



SILIGURI MUNICIPAL CORPORATION

DIST.DARJEELING (WB) 2432804, 2435444(FAX), 2433277

Website: www.siligurismc.in, E-mail : smcwb@hotmail.com ; smcwb2@gmail.com

NOTICE INVITING TENDER

NIT No.: WBMAD/SMC/ELE/NIT-31/26-27

Dated:21/09/2026

Siliguri Municipal Corporation invites e-tenders from the resourceful Electrical Contractor /agencies/ Manufacturer who have carried out the similar nature of works or other E.I. works of Govt. Organizations/Govt. Undertakings /Semi Govt. Departments works. The e-tenders will be held in two bid system i.e., Technical and Price Bids for the supply of the following item of works: -

Sl no.	Name of Scheme	Nature of Work	Estimated Amount Put to Tender including GST & LWC	Earnest Money	Cost of Documents.	Period of Completion	Eligibility of Bidders to submit tender
1.1	Temporary sound system at 60 Nos. different places under SMC for Mahalaya programme, 2026.	Temporary Works	Rs. 3,84,753.00	Rs. 7695.00	Rs. 750.00	3 days	Bonafide, Resourceful Electrical Contractors/ agencies

- In the event of e-filling, intending bidder may download the tender documents from the website:- <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & necessary cost of EMD to be remitted through online in favour of “Commissioner, Siliguri Municipal Corporation, Siliguri” and also to be documented through e-filling. The original part of online submission of EMD, should be submitted to the office of the Commissioner, Siliguri Municipal Corporation, Siliguri, by the lowest bidder after opening the bid within the stipulated date which will be mentioned and uploaded online by the tendering authority after financial evaluation. The bidders registered under NSIC / MSME of Govt. approved organization will be exempted order of the govt. should be submitted with the technical bid.
- Technical bid & Financial Bid are to be submitted concurrently duly digitally signed in the website:- <https://wbtenders.gov.in>.
- Eligibility criteria for participation in the tender:
 - (i) Bonafide, Resourceful Electrical Contractors/agencies.
 - (ii) Subletting of contract is strictly prohibited.
- Credential :**
 - For 1st Call :** Intending tenderers should have (i) single work completion certificate of the **minimum value of 40% of the estimated amount put to tender** during 5(five) years prior to the date of issue of the tender notice or (ii) **2(two) works completion certificate**, each of the **minimum value of 30% of the estimated amount put to tender** during 5(five) years prior to the date of issue of the tender notice or (iii) **one single running work of work which has been completed** to the extent of **80% or more and value of which is not less than the desired value of (i).** 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 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.
 - For 2nd Call :** Intending tenderers should have (i) single work completion certificate of the **minimum value of 30% of the estimated amount put to tender** during 5(five) years prior to the date of issue of



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the tender notice or **(ii) 2(two) works completion certificate**, 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 or **(iii) one single running work of work which has been completed** to the extent of **75% or more and value of which is not less than the desired value of (i)**. 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 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.

For 3rd Call and onwards: Intending tenderers should have **(i) single work completion certificate of the minimum value of 20% of the estimated amount put to tender** during 5(five) years prior to the date of issue of the tender notice or **(ii) one single running work of work which has been completed** to the extent of **70% or more and value of which is not less than the desired value of (i)**. 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 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.

- (ii)** Without any supportive documents Payment Certificate will not be treated as credential.
- (iii)** Interested bidders/ bonafide outside electrical Contractors, who have valid PAN card, valid 15 digit GSTIN under GST Act, 2017 with current GST return challan, IT return and certificate for last 03 (three) financial year, Professional Tax with up to date deposit receipt Challan, Current valid Trade License, Valid EPF registration Certificate with updated challan for works costing **more than 25.00 lakhs**, Electrical Contractor License, Electrical Supervisor License as applicable.
- (iv)** Where, there is a discrepancy between unit rate & the line item total resulting from multiplying unit rate by the quantity, the unit rate quoted shall govern.

4. No mobilization / secured advance will be allowed.

- 5. Bids shall remain valid for a period not less than 120 days from the last date of submission of financial / sealed bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 6. Agencies shall have to arrange for storage of material, labour shed, electricity etc. at their own cost and responsibility.
- 7. Constructional Labour Welfare Cess @1% of cost of work will be deducted from every bill of the selected agency.

8. Important Information (Date & Time schedule) :

a	Date & time of publication e-NIT	24/09/2026	at 9.00 AM
b	Tender Documents Sale / Download Start Date & Time	24/09/2026	at 9.00 AM
c	Bid Submission /upload start date & time	24/09/2026	at 9.00 AM
d	Tender Documents Sale / Download end Date & Time	01/10/2026	at 6.00 PM
e	Bid Submission end date	01/10/2026	at 6.00 PM
f	Date & time of opening of e-Tender	03/10/2026	at 6.00 PM

9. Security Deposit: ~~10% Security deposit should be retained as per Defect Liability Period from the date of completion of the work. EMD would be adjusted with the aforesaid security deposit amount.~~

10. The bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the BID and entering into a



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contract for the work as mentioned in the NIT, before submitting offer with full satisfaction, the cost of visiting the site shall be his own expense.

- 11. The Authority reserves the right to accept or reject the quotations as a whole or part of the tender / quotation without assigning any reasons thereof.**
- 12. Refund of EMD :** As per system provision and existing rules.
- 13. Prospective applicants** are advised to note carefully the minimum qualification criteria as mentioned in Instruction to Bidders before tendering the bids.
- 14. Conditional / Incomplete tender** will not be accepted.
- 15. No price preference** is allowed for the bidder and no escalation of price is allowed in any circumstances throughout the validity of the tender, execution of the work or before receiving the full payment.
- 16. During the scrutiny**, if it comes to notice to tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated that bidder would not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
- 17. Before issuance Work Order**, tender inviting authority may verify the credential and other original documents of the lower bidder if required. After verification, if it is found that the documents submitted by the lowest bidder are either manufactured or false in that case work order will not be issued in favour of the said bidder under any circumstances.
- 18. If any discrepancy arises** between two similar clauses on different notification, the clause as stated in the later notification will supersede former one in following sequence.
(i) Form no 2911(ii)/ 2908, **(ii)** NIT, **(iii)** Technical Bid, **(iv)** Financial Bid.
- 19. Qualification Criteria:** The TIA will determine the eligibility of each bidder. The financial offer of prospective bidder will be considered only if the bidder qualifies in the technical bid. If any documents submitted by the bidder is either manufacture or false, in such cases the eligibility of the bidder will be rightly rejected at any stage without any prejudice. The decision of the Commissioner, SMC will be final and no challenge against such decision will be entertained.
- 20. Payment Conditions:** Payment of the work done will be made subjected to availability of funds.
- 21. Successful bidder** has to execute a formal agreement within 07 (seven) working days from the issuance of the work order.
- 22. Tender Inviting Authority at his own discretion may Relax minor shortfall (if any) of the qualification criteria of the participants for the interest of Governments works.**
- 23. ~~Free of cost maintenance will have to be provided whenever necessary for entire Defect Liability period. Necessary repairing & Swift maintenance during DLP whenever & wherever necessary must be done within 01~~**



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(One) Week failing which necessary Penal Clause will be implemented, i.e., @ ½ % (Half percent) of Bill Value per 07 days will be deducted from the Security Deposit / Bill Amount.

INSTRUCTION TO BIDDERS

SECTION– A

1. **General guidance for e-Tendering :** Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.
2. **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 web portal.
3. **Digital Signature certificate (DSC) :** Each contractor is required to obtain a class-II or Class-III 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 Tenderer DSC is given as a USB e-Token.
4. 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.
5. **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.
6. **Submission of Tenders :** General process of submission, Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is 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 non readable formats).

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

All statutory and non-statutory documents copy should be self-attested with rubber stamp or digitally signed before uploading.

A-1. Statutory Cover Containing:

i) Tender form No. 2911(ii)/ 2908, NIT, AFFIDAVIT-Y with all agenda & corrigendum(download & upload the same digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911(ii)/ 2908 the tender liable to summarily rejected).

A-2. Non statutory Cover Containing:

(i) PAN card, valid 15 digit GSTIN under GST Act, 2017 with current GST return challan, IT return and certificate for last 03 (three) financial year. Professional Tax with up to date deposit receipt Challan, Current valid Trade License, Valid EPF registration Certificate with updated challan for works costing **more than 25.00 lakhs**, Electrical Contractor License, Electrical Supervisor License as applicable, Duly filled form "FORM – I".

(ii) Registered Deed of partnership Firm/ Article of Association & Memorandum (if any).

(iii) Power of Attorney (For Partnership Firm/ Private Limited Company, if any).

(iv) Requisite Credential as per of this NIT.

(v) Note: -Failure of submission of any of the above mentioned documents (as stated in A1 & A2) if applicable to a bidder, will render the tender liable to summarily rejected for both statutory & non statutory cover.

B. Financial proposal :

(i) The financial proposal should contain the following documents in one cover(folder) i.e., Bill of quantities (BOQ) the contractor is to quote the rate (percentage above/ below/at par) online through computer in the space marked for quoting rate in the BOQ.

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(ii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

7. Penalty for suppression / distortion of facts :

Submission of false document by tenderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

8. REJECTION OF BID : The tender accepting authority reserves the right to reject any or all the tenders without assigning any reason and will not be bound to accept either the lowest tender or any of the tenders as per the general guidelines and directions for guidance of contractors laid down in 2908 / 2911.

9. AWARD OF CONTRACT : After issuing provisional work order to the successful bidder, the bidder have to purchase 2911(ii)/2908 / Formal & schedule from Siliguri Municipal Corporation and submit the same after filling up properly within stipulated period mentioned in Provisional order for agreement with The Government. Award of Contract will be issued accordingly.


Commissioner

Siliguri Municipal Corporation

NIT No.: WBMAD/SMC/ ELE/NIT- 31 / 26-27

Dated: 21 / 05 / 2026

Copy forward for information and taking necessary action please to the:

1. Secretary, Siliguri Municipal Corporation,
2. Executive Engineer, Siliguri Municipal Corporation,
3. Finance officer, Siliguri Municipal Corporation,
4. Assistant Engineer (Electrical), Siliguri Municipal Corporation,
5. SAE (Electrical), Siliguri Municipal Corporation,
6. In charge, Administrator's Office, Siliguri Municipal Corporation,
with a request to place it before the Hon'ble Administrator, SMC,
7. Cashier, Siliguri Municipal Corporation,
8. IT coordinator to upload the e-NIT in the official website of SMC,
9. Notice Board, Siliguri Municipal Corporation.


Commissioner

Siliguri Municipal Corporation



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SECTION – B FORM-I

PRE-QUALIFICATION APPLICATION

To

The Commissioner,

Siliguri Municipal Corporation

Ref:- Tender for..... (Name of work)
.....
..... [e-NIT. No.
.....of Siliguri Municipal Corporation]

Dear Sir,

Having examined the Statutory, Non-statutory and e-NIT 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 are attached herewith.

We are interested in bidding for the works given in Enclosure to this letter.

- (a) We understand that: Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
(b) Tender Inviting & Accepting Authority / Engineer-in-Charge serve the right to reject any application without assigning any reason;

Encl:-e-Filling:

- 1) Statutory documents.
- 2) Non-statutory documents.

Signature of applicant including title and
capacity in which application is made

Date:-

N.B.:- To be submitted on Letter Head of the Applicant



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AFFIDAVIT-'Y'

(To be furnished in Non-judicial Stamp paper of appropriate value duly notarized)

NOTICE INVITING e-TENDER No. of the
Commissioner, Siliguri Municipal Corporation, Siliguri.

TenderID:.....

Name of Work:.....

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm M/S nor any of constituent partners had been debarred to participate in tender by the Siliguri Municipal Corporation, Siliguri during the last 5 (five) years prior to the date of this NIT.
3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm & I have not applied severally for the same job.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date : _____