

**DHAMNAGAR NOTIFIED AREA COUNCIL  
Dist-BHADRAK**

**RFP NO:1912/ DATE:07.08.2021**

**Request for Proposal (RFP)**

**For**

**Detailed Survey, Design, Engineering Estimate and execution of  
Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak**

**BID DOCUMENT**

**Cost of Bid Document: Rs. 6000/- (Rupees Six thousand) only  
(Non Refundable)**

**ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ କାର୍ଯ୍ୟାଳୟ, ଧାମନଗର**  
**OFFICE OF THE NOTIFIED AREA COUNCIL, DHAMNAGAR**  
Pin:-756117 (Odisha) Tel.No-06786-236056  
E.Mail: dhamnagarnac-bdk@gov.in / dhamnagar.nac@gmail.com

**No:1912**

**Date: 07.08.2021**

**REQUEST FOR PROPOSAL (RFP)**

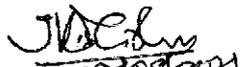
The Executive Officer on behalf of **Dhamnagar NAC** invites tenders in Two Bid system (Part-I: General & Technical Bid and Part-II: Financial Bid) in conformity with Detailed Tender Call Notice (DTCN) for the following:

Sl. No.	Name of the works	Cost of Document (In Rs.) (Non- refundable)
1	2	3
01	<b>Detailed Survey, Design, Engineering Estimate and execution of works of Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak</b>	Rs.6000/- (Rupees Six thousand only)

Earnest Money Deposit (EMD) In Rs.	Project Completion Period	Last Date for seeking clarification	Last Date & Time for Submission of bid	Date & Time of Opening of Technical Bid
4	5	6	7	8
Rs.30,000/- (Rupees Thirty Thousand) Only	2 (Two Months)	25.08.2021	Dt.31.08.2021 Upto 5.00 P.M	Dt.01.09.2021 at 11.00 AM

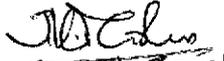
Name and Address of the Officer Inviting Tender	:	<b>Office of the Notified Area Council, Dhamnagar, Pin-756117(Odisha) Tel. No-06786-236056, E.Mail: dhamnagar.nac@gmail.com</b>
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- The RFP document can be obtained from Dhamnagar NAC during Office hours from **Dt.12.08.2021** up to **1.00 PM** of **Dt.25.08.2021** except holidays on payment of **Rs,6000/- (Rupees Six thousand only)** as a **Bank Draft** drawn in favour of **Executive Officer, Dhamnagar NAC, Dhamnagar**.
- Bids can be submitted only through **Speed Post /Registered Post /Courier Service** to the Executive Officer, Dhamnagar NAC, Dhamnagar on or before **5.00 P.M** of **Dt.31.08.2021**. The authority will not be held responsible for the postal delay, if any in the delivery of the documents or non-receipt of the same.
- A bidder can submit only one Tender paper. Submission of more than one tender paper by a bidder will be liable for rejection of all such tender papers.
- Bid Opening:** The Technical bid (part-1) shall be opened on **Dt.01.09.2021 at 11.00 AM** in the Office of **Executive Officer, Dhamnagar NAC, Dhamnagar** in presence of the tenderers or their authorized representatives.
- The successful Bidder will have to submit the Hard Copy of the project work enclosing Drawing, Design (3D), Survey Report & Estimate in three sets alongwith the soft copies.
- The authority reserves the right to reject any or all the bids without assigning any reason thereof.

  
**Executive Officer**  
**Dhamnagar NAC**

**Memo No: 1913/Date:07.08.2021**

Copy submitted to the Collector, Bhadrak / The Project Director, DRDA-cum-P.D., DUDA, Bhadrak/ A.D.M (Rev), Bhadrak-cum-Administrator, Dhamnagar NAC/ The Sub-Collector, Bhadrak / Tahasildar, Dhamnagar / Block Development Officer, Dhamnagar/ Executive Engineer (Roads and Building) Division, Bhadrak / Executive Engineer, Salandi Canal Division, Bhadrak / Executive Engineer (Rural Works) Division, Bhadrak / Executive Engineer (Rural Works) Division-II, Bhadrak / Executive Engineer Drainage Division, Bhadrak/ Assistant Executive Engineer, P.H.D, Bhadrak for information with a request to display the tender notice in their respective Notice Boards for wide publication / One copy displayed in this office Notice Board for wide publication.

  
07.08.2021  
**Executive Officer**  
**Dhamnagar NAC**

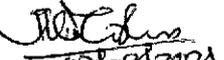
**Memo No: 1914/Date:07.08.2021**

Copy submitted to the D.I.O., NIC, Bhadrak for favour of kind information and necessary action with a request to display the RFP documents in the District Portal for wide publicity.

  
07.08.2021  
**Executive Officer**  
**Dhamnagar NAC**

**Memo No: 1915/Date:07.08.2021**

Copy submitted to the Deputy Director (Advertisement) & Deputy Secretary to Govt, I & P.R. Department, Odisha, Bhubaneswar with a request to get this RFP Notice published in two nos. of leading Oriya Dailies and one no. of English Daily News Paper within a minimum space on or before **Di.12.08.2021** for wide circulation of the tender call notice. The complimentary copy of the newspaper publishing the RFP notice may be sent to this office for reference and record & the bill may be sent for necessary payment as per the rate approved by I & P.R. Department, Odisha.

  
07.08.2021  
**Executive Officer**  
**Dhamnagar NAC**

## **A. CHECK LIST TO BE FILLED UP BY THE BIDDER**

Name of the Work: **“Detailed Survey, Design, Engineering Estimate and execution of Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak”**

Sl. No.	Particulars	Reference to Clause No.	Whether furnished		Reference to Page No.
			Yes	No	
<b>Part-I: General &amp; Technical Bid</b>					
01.	Cost of Tender Paper Rs.6,000/-	As per RFP			
02.	E.M.D @ Rs.30,000/- (Rupees Thirty thousand) only (Bid Security Declaration is to be submitted)	As per D.T.C.N			
03.	Copy of valid Registration Certificate	As per D.T.C.N			
04.	Copy of valid GST certificate	As per D.T.C.N			
05.	Copy of PAN Card	As per D.T.C.N			
06.	No Relationship Certificate	As per D.T.C.N			
07.	Works Experience (Schedule-I) -	As per D.T.C.N			
(a)	List of projects executed that are similar in nature to the work	As per D.T.C.N			
(b)	List of projects	As per D.T.C.N			
8. (a)	Information regarding current litigation, debaring/ expelling of the tender or abandonment of the work by the Tenderer	As per D.T.C.N			
(b)	Affidavit	As per D.T.C.N			
<b>Part-II: Financial Bid</b>					
1	Survey Report				
2	Design / Drawing				
3	Engineering Estimate (Complete)				

**Signature of the Bidder**

## **B. SUBMISSION OF BID**

### **Bid Documents:**

Bid documents consisting of technical proposal & financial proposal shall be submitted in two separate envelopes clearly mentioning:

- a) Technical Proposal for “Detailed Survey, Design, Engineering Estimate and execution of Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak” which Consists of Tender Paper cost, EMD, Registration Certificate, GST, PAN, No Relationship Certificate Schedule-A, Work Experience Schedule-1, List Project executed that are similar nature of work Information regarding current litigation, debarring/ expelling of the tender or abandonment of the work by the tenderer and Affidavit.
- b) Financial Proposal for “Detailed Survey, Design, Engineering Estimate and execution of Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak. Please do not open before without permission of Executive Officer, Dhamnagar NAC.

### **Clarification of Bidding Documents:**

The bidder can seek clarification on the bids within **11.00AM of Dt. \_\_\_\_\_** from start of sale of bid documents. The Employers response for the queries raised by the bidder will be clarified by the Bidder within 3 days.

### **Bid Security/EMD:**

As per OM No. 8943/F, Dt. 18.03.2021 of Finance Department, Govt. of Odisha, the bidder has to execute a “Bid Security Declaration” in lieu of Bid Security deposit in prescribed proforma as given below with stipulation that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender document. **Non-submission of Bid Security Declaration as given below, the bid will be liable for rejection.**

### **BID SECURITY DECLARATION** **(On Bidder's Letter Head)**

I undertake that if I withdraw or modify my Bid during period of validity etc., I will be suspended for the time specified in the tender document for RFP Notice **No.1912, Dated.07.08.2021** (The Executive Officer, Dhamnagar NAC).

### **Submission of Bid:**

The bidder have to submit the filled in RFP Document DTCN (RFP) along with relevant documents/ paper as per clause laid down in the DTCN through Speed Post/ Registered Post/Courier to the Executive Officer Dhamnagar NAC, Dhamnagar. The bidder shall have to produce the original documents in support of the photo copies/ statements submitted to the Dhamnagar NAC on demand by the employer prior to award of contract-failing which action as per DTCN will be initiated.

### **Delayed Bids:**

No bids will be received after scheduled date and time. The authority will not be responsible for postal and courier delay.

### **Bid Opening:**

The bids can only be opened by the pre-designated officials only after the opening time mentioned in the bid.

### **Award of Work:**

Award of contract will be issued by post/hand and email.

## **TENDER OPENING AND EVALUATION**

### **Tender Opening:**

The **Executive Officer, Dhamnagar NAC and Tender Committee** will open the tenders on the date & time mentioned in the **DTCN (RFP)**.

**A Bid shall include the following documents:**

- a) Technical Proposal, b) Financial Proposal.

**SECTION -2**  
**LETTER FOR SUBMISSION OF PROPOSAL**

*[To be filled in by the Bidder]*

Note: (1) Additional conditions appended to the RFP will make the tender liable for rejection.

(2) Non-submission of EMD in proper shape and other required documents as detailed hereinafter shall make the tender liable for rejection.

To

**The Executive Officer,  
Dhamnagar NAC.**

**Sub: Tender for the Work "Detailed Survey, Design, Engineering Estimate and execution of Sagar Bhuyan Park at Dhamnagar NAC, Bhadrak"**

Ref: Ref. No. \_\_\_\_\_ Dated \_\_\_\_\_.

Sir,

With reference to the above, we are to inform you that in response to your above referred NIT, we have downloaded the Detailed Tender Call Notice (DTCN) and that after having thoroughly examined the same, we hereby tender for the work to execute the work within the stipulated time and in conformity with the relevant clauses of the DTCN along with all related statutory rules and regulations for the amounts as quoted in the accompanying price bid.

2) I/We have studied, acquainted and satisfied ourselves with the site and its working conditions for the successful and timely completion of the work.

3) I/We are submitting herewith Bar Chart to complete the work in time.

4) Our offer is unconditional and is in conformity with the requirements of the DTCN. We understand that any additional condition put by us in the tender shall make our tender liable for rejection.

5) I/We understood that you are not bound to assign any reason in case of rejection of our tender.

6) I/We agree to keep our offer open for a minimum of 60 (sixty) days from the date of opening of the Price bid. Further extension of validity will be our prerogative.

Should this tender be accepted, we hereby agree to abide by and fulfill all the terms and provisions of this Detailed Tender Call Notice (DTCN).

Thanking you.

Yours faithfully,

**Name and Signature**  
of the authorised signatory alongwith  
Seal and Address of the Bidder/firm.

**SECTION- 3**  
**DECLARATION BY THE BIDDER**

1. I have visited the site and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work before submitting the tender.
2. I have carefully studied the conditions of the contract, specification and other documents of this work and I agree to execute the same accordingly.
3. I solemnly pledge that I shall be sincere in discharging my duties as responsible bidder and complete the work within the prescribed time limit. I shall submit detailed construction programme with target dates for various items and stages of work keeping in view the time limit and shall accordingly arrange for necessary labours, materials, and equipments etc., punctually. In case there are deviations from the construction programme, I shall abide by the decision of the Engineer-in-charge for revision of the programme and shall arrange for labour, materials, equipments etc.
4. I shall follow all rules and regulations of the state in force with regard to engagement of labour for the work.
5. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Department has the liberty to take any action as deemed fit.

**Signature of the Bidder**

**SECTION – 4**  
**FORM OF AGREEMENT**

This contract made on the .....day of .....2021 between the Executive Officer, Dhamnagar NAC, Housing & Urban Development Department, Government of Odisha (Name and Address of the employer) (hereinafter called "the employer" and

.....  
..... (Name and Address of the Bidder) (hereinafter called "the Bidder") of the other party).

WHEREAS the Employer is desirous that the bidder executes.

.....  
..... (Name and identification number of contract) (hereinafter called "the Works") and the employer has accepted the Bid by the bidder for the execution and completion of such works and the remedying of any defects therein, at a contract price of Rs.....

NOW, THEREFORE IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. In this contract, words and expressions shall assume the same meanings as are respectively assigned to them in the conditions of Contract hereinafter referred to and they shall be deemed to form and be read and construed as part of the Agreement.
2. In consideration of the payments to be made by the employer to the bidder as hereinafter mentioned, the bidder hereby covenants with the Employer to execute and complete the works and remedy the defects therein in conformity in all aspects with the provision of the contract.
3. The Employer hereby covenants to pay the bidder in consideration of the execution and completion of the works and in remedying the defects wherein the 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 read and construed as part of this contract, viz:
  - i) Letter of acceptance
  - ii) Notice to proceed with the works
  - iii) Bidder's bid
  - iv) Bidding data
  - v) General conditions of contract (including special conditions of contract)
  - vi) Specifications
  - vii) Drawings
  - viii) Bill of quantities
  - ix) Any other documents listed in the contract data as forming part of the contract.
  - x) Drawing and design of structure(s) or part thereof submitted by the tenderer and duly approved by the competent authority after this Agreement.

IN WITNESS WHEREOF the parties have caused this contract to be executed on the day and year first before written.

Signature of employer signed by  
the Executive Officer Dhamnagar NAC)

Binding signature of Bidder signed by.....(for and on behalf of.....

.....  
duly authorised vide Resolution/Letter No.....dated..... of the Board of Directors of...../Bidder.....

In the presence of (Witnesses)

- 1.
- 2.

**Authorized Signature of the Bidder**

**Executive Officer  
Dhamnagar NAC**

## SCHEDULE – I

### WORK EXPERIENCE

Name of the firm :

(a) List of the similar works

Sl. No.	Name of the work/ location	Name of the employer	Value of Contract Price (Rs Lakhs)
1	2	3	4

NB: Performance Certificate of the works executed by them for satisfactory performance from appropriate authority

(b) List of Musical Fountains successfully installed, Execution / Construction of Park with supply and Installation of Playing Equipment and Water Fountain and Horticulture Work and other required works. The bidder shall submit a certificate from the client certifying the same. (Minimum 1 is required)

Sl. No.	Name of the work/ location	Name of the employer	Value of Contract price (Rs. Lakhs)	
1	2	3	4	5

NB: Certificate from the Client certifying that completion Certificate.

Note: a) Non-disclosure of any information in the schedule will result in disqualification of the firm.

Signature of the Bidder

**SCHEDULE – II**  
**INFORMATION REGARDING CURRENT LITIGATION, DEBARRING /**  
**EXPELLING OF TENDER OF ABANDONMENT OF WORK BY TENDER**

1. (a) Is the applicant currently involved in any litigation relating to any contract works - **Yes/No**  
(b) If yes, give details
  
2. (a) Has the applicant or any of its constituent partners have been debarred / expelled by any agency in India during the last 5 years - **Yes/No**  
(b) If yes, give details
  
3. (a) Has the applicant or any of its constituent partners failed to perform/absconded/ rescinded on any contract work in India during the last 5 years - **Yes/No**  
(b) If yes, give details

*Note : If any information in this schedule is found to be incorrect or concealed pre-qualification application will be summarily rejected.*

**Signature of the Bidder**

## SCHEDULE – III

### DECLARATION

1. I/We have read the instructions appended in the DTCN (RFP).
2. I/We agree that the decision of the Govt. of Odisha in selection of bidders will be final and binding upon me/us.
3. All the informations furnished herewith are correct to the best of my/our knowledge and belief. In case of any information or documents furnished found to be false or incorrect, I / we have no objection if my / our tender is rejected.
4. I/We agree that I/We have no objection if inquiries are made about construction work and its related areas regarding all projects and works listed by us in the accompanying sheets or any other enquiry on information furnished herewith in the accompanying sheets.
5. I/We agreed that I/We have no objection if our past construction works are inspected by any authority of Govt. of Odisha to assess the quality of construction.

Date:

Place:

**Signature**  
**Name & Designation of the Bidder**