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**GOVT. OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
MALBAZAR IRRIGATION SUB-DIVISION ,MALBAZAR , JALPAIGURI  
UNDER JALPAIGURI IRRIGATION DIVISION**

**NOTICE INVITING TENDER**

**Memo No.- 69**

**Dated:- 20/02/17**

**Notice Inviting Tender No. 10/SDO/M(I)SD of 2016-2017**

**SEALED TENDERS** are hereby invited by the Assistant Engineer, **Malbazar** Irrigation Sub Division, on behalf of the Executive Engineer , Jalpaiguri Irrigation Division, Jalpaiguri, in West Bengal Form No. 2911 (i), 2911(ii) from , Open Bonafide, reliable resourceful and experience outside contractors may also participate for the works as stated. Details of works, earnest money to be deposited, date and time of issue receipt of tender, time allowed for the work etc. are shown in the list enclosed. **Particulars of dates and time for tender procedure :-**

- **Last date of application- up to 2.00 P.M. on** : **27-02-2017**
- **Last date of issue – up to 4.00 P.M. on** : **27-02-2017**
- **Last date of receiving Tender - up to 3.00 P.M. on** : **28-02-2017**
- **Date of opening of tender at 3.30 P.M.** : **28-02-2017**

**N.B. In case of any non-scheduled holiday /Bandh / strike on the aforesaid dates, the next working day will be treated as the scheduled date for the purpose.**

### LIST OF WORKS

Sl No.	Name of Work	Amount put to tender Rs.	Earnest Money	Time allowed	Cost of Tender from and other Papers	Eligibility
1	RENOVATION OF OFFICE BUILDING (PHASE-II) AT THE PREMISES OF MALABAR IRRIGATION SUB – DIVISION IN P.S – MALBAZAR,DIST- JALPAIGURI	2,31,956.00	4639.00	15 days	NIL	Bonafide outsiders having Credential of execution of similar nature of work of value 50% of the amount put to tender within the last 5 years
2	RENOVATION OF OFFICE BUILDING (PHASE-I) AT THE PREMISES OF MALABAR IRRIGATION SUB – DIVISION IN P.S – MALBAZAR,DIST- JALPAIGURI	2,54,367.00	5087.00	15 days	NIL	Bonafide outsiders having Credential of execution of similar nature of work of value 50% of the amount put to tender within the last 5 years

**Note:-** i) The Payment will be made as per availability of fund.  
ii) NSC – VIII issue will not be entertained as Earnest money.

**1. The application for issue of Tender Forms :**

The application of the intending tenderer is to be addressed to the Sub-Divisional Officer **Malbazar** Irrigation Sub-Division, on or before the last date of application as stated along with the attested Photo copies of PAN Card, VAT & Professional Tax clearance certificate **credential** & clearance certificates.

**2 The Issuance of Tender Forms:**

The issuance order for tender forms will be given by the Sub-Divisional Officer, **Malbazar** Irrigation Sub-Division, and binding upon all concerned.

**3. The Purchase of Tender Forms:**

After the issue order by the Sub-Divisional Officer, **Malbazar** Irrigation Sub-Division, the Tender forms may be purchased by Cash Payment of requisite amount(non-refundable) from the Sub-Division Clerk **Malbazar** Irrigation Sub-Division, . Tender Form with in the specified date & time mentioned in the notice by the tenderers or by their duly authorized representatives .

**N.B. – No tender documents will be supplied by post.**

4. Particulars of work with schedule of items, specifications, additional terms and conditions etc. may be seen in the following offices between 11:00 hours to 16:00 hours in any working day before issue, except Saturday, Sunday and Public Holidays.  
Office of Sub-Divisional Officer, **Malbazar** Irrigation Sub-Division, **Malbazar** , Jalpaiguri

5. **Dropping of Tenders :**

Tender in the sealed covers are to be dropped in the office of the Sub-Divisional Officer, **Malbazar** Irrigation Sub-Division, , Malbazar The name of the work SI. No. and the name of the Tenderer should be clearly written on the sealed cover.

**N.B. Any letter or other instrument submitted separately in modification of the sealed Tender, may not be entertained.**

6. **Opening Tender :**

The tenders will be opened by the Sub-Divisional Officer, **Malbazar** Irrigation Sub-Division, in the office at **Malbazar**

8. **Acceptance of Tender :**

Acceptance of the tender will be S.D.O. **Malbazar** i Irrigation Sub-Division /Executive Engineer, Jalpaiguri Irrigation Division, Club Road, Jalpaiguri and who does not bind himself to accept the lowest tender and he reserves the right to reject any or all tender without assigning any reason and to distribute the work between more than one tenderer and issue work order in part.

9. Earnest money as noted above should be deposited by the Tenderers either in the Reserve Bank of India, Kolkata or any Treasury or Sub-Treasury within the District of Jalpaiguri under the head of "P.W. DEPOSIT" in favour of the Executive Engineer, Jalpaiguri Irrigation Division and the received Challan thereof must be enclosed with tender forms.

Crossed Demand Draft/ Deposit at call/ Banker's Cheque/ Pay Order payable on demand of any schedule Bank duly pledged to the Executive Engineer, Jalpaiguri Irrigation Division payable at Jalpaiguri may also be accepted as earnest money. No adjustment of challan previously deposited for other work of securities held for other work will be considered. Tenders without valid earnest money enclosed, thereof will be treated as informal.

10. (a) In the event of further sum being not deposited within the stipulate rate the previously deposited earnest money may stand forfeited to the Government of West Bengal and the letter of approval of tender will automatically be considered as cancelled.

(b) Successful tenderer shall have to deposit an additional sum which together with the 2(two) percent of the earnest money, will amount to 10(Ten) percent of the cost as per tendered rates of the works for which the tender is to be accepted, within seven days of the receipt of approval for acceptance from the Executive Engineer, Jalpaiguri Irrigation Division, Jalpaiguri Failing to deposit of this additional sum within the period specified above, the earnest money shall forthwith stand forfeited in favour to the Government and the letter of approval of the tender will be considered as automatically cancelled.

11. Tenderer should quoted their rates both in figures and words in terms of over all percentage BELOW / ABOVE / AT PAR with the schedule of works on the blank space and put their Signature on the Schedule of works.
12. Incomplete and illegible tender will be invalid, overwriting and erasing in the rates of figures will also be invalid. The tender should be neat and clean. All corrections should be attested under initial of tenders.
13. In the event of tender being submitted by a firm it must be signed separately by each of the partners of the firm or a person holding power of attorney registered under the Indian partnership Act.
14. Tenderer may satisfy themselves before submission of their tender by carefully inspection of the work site regarding probable difficulties which have to be faced during actual execution. No claim for any difficulties will be entertained afterwards.
15. **(a) VAT, Royalty and all other incidental charges will have to be borne by the contractor. Contractors should produce Royalty payment receipt / certificate to the Divisional Officer otherwise deduction of an A/C of Royalty at the prevailing rate will be made from the bill.**

**1% (one per cent) Cess will be deducted from the Contractor's Bill as per Finance Deptt.'s Order No. 853 – F dt.01-02-2006 and I & W Deptt.'s Memo. No. 946 – SIW / IW/ 3M – 49/ 2006 dt. 28-11-2006.**

**(b) Deduction of Income Tax will be made in the bills of the Contractors as per existing norms.**
16. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the tenderers who will be reported for canvassing will be liable to rejection.
17. Conditional tenders or tender which do not fulfill any of the above conditions are liable to rejection.
18. Completion of work within the stipulated period will be main essence of the contract.
19. All working tools plants are to be arranged and supplied by the contractor.
20. If any tenderer withdraw his tender before its acceptance or refusal within reasonable time without given satisfactory explanation for such withdrawals be disqualified for making any tender of this department for a minimum period of one year.
21. The additional terms and conditions of contract and specification of works attached with the printed schedule of rates (effective) of Member (Execution), North Bengal Flood Control Commission, Jalpaiguri in force at the time of tender will be applicable.
22. The successful Tenderer will have to abide by the provisions of 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. All the participating tenderers may be present at the time of opening of the tender and put signature in the register if not available at that time, no claim will be entertained in future for participating in the bid.
24. Unless otherwise mentioned the terms and condition & description of item etc. of schedule of rates of North East irrigation circle -1 will be applicable.
25. Agencies, desirous to participate in the tender are request to apply for tender etc. in Letter head paper enclosing attested Xerox copies of the following documents along with the particulars as mentioned under **clause 1** of this Tender Notice

**Sub-Divisional Officer**

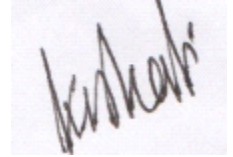
**Malbazar Irrigation Sub-Division  
Malbazar , Jalpaiguri**

**Memo No. 68 ( /8)  
20/02/17**

**Dated:-**

**Copy forwarded to the:**

- Executive Engineer, Jalpaiguri Irrigation Division with reference to his Memo No. 2858 dated 16.09.2015
- Income Tax Officer, Jalpaiguri
- Commercial Tax Officer.
- Vigilence Commissioner, Jalpaiguri
- Assistant Labour Commissioner, Jalpaiguri
- Sub-Divisional Officer Jalpaiguri Investigation Sub-Division/ Mayanaguri Irrigation Sub-Division / Jalpaiguri Irrigation Sub-Division.
- Divisional. Accountant / Estimating Section of this Division.
- Office Notice Board.



**Sub-Divisional Officer  
Malbazar Irrigation Sub-Division  
Malbazar , Jalpaiguri**

