

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: 02 of AE / TMSD-III / 2017-18

1. Invitation.

Separate sealed Tenders are invited by the Assistant Engineer, Teesta Mechanical SubDivision-III, Irrigation & Waterways Directorate on behalf of the Governor of West Bengal for the work mentioned in the list given in Page 6, from the eligible resourceful Contractors having sufficient experiences in execution of similar type of works and financial capability. The intending bidder/contractor must read the Terms & Conditions contained in the Notice Inviting Tender (NIT) carefully. He/she should particularly go through the eligibility criteria and satisfy himself/ herself of the mandatory requirements. Contractors/bidders desirous of participating in the tender may submit application for the work only if they fulfill the minimum eligibility criteria and are in possession of all the required documents.

2. 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.	14.06.2017	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.	16.06.2017	Upto...16:00...hrs.
iii)	Last Date & Time for dropping Tender paper at the office of the undersigned	21.06.2017	Upto...15:00...hrs.
iv)	Date & Time of opening of Tender in the office of the undersigned	21.06.2017	After 15: 00 hrs.

3. Tender documents: - The Tender documents shall consist of followings and may be seen by the intending Tenders during office hours on any 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

4) Application for purchase of Tender forms: - a) Intending Tenderers have to submit 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 valid at least up to the date of opening of Tenders should be considered;

- Licence to Electrical Contractors
- Electrical Supervisor's Certificate of Competency.
- Value Added Tax(V.A.T) Registration Certificate.(Failing to provide this document will result in deduction of VAT as per prevailing rules)
- Trade Licence,
- P.T. (Professional Tax) Clearance Certificate.
- PAN Card .

c) Credentials

i) Completion Certificate of completed work(s) supported by Bill of Quantities (B.O.Q.s) executed during the current financial year or the last five years. Net 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

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

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 (WBSSEDCL), 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.

5)Participation in more than one serial of work in a tender:- Any contractor/ bidder may submit bids for a maximum of 50% of the total number of works (rounded up to next higher integer) published in any particular NIT depending on his/her previous work credential and financial capability.

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 4(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:- 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 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:- 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**, Payable at Siliguri, should be dropped with the tender. **Any other EMD is not acceptable and 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'

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.

16) Withdrawal of bid

Withdrawal of tender/bid once the bid has been submitted and has been accepted for further processing is not allowed. EMD will be forfeited by the Government and the bidder/contractor penalized.

OTHER TERMS & CONDITIONS.

17) Executive Engineer of the concerned Division is 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 accepted/recommendeded 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 work, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. Instruction given by the Sub Divisional Officer/Assistant Engineer and the Section Officer/Junior 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 any dispute the decision of Engineer-in-Charge shall be final and binding.

18) **Original challan of materials, which are procured by the contractor/ bidder, may be asked to be submitted for verification by the undersigned.**

- 19) 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.
- 20) 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.
- 21) Cess @ 1% of the cost of construction work or otherwise as per relevant order of appropriate Government shall be deducted from the gross value of all works bill. Also, it is instructed to register his/her establishment under the relevant Act with the competent registering authority, i.e. Assistant Labour Commission/Dy Labour Commissioner of the region.
- 22) 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
- 23) Copies of Partnership Deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.
- 24) 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 and the last page of price schedule.
- 25) Any tender containing over writing is liable to be rejected.
- 26) All corrections are to be attested under the dated signature of the tenderer.
- 27) 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.
- 28) 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.
- 29) 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.
- 30) Any superfluous conditional tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be rejected.
- 31) VAT, Sales Tax, Royalty, Construction Worker's Welfare Cess 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 and his/her quoted rate should be quoted accordingly after considering all these charges.
- 32) The contractors/bidders shall have to comply with the provisions of (a) Contract labour (Regulation & Abolition) Rules, 1970 and its revision (b) Minimum Wages Act 1948 and its amendments or the modification thereof or any other laws relating thereto enforced by the appropriate Government from time to time.
- 33) 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.
- 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 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 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.
- 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) 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.

40) 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.

41) 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.

42) 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.

43) After the issuance of Tender form the Applicant will have to participate in the tender failing which he/they may be suspended to participate in the next Tender.

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

45) 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.

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

47) 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.

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

49) 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.

50) 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), North Bengal Mechanical & Electrical Circle will be applicable, unless otherwise specified.

51) 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.

52) 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.

53) 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, Jalpaig

NIT NO: 02 of AE / 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 and Electrical Maintenance of operating panel of Mahananda barrage gates & its Head Regulator Gates for smooth and trouble free operations of gates at Fulbari, Dist- Jalpaiguri under Teesta Barrage Project	50,760.00	1015.00	Nil	Non plan	30 Days

Sd/-

Assistant Engineer
Teesta Mechanical Sub Divn. III
Fulbari, Jalpaiguri

Memo no: 49 /N-2

Dated: 07.06.2017

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