



Government of West Bengal
Irrigation & Waterways Directorate
TEESTA BARRAGE PROJECT
Office of the Executive Engineer
Teesta Canal Head Quarters Division.
Karnajora, Dist.- Uttar Dinajpur

NOTICE INVITING TENDER
(For works of estimated cost upto Rs 5.00 lakh)

NOTICE INVITING TENDER NO: - 02 /EE / TCHQD OF 2016-17

1. Invitation.

Separate sealed Tenders in printed forms are hereby invited by the Executive Engineer, Teesta Canal Head Quarters Division on behalf of the Governor of the State of West Bengal in West Bengal Form No.2911 (ii) for the works as per list attached herewith, from bonafide, reliable resourceful Contractors having sufficient experiences in execution of similar type of works.

2. Details of Work :- AS PER LIST ATTACHED IN PAGE 13 OF THIS NIT

3. Time Schedule of Tender procedure:-

Sl.No.	Important milestones	Date	Time	Place
i)	Last Date & Time for application for Tender Form	10.08.2016	upto 15.00.hrs.	Office of the EE/TCHQDivn.
ii)	Date, Time and Venue for Scrutiny Committee	17.08.2016	upto 15.00..hrs.	Do
iii)	Last Date & Time for issue of Tender paper.	19.08.2016	upto15.00.hrs.	Do
iv)	Last Date & Time for dropping Tender paper	29.08.2016	upto15.00 hrs.	Do
v)	Date& Time of opening of Tender(s)	29.08.2016	at 15.15 .hrs.	Do

4. Tender documents: - The Tender documents shall consist of the followings and other relevant particulars may be seen by the intending Tenders or by their duly authorized representatives during office hours between 11.00 AM and 4 PM on every working day, till the last date of issue of the Tender Forms in the office of the undersigned: -

- a) Notice Inviting Tender.
- b) W.B.F. No.2911 (ii)
- c) Price schedule, Additional Terms & Conditions, Special Terms & Conditions, General Specification of the work and other relevant documents.
- d) Plans and Drawings where necessary (these will not be required to be submitted with the tenders but this will form part of the tender documents at the time of executing the agreement after acceptance)

ELIGIBILITY CRITERIA OF THE TENDERER PARTICIPATING IN THE TENDERS INCLUDING SOME TERMS AND CONDITONS

5) Application for purchase of Tender forms: - a) Intending Tenderers have to be submitted application duly enclosed with the self attested copies of the following documents addressed to the Executive Engineer, Teesta Canal Head Quarters Division on any working days between 11.00 AM. to 4.00 PM.. on or before the last Date & Time for application as scheduled in Para (3) above or revised time

b) Copies of documents;

i) V.A.T Clearance Certificate ii) P.T. (Professional Tax) Clearance Certificate and iii) IT PAN valid at least up to the date of opening of Tenders should be considered iv) Credential certificate as stated in S.L. No-6&7 of similar nature of work.

c) Credentials

i) Completion Certificate of completed (100%) work(s) supported by Bill of Quantities (B.O.Q.s) as detailed in Form -3 executed during the current financial year and the last five years. Net notional amount thus calculated of at least one of the major items contained in the completion certificate should be at least **20%** of the corresponding amount of the same matching major item contained in the BoQ subject to 'Note' under 'Earthwork'. Where net excavation is a major item, the tenderer must have matching credential of that item for eligibility. (Ref. Memo. No.15(5)-IB/IW/O/IB-Misc-3B/2011(Part) dated 26th April 2012 of Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Department)

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.

ii) Audited Balance Sheet in Form -2 of last 3(three) financial years or of such period, if the company was set up less than three years ago, with auditor's certificate regarding annual turnover from contracting business in each year. Average turnover from contracting business should be at least **15%** of the amount of Tender of works in which the contractor intends to participate. (Ref. Memo. No.15(5)-IB/IW/O/IB-Misc-3B/2011(Part) dated 26th April 2012 of Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Department)

ii.a Intending Tenderer have to be produced a declaration regarding common interest in Form-4

iii) List of Tools & Plants, Machinery, and Equipments etc. in possession.

iv) . List of Technical & Non-Technical staff.

v) . List of works in progress with their respective value.

vi) Eligibility certificate/N.O.C. issued by the A.R.C.S.(for Engineer's Co-operative only)

vii) A Statement showing number and value of works presently under execution by the Tenderer under the Irrigation & Waterways Department and other Govt. Department/Organizations ..

viii) Declaration by the applicant to the effect that there is no other applications for Tender Paper for work in the N.I.T. in which he/she/they has/have common interests and in that case intending Tenderer has to disclose his/her name(s) and style of another firm/individuals (where he is also officiating) in the application for issuing Tender forms failing which the decision of the committee regarding the matter will be final and binding upon all.

ix) Declaration by the contractor to the effect that he/they has/have no near relative is posted in any offices under the circle which intends to submit tender. In case of near relative posted in any offices under the circle, he/they will not be permitted to Tender for works in the circle of the Superintending Engineer.

x) Completion Certificate of work 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 Govt. Departments, Zilla Parishads, 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 (KMWSA) .

Kolkata Municipal Corporation (KMC), Hooghly River Bridge Commissioner (HRBC) Engineering Departments of Central Government and Organization, like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KPT), 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 other state/Central Govt. 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 Govt. Department and Railways.

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

Net notional amount calculated from Completion Certificate (CC) of a single work during last 5 years issued in favour of the contractor/bidder /agency/firm/consortium for a work of similar nature should be **at least 30%** of the amount put to tender (Tender Value) for the work. However, for consortiums where CC of individual entities of the consortium are to be considered, sum of work values in the CC of individual entities (one for each entity) for works of similar nature should be at least **90%** of the tender value. The power to decide on the criteria of similarity rests without any prejudice solely with the Tender Accepting Authority.

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 number 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.
- iii. A bidder technically qualified in the 1st call when participates in the 2nd call, his participation in 2nd call will be given 1st priority while determining the eligibility criteria for participation in multiple work serials in a NIT. Even if such bidder does not submit fresh tender in the 2nd call his participation in the 2nd call will be considered as deemed participation and hence will be suitably taken into account while determining the eligibility criteria for participation in multiple work serials in the NIT.

6) Scope of disqualification for issuing Tender Forms: -

Due to any one of the followings, the Tender Paper may not be issued to the applicant (Contractors)

- i) Delay submission of application (after expiry of the schedule Time)
- ii) Insufficient and improper documents submitted with the applications.
- iii) Non-submission of completion, payment certificate properly.
- iv) Old completion certificate and payment certificate.
- v) Without signature of the applicant and serially numbered of the submitted documents.
- vi) Non-submission of copies of Partnership Deed and Firm Registration Certificate from the Registrar of Firms, West Bengal.
- vii) Valid N.O.C. issued by A.R.C.S. of the concern District (In case of un-employed Engineers Co-operative Societies Ltd.)
- viii) Bank Solvency Certificate valid during a year up to 30% of the value of the work
- ix) Submission of loose application with the documents excepting booklet or constrict stitching.

7) Fulfillment of Criteria and issue of Tender Paper:-All the above as stated under Para 5(a),(b),& (c) and Para (6) (i) to (ix) are to be fulfilled properly, pending fulfillment of which Tender Forms may not be issued.

8) Order for issue of Tender forms :- The application of the intending tenderer along with the all documents so received by the office of the undersigned will be verified by the office of the undersigned and after the decision of the undersigned for issuance will be final & bindings.

9) Not satisfied with the decision of the committee for issuing Tender Paper: - Intending Tenderers not satisfied with the decision of the Tender paper issuing authority may prefer an appeal to the next superior officer. Concerned Superintending Engineer will be the Appellate authority for the disputed tenders. Necessary communication regarding his appeal to the Appellate Authority must be brought to the Notice of such Authority within Two working 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.

10) Purchase of Tender forms:- Tender documents etc. will however be available and be issued from the office as stated under 5© (i), above, where he/they have got permission on cash payment of requisite amount (non-refundable).The intending Tenderers are requested to present themselves personally or send their authorized representative to that office to receive the tender form within the time schedule.

11) Inspection to Site by the intending Tenderer before submitting Tender:-Before submitting any Tender, the intending Tenderers should make himself/themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the site and take in to considerations all factors and difficulties likely to be involved in the execution of work in all aspects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local laborers and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterward. In this connection the intending Tenderers may contact the office of the undersigned up to last date of issue of Tender Forms between 11.30 hours and 16.30 hours on any working day.

12) Earnest Money: - Earnest Money & Security Deposit : - In terms of Notification No. 03-W dated 18th January 2011 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate communicated by the Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate vide Memo. No. 89(6)-IB/IW/O/1B-Misc-12/2007 dated 18th January 2011; the following provisions have been made in different para's and that should be abided by the tenderer.

- a) i) DEPOSIT OF EARNEST MONEY :- An Earnest Money amounting to 2% of the estimated cost put to tender so long as the estimated cost put to Tender is up to Rs. 25.00 Crore and amounting to Rs. 50.00 lakh plus 1% of the excess of estimated cost over Rs. 25.00 Crore, in case where such estimated put to tender is beyond Rs. 25.00 Crore, will have to be deposited by all the Tenderers, except Labour Co-operatives.

ii) DEPOSIT OF EARNEST MONEY & SECURITY DEPOSIT IN CASE OF UNEMPLOYED ENGINEERS CO-OPERATIVE SOCIETIES AND LABOUR CO-OPERATIVE SOCIETIES :-

Unemployed Engineers Co-operative Societies will have to deposit the earnest money and Security Deposit as per the Notification No. 03-W dated 18th January 2011 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate communicated by the Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate.

Labour Co-operative Societies are fully exempted from payment of Earnest Money against tenders of the State Government. These societies, if selected through open tenders will however have to furnish requisite Security Deposits (SD) for performance of the work.

- b) DEDUCTION OF SECURITY MONEY FROM THE PROGRESSIVE BILL:-

In para (7), In respect of the successful tenderers who have deposited earnest money at 5% of the tendered value of the work as in paragraph 229 (iii) and at 5 per cent. Of the estimated value of the work as in paragraph 229 (iv), the earnest money, on acceptance of the tenders, shall be converted as a part of the security money and an additional security shall be deducted from the progressive bills at 5 per cent. Of each such bill so that the total deduction together with the 5 per cent. Security already taken constitutes 10 per cent. Of the total value of the work as actually done.

- c) NO FURTHER DEDUCTION SECURITY MONEY FROM THE PROGRESSIVE BILL :-

In para (8), successful tenderers, if so he/they desire may also be permitted to deposit further Security Deposit amounting to 5% of the tendered amount of the works, over and above 5% already deposited and there shall not be any further deduction from the progressive bills.

- d) SECURITY DEPOSIT FOR EXCESS WORK:-

In para (9), in case of excess works over the tendered amount, additional security is to be deposited for the amount of such excess beyond the tendered amount as per prescribed rate, before payment of final bill in case contractors opting for paying advance security and receiving payment against progressive bills without any deduction.

- e) SHAPE OF EARNEST MONEY:-

In para (11), Demand Draft, Banker's Cheque, and Treasury Challan, Deposit at Call Receipt (D.C.R.) and Fixed Deposit Receipts (F.D.R.) of Scheduled Banks guaranteed by the Reserve Bank of India may be accepted as earnest money and/ or security Deposit.

Payment in any other forms viz. NSC, KVP, cheques etc will not be accepted.

In terms of Memo. No. 108-IB/IW/O/IB-Misc-38/201(Part) dated 16.11.2011 of Deputy Secretary to the Govt. of West Bengal, I&W.D, the original copies of the Demand Draft/Banker's Cheque/Deposit at Call Receipts (DCR), towards Earnest Money Deposit (EMD) in favour of **Executive Engineer, Teesta Canal Head Quarters Division, Karnajora, Uttar Dinajpur** issued from any of the following Schedule Banks Payable at Raiganj, should be dropped with the tender. EMD issued from any bank other than the schedule banks will liable to rejection of the Tender.

The list of Scheduled Banks in India (Public Sector & Private Sector) constitute those banks which have been included in the Second Schedule of Reserve Bank of India (RBI) Act, 1934. RBI in turn includes only those banks in this schedule which satisfy the criteria laid down vide section 42 (e) (a) of the Act are appended below

- **Scheduled Banks in India (PublicSector):**

1) State Bank of India 2) State Bank of Bikaner and Jaipur 3) State Bank of Hyderabad 4) State Bank of Indore 5) State Bank of Mysore 6) State Bank of Saurashtra 7) State Bank of Travancore 8) Andhra Bank 9) Allahabad Bank 10) Bank of Baroda 11) Bank of India 12) Bank of Maharashtra 13) Canara Bank 14) Central Bank of India 15) Corporation Bank 16) Dena Bank 17) Indian Overseas Bank 18) Indian Bank 19) Oriental Bank of Commerce 20) Punjab National Bank 21) Punjab and Sind Bank 22) Syndicate Bank 23) Union Bank of India 24) United Bank of India 25) UCO Bank 26) Vijaya Bank.

- **Scheduled Banks in India (Public Sector):**

1) ING Vysya Bank Ltd 2) Axis Bank Ltd 3) Indusind Bank Ltd 4) ICICI Bank Ltd 5) South Indian Bank 6) HDFC Bank Ltd 7) Centurion Bank Ltd 8) Bank of Punjab Ltd 9) IDBI Bank Ltd. 10) Yes Bank Ltd. 11) Bandhan Bank Ltd. 12) IDFC bank Ltd.

f) ADJUSTMENT OF EARNEST MONEY :-No earnest money previously deposited for other works will be considered. Tender without or improper earnest money will forthwith be treated as 'INFORMAL'

13) Dropping of Tenders:- Tender that should always be submitted in sealed cover with the name of work clearly written on the body of the W.B.F. No.2911(ii) stated above as well as on the envelope will be dropped in the following office on the schedule Date & Time as stated in Para (3) above and or the changing schedule made vide issuing necessary CORRIGENDUM duly addressed to the Executive Engineer, Teesta Canal Head Quarters Division.

14) Opening of Tenders: -i) After dropping of Tenders, the box will be closed and the said box will be opened in the same day as per schedule time at all the dropping center and the Tender so received at the dropping centers to be sent to the concerned Engineer, for opening the Tender on the date and time as specified in the N.I.T. and or in the Corrigendum.

ii) Tender to be opened by the concern Executive Engineer or by his authorized representative after collecting the sealed tenders dropped, if any, in the office of the other dropping centers on the scheduled date & Time as stated in the N.I.T. or in the Corrigendum in presence of the participating Tenderer or his/their authorized representatives who may be present at the time of opening and will put initials in the opening register.

iii) In terms of Para 221(1), once the tenders are opened, no tenderer should be allowed to offer fresh quotations unless each of the tenderer is given equal opportunity. In case where the later steps taken, if time permits, fresh tenders may be invited so as to leave no room for any compliant or grievance whatsoever and,

iv) In terms of Para 221(2), when the rates quoted in response to invitation of competitive tenders are considered high and fresh invitation of tenders cannot be taken recourse to either for want of time or because of no likelihood of getting more favourable rates and negotiations with contractors are considered necessary for obtaining rates lower than those received in response to the invitation of competitive tenders, negotiations should be made with all the contractors who quoted rates in response to the invitation of tenders, and not with the lowest tenderer alone.

15) Acceptance of Tender :- in terms of NOTIFICATION No. 01/IW dated 19/07/2012 of Secretary to the Govt. of West Bengal, acceptance of the tender will rest with the undersigned who does not bind himself to accept the lowest tender and reserves the right to reject in any or all the tenders received and to distribute work between two or more than two Tenderers without assigning any reason thereof.

OTHER TERMS & CONDITIONS.

- 16)** Any suppression/misrepresentation of fact will automatically debar the applicant for participating in any Tender under the Division/Circle for at least 3(Three) years from the date of detection, in addition to such other penal action as the Government may deem proper.
- 17)** Intending Tenderers should be equipped with plants, machinery equipment and well point pumping machinery complete with all accessories as required for the work as the department may not be in a position to issue such plants & machinery. They must submit a list of such plants; machinery and equipments in their possession for necessary documentary evidence are to be produced.
- 18)** If required, the intending Tenderers have to be produced Bank solvency certificate of an amount equal to 30% of the estimated amount of the work.
- 19)** Documents submitted along with the application should invariably be in the name of the applicant firm/ Individuals. In terms of Memo. No. 185/JS(W)/IA-11C-9(75)/09 dated 09.06.09 of the Secretary to the Govt. of West Bengal , I&W.D, Joint venture of Firms constituted and duly registered with the appropriate authority will be considered for issuance of Tender Papers.
- 20)** All pages of the documents submitted with the application shall be signed with signature by the applicant and also be serially numbered as 1/10.2/10,3/10.....10/10
- 21)** Copies of Partnership Deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.
- 22)** Tenderers should quote their rates both figures and words in terms of overall percentage, "below" or "above" or "at par" with the price schedule both in the 2nd page of W.B.F 2911 (ii) and the last page of price schedule.
- 23)** Any tender containing over writing is liable to be rejected.
- 24)** All corrections are to be attested under the dated signature of the tenderer.
- 25)** When a Tenderer signs his Tender in an Indian Language, the Total amount tendered should also be written in the same language. In case of illiterate Tenderer, the rates tendered should be attested by an witness.
- 26)** The Tenderer who will sign on behalf of a Company or Firm, must produce the registered documents within 3(Three) days from the date of opening the tender, if not submitted with the tender application or with the Tender documents) in support of his competency to enter in to an Agreement on behalf of the Company or the Firm under the Indian Companies or Partnership Act, failing which the tender will not be considered and the deposited Earnest Money will be forfeited.
- 27)** The rate quoted by in the tender form will be final and no subsequent modification in the rates will be entertained even it is done with any letter or other instrument submitted before sealing/closing the Tender box.
- 28)** Any superfluous conditional tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be rejected.
- 29)** VAT, Sales Tax, Royalty, and all other statutory Levy/Cess etc. will have to borne by the Contractor. The engaged Contractors need to get registered under BOCW (RECS) Act and shall have to contribute towards a fund namely "**The West Bengal Building & other Construction worker's Welfare Fund**" @1.00%(one point zero zero percent) of the total

amount of the work value which will be deducted directly from the bill value and remitted as per requirement of the said Act as per Finance Department Notification No. 853-F dated 01.02.06.

30) Canvassing in connection with the tenders is strictly prohibited and the tenders submitted by a tenderer who take resort to canvassing will be liable to rejection.

31) Incomplete and illegible tender will be invalidated. All corrections in the tender should be signed with dated initial by the contractors before submission of tender and each page of the tender should also be signed and dated by the contractor.

32) The contractor has to obtain the Labour license from the office of the Joint Labour Commissioner of the concerned District in which the location/site of the work falls, under the provision of W.B.Contract Labour (Regulation & Abolition) rules, 1972 and a copy of the license has to be submitted to this office for information & record, failing which the undersigned will in no case be hold responsible for any action taken by the Labour Department. The undersigned being the '**Principal Employer**' for the work, will however issue a certificate in specified pro forma of Labour Department in form V for doing the needful by the authority of labour Department.

33) As per rule, the intending tenderer has to disclosed his/their name (s) & style of another firm /individuals (where he is also officiating) in the application for issuing tender forms failing which the decision of the undersigned regarding the matter will be final & binding upon all.

34) The Tenderer should submit a statement at the time of submission of his tender showing the Technical Staff to be engaged for the work, with their Technical qualifications, failing which the tender may be liable to rejection.

35) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him/them.

36) The Tenders will be opened, as specified in the list of works, in presence of the Participating Tenderers or their duly authorized representatives, who may be present at the time of opening and who may also put their signatures in the Tender opening Register.

37) The successful Tenderer will have to execute the duplicate/triplicate/quadruplicate(Plain Paper)copies of his /their tender (which will be provided free of cost) in the office of the Executive Engineer, Teesta Canal Head Quarters Division, within 7(seven) days from the date of receipt of the intimation of acceptance of his tender failing which the Earnest Money shall forthwith stand forfeited in favour of the Government and the communication of acceptance of the tender shall automatically stand cancelled.

38) If any Tenderer withdraws his tender before its acceptance or refuses/fails to convert it in to 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 period of 1(one) year and his/their case will be referred to the Government for order as to what further action will be taken against him/them.

39) Materials such as cement, M.S. Rod, R.C.C. Hume Pipes, M.S. sheet Piles, 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. Place of issue materials as mentioned in Page 11 of W.B.F. -2911(ii) or in a separate sheet attached with the Tender documents to be supplied departmentally to the Contractor is furnished with the Tender documents for the work. Any other materials not listed therein, if supplied by the department, the issue rate for such materials will be fixed by the Engineer-in-charge.

40) Hire charges for Tools & Plants Machinery, if issued departmentally, will be recovered from the contractor at such rate as will be fixed by the Engineer-in-charge. The period of hire charges of all Tools & plants Machinery issued from the Government go-down will be counted

from the date of their issuance from the go- down and up to the date of return in to the same go-down and the hire charges will be recovered from the contractor accordingly. All Tools & plants Machinery issued to the contractor must be returned in good condition. In the case of any damages, the cost of repair to such damage or replacement will be recovered from the contractor.

41) In the following cases a tender may be declared '**INFORMAL**' and unacceptable.

- a) Correction, alterations, additions, etc. if not attested by the tenderer.
- b) (i) Earnest money in form of N.S.C./Government Security etc. not held by the Tenderer and not properly pledged.
- (ii) Earnest Money in the form of T.R. Challan, D.C.R/Demand Draft, etc. which are short deposited with interest bearing and/or not deposited in favour of the Executive Engineer, Teesta Canal Head Quarters Division, Karnajora with proper shape.
- c) If, the all pages of the Tender documents are not signed by the Tenderer.
- d) (i) If, the Tender is not submitted in a cover properly sealed.
- (ii) If, the name of the work with N.I.T. No. & Serial No. of the work and the name of the addressee with the name of the Senders (Tenderers) are not exactly written on the envelope.

42) a) In terms of the provision in Para 230 Page of I&W.D. Code Volume- 1 and at the same time provided in Para 150(3) of W.B. Works Departmental Manual, the Earnest Money of all the Tenderers other than the three lowest Tenderer should be refunded after the comparative statement has been prepared and checked and,

(b) In terms of the provision laid down in Para 5 of the 1st page of W.B.F. 2911. In case of rejected Tender it should be refunded within 10(ten) days from the date of decision.

43) To verify the competency, capacity and financial stability of the intending Tenderers the Tender paper issuing authority may demand production of any necessary documents as it may deem necessary.

44) As per G.O. No. 1627(8)/1A dated 26th November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clause 25 of Tender Form No. 2911(ii) stand deleted in respect of contract of value less than 100.00 lakh. (Amended vide Memo No.8182 F(Y) dated 26.09.12.and subsequently vide Memo No. 15(8) –Pr.-Secy I & W /2016 dated 11.07.16)

45) Normally Tender Paper for not more than one work in any one N.I.T. will be issued to an applicant, who may indicate the Serial No.s. of the work in the order of priority. However, depending on response to various serials in the N.I.T., Tender Paper issuing Authority may issue Tender Paper for any serial even though it may not be preferred by the applicant.

46) Applicants permitted to purchase Tender form will have to be participate in the tender failing which he/.they may be suspended to participate in the next Tender.

47) Tender may be cancelled in any stage without assigning any reason.

48) Any discrepancies if found, in the documents/statement the tender shall be cancelled in the subsequent stage with imposition of lawful action for this act of submission of documents.

49) Apart from all the above conditions and criteria the 'Past and Present' performance of the agencies will be considered while issuing tender papers.

50) The payment of R/A as well as Final Bill for the work will be made according to the availability of fund and claim due to delay in payment will not be entertained.

51) Subletting of work is strictly prohibited & will be viewed seriously & disqualify the agency to participate in the next Tender

52) Canvassing in connection with Tender is strictly prohibited and the Tenders submitted by a Tenderer who will resort to canvassing will be liable to rejection.

53) All specifications, Terms and conditions etc. of the printed schedule of rates of Teesta Canal Circle, Teesta Barrage Circle, Mahananda Barrage Circle, P.W.D., P.W.D. (Roads), Member (P.I. &D), & Member (Execution) N.B.F.C.C. will be applicable, unless otherwise specified.

54) Apart from all the above, only in the interest of the Government , the committee may allow purchasing Tender Forms to such agency/agencies who/they will fulfilled the other criteria and his/their Past or Present performance is/are satisfactory but his/their credentials in regards to completion and Payment certificates stand less than the requirement.

55) All applicants willing to participate in the Tender must have to be appeared before a Tender document scrutiny committee for verification of original of the submitted documents. In case, the applicant or his authorized person not appeared before the tender documents scrutiny committee with the original documents in the schedule date and time as stated under para-3 (ii), the application will be disqualified for issuing tender form.

56) Tender forms will not be issued after due date and no tender forms will be sent by post.

57) In case office remain closed on the date of dropping of tender for any natural calamity or in the event of any unforeseen reason /bandh/strike etc. the tender dropping date will be the next working day.

N.B. i) The intending Tender has to submit duly filled up Form No-2,3&4 in prescribed proforma as enclosed herewith this NIT and which will be issued to them on the date of application .

ii) The intending Tenderers are to submit filled up Form No-2,3&4 before the date & time of security . In absence of issuance of Form No-3 from the competent authority the tenderers are to submit the completion certificate and schedule of item of works for checking form no-3 as per their tender.

iii) Eligibility of the Tenderers will be scrutinized as per filled Form No-2,3&4.

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 Executive Engineer 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, and (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 / Deputy 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 and 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 programme 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 Government 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 workforce 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 programme 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

20. Departmental materials shall be issued to the contractor to the extent of requirements as assessed and in installments as decided by the Engineer-in-charge. Issue of materials may be of three categories.
- Materials issued directly to the work and subject to recovery.
 - Materials issued from departmental godown and subject to recovery.
 - 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 hours 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 Executive Engineer 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 godown to worksite by the contractor at his own cost. The contractor shall remain responsible for the proper storage and safety of the materials. Suitable Godown / 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 department, if any, shall have to be returned to the issuing Go-down or Store at the contractor's cost within the timeframe 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 Executive Engineer at least 7 (Seven) 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 godown near the site of work at his own cost and 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 installments 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 godown 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 the Schedule.
26. Reinforcing steel materials will be issued when stock permits, from the nearest departmental godown 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.

Sd/-
(S. Pal)
Executive Engineer
Teesta Canal Head Quarters Division.
Karnajora, Uttar Dinajpur

NIT NO:- 02/EE/TCHQD of 2016-17**LIST OF WORKS:**

Sl. No	Name of work on	Amount put to Tender (in Rs.)	Earnest money (2% of the estimated cost put to tender) (in Rs.)	Cost of Tender Documents (in Rs.)	Eligibility of contractors	Source of Funding	Time allowed for completion of the work.
1	2	3	4	5	6	7	8
1.	Maintenance and repair of Qtr. No-Type-III/2 at Teestapally, Dalkhola, Uttar Dinajpur during the year 2016-17.	69018.00	1380.00	Nil	As mentioned in NIT	Non-Plan	30 Days
2.	Anti-termite treatment for EE Type Qtrs. (3 Nos.) , Rest Shed, Senior Field Hostel and Junior Field Hostel at Teestapally, Karnajora, Dist-uttar Dinajpur , during the year 2016-17.	67380.00	1388.00	Nil	Do [Licence for pest control work is required]	Non-Plan	30 Days
3.	Anti-termite treatment for the office building & S.D.O's Qtr. Of Teesta Canal Sub Division NO-XI , Dalkhola in the Dist. Uttar Dinajpur. During the year 2016-17	41900.00	838.00	Nil	Do [Licence for pest control work is required]	Non-Plan	30 Days
4.	Roof Treatment of Executive Engineer Qtr. No-1 (Sr. Field Hostel) and Qtr. No-Type-III/9 at Teestapally , Karnajora, Uttar Dinajpur. During the year 2016-17	59392.00	1188.00	Nil	As mentioned in NIT	Non-Plan	30 Days
5.	Maintenance and repair of court yard and one number window of Qtr. No-Type-IV/9 at Teestapally , Dalkhola ,Uttar Dinajpur. During the year 2016-17	13305.00	266.00	Nil	As mentioned in NIT	Non-Plan	30 Days

Sd/-

(S.Pal)

Executive Engineer
Teesta Canal Head Quarters Division
Karnajora, Uttar Dinajpur

Form – 2

Certificate regarding Summary Statement of
Yearly Turnover from Contractual Business

This is to certify that the following statement is the summary of the audited
Balance Sheet arrived from contractual business in favour of

_____ for the three consecutive years or for such period
since inception of the Firm, if it was set in less than such three year's period.

Sl.No.	Financial		Remarks
	Year	Turnover rounded up to Rs. In lakh (two digit after decimal)	
1.	2013-14		
2.	2014-15		
3.	2015-16		
Total			

Average Turnover: `.....

Note :

1. Year preceding the current financial year is to be considered as Year-1
2. Average turnover is to be expressed in lakh of rupees, rounded upto to digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Signature of the bidder

Signature of the auditor

Form – 3
Completion Certificate (100 % Physical Completion)

1. Name of the work :
2. Name of the Client :
3. Amount put to Tender :
4. Contractual Rate :
5. Date of Commencement :
6. Date of completion as per work order :
7. Actual date of completion :
8. Final gross value of the bill (if the final bill is Prepared, otherwise mention N.A.) :
9. Amount contained in the BOQ for the major items of work in lakh of Rupees, with reference to the major items stipulated in the Nit Major items are such items as broadly categorized below, which have weightage of 25 % or more in terms of monetary value, in respect of the amount put to tender. :

Sl. No.	Major items	Total amount as per BoQ (In lakh)	Weightage in % of the total amount put to tender
1	2	3	4
1.	<p><u>Earth work</u> :</p> <p>Type-A : Earth work in dry excavation in irrigation canal / drainage channels or making embankments on rivers / sea front / drainage channels or irrigation canals, by manual / mechanical means including leads, lifts and disposal / transportation.</p> <p>Type – B : Earthwork in wet excavation in flowing channels, by pontoon mounted excavators including leads, lifts and disposal / transportation.</p>		
2.	<u>Brickwork of all kinds</u>		
3.	<u>Concrete Work</u> : RCC / PCC of all grades of concrete in hydraulic structures (i.e. structures on rivers / sea front / drainage channels or irrigation canals),& Building works including formwork and staging.		
4.	<u>Reinforcing Steel including Structural Steel</u> All kinds of steel works including supply / manufacture, placing, installation, etc.		
5.	<u>Protection work</u> (On rivers, sea front, drainage channels, irrigation channels or on embankments facing these). Type-A : Cement concrete block pitching or lining / brick block pitching / boulder pitching / dry brick pitching / loose boulder / brick dumping / sausage		

Form – 3 (Contd.)

Sl. No.	Major items	Total amount as per BoQ (Rs. In lakh)	Weightage in % of the total amount put to tender
1	2	3	4
	/ aprons / filters (conventional or geo-jute or geo – synthetic) etc. including supply, carriage and laying at site.. Type – B : Bullah and bamboo related work, porcupine cages/spurs, nylon or other crates, gunny/geo-bags including supply, carriage, placing/driving in position at site.		
6	<u>Road work</u> : All items related to construction / renovation / improvement of bituminous roads.		
7.	Wood work:- All items related to construction / renovation / improvement of wooden work. in building as well as other wooden structures.		
8.	P.V.C work:- All items related to renovation / improvement of P.V.C. work in building as well as sanitary & water supply works.		
9.	White washing & painting works:- All items related to white washing & painting works.		

Note :

1. While calculating the amount, i.e. money value of the major items stated above amount of all sub-items included in the major items should be arithmetically added.
2. Completion Certificate(s) should be supported by BoQ(s)
3. Completion Certificate for fully (100 %) completed works will only be considered
4. Mention 'NA' in Col. 3 & 4 in case any off the major items are not included in the Completion Certificate. BoQ.
5. In case, there is any difficulty in getting the above table filled up in the office of the Authority issuing the completion certificate, signature of the issuing Authority may be obtained after Sl.8. The table below Sl.9 may be filled up by the tenderer himself in a separate sheet (title would be 'Fporm-3 Contd.')

 Signature of the bidder

 Signature of the issuing authority

Form – 4

Declaration against Common Interest

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 / joint venture as a Proprietor / Owner of any other
firm in the same serial for the work I / We want to participate.

Date :

Signature

Memo no:-324(27)

Dated - 03.08.16

Copy forwarded for favour of information and wide circulation by display through his Office Notice Board to the:-

1. Secretary, Irrigation & Waterways Department, Jalasampad Bhawan, Salt Lake, Kolkata-700091.
2. Chief Engineer, Teesta Barrage Project, Teesta Sech Bhawan, 2nd mile, Sevoke Road, Siliguri.
3. Superintending Engineer, Teesta Canal Circle, Karnajora, Raiganj, Uttar Dinajpur. (copy in duplicate)
4. Superintending Engineer, Teesta Barrage Circle, Teesta Sech Bhawan, 2nd mile, Sevoke Road, Siliguri
5. Superintending Engineer, Mahananda Barrage Circle, Tinbatti more, Siliguri
6. Superintending Engineer, Resources Circle, Tinbatti more, Siliguri.
7. Savadhipati, Uttar Dinajpur Zilla Parishad, Uttar Dinajpur.
8. District Magistrate, Uttar Dinajpur.
9. Executive Engineer, Teesta Monitoring & Evaluation Division, Siliguri
10. Executive Engineer, Teesta Resources Division-I, Tinbattimore, Siliguri
11. Executive Engineer, Teesta Resources Division-2, Tinbatti more, Siliguri.
12. Executive Engineer, Mahananda Barrage Division, Tinbatti more, Siliguri.
13. Executive Engineer, Mahananda Link Canal Division, 2nd Mile, Siliguri.
14. Executive Engineer, Mahananda Canal Division, Tinbattimore, Siliguri
15. Executive Engineer, Teesta Canal Division No.-I, Islampur, U. Dinajpur.
16. Executive Engineer, Teesta Canal Division No.-I I, Islampur
17. Executive Engineer, Teesta Canal Division No. III, Karnajora, Raiganj, U. Dinajpur
18. Executive Engineer, North Dinajpur Irrigation Division, Near FCI More, Raiganj, U. Dinajpur.
19. District Information & Cultural Officer, Uttar Dinajpur, Karnajora, Uttar Dinajpur.
20. Divisional Accountant of this office.
21. Estimating Branch of this office.
22. Secretary, Engineer's Co-operative Association/Uttar Dinajpur
23. Secretary, Contractor's Association, Uttar Dinajpur.
24. Office Notice Board.
- 25-27 Sub-Divisional Officer, Teesta Canal Sub-Division No.V/VIII/XI, Dalkhola/Karnajora.

Sd/-
(S.Pal)
Executive Engineer
Teesta Canal Head Quarters Division
Karnajora, Uttar Dinajpur.