



Office of the General Manager
Kunustoria Area,
Post : Toposi, Dist. : Paschim Bardhaman,
West Bengal- 713362
e-mail- enmdept.kntarea@gmail.com
E&M Department.

Ref.No.ECL/GM-KNT/E&M/NSOCP/Tender/25-26/1346

Date: 14.07.2025

Notice Inviting Tender

Sealed Item/ Percentage Rate Quotations in Single Part are hereby invited from the experienced, interested parties/agencies for the following works:

1. Quotation Details :-

Sl. no	Name of Work	Estimated Cost Put to Tender (Including GST)	Period of Work (Days)	Earnest Money (E.M.D)	Location of Work
1	Trimming of tree branches, bush cutting at substation, maintenance of OH lines at residential complex and OCP before monsoon at NSOCP under Kunustoria Area.	₹ 191455.00/-	15 days	₹ 2400.00/-	NSOCP

2. Important Dates :-

Sr. No.	Particulars	Date & Time
1.	Start Date for downloading/ collecting Quotation Document	17.07.2025 to 11.00 AM
2.	Last Date for downloading/ collecting Quotation Document	22.07.2025 to 11.00 AM
3.	Start Date for Submission of Bids	17.07.2025 to 05.00 PM
4.	Last Date for Submission of Bids	28.06.2025 to 05.00 PM
5.	Date of opening of Bids	29.06.2025 to 11.00 AM

The quotation documents can be downloaded from the CIL/ Subsidiary website (www.secureloginecl.co.in/tenders)

Important Details and Instructions :-

Sealed filled up quotations in Single Part will be received in the prescribed quotation box placed in the Office of the Area Engineer (E&M), Kunustoria Area in the aforementioned time period along with the following documents:-

1. The intending tenderer must have in its name as prime contractor evidence of having successfully completed similar works during the last 7 years ending the last day of the month previous to the one in which bid applications are invited (i.e. eligibility period) should be either of the following:

- i) 3 similar completed works each costing not less than the amount equal to 40% of the estimated cost.
- ii) 2 similar completed works each costing not less than the amount equal to 50% of the estimated cost.

OR

- iii) 1 similar completed work costing not less than the amount equal to 80% of the estimated cost.

2. Copy of PAN Card duly attested (with signature and seal) by the bidding agency.

3. The bidder is required to select his relevant Goods and Service Tax Status (one of the three) from the following and submit the required document(s): -

Sl. No.	Goods and Service Tax Status	Document Required to be submitted	Tick (✓) any ONE of the three
1.	GST Registered Bidder under regular scheme	Document: GST registration Certificate (i.e. GST identification Number) issued by appropriate authority of India, duly attested (with signature and seal) by the bidding agency.	
2.	GST Registered Bidder under composition scheme	Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India duly attested (with signature and seal) by the bidding agency.	
3.	GST Unregistered Bidder/ Dealer	Document: A Certificate having UDIN from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India certifying that the bidder is GST unregistered bidder in compliance with the relevant GST rules of India duly attested (with signature and seal) by the bidding agency.	

i) Earnest Money to be deposited by D/D drawn in favor of “Eastern Coalfield Limited, Area IV” Payable at SBI, Raniganj by following Departmental formalities. EMD deposit slip (to be collected at the time of submission of DD) should be deposited with the tender document.

ii) (The bank details for NEFT shall be provided at the time of floating of quotation)

Note: Micro and small Enterprises (MSEs) as defined in the MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) are exempted from submission of EMD, for which they have to submit Udyam Registration Certificate (Applicable for service tenders)

iii) Quotation Inviting Notice documents as downloaded from CIL/Subsidiary website duly attested (with signature and seal) by the bidding agency as token of acceptance of Terms & Conditions and same shall be submitted along with the bid.

iv) All the documents submitted should be sealed and signed by the bidder or his authorized representative. In case the authorized representative is signing documents/submitting bid, then an Authorization Letter to that effect has to be submitted along with the bid.

v) If the bidder is unsuccessful, then the EMD deposited by the bidder will be electronically refunded. For this purpose, the bidders are also required to fill and submit the Bank Mandate (enclosed).

vi) Quotations will be shall be dropped in person in the prescribed quotation box placed at the following address only before the deadline for bid submission:-It is the responsibility of the bidder to ensure that the bid is received in the prescribed quotation box in the office of the

Colliery Engineer (E&M), NSOCP before the last date (and time) of bid submission, failing which the bid will be considered invalid.

I) In Quotation Notice (below Rs. 2 Lakhs) bid shall be submitted in the following manner:- Envelope/ cover shall contain the following duly stamped and signed-

- Copy of the Valid PAN Card to be enclosed with the Tender paper.
- Copy of Valid Legal Status to be enclosed in the Tender paper.
- Copy of the Valid GST Registration certificate to be enclosed with the Tender paper.
- Copy of PF/CMPF registration certificate to be enclosed with the tender paper if applicable.
- Valid Electrical License
- BOQ/Estimated duly filled in.

The envelope/ cover shall be sealed and submitted by the bidder. The envelope/ cover shall indicate the name of the work, name of the bidder along with the address, reference Tender Notice No., Contact Number and E-mail ID.

The evaluation of quotations received shall be done in line with evaluation done in Single cover system. The evaluation will be done based on the documents submitted by the bidder along with his bid and no clarification shall be sought from bidders.

Quotation without earnest money or valid EMD exemption document (as applicable) shall be rejected.

I) It is the responsibility of the bidder to ensure that the bid is received in the office of the Area Engineer (E&M) Kunustoria Area, within the deadline for bid submission. The sealed quotations will be opened on the scheduled date in the presence of the bidder or their authorized representative who choose to be present.

II) Bids determined to be substantially responsive will be checked by the employer for any arithmetical errors. Errors will be corrected by the employer as follows:

- a) In case of discrepancy in rates between description in words and figures, the rate which corresponds to the amount worked out by the contractor shall be taken as correct.
- b) In case of discrepancy in amount quoted by the contractor due to calculation mistakes of the unit rates and quantity, the unit rate shall be regarded as firm and amount corrected.
- c) When the amount of an item is not worked out by the contractor or if it does not correspond with the rates written either in figure or words, then the rates quotes by the contractor in words shall be taken as correct.
- d) Discrepancy in totaling or carry forward in the amount quoted by the contractor shall be corrected.

III) After checking for calculation errors, the documents submitted by L-1 bidder as enlisted in the NIQ will be put up the Tender Committee. The tender Committee will examine the documents. In case the L-1 bidder submits requisite documents as per NIQ, then the bidder will be considered eligible for award of contract.

In case the L-1 bidder fails to complete the eligibility requirement as per NIQ, then his bid shall be rejected and EMD of L-1 bidder will be forfeited. The quotation notice shall be cancel and re-invited. In case the L-1 bidder is technically eligible but rejection is due to high rate quoted by him/her then the quotation notice shall be canceled and re-invited.

It is responsibility of bidders to submit eligible/ clearly readable scanned copy of all the required documents. If L-1 bidder backs out (i.e. Techno Commercially Established L-1 bidder), the EMD will be forfeited and the bidder will be debarred for minimum one (1) year from participating in tenders in CIL/Subsidiary.

IV) The price bid must be carefully filled in by the bidder. All duties, taxes (excluding goods and service tax (GST) and GST compensation Cess (if applicable) only) and other levies royalty, building and construction workers cess (as applicable in state) payable by the bidder, contractor under the contract, or for any other cause as applicable on the last date of submission of bid, shall be included in the rates, prices and the total bid price submitted by the bidder. The rates must be quoted against each item in words as well as figures. Any kind of cutting and overwriting should be avoided. In case of any discrepancy in the quoted rate in words and in figures, the one mentioned in words shall be considered as final. Hence, bidders must fill in the price bid very carefully. The price bid should also contain name of Agency, Address, Signature and seal of the agency failing which the price bid will be considered invalid.

The L-1 will be decided based on “COST TO COMPANY”

Applicable GST, if any, either payable by bidder or by company under reverse charge mechanism shall be applicable.

All investments, operating expenses, incidentals, overheads, leads, lifts carriages, tools and plants etc. as may be attendant upon execution and completion of works shall also be included in the rates, prices and total bid price submitted by the bidder.

However, such duties, taxes, levies etc. which is notified after the last date of submission of bid and/or any increase over the rate existing on the last date of submission of bid shall be reimbursed by the company on production of documentary evidence in support of payment actually made to the concern authorities.

Similarly, if there is any decrease in such duties, taxes and levies the same shall become recoverable from the contractor. The details of such duties, taxes and other levies along with rates shall be declared by the bidder.

The item wise rate quoted by bidder shall be inclusive of all taxes, duties & levies but excluding GST & GST Compensation Cess, if applicable. The payment of GST and GST Compensation Cess by service availed (i.e. CIL/Subsidiary) to bidder/contractor (if GST payable by bidder/contractor) would be made only on the latter submitting a bill/invoice in accordance with the provision of relevant GST Act and the rules made there under and after online filing of valid return on GST portal. Payment of GST & GST Compensation Cess is responsibility of the service provider/contractor.

However, in case bidder/contractor is GST unregistered bidder/dealer or GST registered under composition scheme in compliance with GST rules, the bidder/dealer shall not charge any GST and /or GST Compensation Cess on the bill/invoice. In case of unregistered dealer/bidder, GST, if applicable will be deposited by CIL/Subsidiary directly to concerned authorities in term with GST provisions. Input tax credit is to be availed by CIL/Subsidiary as per rule.

If CIL/Subsidiary fails to claim Input Tax Credit(ITC) on eligible Inputs, input services and Capital Goods or the ITC claimed is disallowed due to failure on the part of supplier/vendor of goods and services in incorporating the tax invoice issued to CIL/Subsidiary in its relevant

returns under GST, payment of CGST & SGST or IGST, GST (Compensation to State) Cess shown in tax invoice to the tax authorities, issue of proper tax invoice or any other reason whatever, the applicable taxes & Cess paid based on such Tax invoice shall be recovered from the current bills or any other dues of the supplier/vendor along with interest and penalty, if any.

Note: During the execution of the contract if the GST status of the bidder changes, then the payment of GST, if any, to the contractor will be made as per the GST status declared by the bidder during tender stage based on which cost to company has been ascertained or at actuals, whichever is lower.

V) The participating agencies are hereby advised to keep checking the websites (i.e. Coal India/Subsidiary Website) and www.eprocure.gov.in (i.e., Central Public Procurement Portal) for any corrigenda issued in respect of this Notice Inviting Quotation, extension in Document Download Dates, Bid Submission Dates and Date of Bid Opening, etc., to keep themselves updated.

VI) Security Deposit shall consist of two parts:

- a) EMD of successful bidder submitted during submission of bid shall be treated as Performance Security and
- b) Retention Money to be recovered from running bills. The security deposit shall bear no interest.

Performance Security should be refunded within 14 days of the issue of defect liability certificate (taking over certificate with a list of defects).

All running on account bills shall be paid at 95% (ninety-five percent) of work value. The balance 5% shall be treated as retention money and will be second part of security deposit.

Retention Money should be refunded after issue of No Defect Certificate.

The Company shall be at liability to deduct/appropriate from the security deposit such sums as are due and payable by the contractor to the company as may be determined in terms of the contract, and the amount appropriated from the security deposit shall have to be restored by further deduction from the contractors subsequent on account running bills, if any.

REFUND OF SECURITY DEPOSIT: The refund of security deposit shall be subject to company's right to deduct/ appropriate its due against the contractor under this contract or under any other contract.

On completion of the entire work and issue of defect liability certificate (taking over certificate with a list of defect) by the Engineer-in-charge, one half of the security deposit remaining with the company (Performance Security) shall be refunded as elaborated above.

The other half (Retention Money) shall be refunded to contractor after issue of No Defect Certificate by the Engineer-in-charge on the expiry of Defect Liability Period of six months, subject to the following conditions:

- Any defect/defects in the work, if detected after issue of liability certificate (Taking over certificate with list of defects) is/are rectified to the satisfaction of the Engineer-in-charge within the said defect liability period of six months or on its due extension till completion of the rectification works as required.

NB: In case of Maintenance contracts, that ends with successful completion of work, where question of Defect Liability Period does not arise (e.g. sweeping/cleaning, horticulture, tank cleaning, jungle cutting, grass cutting, surface dressing etc.), the performance security and

retention money (second part of bid security) can be released simultaneously after completion of work and taking over by department.

VII) Bid Validity: The Bid Validity Period will be 120 (one hundred twenty) days from the end date of bid submission. The validity period of tender shall be decided based on the final end date of submission of bids.

3. Penal Clauses/Recovery of Damages:-

- i. The work shall be started within 10 days of issue of work order or 7th day of handing over of the site whichever is later.
- ii. In case of failure to complete the work on or before the scheduled date of completion, compensation shall be payable at the rate 0.5% of contract price/revised contract price whichever is less per week of delay. The total value of such compensation shall not exceed 10% of awarded value/ revised completion value whichever is lower.
- iii. In case of failure to start the work within stipulated time, the company shall be at liberty by giving 15-days notice in writing to start the work, failing which to forfeit the Earnest

- Money Deposited by the Bidder and to rescind the work order. Additionally, the Bidder will be debarred from participating in future tenders for a minimum period of 12 months
- iv. The tenderer shall have to ensure implementation of CMPF/EPF, if applicable, in respect of the workers deployed by him. Payable statutory payments like PF & ESI contributions paid to the contract workers as applicable shall be reimbursed to the contractor on production of proof of payment limited to the maximum likely number of work men to be deployed as indicated in the quotation document.
 - v. CIL/ Subsidiary reserves it right to accept or reject any or all the quotation without assigning any reason what so ever or to distribute the work amongst the bidders.
 - vi. vi) Price Bid as per the instructions stipulated below.

4. Terms& Conditions:-

1. The Tenderers advised to visit the site of work and obtain all the necessary information from Authorized person about the scope of job before offering/quoting their tenders.
2. All documents (including any over writing) submit by tenderer shall be duly signed by the concerned proprietor/partners
3. ECL would not be liable for any compensation due to stoppage/change in scope of work arises for local disturbance, change in Govt. policy, law and order of judiciary, obstruction or delay by any outside elements agency.
4. The validity period of the tenders shall be 4(four) month from the date of opening of price bid of revised price bid, if any.
5. If the contractor/firm fails to complete the job within estimated period, they will be charged penalty of 1% of total value per week debarring the natural calamity.
6. All Government taxes which are in vogue in ECL will be applicable.
7. The bidder would give a declaration that they have not been banned or delisted by any Govt. or Quasi Govt. agencies or PSU's. If a bidder has been banned or delisted by any Govt or Quasi Govt. agencies or PSU's, this fact must be clearly stated and it may not necessarily be a cause for disqualification. If the declaration is not given, the bid will be rejected as non-responsive.
8. No tender document will be issued or Received by POST.
9. ECL reserve the right to accept or reject any or all the tenders without assigning any reason whatsoever.

General Manager
Kunustoria Area