



**Government of West Bengal**  
**IRRIGATION & WATERWAYS DIRECTORATE**  
**Office of The Sub-Divisional Officer,**  
**Teesta Barrage Sub-Division No.-III,**  
 Gazaldoba, Jalpaiguri, Pin-735234

Memo No. 185

Date – 21/12/2017

**N.I.T No – WBIW / SDO / TBSD-III / NIT-02 / 2017-18**

Separate sealed Tenders in printed forms are hereby invited by the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri*, 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, bonafide, reliable resourceful Contractors having sufficient experiences in execution of similar type of works as per categorization, detailed hereunder in this NIT.

**2. List of works :-**

Sl. No.	Name of Work	Amount put to Tender (₹)	Earnest Money Deposit (Rs. ₹)	Cost of Tender Paper (Rs. ₹)	Time allowed for completion	Source of fund	Eligibility of Contractor (*)
1	2	3	4	5	6	7	8
01	“Hiring of one no. Inspection vehicle (Diesel Driven Motor Cab) on daily basis for the office of the Sub-Divisional officer, Teesta Barrage Sub Division No:-III, Gazaldoba, Jalpaiguri.”	1,98,925.00	3,979.00	Nil	365 days	Non-Plan	Bonafide outsiders having experience of execution of similar nature of work within the last 5 years.

(\*) For Consortiums, criteria to be followed as per clause 7 of General Terms and Conditions and information.

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

i)	Last Date & Time for application for collection of Tender Form	04/01/2018	Up to 14.00 hrs.
ii)	Last Date & Time for issue of Tender paper	04/01/2018	Up to 16.00 hrs.
iii)	Last Date & Time for dropping of Tender paper	08/01/2018	Up to 15.00 hrs.
iv)	Date & Time of opening of Tender in the office of the Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri	08/01/2018	After 15.30 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: -

- a) Notice Inviting Tender.
- b) W.B.F. No. 2911
- c) Price schedule, Additional Terms & Conditions, Special Terms & Conditions, General Specification of the work and other relevant documents.
- d) 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)

## GENERAL TERMS AND CONDITONS

5. **Application for collection of Tender forms** : - a) Intending Tenderers have to be submitted application in sealed envelope duly enclosed with the self-attested copies of the following documents addressed to the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri*, any working days between 11.00 AM. to 4.00 PM.. on or before the last Date & Time for application as scheduled in Para (3) above or revised time schedule as per the 'CORRIGENDUM' issued subsequently.

b.) Copies of documents:

The Intending Tenderers must produce in original copy of **PAN, P.T.P.C, Road Tax Certificate, I.T Certificate** paid upto date all the necessary original documents of vehicle i.e. **Blue book** of the vehicle, **Certificate of pollution, Insurance, Valid Taxi Number, Valid permit** for Jalpaiguri etc. at the time of application and one set of photo copy should be attached with the application. Price variation clause will not be admissible. X) Intending tenderer should have sufficient experience in carriage contract and have to execute with vehicle having valid carriage order permit.

**N.B. :** *But if tender forms are issued to the tenderer in absence of the said certificates or receipt under any special circumstances their tender must be accompanied by such certificates or receipt failing which the tenders shall be rejected. Failure to produce any of the above documents may be considered good and sufficient reason for non issuance of tender paper.*

6. **Eligibility Criteria :-**

- i. The vehicle should have contract carriage permit from Regional Transport Authority for movement in District Jalpaiguri of West Bengal.
- ii. The car should be in good running condition and it should be Bharat Stage – **II / III** purchased on or after **01-05-2005**

7. **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 & improper documents submitted with the applications.
- iii. Non-submission of completion, payment certificate properly.
- iv. Submission of only old completion certificate and old 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.) and current audit report for both Engineers and Labour Co-operative Societies.
- viii. Submission of loose application with the documents excepting booklet or constrict stitching.

8. **Fulfillment of Criteria and issue of Tender Paper** : - All the above as stated under Para 5(a)&(b) and Para (6), and (8) are to be fulfilled properly, pending fulfillment of which Tender Forms may not be issued.

9. **Order for issue of Tender forms** : - The application of the intending tenderers along with the all documents so received by the office of the undersigned after due verification of the supporting documents ,the tender paper will be issued and the decision of the undersigned will be final & bindings to all.

10. **Not satisfied with the decision of the authority 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 Superintending 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.

11. **Collection of Tender forms** : - Tender documents are available free of cost in the office of the Tender Inviting Authority viz. AE/EE and also made available in the Departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in). Cost of tender document shall not be charged even during execution of formal tender contract/agreements. However, the

contractors/bidders may wherever necessary be charged suitably for asking additional multiple copies of drawings, specifications, Schedule of Rates booklet (SOR) etc. and such fee may be suitably determined by the Tender Inviting Authority as per norms.

**12. 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.

**13. Earnest Money and Security Deposit:** a) i) DEPOSIT OF EARNEST MONEY :- An Earnest Money amounting to 2% of the estimated cost put to tender , will have to deposited by all the Tenderers, where they are (a) enlisted contractors quoting for open tenders individually or as a combined unit, (b) outside bonafide agencies, and (c) Unemployed Engineer's Co-operative or Labour Co-operatives.& in case of successful tenderer this wii be treated as Security Deposit.

c) DEDUCTION OF SECURITY MONEY FROM THE PROGRESSIVE BILL :- As the amount of Earnest money will be treated as full security deposit for successful tenders, so no extra additional security shall be deducted from the progressive bills

d) NO FURTHER DEDUCTION SECURITY MONEY FROM THE PROGRESSIVE BILL :- As the amount of Earnest money will be treated as full security deposit for successful tenders, so no extra additional security shall be deducted from the progressive bills

e) SHAPE OF EARNEST MONEY:- In terms of Memo. No. 108-IB/IW/O/IB-Misc-38/201(Part) dated 16.11.2011 of Deputy Secretary to the Govt. of West Bengal, I&W.D, the original copies of the Demand Draft/Banker's Cheque /Deposit at Call Receipts (DCR), towards Earnest Money Deposit (EMD) in favour of Executive Engineer, Teesta Barrage Division, Oodlabari, Jalpaiguri issued from any of the following Schedule Banks payable at Mal, Jalpaiguri should be dropped with the Tender. E.M.D. issued from any other than the schedule banks will liable to rejection of the Tender.

The list of Scheduled Banks in India (Public Sector & Private Sector) constitutes those banks which have been included in the Second Schedule of Reserve Bank of India (RBI) Act, 1934. RBI in turn includes only those banks in this schedule which satisfy the criteria laid down vide section 42 (6) (a) of the Act Are Appended below.

Scheduled Banks in India (Public Sector):

1) State Bank of India 2) State Bank of Bikaner and Jaipur 3) State Bank of Hyderabad 4) State Bank of Indore 5) State Bank of Mysore 6) State Bank of Saurashtra 7) State Bank of Travancore 8) Andhra Bank 9) Allahabad Bank 10) Bank of Baroda 11) Bank of India 12) Bank of Maharashtra 13) Canara Bank 14) Central Bank of India 15) Corporation Bank 16) Dena Bank 17) Indian Overseas Bank 18) Indian Bank 19) Oriental Bank of Commerce 20) Punjab National Bank 21) Punjab and Sind Bank 22) Syndicate Bank 23) Union Bank of India 24) United Bank of India 25) UCO Bank 26) Vijaya Bank.

Scheduled Banks in India (Private Sector):

ING Vysya Bank Ltd 2) Axis Bank Ltd 3) Inducing Bank Ltd 4) ICICI Bank Ltd 5) South Indian Bank 6) HDFC Bank Ltd 7) Centurion Bank Ltd 8) Bank of Punjab Ltd 9) IDBI Bank Ltd.

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'

**f) Additional Performance Security:** In terms of memorandum No. – 09 – W / 2017-18 dated 20<sup>th</sup> July 2017 of irrigation & Waterways Department , The "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 at the rate of 10% of the tendered amount i.e. the L1 bid price.

- 14. 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(ii) stated above as well as on the envelope will be dropped in the schedule Date & Time as stated in Para (3) above and or the changing schedule made vide issuing necessary CORIGENDUM duly addressed to the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba , Jalpaiguri at Office of the Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri.*
- 15. 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 dropping center.
- ii) Tender to be opened by the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri*, after collecting the sealed tenders 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) In terms of Para 221(1) of I& W.D. Code Vol.I, 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) In terms of Para 221(2) of I& W.D. Code Vol.I, 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.
- 16. Acceptance of Tender:** - The acceptance in terms of notification No. : 01/IW dated 19/07/2012 of Secretary to the Govt. of W.B, the tender will rest with the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.-III, Gazaldoba, Jalpaiguri*, and approved by the *Sub-Divisional Officer, Teesta Barrage Sub-Division No. - III, Gazaldoba, Jalpaiguri* 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.**

- 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.** If required, the intending Tenderers have to be produced Bank solvency certificate of an amount equal to 30% of the estimated amount of the work.
- 19.** 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.
- 20.** 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
- 21.** Copies of Partnership Deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.
- 22.** Tenderers should quote their rates both figures and words in terms of overall percentage, "below" or "at par" with the price schedule both in the 2<sup>nd</sup> page of W.B.F 2911 (ii) and the last page of price schedule.
- 23.** Any tender containing over writing is liable to be rejected.
- 24.** All corrections are to be attested under the dated signature of the tenderer.

25. 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 an witness.
26. 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.
27. 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.
28. Any superfluous conditional tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be rejected.
29. 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.
30. 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.
31. 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.
32. 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.
33. 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.
34. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him/them.
35. 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.
36. The successful Tenderer will have to execute the duplicate/triplicate (Plain Paper ) copies of his /their tender which will have to be obtained free of cost in the office of the *Sub-Divisional Officer, Teesta Barrage Sub-Division No.- III, Gazaldoba, Jalpaiguri* 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.
37. 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.
38. 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./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 with interest bearing and/or not deposited in favour of the *Executive Engineer, Teesta Barrage Division, Oodlabari, Jalpaiguri* with 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.
39. (a) In terms of the provision in Para 230 Page of I&W.D. Code Volume- 1 and at the same time provided in Para 150(3) of W.B. Works Departmental Manual, 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.
40. 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.
41. 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.
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. Applicants permitted to collect Tender form will have to be participated 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. Apart from all the above, only in the interest of the Government , the committee may allowed collecting 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.
50. 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 as stated under para-3 (ii), the application will be disqualified for issuing tender form.

51. In case office remains closed on the date of dropping of tender for any natural calamity or in the event of any unforeseen reason /bandh/strike etc. the tender dropping date will be the next working day.
52. Conditioned tender or tenders, which do not fulfil any of the above condition or are incomplete in any respect, are liable to summary rejection. Canvassing in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection..
53. Normally, Tender Paper for not more than one work in any one NIT will be issued 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 N.I.T., Tender Paper Issuing Authority may issue Tender Paper for any serial even though it may not be preferred by the applicant.
54. Before tendering the intending tenderers should thoroughly acquaint himself with the proposed work and take into consideration the difficulty likely to be involved, in the execution of work, communication facilities, climatic condition, nature of soil, availability of local labour and materials, rates prevailing in the locality and all other relevant factors should be taken into consideration before quoting rates as no claim whatsoever will be entertained on any of these accounts afterwards.
55. The tenderers are requested to be present at the time of opening of the tender and they shall be permitted if they so desire to put their initials on the tender of their competitors at the time of the tender are opened and read out by the officer concerned.
56. Any suppression/ misrepresentation of fact will automatically debar the applicant for participating 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.
57. The contractor(s) will remain liable for complying with the contract labour (Regulation & Abolition) Act, 1970 and W.B. CONTRACT Labour (Regulation & Abolition ) rules, 1972.
58. Any letter or instrument submitted separately in modification of tender will not be entertained in any case.
59. Successful tenderer shall have to furnish duplicate / triplicate copy of tender duly signed by him / them within seven days from the date of issue of information of the acceptance of his / their tender, failing which his / their tender(s) are liable to be rejected and earnest money may stand forfeited to Govt.
60. 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.
61. Tender forms will not be issued after due date and no tender forms will be sent by post.
  - N.B. i) The intending Tender has to submit duly filled up Form No-2, 3&4 in prescribed proforma as enclosed herewith this NIT and which will be issued to them on the date of application.
  - ii) The intending Tenderers are to submit filled up Form No-2, 3&4 before the date & time of security. In absence of issuance of Form No-3 from the competent authority the tenderers are to submit the completion certificate and schedule of item of works for checking form no-3 as per their tender.
  - iii) Eligibility of the Tenderers will be scrutinized as per filled Form No-2,3 & 4.

#### **Additional Terms & Conditions**

1. The hiring will be on daily basis. Tenderers should quote their rates both figures and words in terms of overall percentage, "below" or "at par" with the price schedule both in the 2<sup>nd</sup> page of W.B.F 2911 (ii) and the last page of price schedule.

2. Diesel and other lubricants will be issued by the Department as per consumption schedule.
  - a) Diesel consumption – **12 KM run per liter of Diesel.**
  - b) Mobil consumption – **500 KM run per 1 liter of Mobil.**
  - c) **In case of exigency, the vehicle owner will have to arrange fuel and lubricants for which he will paid the MRP on producing bill with Cash Memo.**
3. The car owner has to pay minimum salary to the driver.
4. All types of Major / Minor repairs and maintenance Work of the vehicle including cleaning / washing etc. will have to be arranged by the owner at his own cost with due intimation to the Department.
5. If the original car fails to report for duty for any reason, the owner shall have to arrange a substitute vehicle at his own cost under the circumstances of failure on the part of the owner to provide substitute vehicle. Otherwise, the under signed will have the right to arrange a car from open market as deemed fit for official use. The use of such hiring would be recovered from the bill(s) of the owner.
6. The car owner will arrange the garage at his own cost and the same should not be located beyond 8 KM from the office of the Teesta Barrage Sub Division III, Gazaldoba, and Jalpaiguri.
7. Day-to-Day Logbook will have to maintained and signed by the Driver and submitted to the Sub Divisional Officer, Teesta Barrage Sub Division no. III or his authorized Junior Engineer. In case of any dispute, the records of the Officer would be final and binding on the owner of the vehicle.
8. While on journey, the officer/office person/persons using the vehicle will no way be responsible for any occurrence of accident. All liabilities on this account will have to be borne by the Driver and owner of the vehicle.
9. Late attendance for more than 3 (Three) occasion in a month may be treated as disqualification and may lead to termination of contract.
10. Normally the vehicle would be used on working days only but in emergency, the vehicle will have to be placed on Saturday / Sunday & holidays and no extra claim over hire charges is admissible on this account.
11. Incomplete and illegible tender will be invalidated over-writing & erasing in rates will also be invalidated the Tender. All correction should be initiated and dated by the tenderers.
12. The acceptance of the tenders will rest with S.D.O/Teesta Barrage Subdivision No-III, who does not bind himself to accept the lowest tenderers and he reserves the right to regret in part or the whole of the tenders received, without assigning any reason thereof.
13. After acceptance of tender, the successful tenderers shall have to resume that work within three days from the date of issuing work order from the Sub Divisional Officer, Teesta Barrage Sub Division No-III. He must execute the agreement as per rule.
14. **The quoted rate (Amount quoted/considering maximum daily duty rate) should not exceed the rate of Transport Department, Govt. of West Bengal vides circular no.3564 - WT/ 3M - 81/98 dated 24.11.2008. So quoted above (%) than the amount put to the said tender will not be accepted.**
15. After acceptance of Tender the tenderders has to execute a agreement in W.B. Form No. 2911/i/ii as applicable
16. No additional money except the earnest money deposited earlier equivalent amount to 2 (Two) % of work value, will be deducted from running bill as security deposit.



**17. Payment will be made on monthly basis as per availability of fund.**

18. Under any circumstances if any day/days of Application / Purchase/Dropping are declared as holiday or Bandh the date of Tender (Application /issuing /Dropping / Opening) will automatically become the next working date and the time will be same. No separate notification will be issued in this respect.
19. The contract is terminable with 7 (Seven) days prior notice from the departmental side and one month prior notice from the owner side.
20. The vehicle should be of Bharat stage II/III. Purchase on or after 01.05.2005 specification with Diesel engine.
21. The vehicle should be made available within 7 days of the acceptance of the tender failing which tender may be treated as cancelled.
22. The vehicle will be hired for on daily rate basis. No hire charge will be entertained on hour basis.
23. The tenderers whose tender is accepted will have to make an arrangement accepting Terms and conditions for hire of the vehicle.
24. In case of supply of Mobil oil by the department in sealed tin of 5 liters each an amount of Rs.10 (Ten) only per sealed tin will be deducted from the corresponding charges bill of the Tenderers.
25. The owner of the vehicle with contract carriage permit is eligible for taking part in tender. Canvassing in connection with the tender is strictly prohibited. No relevant Paper will be issued on the date of opening tender.

*F. Mukherjee*  
*21/12/2017*

**Sub-Divisional Officer**  
Teesta Barrage Sub-Division No.-IV  
Gazaldoba, Jalpaiguri.

**N.I.T No – WBIW / SDO / TBSD-III / NIT-02/ 2017-18**

**Memo No. – 185/1(12)127**

**Dated: - 21/12/2017**

Copy forwarded for information and wide circulation to :

1. The Chief Engineer, Teesta Barrage Project, I&W. Directorate, 2<sup>nd</sup> Mile, Sevoke road, Siliguri.
2. The Superintending Engineer, Teesta Barrage Circle, 2<sup>nd</sup> mile, Sevoke road, Siliguri.
3. The Executive Engineer, Teesta Monitoring & Evaluation Division, Teesta Administrative Building (Annex), Tinbatti, Siliguri.
4. The Executive Engineer, Teesta Barrage Division, Oodlabari, Jalpaiguri.
5. The Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalpaiguri.
6. The District Information & Culture Officer, 'ART GALLERY', Hakimpara, P.O + Dist- Jalpaiguri.
7. The Sub-Divisional Officer, Teesta Barrage Sub-Division No-I / II / IV, Oodlabari / Gazaldoba, Jalpaiguri.
8. The Head Estimator, Teesta Barrage Circle, Teesta Sech Bhavan, 2<sup>nd</sup> mile, Sevoke road, Siliguri.
9. The Divisional Accountant, Teesta Barrage Division, Oodlabari, Jalpaiguri.
10. Estimating Section, Teesta Barrage Division, Oodlabari, Jalpaiguri.
11. Office Notice Board, Teesta Barrage Sub-Division No.-**III**, Gazaldoba, Jalpaiguri.
12. Office File.

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Sub-Divisional Officer  
Teesta Barrage Sub-Division No.-III  
Gazaldoba, Jalpaiguri.