

Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Assistant Engineer  
**Teesta Mechanical Sub Division-III**  
Fulbari, Jalpaiguri

**NOTICE INVITING TENDER**  
(For works of estimated cost upto Rs 3.00 lakh)

**NIT NO: 01 of SDO / TMSD-III / 2017-18**

**1. Invitation.**

Separate sealed Tenders in printed forms are hereby invited by the Assistant Engineer, Teesta Mechanical SubDivision-III on behalf of the Governor of the State of West Bengal in West Bengal Form No.2911 for the works as per list attached herewith, from the eligible enlisted contractors of Irrigation & Waterways Directorate, Govt of West Bengal of appropriate classes /bonafide, reliable resourceful Contractors having sufficient experiences in execution of similar type of works.

**2. Details of Work :- AS PER LIST ATTACHED**

**3. Time Schedule of Tender procedure:-**

i)	Last Date & Time for application for purchase of Tender Form addressed to the Assistant Engineer, Teesta Mechanical Sub Division-III, Fulbari.	08.05.2017	Upto...16:00...hrs.
ii)	Last Date & Time for issue of Tender paper. At the office of the Assistant Engineer, Teesta Mechanical Sub Division-III, Fulbari.	12.05.2017	Upto...16:00...hrs.
iii)	Last Date & Time for dropping Tender paper at the office of the undersigned	17.05.2017	Upto...15:00...hrs.
iv)	Date & Time of opening of Tender in the office of the undersigned	17.05.2017	After 15: 00 hrs.

**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: -

- Notice Inviting Tender.
- W.B.F. No.2911
- Price schedule, General Specification of the work and other relevant documents.
- 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 Assistant Engineer , Teesta Mechanical Sub Division-III, Fulbari.

**b) Copies of documents;**

V.A.T Clearance Certificate, Trade Licence, P.T. (Professional Tax) Clearance Certificate and IT PAN valid at least up to the date of opening of Tenders should be considered.

**c) Credentials**

i) Completion Certificate of completed work(s) supported by Bill of Quantities (B.O.Q.s) executed during the current financial year and the last five years. Net notional amount calculated from completion certificate issued in favour of the agency/ Farm/ Consortium for a work of **similar nature** should be **atleast 30% of the amount put to Tender for the work.**

ii. Intending Tenderer have to be produced a declaration regarding common interest

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) 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 (KMW&SA) , 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) 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) 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 (viii) 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 Executive 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 Teesta Mechanical Sub Division –III after getting permission from the undersigned. 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 : -**

a) i) DEPOSIT OF EARNEST MONEY :- An Earnest Money amounting to **2%** of the estimated cost put to tender must be submitted

b) DEDUCTION OF SECURITY MONEY FROM THE PROGRESSIVE BILL:-In terms of Notification 08-1B dated 30/04/13 of Secretary to the Govt of West Bengal Earnest Money already deposited during the Tender shall be converted as a part of Security Money and additional Security shall be deducted from the progressive bill at 8 % of such amount from each such bill so that total deduction together with 2% Earnest Money deposit constitutes 10% of Tender value of work as actually done.

c) NO FURTHER DEDUCTION SECURITY MONEY FROM THE PROGRESSIVE BILL :- Such Tenderers may also be permitted to deposit further security so as to make total 10% of Tender amount to avail the facility of no 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.) of Scheduled Banks guaranteed by the Reserve Bank of India may be accepted as earnest money and/ or security Deposit.

The original copies of the Demand Draft/ Banker's Cheque/ Deposit Call Receipts (DCR), towards Earnest Money Deposit (EMD) of any scheduled Commercial Bank in India approved by RBI & having branch in West Bengal in favour of **Executive Engineer, Teesta Mechanical Division**, issued from any of the following Schedule Banks Payable at Siliguri .should be dropped with the tender. EMD issued from any bank other than the schedule banks will liable to rejection of the Tender.

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'

g) EXEMPTION OF EARNEST MONEY AND LIMITATION OF SECURITY DEPOSIT :- Mackintosh Burn Ltd. Will continue to enjoy the following facilities as per G.O. No. 10500-F dated 19.11.2004 and subsequently extended vide G.O. No. 1110-F dated 10<sup>th</sup> February, 2006 to Westinghouse Saxby Farmers Ltd., & Britannia Engineering Ltd.

i) Exemption of depositing Earnest Money with the Tender.

ii) Security Money maximum up to 1.00 lakh.

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 stated above as well as on the envelope will be dropped in the Office of the Assistant Engineer,-Teesta Mechanical Sub Division-III.

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 the office of the undersigned.

ii) Tender to be opened by the concern Assistant Engineer or by his authorized representative 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) 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) 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 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) **Original challan of materials, which are procured by the contractor/ bidder, may be asked to be submitted for verification by the undersigned.**

17) 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.

18) 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.

19) Undersigned shall not entertain any claim whatsoever from the contractors/ bidders regarding payment of compensation on account of idle labour or machines becoming idle, for any circumstances including untimely rains, other natural calamities, strikes or on such grounds including non-possession of land the working zone.

20) 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.

21) 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

22) Copies of Partnership Deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.

- 23) 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 2<sup>nd</sup> page of W.B.F 2911 and the last page of price schedule.
- 24) Any tender containing over writing is liable to be rejected.
- 25) All corrections are to be attested under the dated signature of the tenderer.
- 26) 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 a witness.
- 27) 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.
- 28) 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.
- 29) Any superfluous conditional tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be rejected.
- 30) VAT, Sales Tax, Royalty, and all other statutory Levy/ Cess etc. whatever is imposed by the appropriate Government after issuance of work order/ commencement and completion of the work, will have to borne by the Contractor/ bidder. 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.
- 31) 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.
- 32) 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.
- 33) 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.
- 34) 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.
- 35) 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.
- 36) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him/them.
- 37) 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.
- 38) The successful Tenderer will have to execute the duplicate/triplicate/quadruplicate(Plain Paper )copies of his /their tender which will have to be obtained from office of Teesta Mechanical Sub Division-III, 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.
- 39) 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.
- 40) 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 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.
- 41) 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.

42) In the following case 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./ KVP etc. will not be accepted.  
(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 Mechanical Division in 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.

43) a) 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 1<sup>st</sup> page of W.B.F. 2911. In case of rejected Tender it should be refunded within 10(ten) days from the date of decision.

44) 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.

45) As per G.O. No. 1627(8)/1A dated 26<sup>th</sup> 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.

46) 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.

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

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

49) 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.

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

51) 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.

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

53) 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.

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

55) Apart from all the above, only in the interest of the Government, the committee may allowed 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.

56) 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, the application will be disqualified for issuing tender form.

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

**Sd/-**  
**Assistant Engineer**  
**Teesta Mechanical Sub Divn. III**  
**Fulbari, Jalpaiguri**

## NIT NO: 01 of SDO / TMSD-III / 2017-18

LIST OF WORKS:

Sl. No	Name of work on	Amount put to Tender (Rs)	Earnest money (2% of the estimated cost put to tender)	Cost of Tender Documents	Source of Funding	Time allowed for completion of the work.
1	2	3	4	5	6	7
01	Repair & new installation of 04 nos gates at different location of Dy-5(R) of Dahuk Nagar Main Canal (D.N.M.C.) and its distributaries under Teesta Barrage Project at P.S. Islampur, Dist-Uttar Dinajpur.	87,150.00	1743.00	Nil	Non plan	30 Days

Sd/-  
Assistant Engineer  
Teesta Mechanical Sub Divn. III  
Fulbari, Jalpaiguri

Memo no: 35/N-2

Dated: 26.04.2017

Copy forwarded for favour of kind information and taking necessary action for wide circulation to the:-

1. Superintending Engineer, North Bengal Mechanical & Electrical Circle, Tinbatti More.
2. Executive Engineer, Teesta Mechanical Division, Fulbari.
3. Executive Engineer, Teesta Monitoring & Evaluation Division, Siliguri
4. SDO TMSD-I/II
5. Divisional Accountant of this office
6. Divisional Estimator of this office
7. Office Notice Board.

Sd/-  
Assistant Engineer  
Teesta Mechanical Sub Divn. III  
Fulbari, Jalpaiguri