

**OFFICE OF THE PRINCIPAL  
SOVARANI MEMORIAL COLLEGE  
JAGATBALLAVPUR, HOWRAH, WEST BENGAL-711408**

Website : [www.smc.edu.in](http://www.smc.edu.in) E-mail : [rusa.srmcollege@gmail.com](mailto:rusa.srmcollege@gmail.com)

Contact Nos. (03214) 255038 / +919679226106

**Notice Inviting Tender (NIT) for Electrical Work of the college**

**NIT No. SMC/11/Electricals/RUSA-2.0/2018-19 Dated : 21-01-2022**

The principal, on behalf of Sovarani Memorial College, is inviting Tenders from experienced electricians/electrical engineers for the following **Electrical Work**. In the tendering process, intending bidders may download the tender documents free of cost from the college website : [www.smc.edu.in](http://www.smc.edu.in) directly. All bidders are hereby requested to peruse the guidelines below meticulously before participating in the tender and comply with the terms and conditions contained in this tender document in letter and spirit.

Sl. No.	Name of Work	EMD Deposit @2% (INR) of the total tender amount	Time of Completion of work
1.	ELECTRICAL WORK RELATED TO WIRING, SUPPLYING AND FIXING OF LIGHTS, FANS, INVERTER ETC. ON THE 2ND. FLOOR AREA OF ACADEMIC & ADMINISTRATIVE (MAIN) BUILDING AS PER DETAILED BOQ, GIVEN BELOW (COMPUTER CENTER, THREE CLASSROOMS & MATHS. LAB.)	To be deposited by the L-1 Bidder only at the time of receiving the Work Order	30 (thirty) days from the date of receipt of the Work Order

**Tendering Schedule**

Sl. No.	Particulars	Date & Time
1.	Tender publication	21/01/2022 (Friday) at 11:30 A.M.
2.	Bid submission closing	28/01/2022 (Friday) at 2:00 P.M.
3.	Offline Bid submission time during office hours	All working days : 11:30 a.m. – 2:00 p.m., if the college remains open
4.	Online Bid submission time	Any time before close
5.	Bid opening	28/01/2022 (Friday) at 2:30 P.M. or later (to be announced by the principal)

**Required information as well as terms and condition :**

**1. The Bidder must submit the application along with requisite information and documents mentioned below online to the college email : [rusa.srmcollege@gmail.com](mailto:rusa.srmcollege@gmail.com) He/She may also submit the hard copies of the documents to the principal in a sealed envelope, if the college remains open, between 11.30 a.m. and 2.00 p.m. during all working days.**

**2. *The Bidder must submit the quotation for the electrical materials & labour charge (in INR only) as per the BOQ enclosed herewith for completing the entire work.***

3. He must visit the spot in the college to have a clear conception of the work before submitting the tender.

4. He must submit a descriptive version of his method of execution, that must include upgraded as well as cost-effective technology for maintaining the proper standard and security of the electrical works.

5. He must bring all the instruments required for executing the work and the college will have no liability for the same.

6. He must submit a document in support of his experience of working in educational institutions or big project of at least similar stature.

8. He has also to mention the percentage of rebate, if any.

9. The College Authority reserves the right to accept or reject any Bid without showing any reason.

10. A sum of rupees @10% of the total tender amount will be imposed on the Bidder if any serious defect is detected in the work executed by him.

11. The College Authority reserves the right to accept or reject any application on any matter related to electrical work.

**12. The following documents have to be attached with the application during submission of tendering bid :**

- (i) Filled in application in the enclosed format;
- (ii) Copy of NIT (enclosed);
- (iii) Declaration (enclosed)
- (iv) BOQ of electrical work (enclosed);
- (v) Quotation (Labour Charge) for the Bid;
- (vi) Copy of license for such electrical works;
- (vii) Copy of experience certificate;
- (viii) Copy of PAN card.
- (ix) Copy of Voter card with address/Aadhaar card;
- (x) 1st page of Bank Passbook in the name of the bidder or his firm;
- (xi) Mobile number linked to the Bank A/C.

SD/-  
**Principal**  
**Sovarani Memorial College**

## **Application Form-I**

To the Principal  
Sovarani Memorial College  
P.O. Jagatballavpur, Howrah – 711 408; W.B.

NIT No. with date : .....

Name of Work : .....

Dear Sir,

Having examined the NIT documents, I/we hereby like to state that I/we willfully accept all your terms and conditions and offer the bid for executing the work stated in the NIT as per Tender No. mentioned in the NIT.

1. Full name of applicant in block letters : .....

2. In the capacity of (proprietor/partner) : .....

3. Name of Firm in block letters : .....

4. Office/Residential address :

5. Telephone No.(s) (office) : .....

6. Mobile No. ....

7. E-mail ID : .....

8. Name, address & branch of Bank : .....

9. Account No. and type of A/C (Savings/Current) : .....

10. IFSC : .....

11. MICR Code : .....

12. PAN Card No. ....

13. Voter/Aadhaar Card No. ....

13. Brief description of the firm (work experience) : .....

Date & place :

Signature of proprietor/authorized person of the Firm  
Designation of the signatory  
Name of the Firm with Seal

**Form - II**  
**Declaration Format**

i) I /We (Name), ..... , son/daughter of .....

(Father's Name), residing at .....

(Residential Address), having office at.....

(Business Address), do hereby solemnly affirm and declare as follows :

Ownership/Partnership Details : .....

ii) Reference of NIT No. & date .....

iv) That all documents submitted by me are genuine, authentic, true, and valid.

v) That the Tender Inviting Authority has got full right to cancel my Tendering Bid with penal measure(s), if any, in case any of the statements furnished is proved false.

vi) That I/we have never been blacklisted; that neither any penalty or debarment was made against me/us nor against my Firm in any way at any Govt./Autonomous Body/Institution/Corporate House.

vii) That I/we have never abandoned the work assigned to me/us by any Govt. Department/Institution during the last five years.

viii) That I/we am/are a citizen(s) of India.

ix) That the above statements are true to the best of my knowledge and belief.

(xii) That I accept all the terms and conditions contained in the NIT.

Signature with date of the owner/authorized partner  
(Official Seal)

..... X .....

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Addendum : Dated : 25-01-2022

A document containing SLD, which is only a clarification of what has been published regarding the above work is being enclosed herewith for convenience of the bidders.

SD/-  
Principal  
Sovarani Memorial College