



**GOVERNMENT OF WEST BENGAL**  
**Irrigation & Waterways Directorate**  
**Burdwan Investigation & Planning Division**  
*Purta Bhavan, (3<sup>rd</sup> Floor), Burdwan, 713103*

**Notice Inviting Tender**  
**NIT No - WBIW/EE/BIPDIVN/NIT-07/2016-17**

**Memo No. 125**

**Date: 13/02/2017**

Separate tenders are being invited by the Executive Engineer, Burdwan Investigation & Planning Division, Irrigation & Waterways Directorate on behalf of the Governor of West Bengal for the work mentioned in the list given below from eligible and resourceful contractors/bidders having desired credential and financial capability for execution of works of similar nature.

**LIST OF WORKS**

Sl. No.	Name of Work	Amount put to Tender (Tender Value) (Rs)	Earnest Money Deposit (Rs)	Time allowed for completion (in days)	Source of fund	Minimum eligibility of the contractor/bidder for participating in the tender
1	2	3	4	5	6	7
1	Repair maintenance and renovation to the interior of EE's residence at sadhanpur under Burdwan I&P Division.	417283	8000	2 months	Non Plan	Bona fide agencies /contractors / bidders having credential of execution of Building maintenance works <b>at least 1.0 lakhs</b> in any Government / Government undertaking / Public sector undertaking within the last 5 years from the date of publishing of NIT
2	Outside repair and maintenance of EE's residence at sadhanpur under Burdwan I&P Division	321452	6000	2 months	Non Plan	-Do-
3	Repair maintenance and renovation of sanitary, plumbing and electrical works of EE's residence at sadhanpur under Burdwan I&P Division	410982	8000	2 months	Non Plan	-Do-

## General terms and conditions

1.
  - a. Separate Tender should be submitted for each work as per attached List in Sealed Cover super scribing the name of the work on the envelop and addressed to the proper authority.
  - b. Submission of Tender by post is not allowed
2. The Tender documents and other relevant particulars (if any) may be seen by the intending Tenders or by their duly authorized representatives during office hours between **11.00 A.M to 2 P.M** on every working day, from the Office of the Executive Engineer, B.I. & P. Division.
3.
  - a. Intending Tenders should apply for Tender papers in their respective Letter Heads enclosing self attested copies of the following documents, originals of which and other documents like Register Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
    - i) PT and IT PAN Valid upto 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 Certificate/ Payment Certificate (s) for the Single similar work at least 50% of the value of the work for which Tender Paper is desired, executed within last than 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 Tendered under the Irrigation & Waterways Department and other Government Departments/Organizations as stated in paragraph 4(b) here under.
    - iv) Declaration by the Applicant to the effect that there is no other applications for Tender Paper for work in this NIT in which he/ She/ they has/ have common interests. Failure to produce any of the above documents may be considered good and sufficient reason for non-issuance of tender paper.
4. Intending Tender not satisfied with the decision of the Tender Paper issuing Authority may prefer an appeal to the next superior Officer. Concerned Chief Engineer will be the Appellate Authority for high Value 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.
5. Tender Paper will be provided to the eligible bidders free of cost.
6. Before submitting any Tender the intending Tenders should make themselves acquainted thoroughly with the local conditions prevailing by actual inspection of the site and take into considerations all factors and difficult likely to be involved in the execution of work in al respect 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 what so ever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned in between 11.00 A.M and 2.00 P.M on any working day.
7. Cost towards Earnest Money Deposit (EMD) must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt(DCR) of any scheduled bank of India in favour of Executive Engineer, Burdwan Investigation & Planning Division, Purta Bhaban, Burdwan Payable at Burdwan Payment in any other form e.g NSC, KVP, etc. will not be accepted.

8. Earnest Money for works in open tender, as noted in the list of work, will have to be deposited by the Contractors.
  - a. The Tenderer should quote the rate both in figure and in words on the basis of Percentage above/ below or as per the Schedule of Rules 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. All corrections are to be attested under the dated signature of the Tendered.
9. When the Tenderer sign his Tender in an Indian Language, the total amount tendered should also be written in the same Language. In the Case of illiterate Tendered, the rates tendered should be attested by an witness.
10. The Tenderer who will sign on behalf of a Company or Firm must produce the registered documents (within 3 days from the date of opening the Tender) 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.
11. Any Letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
12. The Tenderer should submit a statement 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.
13. Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
14. VAT, Royalty, Building 7 other 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.
15. The Tender Accepting Authority does 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 to the intending Tenders and also reserves the right to distribute the work amongst more than one Tenders.
16. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
17. The Tenders will be opened as specified in the list of works, in presence of the participating Tenders or their duly authorized representatives who may be present at time of opening and who may also put their signatures in the Tender Opening Register.
18. The successful Tendered will have to execute the duplicate copies of his tender which will have to be obtained by additional cash payment in the office of **the Executive Engineer, Burdwan investigation & Planning 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.

19. If any Tenderer withdraws his tender before its acceptance or refuses / falls to convert it into a reason 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.
20. 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 force from time to time.
21. 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. Site of issue of materials as mentioned in the list of Materials 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.
22. Hire Charge for Tools & Plants Machinery, if Issued Departmentally, will be recovered from the 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 Government go down will be counted from the date of their issuance from the go down and upto the date of return into 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 case of any damage, the cost of repair to such damage or replacement will be recovered from Contractor.
23. In the following cases a Tender may be declared informal and unacceptable
  - a. Correction, alteration, additions etc. if not attested by the Tenderer.
  - b. Earnest Money Deposit (EMD) in the format of Bank Draft (BD)/ Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any Schedule Bank of India in Favour of **Executive Engineer, Burdwan investigation & Planning Division** Payable at **Burdwan** is not deposited.
  - 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 Documents are not signed by the Tenderer.
  - e. If the Tender is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover.
24. For the return of the earnest money of the unsuccessful Tenderer (S) he/they is/are to apply for the Executive Engineer, Burdwan Investigation & Planning Division, Purta Bhaban, Burdwan, giving the reference to the work NIT No. date of Tender amount and mode of Earnest Money deposited – all in a complete form. The Earnest money of all Tenders other than lowest Tendered in each case may be refunded, after acceptance of the rate in the comparative statement , as early as possible.

25. To verify the competence capacity and financial stability of the intending Tender(s) the Tender Paper Issuing Authority may demand production of any necessary documents as it may deem necessary.
26. The Payment of R/A as well as Final Bill for any work will be made according to the availability of fund and no claim due to delay in payment will be entrained.
27. As per G.O no. 1627(8)/1A, Dated- 26<sup>th</sup> November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clauses 25 of Tender Form no. 2911 stands deleted in respect of contract Value less than Rs.- 100.00 Lakh.
28. Normally Tender Paper for not more than one work in any one NIT will be issue to an applicant who may indicate the Sl. Nos. of the work in the order of priority. However, depending on response to various serials in the NIT Tender Paper Issuing Authority may Issue Tender paper for any serial even though it may not be preferred by the applicant.

### **Time Schedule of Tender**

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| 1) Last date & time of receiving application  | : <b>23.02.2017 up to 2:00 p.m</b> at the office of the Executive Engineer, Burdwan investigation & Planning Division.   |
| 2) Last date & time of issue of tender paper  | : <b>27.02.2017 up to 5:00 p.m.</b> from the office of the Executive Engineer, Burdwan investigation & Planning Division |
| 3) Last date & time of receiving tender paper | : <b>28.02.2017 up to 2:00 p.m.</b> at the office of the Executive Engineer, Burdwan investigation & Planning Division.  |
| 4) Date & time of opening tender              | : <b>28.02.2017 after 2:30 p.m.</b> at the office of the Executive Engineer, Burdwan investigation & Planning Division.  |

**Executive Engineer  
Burdwan Investigation & Planning Division**

**Copy forwarded for information and necessary action for wide circulation to:**

1. Chief Engineer, D.& R. , Jalasampad Bhaban, Salt Lake City, Kolkata-91
2. The Superintending Engineer, Investigation. & Planning circle II, I & W Directorate Jalasampad Bhaban, Salt Lake City, Kolkata-91
3. Deputy Secretary Vigilance Commission, Kolkata-91.
4. Executive Engineer, D.V.C. Study Cell, Jalasampad Bhawan. He is requested to upload the NIT in the Departmental Website.
5. The Executive Engineer, Damodar Canals Division/ Executive Engineer, Burdwan Irrigation Division, Burdwan
6. S. D. O. Chinsurah Sub-Division of B.I.P. Division
7. S.D.O, I & II, Survey & Investigation Sub-Division
8. Accounts Section of B.I.P. Division
9. Office Notice Board, B.I.P. Division

**Executive Engineer  
Burdwan Investigation & Planning Division**