OFFICE OF THE
SILCHAR MUNICIPAL CORPORATION
SILCHAR:::CACHAR

Email Id: smb1882@gmail.com

No. SMGR.1/12/2025-26/413 Dated. 06/03/2026

SHORT NOTICE INVITING TENDER

Sealed tenders are invited on percentage basis by the undersigned from the eligible category registered contractors of Silchar Municipal Corporation/with or without A.P.W.D. (Bldg. & Roads) or nationally reputed firm for the construction of following works at Silchar Municipality, Silchar-

Sl. No.	Name of the Work	Estimated Cost	Stipulated period of Completion	Earnest Money	Cost. of Tender document	Submission of Tender Date	Opening date of Technical Bid	Opening date of Price Bid
1	Remodelling works at commissioner's office chamber, (Phase-I, Civil, Plumbing works etc.) under 15th FC (Untied Grant) Installment for the year 2020-21.	16,39,300.00	45 Days	2% for General Category & 1% for S/C, S/T, O.B.C, UDE & UGE	Rs. 10,000.00	13/03/2026 up to 2.00 P.M	13/03/2026 at 4.00 P.M	13/03/2026 at 5.00 P.M
2	Remodelling works at commissioner's office chamber, (Phase-II, interior works including furnitures etc.) under 15th FC (Untied Grant) Installment for the year 2020-21.	19,50,500	45 Days		Rs. 10,000.00			
3	Remodelling works at commissioner's office chamber, (Phase-III, Electrical Works etc.) under 15th FC (Untied Grant) Installment for the year 2020-21.	13,73,800.00	45 Days		Rs. 5,000.00			

Application of Request for issue of tender paper along with receipt of cost of tender document deposited directly at the Cash counter will be received up to 2:00 P.M. on 12/03/2026 and tender document will be issued to those applicants only from 09/03/2026 to 13/03/2026 at the office of the undersigned during office hours. Detail Tender Notice can be seen at Office Notice Board during office hours.

Commissioner
Silchar Municipal Corporation

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Eligibility criteria

- The Contractor / agency is to furnish self-attested copies of the following documents along with duly filled up pre-qualification format called, Technical Bid of the tender document to qualify for opening of financial bid.

List of mandatory document:	Issuing Authority
1. Municipal Contractors License certificate (Compulsory)	Commissioner, Silchar Municipal Commissioner, Silchar.
2. All types of up to date registration certificate of the contractor of appropriate Class & category. (Civil)	*Appropriate authority of respective department, self-attested.*
3. Photocopy of PAN Card	*Department of Income Tax, Govt. of India, duly self-attested.*
4. Photocopy of GST Registration	*Appropriate authority.*
*5. . Certificate in respect of satisfactory completion of similar nature of works under Govt. or semi Govt. department during last two years along with work order (Tenderer must have completed same nature of work at least **1.5times** of the estimated value of work in the last 2 financial years ending on 31-03-2025 under Govt. / Semi Govt. or under any public sector undertaking.)*	*Officer not below the rank of Executive Engineer or equivalent/Chairman/E.O. in case of SMB, duly attested.*
6. Labour License under Govt. of Assam	*Asstt. Commissioner of Labour, Assam*

Terms & Condition:

1. Tenderer may drop tender for the single work. Plan and specifications of the work may be seen at Municipal Office and all other particulars ascertained during office hours on each day from the date of notice being hung-up.

2. Complete Tender document must be submitted in a sealed envelope super scribing (a) Name of work (b) NIT No. & date (c) Name of tenderer with full address and telephone no. & addressed to the Commissioner., Silchar Municipal Corporation, Silchar-788001.

3. Submission of tender: Prequalification format (Technical Bid) along with all relevant documents in envelop 1, Price Bid with Tender forwarding in envelop II & Earnest Money with cast certificate (if applicable) in envelop III. All three envelop (I + II + III) are to be submitted in a single envelop as mentioned in Terms & Condition No.2

4. Earnest money in the form of Call deposit / FDR, issued by any schedule bank of India, drawn in favor of Commissioner., Silchar Municipal Corporation, Silchar-1. Tender without EMD in proper form will be summarily rejected.

5. The Chairman, Tender Evolution Committee /Commissioner, Silchar Municipal Corporation, Silchar reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever or split the work suitably among the eligible agencies and is not bound to accept the lowest rates.

6. Contractors are to quote their rate both in figure and words on % age basis over the estimate i.e. As per/ Above/ Below the rate of Technical Sanction Accorded estimate except GST (GST & other Labour cess will be as per current circular) will be on the proper form

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furnished with the Price Bid; special care should be taken to write the % age rate in figures as well in words, in such a way that interpolation is not possible, and every correction in the tendered rates should bear the tenderer's signature.

7. The tender agreement for the work will be drawn up with the successful tenderer in the F-2 form as well as in Municipal norms with a Non Judicial Stamp of Rs. 100.00. The condition and particulars mentioned in the NIT and conditions of F-2 form of APWD will be final & binding on the contractor. The tenderer should therefore sign each page of bid document as token of acceptance of condition stipulated therein and attach the same along with tender submitted by them.

8. No tools, plants & machinery and store materials will be supplied by the department for execution of the work.

9. Contract must not be sublet.

10. No labour under the age of 14 (fourteen) years of age shall be employed at the work site and all labours employed at the work shall be paid at per rates approved by Govt. of Assam.

11. The quoted amount should be valid for any increase or decrease in quantities as per final requirement of the concerned authority, and also the undersigned reserves the right to modify the drawings & details as per requirement.

12. The authority is not liable to pay any interest for any delay in payment.

13. If the successful tenderer withdraws his tender or refuge to sign the agreement in any pretext whatsoever within the period between the date of issue of work order by the Authority and the date given for signing formal agreement by him, his earnest money is liable to be forfeited. **The selected tenderer will have to sign the formal agreement in F-2 form as well as in Municipal norms with a Non Judicial Stamp of Rs. 100.00 within three days from selection order.**

14. The amount quoted should be inclusive of all Taxes and duties.

15. The amount quoted by the contractor will be valid for the entire period till completion of the work to the satisfaction of the Department and no price escalation will be entertained under any circumstances.

16. The Earnest Money will be returned to tenderer on written application within 28 days from the date of issue of work order, who's tender, is not selected for acceptance. The earnest money of the successful tenderer will be retained as part of security deposit described in the following paragraph.

17. The security will be realized from the contractor for due/proper execution of the contract awarded & will be deducted @ 8 (eight) percent for General category & @ 9 (nine) percent for S/C, S/T, OBC, UGE,UDE from every interim payment made to the contractor on account of the work, until the sum of these deduction and the Earnest Money will be retained as performance guarantee for a minimum period of 2 (Two) years from the date of completion of the work and will be released on receipt of no liability certificates from the concerned authority. Any defect / deficiency detected during the period of 24 months will be set right by the contractor free of cost.

18. Before tendering, the intending tenderer shall inspect the site to fully acquaint himself about the condition in regard to accessibility of site and locality, nature and extent of ground, working conditions including stacking of materials, installation of T & P etc, conditions affecting accommodation and movement of labour etc., required for the satisfactory execution of the work / contract. No claim whatsoever on such account shall be entertained by the Corporation under any circumstances.

19. The tender will be opened on schedule date & time in presence of contractor / agency or their authorized agent. Envelope containing EMD will be opened first. If the EMD is

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found in proper form, envelope containing technical bid will be opened. The financial bid of contractor / agency will be opened at the schedule time after necessary verification of the papers submitted by the tenderer along with technical bid.

20. Penalty will be imposed on contractors doing substandard works or for time delays if any as deem fit by the Board.

21. The payment will be made on accordance of TS from the competent authority & availability of fund from the Govt.

22. All disputes arising out of the processing of offers and of the work order / letter of intent so made shall be subject to jurisdiction of Silchar Civil Court.

23. Payment will be made subject to 23. Any terms & condition not mentioned herein above shall be governed by the A.P.W.D General Specification current in the state.

Commissioner
Silchar Municipal Corporation

Memo No: SMGR.1/12/2025-26/413-A

Dated, Silchar the 06 /03 / 2026

Copy to:-

1) The Secretary to the Govt. of Assam, Department of Housing and Urban Affairs, Dispur, Guwahati-6 for favor of kind information.
2) The Director, Municipal Administration Department, Asaam, Ganeshguri, Dispur, Guwahati-6 for favour of kind information.
3) The District Commissioner, Cachar, Silchar for favour of kind information.
4) The Superintending Engineer, P.W.D. Roads/Building, Cachar Circle, Silchar for information.
5) The Executive Engineer, PWD Building, Silchar, Udharbond, Sonai & Dholai (SC) Territorial Building Division, Silchar, for information and wide circulation.
6) The Executive Engineer, P.W.D. Silchar, Udharbond, Sonai & Dholai (SC) Territorial Building Division, Silchar, for information and necessary action.
7) The Asstt. Executive Engineer, S.M.C. for information and necessary action.
8) Supdt. of Accountant, SMC for necessary action.
9) Cashier, SMC for necessary action.
10) I.T Coordinator, SMC, for information & upload the same to Municipal Website.
11) Office file.

Commissioner
Silchar Municipal Corporation

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