

**MUNICIPAL CORPORATION, AMBIKAPUR  
DISTT. SURGUJA (CG)**

**CONSTRUCTION / MAINTENANCE OF  
BUILDING, DRAIN & OTHER WORK  
AT ZONE NO. 03**

**(Based on SOR for Building works w.e.f. 15.04.2026)**

**TENDER DOCUMENTS**

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**(Tender Cost INR 100.00 Lakhs)**



**COST OF DOCUMENTATION FEES - INR 3,000.00**

sd/-

Commissioner  
Municipal Corporation, Ambikapur  
Disst - Surguja, Chhattisgarh

Web Site : <https://eproc.cgstate.gov.in>  
E-mail : [nagarnigamambikapur@gmail.com](mailto:nagarnigamambikapur@gmail.com)

## **OFFICE OF THE MUNICIPAL CORPORATION, AMBIKAPUR (C.G.)**

NIT No. 293/AMC/PWD/2026-27

Ambikapur Dated : 02/06/2023

### **-: Notice Inviting Tender :-**

Commissioner, Ambikapur Municipal Corporation invites Online tenders for and on behalf of AMC in PWD S.O.R. for Building works w.e.f. 15.04.2026 in percentage rate tender in form A from D & above class registered contractors of (Integrated e-Registration) of PWD Chhattisgarh GoC e-Procurement System (<https://eproc.cgstate.gov.in> as per the Key Dates mentioned below. All other condition for submission of tenders and criteria for Qualification etc. have been mentioned in tender document.

No.	System Tender No.	Name of work	Amount of the Estimate (In Lakh)	Time allowed for completion	Earnest Money Deposit	Cost of Tender document	Class Contractor
01	192315	Construction / Maintenance of Building, Drain & other work at Zone No. 03	100.00	12 Month	75,000.00	3,000.00	"D" & Above Class

1. In order to participate in the tenders floated using the e-Procurement System, all contractors/bidders are required to get enrolled on the e-Procurement portal.
2. The bids submitted online should be signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. The registered contractors may obtain information required to issuance of Digital Certificate from ***e-Procurement system Help Desk***, Toll Free No. 18002582502 or through Email ID [helpdesk.eproc@cgswan.gov.in](mailto:helpdesk.eproc@cgswan.gov.in)
3. For submitting the bids online, the contractors/bidders are required to make online payment using the electronic payments gateway service Bid Submission Fee as mentioned above the different modes of electronic payments accepted on the e-Procurement System is available and can be viewed online on the e-Procurement Website.
4. Tender Download, Submit Bid online, EMD and other Documents and other activities will be governed by the time schedules given under “**Key Dates**”.
5. Conditions related to e-Procurement are furnished in **Annexure O** of tender document and will overrule other conditions wherever applicable/relevant.
6. The Bidders has to submit (Upload Scan Copies/fill) his offer/credentials online as required in the tender in the online templates in relevant envelopes.

7. Physical Submission of Affidavit (Annexure A & B), EMD in form of FDR/TDR & cost of tender documents in form of Demand Draft (by registered Post/Speed Post only) in favour of Commissioner, Municipal Corporation, Ambikapur must be submitted on or before Dated **30/06/2026** Time up to 17.30 PM.
8. The Bidders may refer Help Manual available online to perform their online activities.
9. If there is any amendment in the tender it will be published online only.
10. Attested copy of Unique Registration certificate, GST Registration Certificate, 02B Certificate, PAN card, Income Tax clearance certificate till last financial year, GST clearance certificate up to last financial quarter must be submitted along with tender documents accordingly.
11. The Bidders has to submit prescribed EMD/DD (DD Not Refundable).
12. Deductions of IT, SD, BOC & Other tax will be made accordingly.
13. Terms & conditions of the works department manual / Municipal corporation act & rules will be effective accordingly.
14. Provision of Construction and Demolition Waste Management Rules 2016 will be strictly followed and contractor will be liable for disposal of all construction and demolition waste as per the said rules.
15. Recycled water available at ULBs Hydrant (on payment basis) will be preferably used by the contractor.
16. Further information regarding this tender will be available only in the website <https://eproc.cgstate.gov.in> and email- [nagarnigamambikapur@gmail.com](mailto:nagarnigamambikapur@gmail.com).
17. निविदा दस्तावेज के साथ निविदाकार के किसी भी शासकीय/अर्द्धशासकीय विभाग में ब्लैक लिस्ट नहीं होने का शपथ पत्र As per annexure "A" एवं निविदाकार द्वारा प्रस्तुत दस्तावेज सही होने सम्बन्धी शपथ पत्र रुपये 100.00 का नॉन ज्यूडिशियल स्टॉम्प पेपर As per annexure "B" में प्रस्तुत करना अनिवार्य होगा।
18. निविदा की वैधता हेतु 02बी (टूल्स प्लान्ट एवं मशीनरी सर्टिफिकेट) प्रमाण पत्र जो कार्यपालन अभियन्ता द्वारा जारी किया गया हो प्रस्तुत करना होगा।
19. निविदा दस्तावेज हेतु प्रस्तुत डिमाण्ड ड्राफ्ट/अमानत राशि का टीडीआर/एफडीआर निविदा सूचना जारी होने के उपरान्त का होना अनिवार्य है, अन्यथा की स्थिति में ठेकेदार द्वारा प्रस्तुत निविदा अमान्य किया जावेगा।
20. न्यूनतम निविदादाता को कार्य प्राप्ति के उपरान्त 15 दिवस के भीतर राशि रुपये 100.00 के नॉन-ज्यूडिशियल स्टाम्प पेपर पर अनुबंध सम्पादित किया जाना अनिवार्य होगा अन्यथा की स्थिति में निविदा स्वमेव निरस्त मानी जावेगी।
21. वार्षिक अनुबंध की अवधि अनुबंध दिनांक से 01 वर्ष अथवा विहीत प्राधिकारी के आदेश तक वैध रहेगी।
22. बगैर सक्षम अमानत राशि एवं निविदा दस्तावेज शुल्क के निविदाओं पर विचार नहीं किया जावेगा।
23. छ.ग. कार्य विभाग मैनुअल अनुसार आवश्यक मटेरियल टेस्टिंग कराया जावेगा, जिसका शुल्क ठेकेदार को वहन करना होगा।

24. निविदा खोलने हेतु निर्धारित स्थान एवं समय पर निविदाकार अथवा उनके अधिकृत प्रतिनिधि उपस्थित रह सकते हैं।
25. निगम सम्पूर्ण कार्य अथवा इसके सुस्पष्ट भाग के लिए निविदा स्वीकार करने अथवा कार्य को एक या एक से अधिक निविदाकारों के मध्य वितरण करने के अधिकार को आरक्षित रखता है।
26. निविदा के किसी भी सुस्पष्ट भाग अथवा सम्पूर्ण निविदा में संशोधन/स्थगन का अधिकार सक्षम प्राधिकारी को होगा।
27. निर्माण कार्य सन्दर्भित विनिर्देशों के अनुसार एवं सुदृढ़ यांत्रिकीय प्रथा अनुसार पूर्ण किया जावेगा। कर्म कौशल के संबंध में सक्षम प्राधिकारी का निर्णय अंतिम होगा।
28. निर्माण कार्य के दौरान निगम के पेयजल सप्लाई के पाईप लाईन तथा निगम स्वामित्व की सम्पत्ति क्षतिग्रस्त होने की स्थिति में उसका मरम्मत कार्य ठेकेदार को स्वयं के व्यय से कराना अनिवार्य होगा, अन्यथा की स्थिति में ठेकेदार के देयक से उक्त राशि की कटौती की जावेगी।
29. सभी देय करों, विक्रय कर को सम्मिलित करते हुए, अन्य ड्यूटी आदि जो शासन एवं स्थानीय निकायों अथवा निजी व्यक्तियों द्वारा ठेकेदारों के कार्य पर वसूली योग्य हों, संबंधित को ठेकेदार द्वारा भुगतान करना होगा।
30. सक्षम प्राधिकारी, कार्य की वृद्धि अथवा कमी करने के अधिकार को आरक्षित रखता है।
31. निविदा जिसकी स्वीकृति की जावेगी के उपरांत ठेकेदार के रूप में संदर्भित विहित प्रारूप में प्राधिकारी द्वारा उसकी निविदा स्वीकार किये जाने की सूचना दिनांक से 1 पखवाड़े के भीतर अनुबंध निष्पादित करेगा। इसमें विफल रहने का परिणाम अग्रिम धन का सम्पहरण एवं निविदा निरस्ती के रूप में होगा।
32. निविदा आमंत्रण सूचना पत्र की सभी शर्तें ठेकेदारों पर विहित प्रारूप में संविदा/अनुबंध की सभी शर्तों के अलावा बंधनकारी होंगी।
33. निविदा के संबंध में किसी भी प्रकार के विवाद की स्थिति में सक्षम प्राधिकारी का निर्णय अंतिम एवं सर्वमान्य होगा।
34. सफल निविदाकार को नगर पालिक निगम, से अनुबंध संपादित करने के पूर्व कार्य के लागत का 05 प्रतिशत राशि बतौर परफॉरमेंस गारण्टी टीडीआर/एफडीआर/बैंक गारण्टी के रूप में संग्रहित कराना अनिवार्य होगा।
35. कार्य हेतु प्राप्त निविदा दर एस.ओ.आर. से 10 प्रतिशत से अधिक न्यून प्राप्त होने पर नियमानुसार अतिरिक्त परफॉरमेंस गारण्टी/अंतर की राशि एफडीआर/टीडीआर के रूप में निगम कोष में जमा कराया जाना अनिवार्य होगा।
36. सफल निविदाकार द्वारा जमा 05 प्रतिशत परफॉरमेंस गारण्टी की राशि का टीडीआर/एफडीआर कार्य पूर्ण होने के 06 माह उपरांत अथवा सक्षम प्राधिकारी के अनुमति अनुसार वापसी योग्य होगा।
37. अतिरिक्त परफॉरमेंस गारण्टी/अंतर की राशि का एफडीआर/टीडीआर कार्य के अंतिम देयक के भुगतान के उपरांत वापसी योग्य होगा।
38. निर्माण कार्य में उपयोग किये गये गौण खनिजों के रॉयल्टी की राशि (बाजार मूल्य एवं डीएमएफ की राशि सहित) की कटौती शासन/कलेक्टर, सरगुजा (खनिज शाखा) द्वारा समय-समय पर जारी निर्देश के अनुरूप की जावेगी।
39. उपरोक्त शर्तों के अतिरिक्त निविदा प्रपत्र, निविदा सूचना में उल्लेखित शर्तें तथा लोक निर्माण विभाग कार्य मैनुअल की शर्तें सम्यक् रूप से लागू मानी जावेगी।
40. जीएसटी का भुगतान शासन के दिशा-निर्देश अनुसार किया जावेगा।

**sd/-**

**आयुक्त**

नगर पालिक निगम, अम्बिकापुर  
जिला-सरगुजा (छ.ग.)

**Annexure-A**

**Undertaking for Not Being Blacklisted**

**(To be executed by POA Holder / Bidder in Non Judicial Stamp of INR 100.00)**

<Location, Date>

To

The Commissioner

Municipal Corporation, Ambikapur.....

District Surguja, Chhattisgarh,

Dear Sir,

Sub.: Undertaking on the not being Black-Listed.

We **(Name of Bidder)** hereby confirm that our firm/organization/company is not blacklisted by any Government organization/Central/State/PSU/ULB/Government Parasternal Bodies or its agencies for any reasons whatsoever as on date of submission of the bid for indulging in corrupt or fraudulent practices or for indulging in unfair trade practices or backing out from execution of contract after on award of work.

Sincerely yours

Name:

Designation:

Bidder Organization Name:

Date:

Seal:

**Affidavit**

(To be executed by POA Holder / Bidder in Non Judicial Stamp of INR 100.00)

I..... S/o.....  
Aged..... years.....resident..... of.....  
.....(address.....  
.....)

(For and on behalf of.....), do here by and  
herewith solemnly affirm / state on oath that: -

1. All documents and Information's furnished are correct in all respects to the best of my knowledge and belief
2. I have not suppressed or omitted any information as is required.
3. I am / we are neither blacklisted nor debarred by govt. of India/others states govt. departments / Chhattisgarh state govt. departments / Urban local body.
4. I hereby authorize the Commissioner, Municipal Corporation, Ambikapur to get all the documents verified from appropriate source(s).

Deponent

(.....)

Authorized signatory / for and on behalf of

.....

**(Affix Seal)**

**Verification**

I..... S/o..... do here by affirm that the  
contents stated in Para 1 to 4 above are true to the best of my knowledge and believe  
and are based on my / our record.

Verified that this ..... date of ..... 200... at (Place).....

Deponent

Seal of attestation by a Public  
Notary with date  
of.....

Authorized signature / for and on behalf

## Annexure O

### **Guidelines for bidders on using Integrated e-Procurement System Govt. of Chhattisgarh.** **<https://eproc.cgstate.gov.in>**

**Note: These conditions will over-rule the conditions stated in the tender document(s), wherever relevant and applicable.**

#### **1. Vendor / Bidder Registration on the e-Procurement System:**

All the Users / Bidders (Manufacturers / Contractors / Suppliers / Vendors / Distributors etc.) registered with and intending to participate in the Tenders of various Govt. Departments / Agencies / Corporations / Boards / Undertakings under Govt. of Chhattisgarh processed using the Integrated e-Procurement System are required to get registered on the centralized portal <https://eproc.cgstate.gov.in> and get approval on specific class (e.g. A, B, C, D, UGE, UDE) from Public Works Department (in case to participate in tenders restricted to vendors / bidders in a particular class).

The non – registered users / bidders who are also eligible to participate in the tenders floated using the e-Procurement system are also required to be registered online on the e-Procurement system.

Vendors are advised to complete their online enrolment / registration process on the portal well in advance to avoid last minute hassle, it is suggested to complete enrolment at least four days before the last date of bid submission date, failing which may result in non-submission of bids on time for which vendor/end user shall be solely responsible.

For more details, please get in touch with e-Procurement system integrator, M/s. Mjunction Services Limited, Raipur – 492 001 on Toll free 1800 258 2502 or email [helpdesk.eproc@cgswan.gov.in](mailto:helpdesk.eproc@cgswan.gov.in).

#### **2. Digital Certificates:**

The bids submitted online must be signed digitally with a valid Class II / Class – III Digital Signature Certificate to establish the identity of the bidders submitting the bids online. The bidders may obtain pair of Encryption & Signing Class – II / Class – III Digital Certificate issued by an approved Certifying Authority (CA) authorized by the Controller of Certifying Authorities (CCA), Government of India.

**Note:** It may take up to 7 to 10 working days for issuance of Class-II/Class-III Digital Certificate, Therefore the bidders are advised to obtain it at the earliest. It is compulsory to possess a valid Class-II / Class-III Digital Certificate while registering online on the above mentioned e-

Procurement portal. A Digital Certificate once mapped to an account / registration cannot be remapped with any other account / registration however it may be inactivated / deactivated.

**Important Note:** bid under preparation / creation for a particular tender may only be submitted using the same digital certificate that is used for encryption to encrypt the bid data during the bid preparation / creation / responding stage. However bidder may prepare / create and submit a fresh bid using his/her another / reissued / renewed Digital Certificate only within the stipulated date and time as specified in the tender.

In case, during the process of a particular bid preparation /responding for a tender, the bidder loses his/her Digital Certificate because of any reason they may not be able to submit the same bid under preparation online, Hence the bidders are advised to keep their Digital Certificates secure to be used whenever required and comply with IT Act 2000 & its amendments and CVC guidelines.

The digital certificate issued to the authorized user of an individual / partnership firm /private limited company / public limited company / joint venture and used for online bidding will be considered as equivalent to a no-objection certificate / power of attorney to the user.

Unless the certificate is revoked, it will be assumed to represent adequate authority of the specific individual to bid on behalf of the organization / firm for online tenders as per Information Technology Act 2000. This authorized user will be required to obtain a valid Class-II / Class-III Digital Certificate. The Digital Signature executed through the use of Digital Certificate of this authorized user will be binding on the organization / firm. It shall be the responsibility of management /partners of the concerned organization / firm to inform the Certifying Authority, if the authorized user changes, and apply for a fresh digital certificate for the new authorized user.

**3. Online Payment:** As the bid is to be submitted only online, bidders are required to make online payment(s)of the Registration fee / Transaction or Service fees using the online payments gateway services integrated into the e-Procurement system using various payment modes like Credit Card / Debit Card / Internet Banking / Cash Card / NEFT / RTGS etc.

For the list of available online modes of electronic payments that are presently accepted on the online payments gateway services, please refer the link '**Payments accepted online**' on the procurement portal <https://eproc.cgstate.gov.in>.

**4. Setup of User's Computer System:** In order to operate on the e-Procurement system for a bidder / user, the computer system / desktop / laptop of the bidder is required to have Java ver. 765 , Internet explorer 9 / 11, latest Mozilla Firefox with IE Tab V2 (Enhanced IE Tab) or any



other latest browser. A detailed step by step document on the same is available on the home page. Also internet connectivity should be minimum one MBPS.

**5. Publishing of N.I.T.:** For the tenders processed using the e-Procurement system, only a brief advertisement notice related to the tender shall be published in the newspapers and the detailed notice shall be published only on the e-Procurement system. Bidders can view the detailed notice, tender document and the activity time schedule for all the tenders processed using the e-Procurement system on the portal <https://eproc.cgstate.gov.in>.

**6. Tender's Critical Dates& Time/Tender Time Schedule:** The bidders are strictly advised to follow the tender time for their side for tasks/activities and responsibilities to participate in the tender, as all the activities/ tasks of each tender are locked before the start time & date and after the end time & date for the relevant activity of the tender as set by the concerned department official.

**7. Download Tender Document(s):** The tender document and supporting document(s) if any can be downloaded only online. The tender document(s) will be available for download to concerned bidders after online publishing of the tender and up to the stipulated date & time as set in the tender.

**8. Submit Online Bids:** Bidders have to submit their bid online after successful filling of forms within the specified date and time as set in the tender.

The encrypted bid data of only those bidders who have submitted their bids within the stipulated date &time will be accepted by the e-Procurement system. It is expected that the bidder complete his bid and submit within timeline, a bidder who has not submitted his bid within the stipulated date &time will not be available during opening.

Bid documents uploading during bid preparation should be less than five MB (for individual document) and over all bid documents should be less than fifty MB.

**9. Submission of Earnest Money Deposit:** The bidders shall submit their Earnest Money Deposit in a physically sealed envelope and the same should reach the concerned office as stated in the Notice Inviting Tender. Bidders also have to upload scanned copy of Earnest Money Deposit instrument.

**10. Documentation Fees (INR):** The bidders shall submit their non refundable documentation fees in a physically sealed envelope and the same should reach the concerned office as stated in the Notice Inviting Tender. Bidders also have to upload scanned copy of documentation fees instrument.

**11. Opening of Tenders:** The concerned department official receiving the tenders or his duly authorized officer shall first open the envelope "A" and verify the same as per the NIT. He / She shall check for the validity of Earnest Money Deposit, Documentation fees and other document as required. In case, the requirements are incomplete, the next i.e. technical and commercial envelopes of the concerned bidders received shall not be opened.

The concerned official shall then open the other subsequent envelopes submitted by the bidders in the presence of the bidders or their authorized representatives who choose to be present in the bid opening process.

**12. Briefcase:** Bidders are privileged to have an online briefcase to keep their documents online and the same can be attached to multiple tenders while responding, this will facilitate bidders to upload their documents once in the briefcase and attach the same document to multiple bids submitting.

For any further queries / assistance, bidders may contact:

1. The Service Integrator of e-Procurement system, M/s. Mjunction Service Ltd. on Help Desk Toll free No. 1800 258 2502 or email [helpdesk.eproc@cgswan.gov.in](mailto:helpdesk.eproc@cgswan.gov.in).

2. Mr. Shailesh Kumar Soni, Sr. Manager, Chhattisgarh Infotech & Biotech Promotion Society(CHiPS) on Tel. No. 0771 - 4014158 or email: [pro-chips@nic.in](mailto:pro-chips@nic.in).

### **KEY DATES**

SNo.	Nagar Nigam Stage	Contractor Stage	Start	
			Date	Time
01	Bid Start Date		03/06/2026	18.00
02		Bid Due Date	23/06/2023	17:30
03		Physical Doc Submission End Dates	30/06/2026	17.30
04	Bid Open Date (Scheduled)		30/06/2026	17.31