deposit shall be released after 1 (one) year from the completion of the work. Any minor or major repair during the security period shall be carried out by the contractor. If the contractor fails to do so, the cost will be recovered from the S.D. retained by the authority.

5. Withdrawal of Tender:

A tender, once submitted, shall not be withdrawn within 120 days from the date of opening of the financial bid. If a tenderer withdraws without valid reason within this period, the EMD shall be forfeited.

6. Other Terms & Conditions:

6.1 Labour Welfare:

- The contractor shall abide by all labour welfare laws and their amendments, including the Minimum Wages Act, E.S.I., P.F., Bonus, and other facilities as per the latest government order/circular.
- Under no circumstances shall the Registrar (Addl. Charge) be held responsible for any issues, including payment of wages to personnel deployed by the contractor.

6.2:

Bidders are requested to remain present during the opening of the technical and financial bids. In the absence of any bidder, the undersigned reserves the right to open the technical and financial bids.

6.3

The tender accepting authority may ask any tenderer to submit rate analysis for justification.

6.4

Original copies of all certificates shall be produced for verification upon request by the Registrar (Addl. Charge).

7. Agreement:

The contractor whose tender is accepted shall, within 15 (fifteen) days of receipt of intimation, obtain an additional set of contract documents and submit the same duly signed for formal agreement. Failure to comply shall result in cancellation of acceptance and forfeiture of EMD.

8. Work Execution:

- **Penalty:** Time is the essence of the contract. Any delay shall attract a penalty @ 0.5% per week of delay, subject to a maximum of 10% of the unexecuted portion of the work.
- Work shall commence within 7 days of receipt of the Work Order, failing which the Work Order shall be cancelled and EMD forfeited.

- After receiving the Work Order, the contractor shall submit a work programme and bar chart, establish a site office, and deploy a Site Engineer. Work Order, drawings, schedules, and tools & tackles shall be maintained at site for supervision.
- Steel shall be of **SAIL, TATA**, or other ISI-approved brands, and cement shall be from **ACC, Ultratech, Ambuja**, or other approved brands. Original test certificates must be produced.
- Qualified engineers shall be deployed to ensure quality works. If substandard work is detected, the authority may direct re-execution, check qualifications, or impose penalties.
- Sub-letting of the work is strictly prohibited. An undertaking must be given that the job will not be sub-let. Violation will lead to termination of contract and forfeiture of S.D.
- All materials and workmanship shall conform to approved standards and methodology.

8.2 Payment:

- No advance payment shall be made.
- The contractor shall pay minimum wages to workers in the presence of engineers. Bills shall be processed only after certification of wage payment.

8.3 Cost Escalation:

No cost escalation will be allowed after issuance of the Work Order.

8.4 Defect Liability Period:

The defect liability period starts from the date of completion of the work. Release of Security Money (10%) will be calculated accordingly.

8.5 Termination of Contract:

The authority may terminate the contract in cases of:

i) Poor progress of work.
ii) Poor quality of work.
iii) Use of unfair means.
iv) Violation/non-compliance of instructions.

- A 7-day notice shall be issued for rectification of deficiencies. If not complied, the contract will be terminated, and EMD, S.D., and performance security forfeited.

8.6 Discretion of the Authority:

The authority reserves the right to accept or reject any or all tenders without assigning reasons. The BOQ quantities are provisional and subject to change. The Registrar (Addl. Charge) may reduce quantities substantially without compensation.

N.B.: No employee of the University, nor any of their relatives, shall be allowed to participate in any tender of the University.

Sd/-
Registrar (Addl. Charge)

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In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Finance Officer, Cooch Behar Panchanan Barma University.
3. The Development Officer, Cooch Behar Panchanan Barma University.
4. Guard File.

Sd/-
Registrar (Addl. Charge)

Digitally signed by MADHAB CHANDRA ADHIKARY
Date: 2026.11.27 11:35:01 IST
Location: West Bengal-WB