



**Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Executive Engineer  
Purulia Irrigation Division  
Bhatbandh Irrigation Colony  
Ranchi Road, Purulia**

## **NOTICE INVITING TENDER**

**N.I.T No - WBIW/EE/PID/PRL/NIT- 01(e)/2016-17**

**Memo No: 1077/EE/PID/e-T**

**Date: 09/05/2016**

Separate tenders are invited by the **Executive Engineer, Purulia Irrigation Division** on behalf of the Governor of West Bengal through electronic tendering (e-tendering) for the works mentioned in the list given below from eligible and resourceful contractors having sufficient credential and financial capability for execution of works of similar nature.

Intending bidders desirous of participating in the tender are to log on to the website [www.wbiwd.gov.in](http://www.wbiwd.gov.in) (the web portal of the Irrigation & Waterways Department) and click on to the “e-procurement” link provided. They may also visit the website <https://wbtenders.gov.in> for the tender. The tender can be searched by typing WBIW/EE in the search engine provided in the website.

Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt of India. (viz. NIC, nCode Solution, Safescrypt, e-Mudhra, TCS, MTNL, IDRBT ) DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

Tenders are to be submitted online and intending bidders are to download the tender documents from the website stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below under “General terms and conditions and information”.

**Last date & time of submission of bids online is 24/05/2016 up to 17.00 Hrs.**

The intending bidder must read the terms and conditions of the NIT carefully. He should particularly go through the eligibility criteria required and satisfy himself of the requirements for eligibility. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

All information posted on the website consisting of NIT and related documents, Form 2911(ii), BOQ, Corrigendum etc and Drawings if any, shall form part of the tender document.

## **LIST OF WORKS**

N.I.T No – WBIW/EE/PID/PRL/NIT-01(e)/2016-17

Memo No-1077/EE/PID/e-T

Date-09/05/2016

Sl no	Name of Work	Amount put to Tender (Rs)	Earnest Money Deposit (Rs)	Cost of tender Paper (Rs)	Time allowed for completion	Source of fund	Eligibility of contractor
1	2	3	4	5	6	7	8
01	Sinking of tube well by rig boring system within Bhatbandh Irrigation Colony under Purulia Irrigation Division, Purulia.	726259.00	14525.00	Nil	15 days	Non Plan	50% of Amount put to tender of similar nature of work.

(\* ) For Consortiums, criteria to be followed as per clause 6 of General Terms and Conditions and information.

# **General Terms and Conditions and Information**

## **1. Eligibility for participation :**

Bona fide contractors, Registered Engineers Co-operative Societies, Consortiums and Partnership firms registered with the State Government and contractors of equivalent Grade / Class registered with Central Government / MES / Railways for execution of civil works are eligible to participate depending on the criteria as detailed below. **Joint venture firms are not eligible to participate.**

*(In case of consortiums, maximum no of constituents shall be restricted to 5 (five) and each constituent must have at least some credential towards contracting business. Individual constituent of a consortium cannot be another consortium)*

## **2. Participation in more than one work :**

Any contractor can submit bids for a maximum of 50% of the total number of works (rounded up to next higher integer) published in any particular NIT, depending on his credential and financial capability, details of which are given later.

## **3. Submission of Tenders**

### **3.1 General process of submission**

Bids are to be submitted online through the website stated. Bidders are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Bids are to be submitted in two folders at a time for each work, one is **Technical Proposal** and the other is **Financial Proposal**. The bidder shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Bidders should specially take note of all the addendum /corrigendum related to the tender and upload the latest documents as part of the tender.

### **3.2 Technical Proposal**

The Technical Proposal should contain scanned copies and/or declarations in the following standardize formats in two covers (folders).

#### **A. Technical File (Statutory Cover) containing,**

- i. Application for Tender (*Vide Form-1*) ( to be submitted in "Forms" folder )
- ii. Tender Form No. 2911(ii) ( to be submitted in "2911" folder )
- iii. Notice Inviting Tender (NIT) ( to be submitted in "NIT" folder )
- iv. Tender Cost and Earnest Money Deposit – Scanned copy of costs in the forms as detailed later separately towards cost of tender papers and Earnest Money Deposit as prescribed in the NIT, against each serial of work.( to be submitted in "Drafts" folder )
- v. Declaration of not having common interest in the same serial (*Vide Form-2*). ( to be submitted in "Forms" folder )
- vi. Drawings if any. ( to be submitted in "Drawings" folder )

**Note: Tenders will be summarily rejected if any item in the statutory cover is missing.**

**B. My Document (Non-Statutory Cover) containing,**

- i. Certificates: (name of file should be "certificates.pdf")
  - 1) Professional Tax (PT) submission Chalan for the current year and PAN Card details. Application for PAN addressed to the competent authority may also be considered.
  - 2) VAT registration certificate. (Non production of the document will result in VAT deduction as per prevailing rules)
- ii. Credential Certificate - Scanned copy of work credential issued in favour of the agency. (name of file should be "credential.pdf")
- iii. Company Details: (name of file should be "companydetails.pdf")
  - 1) Deed of consortium/partnership firm and documents of registration in the form of certified copy of Form 8 issued from The Registrar of Firms Societies & Non-Trading Corporations having office at P-15 India Exchange Place Extn, Todi Mansion, 10th Floor, Kolkata 700001. In cases where the applicant is yet to receive the copy of Form 8, a "Memorandum" issued from the above office may be accepted however in such cases the applicant is to submit an undertaking in plain paper along with the application pledging that "Copy of Form 8 would be submitted to the Tender Accepting Authority before receiving final payment in case he is found lowest and the work is awarded to him." Any change in the constituents of the consortium/partnership firm should also be intimated to the Office at Todi Mansion, Kolkata, prior to the application of tender and a certified copy of the revised Form 8 showing the changes in the constituents of the firm also need to be submitted. If the applicant is yet to receive the certified copy of the revised Form 8 he is to submit the above stated undertaking along with the application.

**Note:** An affidavit regarding authorized user of DSC for consortiums and a declaration regarding such authorization for Limited companies is to be submitted.

- 2) Trade Licence for Proprietorship Firms.
- 3) Memorandum of Articles for Limited Companies.
- iv. Company Details (for Co-op societies only) : (name of file should be "societypapers.pdf")
  - 1) Society Registration certificate from ARCS and Bye-Laws
  - 2) Any other documents showing having names and signatures of latest elected office bearers.
- v. Addenda/Corrigenda: if published. (name of file should be "corrigendm.pdf")

**Note:** Contractors are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. **Tenders submitted without the Addendum/Corrigendum are liable to be treated as informal and thereby rejected.**

- vi. Others: Any other documents found necessary

**NOTE :** Failure of submission of any one of the above mentioned documents will render the tender liable to summary rejection.

### 3.3 Financial Proposal

The financial proposal should contain the following document in one cover (folder).

- i) **Bill of Quantities (BOQ):** The contractor is to quote the rate (percentage above or below) online through computer in the space marked for quoting rate in the BOQ. *(Only downloaded copies of the above documents are to be uploaded by the contractor)*

**NOTE:**

1. *BOQ without a valid numeric rate at the space provided in the BOQ will be rejected. Contractors willing to quote “at-par” shall need to write “0” at the space provided for rate in the BOQ.*
2. *In cases where BOQ has been changed by the Tender inviting authority by way of corrigendum, bidders are to upload the revised BOQ. If bid is submitted prior to the date of corrigendum, the bidder is to resubmit the bid along with the revised BOQ. If revised BOQ is not found during financial evaluation the bid will be rejected.*

#### 4. Submission of original copies of Tender Cost & Earnest Money Deposit.

- i. **Mode of Payment:** Cost towards Tender paper & Earnest Money Deposit (EMD) must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call receipts (DCR) of any scheduled Commercial Bank of India approved under RBI & having branch in the state of West Bengal and drawn in favour of Executive Engineer Purulia Irrigation Division payable at Purulia ,Payment in any other form eg: NSC, KVP etc will not be accepted. However the process of making payment and depositing the same through Government Receipt Portal System (GRIPS) is being initiated, which will be notified separately.
- ii. **Place of submission:** The original copies of the DD/BC/DCR, towards Tender cost & Earnest Money Deposit should be submitted in a sealed envelope in the Office of the Executive Engineer, Purulia Irrigation Division at Purulia (NIT No & the date and time of opening of the Technical bid should be clearly super scribe on the envelope)
- iii. **Time of submission:** The original copies of DD/BC/DCR should be submitted in a sealed envelope in the office as stated above within the bid submission start date and bid submission end date as specified in the schedule of dates provided later.

**Note:**

1. *If the bidder having submitted the bids online fails to submit the original copies of EMD & Tender cost within the due date and time, his bid will be rejected during Technical Bid Opening.*
2. *If such bidder(s), having participated in the 1st call of a work, which has been cancelled due to insufficient no of participants or otherwise, intends to participate in the 2nd call of the same work, they need not submit fresh tender fee and tender fee submitted earlier will be considered. However they are to submit fresh Earnest Money Deposit and EMD submitted earlier will be refunded & not considered.*

#### 5. Credential Certificate

- i. Completion Certificates for fully (100%) completed works during the current year and last five financial years will only be accepted as credential.
- ii. Credential Certificates should clearly show the Name, Address, Contact No of the office and Designation of the officer issuing the work credential along with the Name of work and the Amount put to tender. Illegible certificates and certificates having incomplete information may be rejected.

- iii. Completion Certificate of work executed in Irrigation & Waterways Department will be considered. Completion Certificate of works executed in other Departments of State Government or organizations, like Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Government Departments, Zilla Parishads & Panchayet Samities, West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (KMDA), Kolkata Metropolitan Water Sanitation Authority (KMW&SA), Kolkata Municipal Corporation (KMC), Other Municipal Authorities, Local Panchayet Bodies, Hooghly River Bridge Commissioner (HRBC), , Engineering Departments of Central Government and Organizations like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KoPT), and companies owned or managed by the State Government, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farmer Limited & Britannia Engineering Ltd. may also be considered. Such Completion Certificates are to be issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the other State / Central Government Departments / Organisations. Such certificates are further to be countersigned by immediate superior authority of the Issuing Authority for all cases other than direct State / Central Government Departments and Railways. Also such certificates when being issued by other than direct State / Central Government Departments and Railways should contain a declaration that the work has been executed to the satisfaction of the Government Department concerned and has been declared complete in all respect by the competent authority of the concerned Department.

## 6. Eligibility criteria

- i. Eligibility of agency based on work credential will be calculated as per norms stated in the tender. While determining the eligibility criteria, the “Amount put to tender” of the work executed by the bidder will be considered towards calculation of the work credential.
- ii. Monetary value (Amount put to tender) of the executed work thus submitted will be further multiplied by the following factors to take care of the inflationary effects to arrive at the net notional amount.

Year	Description	Multiplying factor to arrive at net notional amount
Current	-	1.00
1st	1 year preceding the current financial year	1.08
2nd	2 years preceding the current financial year	1.16
3rd	3 years preceding the current financial year	1.26
4th	4 years preceding the current financial year	1.36
5th	5 years preceding the current financial year	1.47

**Note:** For cases where two bidders participating in a tender for a particular work are such that one happens to have worked as a sub-agent of the other and both bidders submit work credential of having completed the same job either wholly or partly, then in such cases the credential of the principal agency will be considered while that of the sub-agent will not be taken into consideration for determining the eligibility criteria of the bidders towards the tender. However if the credentials submitted are for different works then both the credentials will be considered towards determining the eligibility criteria of the bidders.

**Financial proposal of any contractor will come under the purview of consideration only if the criteria mentioned below is fulfilled**

Net notional amount calculated from the Completion Certificate (CC) issued in favour of the agency/firm/consortium for a work of similar nature should be at least **50% (or equal to the requirement as stated in column 8 of list of works above)** of the amount put to tender for the work. However, for consortiums where CC of individual entities of the consortiums are to be considered, the sum of the work values in the CC of individual entities for works of similar nature should be at least **100% (or twice the requirement as stated in column 8 of list of works above)** of the amount put to tender for the work.

#### **7. Eligibility criteria for participating in more than one tender in a NIT**

- i. Submission of tenders by one single bidder in excess of 50% of the no of works in any particular NIT will not be considered.
- ii. Normally separate Completion Certificates (CC) of 100% completed works is to be provided for participation in separate works in a particular NIT. However, CC for one particular work may be considered as eligible for participation in maximum two numbers of serials, provided required credential for two such works (to be arithmetically added) satisfies the requirement in all respect from one such completion certificate.

#### **8. Penalty for suppression / distortion of facts**

If any bidder fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the corresponding uploaded soft copies or if there is any suppression / distortion / falsification noticed at any stage of tender processing prior to the issue of work order, the Tender Inviting Authority will immediately bring the matter to the notice of the Superintending Engineer who upon suggesting suitable punitive measures will place the matter to the Chief Engineer concerned within 15 days of receipt of complaint from the Tender Inviting Authority and the bidder may be suspended from participating in the tenders on e-Tender platform of I&WD as per approval of the Chief Engineer for a maximum period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to Government. The Chief Engineer concerned will issue the necessary suspension orders with intimation to the agency, other Chief Engineers, e-Tendering Cell and also the Department. Copy of such order should also invariably be communicated to the Nodal Officer, e-Governance of this Department with a request to upload the same in the Departmental website. Besides, the Irrigation & Waterways Department may take appropriate legal action against the defaulting bidder. For tenders where such suppression / distortion / falsification is detected at an advanced stage of tender processing, the concerned Chief Engineer will be the deciding authority as to what further necessary actions are to be taken up regarding the tender.

#### **9. Taxes & duties to be borne by the Contractor**

Income Tax, VAT, Sales Tax, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / cess will have to be borne by the contractor and the rate should be quoted accordingly after consideration of all these charges.

## **10. Site inspection before submission of tender**

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards. In this connection intending tenderers may contact the office of the Executive Engineer, Purulia Irrigation Division between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

## **11. Conditional and incomplete tender**

Conditional and incomplete tenders are liable to summary rejection.

## **12. Opening and evaluation of tender**

### **12.1 Opening of Technical Proposal**

- i. Technical proposals will be opened by the Tender inviting authority or his authorised representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Intending bidders may remain present if they so desire.
- iii. Cover (Folder) for Statutory Documents (vide Clause 3.2.A) will be opened first and if found in order, Cover (Folder) for Non-statutory Documents (vide Clause 3.2.B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
- iv. Decrypted (transformed into readable formats) documents of the Non-statutory Cover will be downloaded, and handed over to the Tender Evaluation Authority.

### **12.2 Tender Evaluation Authority (TEA)**

Authority to whom power has been delegated to accept tenders as per Departmental Notification No 01-IWB dated 19th July 2012 will function as the Tender Evaluation Authority for evaluation of Technical and Financial proposal of works having estimated value within his range of acceptance. As per present norms Tender Evaluation Authority for different tenders within the range of Rs 5.00 Lakhs to Rs 45.00 Lakhs would be as follows:-

- For Tenders up to 45 lakhs from 5.00 Lakhs: Executive Engineer Purulia Irrigation Division.

### **12.3 Uploading of list of technically qualified tenderers**

- i. Pursuant to scrutiny and decision of the Tender Evaluation Authority (TEA) after Technical Bid Evaluation, the list of eligible bidders qualified through Technical Evaluation for a particular serial of work whose Financial Proposals will be considered will be uploaded in the web portals.
- ii. While evaluation, the Authority may summon the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated time frame, their proposals will be liable for rejection.



#### **12.4 Opening and evaluation of Financial Proposal**

- i. Financial proposals of the tenderers declared technically eligible by the Tender Evaluation Authority will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- ii. Intending bidders may remain present if they so desire.
- iii. The encrypted copies will be decrypted and the rates will be read out to the contractors remaining present at that time.
- iv. After opening of the financial proposal the preliminary summary result containing inter- alia, name of contractors and the rates quoted by them will be uploaded.
- v. If the Tender Evaluation Authority is satisfied that the rate obtained is fair and reasonable and there is no scope of further lowering down of rate, he may after having the comparative statement test checked by the Divisional Accountant / Divisional Accounts Officer attached to the office of the Executive Engineer, as the Tender Inviting Authority, upload the final summary result containing the name of bidders and the rates quoted by them against each work after acceptance of the rate.
- vi. However, if there is any scope for lowering down of rates in the opinion of the Tender Accepting Authority, all the bidders will be notified through the website to attend either sealed bid or sealed bid followed by open bid if felt necessary by the Tender Accepting Authority in his presence at prescribed date and time, which will be done offline, i.e. as manually, as per present procedure.
- vii. After holding such bids, final result after acceptance of the rate by the Tender Accepting Authority would have to be uploaded in the web portal.
- viii. The Tender Accepting Authority may ask any of the bidders to submit analysis to justify the rate quoted by that bidder.

#### **12.5 Procedure to be followed when one/two technically qualified bidder/s participates in any tender.**

- a. If there is no bidder or the number of bidder in the 1<sup>st</sup> call is less than three(3), the tender has to be cancelled. In case of participation of more than three(3) bidders, technical evaluation is to be done and if the number of technically qualified bidder is less than three(3), the tender has also to be cancelled.
- b. Fresh tender in the form of 2nd call may be invited immediately after relaxation of the credential criteria to the extent deemed necessary by the Tender Inviting Authority and advertisement in widely circulated newspapers.
- c. Even if, after taking appropriate steps, if the number of technically qualified bidder in the 2nd call is less than three (3), results of Technical Bid Evaluation of 2nd call would be uploaded and financial bid of the technically qualified bidder(s) of the 2nd call would be opened and would be considered in the process of evaluation for acceptance following usual procedure.
- d. The process would continue unless one valid bidder is found.

13. **Bid Validity:** The Bid will be valid for **120 days** from the date of opening of the financial bid. However extension of bid validity may be considered if required, subject to written confirmation of the bidder(s) to that effect

#### **14. Acceptance of Tender**

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons and also reserves the right to distribute the work amongst more than one tenderer.

##### **14.1 Tender Accepting Authority**

As per prevalent orders of I&WD Tender Accepting Authority for different tenders having value from Rs 5.00 Lakh to Rs 45.00 Lakh is as follows

- a) For tenders upto 45 Lakhs: Executive Engineer, Purulia Irrigation Division.

##### **14.2 Execution of Formal tender after acceptance of tender**

The bidder, whose bid is approved for acceptance, shall within 15 days of the receipt of Letter of Acceptance (LOA) to him, need to execute 'Formal Agreement' with the Tender Accepting Authority in quadruplicate copies of W.B.F. No 2911(ii) on cash payment / in payment modes prescribed in Clause 4(i) from the office of the Executive Engineer, Purulia Irrigation Division. During making "Formal Agreement" the successful bidder is required to submit fresh tender cost for the duplicate copy of the tender only while all other copies will be provided free of cost.

#### **15. Return of Earnest Money of the unsuccessful tenderer(s)**

For return of the Earnest Money of the unsuccessful tenderer(s), he/she/they is/are to apply for the same to The Executive Engineer, Purulia Irrigation Division, giving the reference to the work, NIT No., date of tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of all tenderers other than the lowest tenderer in each case may be refunded, after acceptance of the rate in comparative statement or immediately after expiry of seven days from the date of final bid, whichever is earlier.

#### **16. Payment**

The payment of RA as well as final bill for any work will be made according to the availability of fund and no claim to delay in payment will be entertained.

#### **17. Withdrawal of Bids**

Withdrawal of bid once the bid has been submitted online and has been accepted for further bid processing, is not allowed.

**18. Schedule of Dates for e-Tendering**

Sl no	Activity	Date & Time
1.	Publishing Date	09/05/2016 at 16.00 Hrs
2.	Document Download start date	09/05/2016 at 16.00 Hrs
3.	Bid submission start date	09/05/2016 at 16.00 Hrs
4.	Last date of downloading of documents	24/05/2016 at 16.00 Hrs
5.	Last date of online bid submission	24/05/2016 up to 17.00 Hrs
6.	Last date physical submission of EMD and Tender cost	-
7.	Technical Bid opening date	25/05/2016 at 11.00 Hrs
8.	Uploading of preliminary list of technically qualified bidders	27/05/2016 at 15.00 Hrs
9.	Uploading of final list of technically qualified bidder	29/05/2016 at 14.00 Hrs
10.	Financial Bid opening date	To be notified Later
11.	Uploading of Financial Bid evaluation sheet	To be notified Later

## **Additional Terms & Conditions**

1. The Executive Engineer of the Division concerned will be the Engineer-in-Charge in respect of the contract and all correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. The instruction given by the Sub-Divisional Officer and the Sub-Assistant Engineer on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Engineer-in-Charge shall be final and binding.
2. The acceptance of the tender including the right to distribute the work between two or amongst more than two bidders will rest with the Tender Accepting Authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
3. The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970 (b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
4. Department shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.
5. The Government shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.
6. Imposition of any duty / tax / royalty etc whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the bidder. Original challans of those materials, which are procured by the bidder, may be asked to be submitted for verification.
7. Cess @ 1% of the cost of construction works shall be deducted from the Gross value of the Bill in Terms of Finance Department order No. 853-F dated 01.02.2006. Also it is instructed to register his Establishment under the Act, under the competent registering Authority, i.e. Assistant Labour Commissioner / Dy. Labour Commissioner of the region concerned.
8. No mobilization / secured advance will be allowed unless specified otherwise.
9. VAT/Sales Tax, Cess, Royalty of sand, stone chips, stone metal gravel, boulders, forest product etc, Toll Tax, Income Tax, Ferry Charges and other Local Taxes if any are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.
10. All working tools and plants, scaffolding, construction of vats & platforms will have to be arranged by the contractor at his own cost.
11. The contractor shall supply mazdoors, bamboos, ropes, pegs, flags etc. for laying out the work and for taking and checking measurements for which no extra payment will be made.

12. The contractor should see the site of works and tender documents, drawings etc. before submitting tender and satisfy himself regarding the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site of work, availability of drinking water and other human requirements and security etc. Work on river banks may be interrupted due to a number of unforeseen reasons e.g. sudden rise in water level, inundation during flood, inaccessibility of working site for carriage of materials. The Engineer-in Charge may order the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account. There may be variation in alignment, height of embankment or depth of cutting, location of revetment, structures etc. due to change of topography, river condition and other local needs etc. between the preparation and execution of the scheme for which the tendered rate and contract will not be invalidated. The contractor will not be entitled to any claim or extra rate on any of these accounts.
13. A machine page numbered Site Order book (with triplicate copy) will have to be maintained at site by the contractor and the same has got to be issued from the Engineer-in-Charge before commencement of the work. Instructions given by inspecting officers will be recorded in this book and the contractor must note down the action taken by him in this connection as quickly as possible.
14. The work will have to be completed within the time mentioned in the tender notice. A suitable work program is to be submitted by the contractor within 7(seven) days from the date of receipt of work order which should satisfy the time limit of completion. The contractor should inform in writing the name of his authorized representative at site within 7 (seven) days from the date of receipt of work order who will receive instruction of the work, sign measurement book, bills and other Govt. papers etc.
15. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
16. All possible precautions should be taken for the safety of the people and work force deployed at worksite as per safety rule in force. Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs while operating a public thoroughfare.
17. The contractor will have to maintain qualified technical employees and/or Apprentices at site as per prevailing Apprentice Act or other Departmental Rules & Orders circulated from time to time.
18. The contractor will have to accept the work program and priority of work fixed by the Engineer-in-Charge so that most vulnerable reach and/or vulnerable items be completed before the date needed by the Department due to impending monsoon or rise of water level or for other reasons.
19. The quantities of different items of work mentioned in the tender schedule or in work order are only tentative. In actual work, these may vary considerably. Payment will be made on the basis of works actually done in different items and no claim will be entertained for reduction of quantities in some items or for omission of some items. For execution of quantitative excess in any item beyond 10% or supplementary works, approval of the Superintending Engineer / Chief Engineer would be required depending on whoever be the Tender Accepting Authority, before making payment.
20. Departmental materials may be issued to the contractor to the extent of requirement subject to availability as assessed and in instalments as decided by the Engineer-in-Charge. Issue of materials may be of three categories.
  - a) Materials issued directly to the work and subject to recovery.
  - b) Materials issued from departmental go down and subject to recovery.
  - c) Materials issued at free of cost.

21. Any materials brought to site by contractor must be subject to approval of the Engineer-in-Charge. The rejected materials must be removed by the contractor from the site at his own cost within 24 hrs of issue of the order to that effect. The rates in the schedule are inclusive of cost and carriage of all materials to worksite. The materials will have to be supplied in phase with due intimation to the Sub-Divisional Officer concerned in conformity with the progress of the work. For special type of materials, i.e. Geo Synthetic Bags, HDPE Bags, Geo Textile Filter, Geo jute Filter etc. if any, relevant Data Sheet containing the name of the Manufacturers, Test Report etc. will also be submitted in each occasion. Engineer-in-Charge may conduct independent test on the samples drawn randomly before according approval for using the materials at site. In this regard decision of Engineer-in-Charge is final and binding.
22. For materials under category 20 (a), (b) & (c), the contractor will act as the custodian thereof. The materials will have to be carried from the departmental go-down to work site by the contractor at his own cost. The contractor shall remain responsible for the proper storage and safety of the materials. Suitable Go-down/ Store shall have to be made by him at his own cost. Penalty charges shall be levied at higher rate for loss, wastage, misuse. Surplus materials of the departmental if any, shall have to be returned to the issuing Go-down or store at the contractor's cost within the time frame as fixed by Engineer-in-Charge, otherwise, the cost at penal rate will be recovered from the bill. Indent for departmental materials shall be submitted by the contractor to the S.D.O. at least 7 days in advance of actual requirement. No claim will be entertained for non-issuance of such materials in time but reasonable extension of time will be granted. All materials, whatever be the category thereof, shall be properly stored by the contractor in suitable go downs near the site of work at his own cost & under no circumstances whatsoever shall any material be removed from the site of work without prior written permission of the Engineer-in-Charge. The contractor shall be responsible for any damage or loss of such materials.
23. The contractor shall also have to satisfy the Engineer-in-Charge regarding the proper utilization of materials which have been issued departmentally.
24. Value of the material, under category (a) & (b) of clause 20 above, will be recovered from the bills of the contractor in one or successive installment as may be decided by the Engineer-in-Charge.
25. Requisite quantity of cement as may be required for the work will be supplied from the nearest departmental go down if stock permits. The issue rate of cement is shown in the Schedule of materials attached. Any excess consumption of cement by more than 5% over the final consumption statement drawn up as per consumption rate specified in the Schedule will be recovered at a penal rate shown in schedule.
26. Reinforcing steel materials will be issued when stock permits, from the nearest departmental go-down where such material is available in marketable length. While issuing the same, for any particular work the quantity actually required as per approved drawing shall only be issued. While executing the work, it will be responsibility of the Contractor as well as the Engineer-in-Charge to get this quantity properly utilized in the work. Cut pieces, if any will not be taken back by the Department. Recovery for the total quantum of steel issued will be made at the issue rate shown in the Schedule. In case of misuse over +10%, deduction will be made at a penal rate shown in the Schedule. This whole principle shall apply in case of other M.S materials also.

**SCHEDULE OF MATERIALS TO BE SUPPLIED DEPARTMENTALLY AND THEIR RECOVERY RATES**

<b>Sl. No</b>	<b>Name of materials</b>	<b>Issue rate (in `)</b>	<b>Unit</b>	<b>Penalty recovery rate for loss or misuse or wastage</b>	<b>Place of delivery</b>
01	Cement	7200	MT	2 (Two) times issue rate	Departmental go-down
02	Reinforcing Rod	54000	MT	2 (Two) times issue rate	-do-

**Executive Engineer  
Purulia Irrigation Division**

**FORM 1**

**APPLICATION FOR TENDER**

*(To be typed in company letter pad, scanned and uploaded)*

**To**  
**The Executive Engineer**  
..... **Division**

**Tender No:-** .....

**Serial No of Work applied for :-** .....

**Amount put to tender : Rs** .....

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/we hereby like to state that I/we wilfully accept all your conditions and offer to execute the works as per Tender no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_\_\_

Full name of applicant: \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bids  
For & on behalf of (Name of Firm): \_\_\_\_\_  
(In block capitals)

Office address:

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_



**FORM – 2**

**Declaration against Common Interest**

*(To be typed in company letter pad, scanned and uploaded)*

I/We, Sri/Smt. \_\_\_\_\_, the authorized signatory on  
behalf of ..... do hereby affirm that  
I/We/any of the member of ..... bidding against NIT No.  
..... Sl. No. ....do not have any common interest either  
as a partner on any partnership firm / consortium as a Proprietor / Owner of any other firm in the  
same serial for the work I / We want to participate.

Date:

\_\_\_\_\_  
Signature of bidder

Copy forwarded for information and wide circulation through the office notice board to the :-

- I) Director of Personel & Ex-officio Chief Engineer, Irrigation & Waterways Directorate, Jalsampad Bhawan, Salt Lake City, Kolkata – 700091.
- II) Chief Engineer West, Irrigation & Waterways Directorate, Burdwan.
- III) Sabhadhipati, Purulia Zila Parishad, Purulia.
- IV) District Magistrate, Purulia
- V) O.S.D(S.E),I & W Directorate, Bhatbandh Irrigation Colony, Ranchi Road, Purulia.
- VI) Executive Engineer, Purulia Construction Division (Irrigation), Ranchi Road, Purulia.
- VII) Executive Engineer, Purulia Investigation & Planning Division, Purulia.
- VIII) Executive Engineer, Purulia Highway Division, Purulia.
- IX) Executive Engineer, Social Sector(PWD), Purulia.
- X) Executive Engineer, Agri-Irrigation Division, Purulia.
- XI) Executive Engineer, Agri-Mechanical Division, Purulia.
- XII) Executive Engineer, P.H.E., Purulia Division, Purulia.
- XIII) Executive Engineer, P.H.E., Purulia Mechanical Division, Purulia.
- XIV) Assistant Registrar of Co-op. Societies, Purulia.
- XV) Purulia District Irrigation & Minor Irrigation Contractors Association, Room No. 10, 1<sup>st</sup> Floor, Municipal Market Complex, Chaibasa Road, Purulia.
- XVI) District Informatics Officer, NIC, Purulia with request to publish the NIT through official website of Purulia District.
- XVII) Notice Board / Estimator / Head Clerk of Purulia Irrigation Division, Purulia.

N.B.:- The tender forms and other details can be obtained from the departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in) and <https://wbtenders.gov.in> .

Executive Engineer  
Purulia Irrigation Division