

GOVT. OF ASSAM
OFFICE OF THE PRINCIPAL SECRETARY::MISING AUTONOMOUS COUNCIL
GOGAMUKH, DHEMAJI

No. MAC/NIT/274/2021-22/

Date:15/06/2022

NOTICE INVITING TENDERS (NIT) (ONE TIME SPECIAL GRANT)

- Sealed tenders affixing court fee stamps of Rs. 8.25 (Rupees Eight Point Two Five Paisa) only are invited from the intending Contractors for execution of various construction works with value of below Rs. 50.00 lakh for the year 2021-22 (One time Special Grant) list of schemes enclosed in the Tender Document at Annexure-I.
- **Cost of Tender Document:** Rs 500/- (non-refundable) only in cash / should be deposited in the **Account No.SBI, 33892590021, IFSC NO. SBIN0016934** in favour of the Principal Secretary, Mising Autonomous Council, payable at Gogamukh and requested to submit the deposit receipt to the concerned departments..
- Tender documents can be obtained from the office of the Principal Secretary, Mising Autonomous Council during office hours on all working days from **17/6/2022 to 30/6/2022**
- **Earnest Money:** 2% against work value (1% for ST/SC/OBC/MOBC) is to be deposited along with the tender documents in the form of Bank Draft in favour of the Principal Secretary, Mising Autonomous Council, Gogamukh, Dhemaji.
- Last Date and time for submission of tender: **3.00 pm on 30/6/2022,Thursday.**
- Separate bids are to be submitted for each of the schemes separately.


- **Eligibility of contractor:**
 - a. The Contractor must be registered with the Authority of MAC.
 - b. MAC reserves the right to debar any contractor, even if he or she is registered with MAC, from participating in a bid on grounds of failure in executing previous works, mis-conduct, involvement in criminal, anti-social or immoral works.

- **Opening of Tenders:** The Tenders will be opened at the Conference Hall, Mising Autonomous Council, Gogamukh, Dhemaji on **1st July, 2022, Friday from 11.00 am onwards** by the authorized officers in the presence of the intending bidders or their authorized agent who wish to be present on the specified date and time. If the office of the Principal Secretary, Mising Autonomous Council, Gogamukh, Dhemaji happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue. The date & time of opening of the Financial Bid will be intimated to the bidders who have qualified during evaluation of technical bids.

- **Evaluation of Price Bid** The Tender Committee duly constituted by MAC Authority with members drawn from the concerned line departments will evaluate the price bid and recommend successful bidder for award of works.

- **Validity:** The Bid shall have to remain valid for minimum 180 days and an undertaking must be submitted to this effect.
- The Contractor shall have to complete the work within the stipulated completion period as stated in the Tender Document. The completion period will be counted from the date of issue of work order.
- No advance payment shall be made against any work.
- The Mising Autonomous Council reserves the right to accept or reject any tender or annul the tendering process at any time, without thereby incurring any liability to the affected party or any obligations to inform anyone of the grounds for the Council's action.
- Both, the technical bid and the price bid(s) should be sealed in one envelope addressed to the Principal Secretary, Mising Autonomous Council; Gogamukh, Dhemaji, Assam and the name of the scheme tendered for should be clearly written and underlined on top of the envelope.
- The tender shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized by him or her.
- The tender forms should be filled up completely and prices quoted clearly in figure and words against the item tendered for.
- **Amendment of Tender Documents:** MAC Authority reserves the right to make any amendment to the Tender Document before the deadline for submission of bids by issuing corrigendum/addendum. Any corrigendum/addendum thus issued shall be part of the bidding documents after hanging the same in the office Notice Board. Corrigendum/addendum shall be e-mailed to all bidders who submit their e-mail address at the time of purchasing the Tender Document.
- **Extension of deadline:** MAC Authority reserves the right to extend, as necessary, the deadline for submission of bids.
- **Language:** The bid of the bidder, as well as all documents attached to bid by the bidder and all correspondences relating to the bid exchanged by the Bidder and the Purchaser shall be written in English language.
- Documents to be submitted along with the tender:
 - a. Signed statement mentioning the legal status, place of registration and principal place of business of the Contractor (individual firm, company or partnership), complete address of the registered office and address for correspondences with Phone number/cell number/Fax number and E-mail ID
 - b. Registration Certificate – Firm/Society/DIC/SSI etc.
 - c. Audit Report for last 3 years.
 - d. A copy of passport size photograph of the signatory of the bid.
 - e. Authorization of the Signatory by the head of the Firm/Company.
 - f. Demand Draft towards the Cost of Bid Document.
 - g. PAN Card
 - h. GST Registration
 - i. Financial capability certificate from competent authority
 - j. Experience certificate.
 - k. Trade License.
 - l. MAC Registration Certificate.


- **Payments:**
 - a. Bills will be prepared only after at the least 50% completion of the work. MAC authority will make payment only after satisfying itself about actual execution of work in terms of quality and quantity.
 - b. Final bill will be paid only after receipt of satisfactory third party verification report and handing over the asset to the user/beneficiary.
- **Taxes and Duties:** The contractor shall be entirely responsible for and bear all taxes – GST and any other tax, royalty, license fees, permits, etc., incurred during the execution of the work and submit clearance certificate to the MAC authority.
- MAC will not deduct such taxes – GST and any other tax, royalty, license fees, permits, etc.; but at the same time will not release the final bill unless proof of payment of such taxes – GST and any other tax, royalty, license fees, permits, etc. to the concerned Govt. authority is submitted to MAC authority. MAC will scrutinize such documents and shall release final payment only after satisfying itself.



 Principal Secretary
 Mising Autonomous Council
 Gogamukh, Dhemaji
 Date: 15/06/2022

Memo No. MAC/NIT/274/2021-22/

Copy for favour of kind information and necessary action to:-

1. The Commissioner & Secretary to the Govt. of Assam, WPT & BC Department, Dispur, Guwahati-6.
2. The Director, WPT & BC Department, Rukmini Nagar, Dispur, Guwahati-6
3. The Director, Information and Public Relations, Assam, Dispur, Guwahati-6, requested to publish in atleast 3 (three) Nos. of daily leading news paper of Assam.
4. The Chairman, MAC, Gogamukh.
5. The Chief Executive Members, MAC, Gogamukh.
6. The Deputy Commissioner, Dhemaji District.
7. All Executive Members/ General Members, MAC.
8. The Deputy Secretary (F), MAC, Gogamukh.
9. The Planning Officer, MAC, Gogamukh.
10. The Executive Engineer, MAC, Gogamukh.
11. All Dealing Assistants. They are instructed to issue Tender paper to the concerned bidders on submission of Bid cost deposit receipt and maintain proper records.
12. Notice Board.
13. Office file.




 Principal Secretary
 Mising Autonomous Council
 Gogamukh, Dhemaji