

BRIHANMUMBAI MUNICIPAL CORPORATION

Dy.HE/Ops/2695 Dtd.16.08.2024

E-QUOTATION NOTICE

The BRIHANMUMBAI MUNICIPAL CORPORATION (BMC) invites online e-quotation on item rate basis to appoint Contractor for the "Scanning, Digitalization, indexing and classification of Old Documents of 14 villages of BMC's acquired Land available in the office of DY.H.E. (Operations) in O.C. Division" from contractors of firms dealing in this line.

Bidding Process will comprise of TWO stages.

The application form can be downloaded from e-procurement system of Government of Maharashtra (Mahatenders) (<http://mahatenders.gov.in>). The applicants not registered with BMC are mandated to get registered (Vendor Registration) with BMC for e-tendering process & obtain login credentials to participate in the online bidding process.

1. To download the application form, for those applicants not having vendor registration, need to apply first for vendor registration at the office of Account Officer (FAR), 3rd floor, Municipal Headquarter, Mumbai. **(Note- Online vendor registration is available on BMC's portal <http://portal.mcgm.gov.in>)**
2. Followed by Mahatenders login ID and password to be obtained from Mahatender portal <https://mahatenders.gov.in>
3. For e-Tendering registration, enrollment for digital signature certificates and user manual, please refer to respective links provided in 'Tenders' tab. Vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by controller of certifying authorities namely, Safes crypt, IDRBT, National informatics center, TCS, USTOMS, MTNL, GNFC and e- Mudhra,CA.

Name and location of work	Contract period
Scanning, Digitalization, indexing and classification of Old Documents of 14 villages of BMC's acquired Land available in the office of DY.H.E. (Operations) in O.C. Division .	30 days

While submitting duly filled quotation document on mahatender, bidders needs to pay total EMD amounting to Rs.950 online through payment gateways of GOM on URL <https://mahatenders.gov.in>. The Bidder shall upload the scan copy of online paid EMD along with the bid submission in packet A. Any bid not accompanied by an acceptable bid security/EMD shall be rejected by the

employer as a non-responsive. EMD is refundable in accordance to the relevant clause of quotation document. The quotation is available on e-Procurement System of Government of Maharashtra (Mahatenders) <https://mahatenders.gov.in> as mentioned in the Header Data of the quotation.

As per Two Packet systems, the document for Packet A & B is to be uploaded by the bidder in vendors' document online in Packet A (fee/ pre qualification cover) & Packet B (Finance cover). Packet A & B shall be opened on dates as mentioned in header data. All the responsive and eligible bidders if they so wish can be present at the time of opening of quotations, in the office of Dy. Hydraulic Engineer (Operations). The Packet B shall be opened if quotations submission in Packet A satisfies /includes all the requirements and same are found acceptable to the Authority.

The Municipal Commissioner reserves the right to reject all or any of the e-quotation(s) without assigning any reasons at any stage.

The dates and time for submission and opening the quotations are as shown in the Header Data.

For query if any, the Applicants interested for the above referred Work/Supply may contact the Executive Engineer (Construction) at the following address on any working day during office hours.

Office of:	Office of the Ex. Engineer (Construction), Kapurbawdi Water Works Yard, P.O.Sandoz Baug, Thane - 400 607. Ph. 022-25421094, 25431905
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The applicants may wish to visit the site under reference located at Kapurbawdi, Dist: Thane and can collect the information of the present status from the department who have invited the quotations.

Bidders are also advised to refer "Bidders Manual Kit" available at <https://mahatenders.gov.in/nicgep/app?page=BiddersManualKit&service=page> for further details about the e-tendering process. For any help, in the e-quotation process, can be availed by dialing help-desk number 022- 22046934/22837339 from 11.30 AM to 5.00 PM on all working days . Email: supporteproc@nic.in

SPECIAL NOTE : bidders are requested to go through the e- tender guidelines on nic portal (<https://mahatenders.gov.in>). For registration, enrolment for digital signature certificate & user manual, please refer to respective links provided in e-tendering tab. The vendors can get digital signature from any one of the Certifying Authorities (CA's) licensed by the Controller of Certifying Authorities namely Safes crypt, IDRBT, National Informatics Centre, TCS, Customs, MTNL, GNFC and e- Mudhra.

Sd/-

Executive Engineer (Construction)

HEADER DATA

Quotation Document No.	2024_MCGM_1075853_1
Name of Organization	BRIHANMUMBAI MUNICIPAL CORPORATION
Subject	Scanning, Digitalization, indexing and classification of Old Documents of 14 villages of BMC's acquired Land available in the office of DY.H.E. (Operations) in O.C. Division .
Scrutiny Fee	Rs.330.00/- (+18% GST)(As per note below)
Quotation Security Deposit/ EMD	Bidders shall pay total EMD amounting to Rs.950/- online through payment gateways of GoM on URL https://mahatenders.gov.in . The Bidder shall upload the scan copy of online paid EMD along with the bid submission in packet A.
Date of issue and sale of quotation	29.08.2024 from 13:00 Hrs
Last date & time for sale of quotation	05.09.2024 upto 16:00 Hrs
Submission of Packet A & Packet B (Online)	05.09.2024 upto 16:00 Hrs
Opening of Packet A (Technical/Commercial)	10.09.2024 after 16:10 Hrs
Opening of Packet B (Financial cover/Price Bid)	19.09.2024 after 16.00 Hrs
Address for communication	Office of the Ex. Engineer (Construction), Kapurbawdi Water Works Yard, P.O.Sandoz Baug, Thane - 400 607. Ph. 022-25421094, 25431905
Venue for opening of Quotation	Online in Dy.H.E. (Operations) 's office.

Note : As per Circular no. CA/FRG/10 dtd. 19.10.2023, all the bidders shall have to pay the scrutiny fee with GST. It is to be paid at CFC center after opening of Packet A and before opening of Packet B, by obtaining challan from respective section.

This quotation document is not transferable.

The BMC reserves the rights to accept any of the application or reject any or all the application received for above subject without assigning any reason thereof.

Sd/-

Executive Engineer (Construction)