NATIONAL SECURITY GUARD
(MINISTRY OF HOME AFFAIRS)
GOVERNMENT OF INDIA

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR E-TENDERING FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE

The Squadron Commander (Civil), National Security Guard, 29 SCG NSG Kolkata 700135 invites online percentage rate bids on behalf of the President of India from approved and eligible qualified Electrical contractors of CPWD and those of appropriate list of Railways, MES, BSNL, state PWD of West Bengal, NSIC (Under public procurement policy of MSME) in Electrical category for the following work:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>NIT No</th>
<th>Name of Work and Location</th>
<th>Estimated Cost Put to Tender (In Indian Rupees)</th>
<th>Earnest Money (In Indian Rupees)</th>
<th>Tender Sale cost (In Rupees)</th>
<th>Time Period of completion</th>
<th>Last date &amp; time of submission of bid</th>
<th>Date and Time of opening of tender</th>
<th>Period during which original EMD shall be submitted in the office of SC(Civil), 29 SCG NSG, Kolkata</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>02/ SC(Civil)/29 SCG/NSG/2020-21</td>
<td>Annual operation, repairs &amp; maintenance of electrical installations at Regional Centre NSG Rajarhat Kolkata for the year 2020-21 (SH: Day to day maintenance of Sub-station &amp; DG sets).</td>
<td>10,62,405/-</td>
<td>21250/-</td>
<td>500.00 (Should be deposited on the day before the due time of opening of tender up to 1130 Hrs)</td>
<td>12 Months</td>
<td>Up to 11.00 Hrs on 10/03/20</td>
<td>After 11.30 Hrs on 11/03/20</td>
<td>One day before Last date of submission of bid.</td>
</tr>
</tbody>
</table>

1. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The bid document consisting specifications, schedule of quantities of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from CPP Portal (http://eprocure.gov.in/publish/app) & NSG official website (http://msg.gov.in) free of cost.
4. But the bid can only be submitted to SC (Civil), NSG by uploading the mandatory scanned documents such as EMD receipt copy of Demand Draft or Fixed Deposit Receipts or Bank Guarantee of any scheduled bank towards EMD in favour RPAO, NSG (MHA), Kolkata and other documents as specified. Copy of registration certificate of NSIC/MSME if applicable.
5. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
6. Contractor can upload documents in the form of JPEG format and PDF format.
7. Contractor must ensure to quote rate of each item. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).
8. The contractor whose bid is accepted will also be required to furnish either copy of applicable licenses/registrations or Proof of possessing for obtaining labour licenses, registration with EPFO, ESIC and BowWCL Welfare Board and Program Chart (Time and Progress) within the period specified in Schedule F.
9. The reimbursement of EPF & ESI contributions paid by the contractor on the part of employer is to be made on submission of documentary proof of payment provided the same is in order.
10. GST shall mean Goods & Service Tax-Central, State and Inter State. GST or any other Tax applicable in respect of inputs procured by the contractor for this contract shall be payable by the contractor and Government will not entertain any claim whatsoever in respect of the same. However component of GST at time of supply of service(s) provided in CGST Act 2017) provided by the contract shall be varied if different from that applicable on the last date of receipt of tender including extension if any.
11. Original Demand Draft for cost of tender shall be deposited in office of the Squadron commander, Civil, Kolkata, on the day before the due time of opening of tender bids upto 1130 Hrs.
12. List of Documents other than financial instruments to be scanned and uploaded within the period of bid submission:
   i) Demand Draft/TDR of any scheduled Bank against EMD.
   ii) Demand Draft for cost of tender.
   iii) Enlistment Order of the Contractor.
   iv) Scanned copy of the Goods and service Tax (GST) registration Certificate and Pan Card etc.
   v) Scanned copy of EPF and ESIC registration certificate.
   vi) The copy of receipt for deposit of original EMD.
   vii) Intending bidders/registered contractors who are exempted from depositing Earnest money deposit(EMD) are requested to upload their undertaking regarding exemption of Earnest money deposit(EMD) along with relevant circular/order issued by Government.