



Memo. 2533

Dated. 15.11.2016

**NOTICE INVITING QUOTATION NO. 04 OF DHW DIVISION OF 2016-17**

Sealed quotation is invited by the Executive Engineer, Damodar Headworks Division from the outside bonafide Contractor having experience and capacity in executing similar nature of job for the work stated below on the following Terms & Conditions.

Sl. No.	Name of work	Eligibility of quotationer	Time Allowed	Accepting Authority
01.	Supply of Personnel for Physical model studies to be executed at Pune, Maharastra including all costs of transportation, taxes etc. complete	Resourceful outside bonafide contractor	150 days	Executive Engineer, Damodar Headworks Division

Last date and time of receipt of application of quotation papers : 21.11.2016 upto 04:00 PM

Last date and time of issue of quotation papers : 22.11.2016 upto 04:00 PM

Last date time of receipt of quotation papers : 22.11.2016 upto 03:00 PM

Date and time of opening of quotation papers : 23.11.2016 after 03:00 PM

**Terms and Conditions :-**

1. The intending applicants shall have to produce requisite credential like valid PAN Card, S.T. License etc. to the undersigned along with their application.
2. The work will have to be completed in all respect within 150 days from the date as will be stipulated in work order.
3. Rate should be quoted both in figure and words clearly on item rate basis in the schedule of item of works attached with the quotation papers. All corrections should be attested under the dated initial of the signature.  
Over writing and erasing is not permitted.
4. The accepting authority of the quotation i.e. Executive Engineer, Damodar Headworks Division reserves the right to reject any or all the quotations or distribute the work among more than one quotationers without assigning any reason thereof.
5. Canvassing in connection with the quotation or quotationer who will resort to canvassing will be liable to rejection.
6. The successful quotationer will have to execute formal and other copy of agreement in W.B. Form No. 2908/2911/2911(i)/2911(ii).
7. Additional Terms and Conditions of the work shall be part of the agreement and binding on quotationer.
8. The quotationers will have to deposit 2% of aggregate value of quotation as initial earnest money by bank Draft with the formal agreement.
9. S.D, I.T, S.T will be deducted as per rules applicable.
10. 1% Cess will be deducted as per rule applicable.

N.B. :

(P.K.Bandyopadhyay)  
Executive Engineer,  
Damodar Headworks Division,  
Durgapur-02

Memo. No. 2533/1(18)

Dated. 15.11.2016

Copy forwarded for information and wide circulation to the

1. Sabhadhipati, ZillaParishad, Burdwan
2. Chief Engineer—South & Budget, Irrigation & Waterways Dte, Kolkata-91.
3. Chief Engineer- (West), Irrigation & Waterways Dte. Sadhanpur, Burdwan.
4. District Magistrate, Burdwan
5. Deputy Secretary (Works), Irrigation & Waterways Deptt, Kolkata-91.
6. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Burdwan
7. Superintending Engineer, Easter Circle---1, Kolkata-91
8. Superintending Engineer, Western Circle--1,Kolkata-91.
9. Executive Engineer, Damodar Canal Division
11. Executive Engineer, Lower Damodar Irrigation Division.
10. Executive Engineer, R.B.I Division
11. Executive Engineer, B.I Division
12. District Information Officer, Burdwan for publication in local Newspaper (in duplicate)
13. Deputy Secretary Vigilance Commission, Kolkata-91.
14. District Labour Commissioner, Burdwan.
15. Office Notice Board, D.H. W Division/ D.I.Circle.
16. Estimating Branch, D.H.W Division.
17. Accounts Section of D.H.W Division
18. All Sub Divisional Office of D.H.W. Division.

(P.K.Bandyopadhyay)  
Executive Engineer,  
Damodar Headworks Division,  
Durgapur-02

## SCHEDULE OF WORKS

Quotation Inviting Authority : Executive Engineer, Damodar Head Works Division.

Name of the work : **Supply of Personnel for Physical model studies to be executed at Pune, Maharashtra including all costs of transportation, taxes etc. complete**

Quotation No. **NIQ 04/DHWD/2016-17**

Sl. No.	Description of Item	Quantity	Unit	Rate	Amount
1.	Supply of Personnel for Physical model studies to be executed at Pune, Maharashtra	900 Mandays	Mandays		
	<b>Total in figure</b>				
	<b>Total in word</b>				

Dated:

Signature of the bidder

(P.K.Bandyopadhyay)  
Executive Engineer,  
Damodar Headworks Division,  
Durgapur-02

## **GENERAL TERMS & CONDITIONS AND INFORMATION**

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

Bonafide outside Contractors, Registered Engineers Cooperative Societies and Partnership Firms registered with the State Government and contractors of equivalent Grade / Class registered with Central Government / MES / Railways/ Autonomous/PSU Organization for execution of similar works are eligible to participate depending on the criteria as detailed below.

**Joint venture firms are not eligible to participate.**

### **2. Credential Certificate:**

Completion Certificates for fully (100%) completed works during the current year and last five financial years will only be accepted as credential.

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 quotation. Illegible certificates and certificates having incomplete information may be rejected.

Completion Certificate of work executed in Irrigation & Waterways Department will be considered. Completion certificate of works executed in other Departments of State Government or organization, like Public Works and Public Works(Road) Department, Public Health Departments, Zilla Parishads and Panchyat Samities, West Bengal Housing Infrastructure Development Corporation Ltd.(WBHIDCO), West Bengal State Electricity Distribution Company Ltd.(WBSEDCL), Kolkata Metropolitan Development Authority(KMDA), Kolkata Metropolitan Water Sanitation Authority(KMW&SA), Kolkata Municipal Corporation(KMC), other Municipal Authorities, Local Panchyat Bodies, Hoogly River Bridge Commisioner(HRBC), Engineering Department of central Government and organizations like Farakka Barrage Project(FBP) Authority, Railways, Kolkata Port Trust(KOPT), and Companies wonded or managed by the state Government i.e. Mackintosh Burn Limited, Westing House, Saxby Farmer Limited and 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 counter signed by immediate superior Authority of the issuing Authority of all cases other than direct state/Central Government Departments and Railways. All such certificates when being issurd by other than direct state/ Central Government Departments and Railways 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 concern Department.

### **3. Eligibility Criteria:**

Resourceful outside bonafide contractor are eligible to participate.

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

Income Tax, VAT, Sales Tax, Royalty, Construction Workers' Welfare Cess, Service Tax, EPF, ESI and similar other statutory levy / cess will have to be borne by the contractor.

### **5. Site inspection before submission of quotation:**

Before submitting any quotation, the intending quotationers 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 of work. The intending quotationers may contact the office of the Executive Engineer, Damodar Headworks Division between 11.30 hours to 16.30 hours on any working day prior to date of submission of quotations.

### **6. Conditional and incomplete quotation:**

Conditional and incomplete quotations are liable to summary rejection.

### **7. Bid Validity:**

The Bid will be valid for 120 days from the date of opening of the Financial Bid.

## **8. Quotation Accepting Authority**

As per prevalent orders of Irrigation & Waterways Department Quotation Accepting Authority for different quotation is Executive Engineer/ Damodar Head Works Division upon approval of rates from the Superintending Engineer/ Damodar Irrigation Circle .

## **9. Execution of Formal Agreement after acceptance of quotation**

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 Quotation Accepting Authority in duplicate copies of W.B.F. No 2911(ii) from the office of the Executive Engineer, Damodar Head Works Division.

## **10. Amount of Earnest Money:**

The earnest money in the tune of 2% of the accepted rate is to be deposited by the successful bidders during execution of the work. Earnest money deposit in excess, if any, will be adjusted during process of bill.

- i) Additional earnest money if required, to make 2% of the accepted rate is to be deposited by the successful quotationers during execution of the Quotation.
- ii) Earnest money deposited in excess of 2% of the accepted rate will be adjusted preparation of bill.

## **11. 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.

## **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 quotation 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 quotation accepting authority reserves the right to reject any or all quotations without assigning any reason whatsoever and he will not be bound to accept either the lowest quotation or any of the quotations.
3. The acceptance of the quotation including the right to distribute the work between two or amongst more than two bidders will rest with the Quotation inviting authority without assigning reason thereof.
4. The quotationers will have to, if so desired by the quotation accepting authority, submit his analysis to justify the rate quoted by him.
5. 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.
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. The Security Agency shall submit proof of deposit of ESI and EPF within 15 (fifteen) days from disbursement of wages in every month. The proof of disbursement of wages sheet to the security personnel shall also have to submit before forwarding the payment recommendation. In case of failure the payment of wages for the next month shall be withheld.
9. The quantities of different items of work mentioned in the work 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.
10. Income tax, Sales tax/Vat, Royalty and all other incidental charges will have to be borne by the contractor as per existing rule.
11. Quotationers who will resort to canvassing is liable to be rejected.
12. Notwithstanding anything contained in the form in which the contract is executed the following shall constitute terms and conditions of contract and shall be binding on the contractor.
13. Anything not considered in this NIQ regarding engagement of Private Security and wages thereof will be dealt with the prevailing orders of Home Deptt., Govt. of West Bengal and Labour Deptt., Govt. of West Bengal and binding to the agency.