

**Notice Inviting Tender No : NIT No-03 of 2017-18 of Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura**

GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
Office of the Sub-Divisional Officer  
Kangsabati Mechanical Sub-Division-No-I  
Khatra, Bankura.



1. Separate sealed tenders in printed form are invited by the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, on behalf of the Governor of West Bengal, for the works as per list attached herewith from Bona fide contractors/bidders of equivalent grade or Class registered with the Union Government / Military Engineering Services / Indian Railways for execution of Civil/M&E works are eligible to participate depending on the criteria as laid down in the subsequent para/clause. Joint Venture Firms are not eligible to participate in tenders.
2. a) Separate Tender should be submitted for each **work as per attached list**, in sealed cover Superscribing the name of the work on the envelope and addressed to the proper authority.
- b) Submission of tender by post is not allowed.
3. The tender documents and other relevant particulars (if any) may be seen by the intending tenderer(s) or by their duly authorized representatives during office hours between 11:00 A.M. to 4:00 P.M. on every working day, till 20/11/2017 in the office of the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura.
4. a. Intending tenderer(s) 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 Registered partnership (for partnership firms) etc. are to be produced on demand, as well as during interview (if any)
  - i) ST and PT clearance certificates and latest IT, GSTIN registration certificate as per GST act 2017, PAN valid at least up to 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 and payment certificate(s) for one single similar work worth 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) Government order indicating fixed security Deposit (if any).
  - iv) Eligibility certificate issued by the A.R.C.S. (for Engineers co-operatives and labour co-operatives).
  - v) A statement showing number and value of works presently under execution by the tenderer under the Irrigation & Waterways Department and other Government Department/Organizations as stated in paragraph 4(b) hereunder
  - vi) Declaration by the applicant to the effect that there is no other application 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.

- b. Completion certificates issued by competent Authority will normally be considered as credential Apart from credential of works executed under Irrigation & Waterways Department, credential works executed under Public works & public works (Roads) Department Public health Engineering, Department, Sundarban Affairs Department & other State Govt. Department Zilla parishads, WBHIDCO, WBSEDC, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of central Govt. and organizations like Railways, KOPT, and Mackintosh Burn Ltd, Westinghouse Saxby Farmer Ltd, and Britania Engineering Ltd, may also be considered. Completion certificate are to be countersigned by the Executive/ Divisional Engineers Of the respective state / central Govt. Departments, or officer of the equivalent rank, if those are issued by some other authority. Over and above Completion certificates, certificate from the competent authority regarding Payment received so far for the work (even if the full payment might not have been received Supported by bank statement showing that the corresponding amount of payment has actually been deposited in the bank, will have to be produced in the cases of works executed under Departments / organizations other than Irrigation & Waterways Department falling which Credentials may not be considered.
5. Intending tenders 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.
6. a. Tender paper (Free of cost) available in the office of the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, within the specified date and time as per attached list by the intending tenderers or by their duly authorized representatives.
- b. No tender paper will be supplied by post.
- c. No tender paper will be issued on the date of opening of tenders after expiry of date and time mentioned in the notice.

7. Before submitting any tender, the intending should make themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the site and take into considerations all factors and difficulties likely to be involved in the execution of work in all respects including Transportation of materials, communication facilities, climatic condition nature of soil, availability of local labourers and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards. In this connection the intending tenderer(s) may contact the office of the undersigned up to 27/11/2017 between 11:30 hours to 6:30 hours on any working day.

8. Earnest money as noted in the list of works, in the form of other than those mentioned below, will not be accepted. The tenderer in open tender, whose tender is approved for Acceptance, shall make an agreement with the tender accepting authority within 15 days of the receipt of an intimation to the effect sent to him. Deposited earnest money of the works shall be converted as a part of security money & additional security shall be deducted from progressive bill from each such bill so that the total deduction together with the 2% EMD constitutes 10% of tendered value of work as actually done.
- a. Received challan of Reserve Bank of India or Treasury showing the deposit to be credited under the Head P. W. Deposit in favour of the Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura.

- b. Government security / NSC / KVPS duly pledged to the Executive Engineer, Kangsabati Mechanical Division, Bankura..
- c. Crossed Bank Draft/Deposit at call Receipt, Banker's cheque of any scheduled Bank in the locality in favour of the Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura. No adjustment of any sort of above mentioned earnest money previously deposited for other works will be considered. Tender without the specified earnest Money will be treated as informal.
9. Earnest money for works in open tender, as noted in the list of work, will have to be deposited by the contractors (both enlisted as well as outsiders), unemployed Engineers co-operatives and Labour co-operative. Any body desirous of exemption from depositing earnest money, is to furnish along with his tenders, self attested copy of documents exempting him from depositing earnest money for the tender.
- a. The tenders should quote the rate both in figures and in words on the basis of percentage above /below or at par the schedule of rate 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 tenderer.
10. When a tenderer signs his tender in an Indian language, the total amount tender should also be written in the same language. In the case of illiterate tenderer, the rates tendered should be attested by an witness.
11. 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 of 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.
12. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
13. 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 qualification, falling which the tender may be liable to rejection.
14. Conditional tender, which does not fill any of the above condition, and is incomplete in any respect, is liable to rejection.
15. VAT, Sales Tax, Royalty, Building working Cess, and all other statutory levy or cess etc. will have to be born by the contractors (he will have to produce necessary documentary evidence of his having done so at the time of receiving of the final payment for the work).
16. 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 tenderer(s) and also reserves the right to distribute the work amongst more than one tenderer.
17. The tender will have to, if so desired by the tender accepting authority, submit his analysis to justify the rate quoted by him.
18. The tenders will be open, as specified in the list of work, in presence of the participating tenderers or their authorized representatives, who may be present at the time of opening and who may also put their signatures in the tender opening register.
19. The successful tenderer will have to execute the duplicate / Triplicate / quadruplicate copies of his tender which will have to be obtained free of cost from the office of the Executive Engineer, Kangsabati Mechanical 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.
20. If any tenderer withdraws his tender before its acceptance or refuses / fails to convert it into 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 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.
21. 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.
22. 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 works 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 material will be fixed by the Engineer-in-charge.
23. Hire charges 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 for tools & plants machinery, issued from the Government godown will be counted from the date of their issuance from the go down and up to the date of return into the same godown 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 damage, the cost of repair to such damage or replacement will be recovered from contractor.
24. In the following cases 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 / Government security etc. not held by the tenderer and not properly pledged.
- ii. Earnest money in the form of T.R. Challan, D.C.R / Demand Draft, etc. which are short deposited and / or not deposited in favour of the Executive Engineer, Kangsabati Mechanical Division,
- 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 document 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.

25. For the return of the earnest money of the unsuccessful tenderer(s) he / they is / are to apply for the same to the Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura, giving the reference to the work, N.I.T. No. 03 of 2017-18 of tender, amount and mode of earnest money deposited all in a complete form. The earnest money of all tenderers other than the lowest tenderer in each case, may be refunded, after acceptance of the rate in the comparative statement as early as possible.
26. To verify the competence, capacity and financial stability of the intending tenderer(s) the tender paper issuing Authority may demand production of any necessary document(s) as it may deem necessary.
27. 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 entertained.
28. 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 stands deleted in respect of contract of value less than Rs. 100.00 Lakh.
29. Normally, tender paper for not more than one work in any one NIT will be issued to an applicant, who may indicate the S.I. 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.
30. **Application of tender:-** The intending tenderers should apply for tender papers addressed to the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura.
31. The Tenderers will have to furnish self attested Xerox copies of valid I.T. (PAN Card), GSTIN certificate as per GST act 2017 registration no. if registered, Professional Tax clearance certificate, credential (as mentioned above) etc along with application. No document other than original will be returned.
32. **Purchase of tender form:-** Tender documents etc will be available and be issued from the office of the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura, in the schedule date and time stated before.
33. **Dropping of the tender paper:-** Tender should always be submitted in sealed cover with the name of work clearly written only on the body of the envelope which will be dropped in the office of the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura in the schedule date and time, stated before.
34. **Opening of tender:-** Tender will be open by the Sub-Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura, or by his authorized representative in presence of participating tenderer or his authorized representative on Schedule date and time, stated before.
35. **Additional Performance Security** shall be obtained from the successful L1 bidder, if the accepted bid value is below 20% of the estimated amount put to tender. This Additional Performance Security shall be equal to 10% of the tendered amount i.e the L1 bid price. The Additional Performance Security shall have to be submitted by selected bidder after issuance of Letter of Acceptance/Letter of Invitation (LOA/LoI) and before award of Contract (AOC) in the form of "Bank Guarantee" of any Schedule bank, Payable at Khatra, as per enclosed format (Annexure). If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of LOA/LoI, its Earnest Money Deposit (EMD) will be summarily forfeited. The said Bank Guarantee (BG) shall have to be valid up till the end of the contract-Agreement period including extended time period till 100% physical completion of work in all respect and shall be renewed accordingly if required. The said Bank Guarantee shall remain in custody of the DDO & Executive Engineer in—charge of the work, which shall be returned to the bidder/ contractor after successful physical completion of the work as per contract. If the bidder fails to complete the work successfully, this Additional Performance Security shall be forfeited at any time during the pendency of contract period after serving suitable notice to the contractor / bidder agency.

Memo No: -

Dated: -

Sub-Divisional Officer,  
Kangsabati Mechanical Sub-Division-I,  
Khatra, Bankura.

Copy submitted to the :-

01. Superintending Engineer, Mechanical & Electrical Circle, Jalsampad Bhawan, Salt Lake city, for his kind information.
02. Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura, for his kind information & wide circulation.

Sub-Divisional Officer,  
Kangsabati Mechanical Sub-Division No-I,  
Khatra, Bankura.

Dated: - 07-11-2017

Memo No: - 1412/e

01. Sub-Divisional Officer, Kang. Mech. Sub-Divn.No. / II, / IV/, Kang. Electrical, Sub-Divn for his information & wide circulation.
02. Divisional Accountant for his information & necessary action.
03. Estimate section, Kangsabati Mechanical Division for information & necessary action.
04. Notice Board, Kang. Mech. Sub-Divn.No I.

Sub-Divisional Officer,  
Kangsabati Mechanical Sub-Division-I,  
Khatra, Bankura.



GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
Office of the Sub- Divisional Officer  
Kangsabati Mechanical Sub-Division No-I  
Khatra, Bankura.

Dated.-07/11/2017

Memo No. 141

List of work / works as per : NIT No-03 of 2017-18 of Sub- Divisional Officer, Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura

1. Last date of application of tender paper:-20/11/2017 up to 4:00 P.M.
2. Last date of tender paper issue: 22/11/2017 up to 4.00 P.M
3. Last date of submission of tender paper: 28/11/2017 up to 3.00p.m.
4. Date of tender opening: 28/11/2017 at 3.30 PM

Sl. No.	Name of work.	Amount put to tender. (Rs.)	Earnest money. (Rs.)	Cost of schedule and other papers.	Time allowed.	Eligibility	Remarks.
01.	Supply, installation, testing and commissioning of Desk top computer for official use in the office of the Sub-Divisional officer Kangsabati Mechanical Sub-Division No-I, Khatra, Bankura during the year 2017-18.	57900.00	1158.00	Free of cost	15 days	50% credential on similar type of work during last 5 years. Apply only Authorised dealer /Bona fide contractor.	

Sub- Divisional Officer,  
Kangsabati Mechanical Sub-Division No-I  
Khatra, Bankura.