



Government of West Bengal
Irrigation & Waterways Directorate
Office of the Sub-Divisional Officer,
Mahananda Head Quarters Sub-Division
Tinbatti, Siliguri

NOTICE INVITING TENDER NO. – 01/SDO/MHQSD OF 2016-2017

- 1) Separate Sealed Tenders in printed form are invited by the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri on behalf of the Governor of West Bengal, for the works as per list attached herewith, from eligible Bonafide outsiders having experiences/credentials and resources for executing similar nature of single Work in a year for a sum equivalent to at least 30% (thirty percent) of estimated value put to tender and the validity of said credentials should be within last 5 (five) years.
- 2) a) Separate Tender should be submitted for each Work, as per attached List, in sealed cover inscribing the NIT No., Sl. No. and Name of the Work on the envelope and addressing to the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division.
b) Submission of Tenders by Post or FAX or through Internet is not allowed.
- 3) The Tender Document and other relevant Particulars (if any) may be seen by the intending Tenderers or by their duly authorized representative during office hours between 11.00 A.M. And 4.00 P.M. on every working day, till the date of issue of tender papers in the office of the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri. Any tenderer may send his authorized representative to attend interview, bid or any other purpose allowed by tender accepting authority. Such authorization must be submitted in stamped paper in presence of 1st class Judicial Magistrate or Notary Public.
- 4) a) Intending Tenderers should apply for Tender Papers addressing to the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri in their respective Letter Heads enclosing **self-attested copies** of the following documents, originals of which and other documents like Registrar Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
 - i. P.A.N., V.A.T Registration & P.T. Clearance Certificates valid at least up to the date of opening of the Tenders. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
 - ii. Completion Certificates/Payment Certificate (s) for the single similar nature of single work worth at least 30% of the value of the Work for which Tender Paper is desired, executed within last 5 (five) years (to be determined from the actual year of completion, considering current financial year as Year-1).
 - iii. A statement showing number and value of works presently under execution by the Tenderer under the Irrigation & Waterways Department and other Government Departments/Organizations as stated in Paragraph 4(b) hereunder.
 - iv. Declaration by the Applicant to the effect that there is no other applications for Tender Paper for work in this N.I.T. in which he / she / they has / have common interest. Failure to produce any of the above Documents may be considered good and sufficient reason for non-issuance of Tender Paper.
- a) Completion Certificate issued by the Competent Authority will normally be considered as credential. Apart from credentials of work executed in Irrigation & Waterways

Department, credentials of works executed under 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, West Bengal Housing Infra-structure 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), 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 / Organizations. 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.

- b) Any suppression or misrepresentation of Fact will automatically debar the applicant from participating in any Tender under the Division for at least 3 (three) years from date of Detection in addition to such other penal action as the Government may deem proper.
- 5) Intending Tenderers having not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next superior Officer. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such authority within two days after the date of issue of Tender Paper and copy of such communication should also be submitted to the Tender Paper issuing authority within the same period failing which no such Appeal will be entertained.
- 6) a) Tender Paper can be had on Cash Payment of requisite amount (non refundable) in the office of the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri. under I & W. Dept. within the specified Date & Time as per attached list by the Intending Tenders or by their duly authorized Representatives.
 - b) No Tender Paper will be supplied by Post.
 - c) No Tender Paper will be issued after expiry of date & time mentioned in the notice.
- 7) Before submitting any Tender, the Intending Tenderers should make themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the site and take into consideration all factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local Labours and Rates prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned upto **08.07.2016** between **11.00 A.M.** to **4.00 P.M.** on any working day.
- 8) Cost towards Earnest Money Deposit (EMD), for each work as noted in the List of Works, in the form other than those mentioned below, will not be accepted.
 - i. Receipted Challan of Reserve Bank of India or Treasury showing the Deposit to be credited under the Head 'P.W. Deposit' in favour of the Executive Engineer, Mahananda Barrage Division, Siliguri.
 - ii. Crossed Bank Draft / Deposit at call Receipt of any scheduled Bank payable at Siliguri in favour of Executive Engineer, Mahananda Barrage Division. Payment in any other form e.g. NSC, KVP etc. will not be accepted. No adjustment of any sort

of above mentioned Earnest Money previously deposited for other works will be considered. Tender without earnest money will be treated as informal.

- 9) Earnest money as noted in the list of works will have to be deposited by the contractors.
 - a. The Tenderer should quote the rate both in figures & in words on the basis of percentage above / below /at par the scheduled of rates attached with the tender form and also in the space provided in the Tender Form.
 - b. Any tender containing over writing is liable to be rejected.
 - c. Corrections are to be attested under the dated signature of the Tenderer.
- 10) All When a Tenderer signs his tender in an Indian language, the total amount Tendered should also be written in the same language. In the case of illiterate Tenderer, The Rates Tendered should be attested by a Witness.
- 11) The Tenderer who will sign on behalf of a Company or a Firm, must produce the registered documents in support of his competency to enter into an Agreement on behalf of the Company or the Firm under the Indian Partnership Act, failing which the Tender will not be considered and the deposited Earnest Money will be forfeited.
- 12) Any letter or other instrument submitted separately in modification of the sealed Tender will not be entertained.
- 13) The Tenderer should submit a statement (if desired) at the time of submission of his tender showing the technical staff to be maintained for the work, with their technical qualifications, failing which the Tender may be liable to rejection.
- 14) Conditional Tender, which does not full fill any of the above conditions, and is incomplete in any respect, is liable to summarily rejection.
- 15) VAT, Royalty, Building & Construction Workers Cess and all other statutory Levy/Cess etc. will have to be borne by the Contractor (he will have to produce necessary documentary evidence of his having done so at the time of receiving the final payment for the work).

It may further be noted that if VAT Registration Certificate is produce before receiving payment 2% deduction as per present Government Order or as may be notified by the Finance Department from time to time will be made otherwise such deduction shall be 4% as per present norms, or as may be prescribed by the Finance Department.
- 16) Tender Documents to be submitted in the Tender Box of the Office of the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri as per scheduled time & date of original NIT.
- 17) The Sub-Divisional Officer, Mahananda Head Quarters Sub-division, is the accepting authority of Tender and The Tender Accepting Authority dose not bind himself to accept the lowest Tender and reserves the right to reject any or all of the Tenders received, without assigning any reason whatsoever and also reserves the right to distribute the work amongst more than one Tenderers on technical feasibility.
- 18) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis of rate to justify the rate quoted by him.
- 19) The Tenders will be opened, as specified in the List of works in the Chamber of the Sub-Divisional Officer, Mahananda Head Quarters Sub-division in presence of the participating Tenderers or their duly Authorized Representative who may be present at the time of Opening and who may also put their signature in the Tender Opening Register.

- 20) The successful Tenderer will have to execute the formal agreement in duplicate which will have to be obtained by additional Cash payment from the office of the Sub-Divisional Officer, Mahananda Head Quarters Sub-Division, Tinbatti, Siliguri, failing which the Earnest Money shall forthwith stand forfeited in the favour of the Government and the communication of acceptance of the tender/ Formal work order shall automatically stand cancelled.
- 21) If any Tenderer withdraws his Tender before its acceptance or refuses / fails to convert it into a Contract within a reasonable time, without giving any satisfactory explanation for such withdrawal / refusal / failure, he shall be disqualified for submitting any Tender in this Division / Circle for a minimum period of one year and his case will be referred to the Government for order as to what further action will be taken against him.
- 22) The successful Tenderer will have to abide by the provisions for the West Bengal Contract Labour (Regulation and Abolition) Rules, 1972 and such other Acts as may be applicable, as will be in force from time to time.
- 23) Materials such as Cement, M.S./Tor Rod, R.C.C. Hume Pipes etc. if available in stock will be issued by the Department to the Contractor for the work as per Issue Rate fixed By The Engineer-In-Charge. Site of issue of materials as mentioned in the List of Materials to be supplied departmentally to the Contractor is furnished with the Tender Document for the work. Any other material not listed therein, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-In-Charge.
- 24) Hire charge for Tools & Plants machinery, if issued departmentally, will be recovered from Contractor at such rates as will be fixed by the Engineer-in-Charge. The period of Hire Charges of all Tools & Plants machinery issued from the Govt. Godown will be counted from the date of their issuance from the godown and up to the Date of return into the same godown and the Hire Charges will be recovered from Contractors accordingly. All Tools & Plants Machinery issued to the Contractor must be returned in good condition. In the case of any damage, the cost of repair of such damage or replacement will be recovered from Contractor.
- 25) In the following cases a Tender may be declared informal and unacceptable.
- a) Correction, alterations, additions etc. if not attested by the Tenderer.
 - b) Earnest Money in the form of T. R. Challan, D.C.R. / Demand Draft etc which are short deposited and / or not deposited in the favour of **The Executive Engineer, Mahananda Barrage Division.**
 - c) If the Tender Form is not properly filled in respect of the general Description of the work, Estimated Cost, Rate of deduction of Security Deposit etc. in page -2 and other pages as are required to be filled in.
 - d) If the specified pages of the Tender Document are not signed by the Tenderer.
 - e) If the Tender is not submitted in a Cover properly sealed and name of the work is not indicated on the cover with N.I.T No.
- 26) For the refund of the Earnest Money of the unsuccessful Tenderer(s), he / they is / are to apply for the same to the Executive Engineer, Mahananda Barrage Division, Siliguri, giving the reference to the work, N.I.T. No., Date of Tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of All Tenderer other than the 1st Tenderers in each case, maybe refunded after acceptance of rate in the

comparative statement, as early as possible.

- 27) To verify the Competence Capacity and Financial Stability of the intending Tenderer(s) the Issuing Authority may demand production of any necessary Document(s) as it may deem necessary.
- 28) The payment of R/A as well as Final Bill for any work will be made according to the availability of specific Fund and no claim whatsoever for delayed payment will be entertained.
- 29) As per Memo No.1627(8)-IA dt.26.11.2001 of Secretary of I & W. Dept., Government of West Bengal, Clause-25 of Tender Form No.2911/2911(i)/2911(ii) stands deleted in respect of contract value less than Rs.100.00 lakh (Rupees hundred lakh only).
- 30) Any contractor/ Bidder may submit bids for a maximum of 50% of the total number of works (Rounded upto next higher integer) published in any particular NIT depending on his/her previous work credential and financial capability, details of which stated later.

Categorization Works:-

1. **Earthwork :-** Earthwork in excavation / filling for embankment canal, drainage channels Executed under Irrigation & Waterways Department.
2. **Protection Work :-** All kinds of river / channel Bank/ embankment protection works (with boulder, C.C blocks, revetment works, Sausage, Brick Blocks, Dry Brick Pitching, etc.).
3. **Lining Work :-** All kinds of water lining / brick block pitching / dry brick pitching in Irrigation Canal / Drainage Channel, etc.
4. **Hydraulic Structures:-** Aqueducts, Regulators, Syphons, Bridges across Waterways , Sluice, Dams, Barrages, etc.
5. **M.S Structural Works etc. :-** Gates of all kinds, electrical installation, pumps, and machinery. The above list only indicative and not exhaustive.

31) Time Schedule of Tender Procedure:

Last date and time of receipt of application for tender: 08.07.2016 upto 15.00Hrs.

Last date and time of issue of tender papers : 13.07.2016 upto 15.00Hrs

Date and time of receipt of tender : 15.07.2016 upto 15.00 Hrs

Date and time of opening of Tender : 15.07.2016 At 15.30 Hrs.

Sika-
29/08/2016
Sub-Divisional Officer
Mahananda Head Quarters Sub- Division