

**Government of India**  
**DEPARTMENT OF POSTS**  
**NOTICE INVITING TENDER (PWD 6)**  
**(e-tendering mode)**

Percentage rate tenders are invited on behalf of President of India from the eligible contractors who fulfils the eligibility conditions for the work of Design, supply, installation, testing, commissioning of 70 KWp roof top Grid tied Solar Power Plant and 10 KWp Grid tied Solar Tree at PTC Guwahati.

**1.1** The work is estimated to cost Rs. 5819157/-. This estimate, however, is given merely as a rough guide.

**1.2 Criteria of eligibility for submission of bid documents:**

**1.2.1** Specialized firms/contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.

**1.2.2 Eligibility Condition:**

**A. Physical:**

The Firm should have following experience of having satisfactorily completed works in the Central Govt. / State Govt. Departments / Public Sector Undertaking (PSU) during last seven years ending last day of the month previous to the one in which tenders are invited:

Three similar works each costing not less than Rs.23.28 Lakhs

OR

Two similar works each costing not less than Rs.34.91 Lakhs

OR

One similar work costing not less than Rs.46.55 Lakhs

**Note:**

**(i) Similar work means "ON Grid/ OFF Grid/ Hybrid Solar Power Pack Work".**

(ii) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of application for tenders mentioned in the completion report.

(iii) Certificate of successful completion of work in respect of the experience issued by an officer not below the rank of Executive Engineer or equivalent and shall clearly mentioning "the capacity of the system, amount of work done, date of start, stipulated date of completion, actual date of completion". Works in which compensation is levied shall not be treated as satisfactory completion. If the work is completed beyond the stipulated date of completion, then compensation levied or not levied should be mentioned in the completion report.

(iv) Joint Ventures are not accepted.

**B. Financial:**

Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 50% of the estimated cost put to tender. CA Certificate with Unique Document Identification Number (UDIN) to establish the turnover copy of the same is to be uploaded by the firm. Year in which no turnover is shown would also be considered for working out the average. The value of annual turnover figures shall be brought to the current value by enhancing the actual turnover figures at simple rate of 7% per annum.

**C. Affidavit:**

To become eligible for issue of bid, the bidders shall have to furnish an affidavit as under: -

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in Department of Post in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee. (Scanned copy to be uploaded at the time of submission of bid as per Annexure-III in page no 5)

**1.2.3** The firm should have valid GST registration certificate, if already obtained by the bidder. If the bidder has not obtained GST registration as applicable, then he will scan and upload the following undertaking:

"If work is awarded to me, I/we shall obtain GST registration Certificate of the State, in which work is to be taken up, within one month from the date of receipt of award letter or before release of any payment by the Department, whichever is earlier, failing which I/We shall be responsible for any delay in payments which will be due towards me/us on a/c of the work executed and/or for any action taken by the department or GST department in this regard."

**1.2.4** The firm should have valid PAN Card.

- 2 Agreement shall be drawn with the successful tenderer on prescribed form No.C.P.W.D.- 7/8 (or standard form as mentioned) which is available as a Govt. of India Publication and also available on website [www.cpwd.gov.in](http://www.cpwd.gov.in). Tenderer shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
- 3 The time allowed for carrying out the work will be 120 days from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.
- 4 The site for the work is available.
- 5 The bid documents consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents except standard general conditions of contract form can be seen from website <https://eprocure.gov.in/eprocure/app>.
- 6 After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
- 7 While submitting the revised bid, contractor can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of bid as notified.
- 8 Earnest Money in the form of Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee including e- Bank Guarantee (for balance amount as prescribed) from any of the Commercial Banks  
(drawn in favour of the Accounts Officer, PED, Kolkata) shall be scanned and uploaded to the e-Tendering website within the period of bid submission.

The original EMD should be deposited either in the office of Executive Engineer/Assistant Engineer inviting bids or division office of any Executive Engineer, DOP within the period of bid submission. The EMD receiving Executive Engineer (including NIT issuing EE/AE) shall issue a receipt of deposition of earnest money deposit to the bidder in a prescribed format (as per the given performa in page 15) uploaded by tender inviting EE in NIT.

Earnest Money can be deposited through Direct Credit/NEFT/RTGS/ECS in the account details mentioned below of the Accounts Officer. The transaction details of remittance of Earnest money to A/c should be filled at appropriate place while submitting the online bids. The unique transaction reference (UTR) of online payment as above of Direct Credit/NEFT/RTGS/ECS shall have to be uploaded by the bidder in the e-tendering portal by the prescribed date. The Executive Engineer concerned will get Earnest Money verified from the bank based on the unique transaction reference number against each Direct Credit/NEFT/RTGS/ECS payment if it is paid directly to the account of the Accounts Officer before the tenders are opened.

**The bank A/c's details of Postal Electrical Division, Kolkata are as follows:- A/c's Name: Accounts Officer, Postal Electrical Division, , State Bank of India, Government Business (Kolkata Main Br.) Branch, . Account No. 32348385589, IFSC Code- SBIN0000001**

**Note:**

- (i) Earnest money must be deposited through separate transaction.
- (ii) The bidder will use one UTR for one work only. In case it is found that he has used one UTR number for different tenders submitted by him will be rejected and he shall be debarred from further tendering in the department in future.

A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or 20 lakh, whichever is less, shall have to be deposited in the shape prescribed above and balance may be deposited in shape of bank guarantee issued by any Scheduled Bank having validity of six months or more from last date of receipt of bids which is to be scanned and uploaded by the intending bidders.

The earnest money given by all the tenderers except the lowest tenderer shall be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier. However, in case of two/ three bid system, earnest money deposit of bidders unsuccessful during technical bid evaluation etc. should be returned within 30 days of declaration of result of technical bid evaluation.

- 9 Copy of Enlistment Order and certificate of work experience and other documents as specified in the notice inviting e-tender shall be scanned and uploaded on the e-Tendering website within the period of bid submission. However, certified copy of all the scanned and uploaded documents as specified in e- tender notice shall have to be submitted by the lowest bidder within a week of opening of financial bids, physically in the office of tender opening authority. Online bid documents submitted by intending bidders shall be opened only of those bidders, whose original EMD deposited with any Electrical/Civil Division of DOP and other documents scanned and uploaded are found in order.

- 10 The e-Tenders shall be submitted under two envelopes system to the e-tendering website before the last date and time of Bid submission, the first electronic envelope will be named as **Technical BID Envelope** & shall contain documents of bidder's satisfying the eligibility conditions and second electronic envelope shall be named as **Financial BID Envelope** containing tender document i/c schedule of works and Bill of Quantities (BoQ). The bidder shall submit TECHNICAL BID & FINANCIAL BID simultaneously. The technical bids will be evaluated first and thereafter financial bids of eligible bidders only shall be opened. These envelopes shall contain one set of the following documents:-
- 11.1 TECHNICAL BID ENVELOPE shall contain the following documents: (Scanned copy of notarised English version should also be uploaded for documents in regional language)
  - a) Receipt of deposition of original EMD issued from division office of any Executive Engineer (including NIT issuing EE/AE), DoP; if deposited in physical form, Direct Credit/NEFT/RTGS/ECS receipt (online payment receipt with UTR number).
  - b) Scanned copy of PAN Card in .pdf format.
  - c) Scanned copies of Certificate of Registration of GST/Certificate of provisional registration for GST in .pdf format.
  - d) Scanned Copy of Affidavit (on non-judicial stamp paper of value Rs. 10/- and duly notarized) as per provisions of CPWD-6:
  - e) Scanned copy of UNDERTAKING (as per page 4 of this document) duly filled, stamped & signed in .pdf format.
  - f) Scanned copies of WORK EXPERIENCE CERTIFICATES of requisite magnitude with appropriate Authority as per NIT in .pdf format. The contractor is required to submit satisfactory work completion certificate issued by an officer not below the rank of Executive Engineer, clearly stipulating "The capacity of the system, date of start, stipulated date of completion, actual date of completion". The work in which compensation is levied shall not be treated as satisfactory completion. If the work is completed beyond the stipulated date of completion, then compensation levied or not levied should be mentioned in the completion report. The completion certificate without these details shall not be considered and tender shall be rejected.
  - g) Scanned copy of Chartered Accountant's Certificate for turnover for last 3 financial years in .pdf format.
  - h) Any other document required to establish the eligibility as per the NIT conditions.
- 11.2 **Financial Bid Envelope shall contain :**
  - a) Tender Document in pdf format (**TENDERxxxxxx.pdf file**) digitally signed.
  - b) Schedule of Quantities (SoQ) in xlsx format (**BoQ\_xxxxxx.xls**) file duly filled & digitally signed without changing the name of file.
- 11.3 The bidder shall have to download the Full Tender Documents and again shall upload the documents with Digital Signature before the prescribed date and time of submission.
- 11.4 All documents shall be self attested/digitally signed & original document may be demanded at anytime before or after award of work.
- 11.5 The online bids shall be submitted up to 15-09-2025 upto 11.00 AM. Online Technical bid envelope will be opened by Executive Engineer(E), Postal Electrical Division, Kolkata-700 012 or his authorized representative in his office on 16-09-2025 after 11.30 AM. The technical bids will be evaluated first and thereafter financial bids of eligible bidders only will be opened.
- 11.6 In case the date of opening of bid is declared to be a holiday, the date of opening of bid will get shifted automatically to next working day at the same scheduled time.
- 12 The bid submitted shall become invalid if:**
  - 12.1 The bidder is found ineligible.
  - 12.2 The bidder does not upload all the eligibility documents as stipulated in the bid document (as per para 11.1 & 11.2 above) including the NIT documents, Tender documents and Schedule of Quantities/Works including the Undertaking.
  - 12.3 If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically by the lowest bidder in the office of bid opening authority.
  - 12.4 If a tenderer quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
- 13 The eligibility/technical bid envelope on <https://eprocure.gov.in/eprocure/app> shall be opened first on due date and time as specified herein above. The time and date of opening of financial bid envelope of contractors qualifying the eligibility bid shall be communicated to them at a later date.
- 14 Addendum / Corrigendum shall be uploaded by the Engineer-in-Charge, if felt necessary by him, which shall form part of tender document.

- 15 The contractor whose bid is accepted will be required to furnish performance guarantee at specified percentage of tendered amount as mentioned in Schedule 'E' of the bid amount within the period specified in Schedule F. This guarantee shall be in the form of cash (in case guarantee amount is less than Rs. 10000/-) or Deposit at Call receipt of any scheduled bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/ Pay order of any Scheduled Bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank (in case guarantee amount is more than Rs. 1,00,000/-) in accordance with the prescribed form given at page 39 of this NIT. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The earnest money deposited along with bid shall be returned after receiving the aforesaid performance guarantee.

The contractor whose bid is accepted will also be required to furnish either copy of the applicable licences/registrations or proof of applying for labour licences, registration with EPFO, ESIC and BOCW Welfare Board including Provident Fund Code No, if applicable and also ensure the compliance of aforesaid provisions by the sub-contractors, if any engaged by the contractor for said work, and Programme Chart (Time and Progress) within the period specified in Schedule 'F'.

- 16 Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidders shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidders implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
- 17 The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.
- 18 Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.
- 19 The competent authority on behalf of President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.
- 20 The contractor shall not be permitted to bid for works in the Postal Electrical Circle responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in the Department of Posts. Any breach of this condition by the contractor would render him liable to be debarred for tendering in this Department.
- 21 No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.
- 22 The bid for the works shall remain open for acceptance for a period of Seventy Five (75) days from the last date of receipt opening of technical bid.
- Further,
- i) If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department, within 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

- ii) If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the department, after expiry of 7 days after last date of submission of bids, then the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
- iii) In case of forfeiture of earnest money as prescribed in para (i) and (ii) above, the bidders shall not be allowed to participate in the rebidding process of the same work.
- 23 This notice inviting Bid shall form a part of the contract document. The successful bidders/contractor, on acceptance of his bid by the Accepting Authority shall within 7 days from the stipulated date of start of the work, sign the contract consisting of:-
- 23.1 The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online (in BoQxxxxx.xls file) at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
- 23.2 Standard C.P.W.D. Form 7/8 or other Standard C.P.W.D. Form as applicable.
- 23.3 CPWD General Conditions of Contract 2020 (GCC2020) Maintenance works including up to date corrections, if any, thereof.
- 24 Integrity Pact: The contractor shall download the Integrity Pact, which is a part of tender documents, affix his signature in the presence of a witness, and upload the same while submitting online bids for all works of estimated cost put to tender equal or more than the threshold value given in Schedule-F. In the event of his failure to sign and upload the Integrity Pact along with other bid documents, his bid shall be rejected.
- 25 In case any discrepancy is noticed between the document as uploaded at the time of submission of the bid online and hard copies as submitted physically in the office of Tender Inviting Officer, then the bid submitted shall become invalid and the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the retendering process of the work.
- 26 Any issue related to uploading tender can be resolved through the concerned Assistant Engineer (E), PESD, Guwahati, Ph: 0361-2540447.  
OR website helpline no. 0120-4001002, 0120-4001005, 0120-6277787 or e-mail:eproc@nic.in for Technical Support &cphp-doe@nic.in for Policy related issue. The e-tendering bidders are also advised not to wait to raise any issues till the last date of submission of bid in their own interest.

For & on behalf of the President of India

Executive Engineer(E)  
Postal Electrical Division  
Kolkata-700 012