



**Basic Details**

|   |   |  |           |
|---|---|--|-----------|
| <b>Organisation Chain</b>                   | PANCHAYAT AND RURAL DEVELOPMENT  STARPARD |  |           |
| <b>Tender Reference Number</b>              | RFP / 004 /STARPARD                       |  |           |
| <b>Tender ID</b>                            | 2025_PRD_805291_1                         | <b>Withdrawal Allowed</b>                    | Yes       |
| <b>Tender Type</b>                          | Limited                                   | <b>Form of contract</b>                      | Item Rate |
| <b>Tender Category</b>                      | Services                                  | <b>No. of Covers</b>                         | 2         |
| <b>General Technical Evaluation Allowed</b> | No  | <b>ItemWise Technical Evaluation Allowed</b> | No        |
| <b>Payment Mode</b>                         | Online                                    | <b>Is Multi Currency Allowed For BOQ</b>     | No        |
| <b>Is Multi Currency Allowed For Fee</b>    | No  | <b>Allow Two Stage Bidding</b>               | No        |

**Payment Instruments**

| Online Bankers | S.No | Bank Name       |
|----------------|------|-----------------|
|                | 1    | ICICI BANK      |
|                | 2    | ICICI NEFT/RTGS |

**Cover Details, No. Of Covers - 2**

| Cover No | Cover                 | Document Type | Description |
|----------|-----------------------|---------------|-------------|
| 1        | Fee/PreQual/Technical | .pdf          | RFP         |
|          |                       | .pdf          | Document    |
| 2        | Finance               | .xls          | BOQ         |

**Other Important Documents**

| S.No | Category        | Sub Category  | Sub Category Description  | Format/File |
|------|-----------------|---|---|-------------|
| 1    | CERTIFICATES    | CERTIFICATES  | VAT/SALES TAX REGISTRATION CERTIFICATE ALONG WITH ACKNOWLEDGEMENT , PAN, LATEST IT ACKNOWLEDGEMENT, PTAX,LABOUR LICENCE |             |
| 2    | CERTIFICATES    | Provident Fund Certificate                          | Provident Fund Certificate  |             |
| 3    | CERTIFICATES    | Employees State Insurance Certificate               | Employees State Insurance Certificate   |             |
| 4    | CERTIFICATES    | GST Registration Certificate                        | GST Registration Certificate  |             |
| 5    | CERTIFICATES    | The Micro, Small and Medium Enterprises Certificate | The Micro, Small and Medium Enterprises Certificate   |             |
| 6    | CERTIFICATES    | Permanent Account Number                            | Permanent Account Number  |             |
| 7    | COMPANY DETAILS | COMPANY DETAILS 1                                   | PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA,TRADE LICENCE,COMPANY REGISTRATION CERTIFICATE                        |             |
| 8    | COMPANY DETAILS | COMPANY DETAILS 2                                   | COMPANY DETAILS 2   |             |
| 9    | CREDENTIAL      | CREDENTIAL 1  | CREDENTIAL 1  |             |
| 10   | CREDENTIAL      | CREDENTIAL 2  | COMPLETION CERTIFICATES   |             |
| 11   | DECLARATION     | DECLARATION FILE 1                                  | DECLARATION FILE 1  |             |
| 12   | DECLARATION     | DECLARATION FILE 2                                  | DECLARATION FILE 2  |             |
| 13   | DECLARATION     | DECLARATION FILE 3                                  | DECLARATION FILE 3  |             |
| 14   | DECLARATION     | DECLARATION FILE 4                                  | DECLARATION FILE 4  |             |
| 15   | DECLARATION     | DECLARATION FILE 5                                  | DECLARATION FILE 5  |             |
| 16   | FINANCIAL INFO  | PAYMENT CERTIFICATE 1                               | PAYMENT CERTIFICATE 1   |             |
| 17   | FINANCIAL INFO  | PAYMENT CERTIFICATE 2                               | PAYMENT CERTIFICATE 2   |             |
| 18   | FINANCIAL INFO  | WORK IN HAND  | WORK IN HAND  |             |
| 19   | FINANCIAL INFO  | TECHNICAL PERSONNEL ON CONTRACT                     | TECHNICAL PERSONNEL ON CONTRACT   |             |
| 20   | FINANCIAL INFO  | P/L AND BALANCE SHEET 2020-21                       | P/L AND BALANCE SHEET 2020-21   |             |
| 21   | FINANCIAL INFO  | P/L AND BALANCE SHEET 2021-22                       | P/L AND BALANCE SHEET 2021-22   |             |
| 22   | FINANCIAL INFO  | P/L AND BALANCE SHEET FOR LAST FINANCIAL YEAR       | P/L AND BALANCE SHEET FOR LAST FINANCIAL YEAR   |             |
| 23   | MANPOWER        | TECHNICAL PERSONNEL                                 | TECHNICAL PERSONNEL ON PAYROLL  |             |
| 24   | MANPOWER        | TECHNICAL PERSONNEL ON CONTRACT                     | TECHNICAL PERSONNEL ON CONTRACT   |             |

**Tender Fee Details, [Total Fee in ₹ \* - 0.00]**

|                                     |      |                       |     |                       |     |
|-------------------------------------|------|-----------------------|-----|-----------------------|-----|
| <b>Tender Fee in ₹</b>              | 0.00 | <b>Fee Payable To</b> | Nil | <b>Fee Payable At</b> | Nil |
| <b>Tender Fee Exemption Allowed</b> | No   |                       |     |                       |     |

**EMD Fee Details**

|                        |        |                              |     |
|------------------------|--------|------------------------------|-----|
| <b>EMD Amount in ₹</b> | 10,000 | <b>EMD Exemption Allowed</b> | No  |
| <b>EMD Fee Type</b>    | fixed  | <b>EMD Percentage</b>        | NA  |
| <b>EMD Payable To</b>  | Nil    | <b>EMD Payable At</b>        | Nil |

**Work /Item(s)**

|   |  |                                  |                      |                              |         |
|---|--|----------------------------------|----------------------|------------------------------|---------|
| <b>Title</b>                                | RFP / 004 /STARPARD  |                                  |                      |                              |         |
| <b>Work Description</b>                     | As per Bid document  |                                  |                      |                              |         |
| <b>Pre Qualification Details</b>            | As per Bid document  |                                  |                      |                              |         |
| <b>Independent External Monitor/Remarks</b> | NA   |                                  |                      |                              |         |
| <b>Tender Value in ₹</b>                    | NA   | <b>Product Category</b>          | Consultancy          | <b>Sub category</b>          | NA      |
| <b>Contract Type</b>                        | Tender   | <b>Bid Validity(Days)</b>        | 90                   | <b>Period Of Work(Days)</b>  | NA      |
| <b>Location</b>                             | West Bengal  | <b>Pincode</b>                   | 700064               | <b>Pre Bid Meeting Place</b> | Kolkata |
| <b>Pre Bid Meeting Address</b>              | STARPARD Mrittika Bhaban 8th Floor DD 18/9 Sector I Kolkata 700064 | <b>Pre Bid Meeting Date</b>      | 30-Jan-2025 11:00 AM | <b>Bid Opening Place</b>     | Kolkata |
| <b>Should Allow NDA Tender</b>              | No   | <b>Allow Preferential Bidder</b> | No                   |                              |         |

**Critical Dates**

|  |                      |  |                      |
|--|----------------------|--|----------------------|
| <b>Publish Date</b>                        | 22-Jan-2025 04:30 PM | <b>Bid Opening Date</b>                  | 24-Feb-2025 11:00 AM |
| <b>Document Download / Sale Start Date</b> | 22-Jan-2025 04:30 PM | <b>Document Download / Sale End Date</b> | 21-Feb-2025 10:00 AM |
| <b>Clarification Start Date</b>            | NA                   | <b>Clarification End Date</b>            | NA                   |
| <b>Bid Submission Start Date</b>           | 22-Jan-2025 04:30 PM | <b>Bid Submission End Date</b>           | 21-Feb-2025 10:00 AM |

**Tender Documents**

| NIT Document | S.No | Document Name      | Description | Document Size (in KB) |
|--------------|------|--------------------|-------------|-----------------------|
|              | 1    | Tendernotice_1.pdf | RFP         | 4530.28               |

  

| PreBid Meeting Document | S.No | Document Name           | Document Type           | Description    | Document Size (in KB) |
|-------------------------|------|-------------------------|-------------------------|----------------|-----------------------|
|                         | 1    | tech_prebid_1789057.pdf | PreBid Meeting Document | Minutes of RFP | 4217.14               |

  

| Work Item Documents | S.No | Document Type | Document Name   | Description | Document Size (in KB) |
|---------------------|------|---------------|-----------------|-------------|-----------------------|
|                     | 1    | BOQ           | BOQ_1789057.xls | BOQ         | 315.50                |

**Tender Inviting Authority**

|                |  |
|----------------|--|
| <b>Name</b>    | Member Secretary   |
| <b>Address</b> | STARPARD Mrittika Bhaban 8th Floor DD 18/9 Sector I Kolkata 700064 |