

**Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Executive Engineer  
Kangsabati Canals Division No -IV  
Bidhannagar , Midnapore,Paschim Medinipore , Pin-721101**

Tel &Fax No-(03222) 275364 E- Mail ID: [eekcdivn4@gmail.com](mailto:eekcdivn4@gmail.com)

**NOTICE INVITING QUOTATION**

OFFLINE - N.I.Q No – WBIW / EE / KCD- IV/-NIQ-01 /2017-18

Circulation Memo No. 83

dt. 07.03.2018

Sealed & signed quotations are hereby invited by the **Executive Engineer, Kangsabati Canals Division No-IV Under Kangsabati Circle-II, Irrigation & Waterways Directorate** on behalf of the Governor of West Bengal through off line quotation for the works mentioned in the LIST OF WORKS given in next page from eligible and resourceful dealers/computer sellers/manufacturers having sufficient credential and financial capability for execution of works of similar nature. **Quotationer has to quote his rate per set of item inclusive of all statutory taxes and number of computer set will be decided as per requirement and availability of fund.**

They may also visit the official website of Irrigation & Waterways Department, Government of West Bengal [www.wbiwd.gov.in](http://www.wbiwd.gov.in) for details information.

Quotationer/Bidder has to apply with credential along with NIQ, for evaluation .

The intending bidder/quotationer must read the Terms & Conditions contained in the Notice Inviting quotation (NIQ) carefully. He/she should particularly go through the eligibility criteria, and satisfy himself/herself of the mandatory requirements. Quotationer/ bidders desirous of participating in the tender may submit bids for the work only if they fulfill the minimum eligibility criteria and are in possession of all the required documents.

All information consisting of NIQ and related documents, WB Form 2911/2911(i)/2911(ii), Bill of Quantities (BOQ), corrigenda / addenda, drawings, etc. if any, shall form the part of quotation document.

**Last date & time of submission of Quotation is on  
15/03/2018 till 14.30 Hours IST.**

**LIST OF WORKS**

**OFFLINE NIQ No - WBIW / EE / KCD-IV / NIQ- 01 / 2017-18**

**NAME OF THE QUOTATIONER**

Sl. No.	Name of Work/Scheme/Project	Quotated Rate per set(₹)	Time allowed for completion (in days)	Source of fund	Minimum eligibility of the quotationer/bidder for participating in the quotation	Physical milestone for completion of each work within stipulated time (Refer to Clause 17 of the General Terms & Condition of NIQ)
1	2	3	5	6	7	8
1	Supplying,fitting fixing and installation of DELL BRAND Intel corei5 7400(6MB cache up to 3.50Ghz) with 8GB RAM with original WINDOWS10 software with 19.50" HD Monitor with suitable Anti-Virus with HP M1005 printer with Microtec 600VA UPS complete in all respect including all statutory taxes at The office of The Superintending Engineer, Kangsabati Circle-II Abas Midnapore.		SEVEN	NP	Dealers /Sellers/manufacturers of computers	

Signature of the Quotationer with Stamp & seal

**1. General procedure for submission of bid/Quotation**

Bids are to be submitted only through offline on due date & time. All documents submitted in the quotation by the Quotation Inviting Authority forms an integral part of the works contract/Agreement. Quotationers/bidders are required to submit the entire set of documents along with all other relevant PQ documents as asked for in the NIQ within the stipulated date and time as notified in the NIQ.

- 2. Applications for Quotation:** Signed application with Self Declaration in specimen *Form-1* which is to be **submitted** during bid submission .
- 3. Addenda/Corrigenda:** If published in connection with the NIQ is to be submitted in the '*NIQ*' during bid submission.

**4. (I) Certificate/s: The following are to be submitted in photocopy**

- a. Professional Tax Payment Certificate (PTPC) or the PT payment challan/ receipt for current financial year/Waiver Order of competent authority in other States as applicable.
- b. Valid PAN Card of the bidder/s are required;
- c. Valid 15 digit Goods and Service Tax payer Identification Number (GSTIN) as per GST Act, 2017 & Rules made compulsory by Finance Department, GoWB irrespective of financial Turn Over of bidders .
- d. Latest authenticated Income Tax Return for current financial year or immediate preceding financial year of bidder.

**5. Site inspection prior to submission of Quotation**

Before submitting a quotation, the intending bidder should make themselves acquainted thoroughly with the local conditions prevailing at site of implementation of the work by undertaking field inspections and taking into consideration all probable factors and difficulties to be involved during execution of the work as per specification in all respects including transportation of materials, communication facilities, climate conditions, availability of local labourers and market rates prevailing in the locality etc. and no claim whatsoever will be entertained on those accounts afterwards.

The contractor/bidder may also contact the office of the designated Assistant Engineer/KCSD-XII/Executive Engineer **KANGSABATI CANALS DIVISION No - IV** in between 11.30 hours to 16.30 hours on any working day, prior to the date of last date for submission of bid in the tender.

**6. Conditional & incomplete quotations**

Conditional and incomplete quotations are liable to be summarily rejected. No document will be entertained through FAX / e-mail .

**7. Opening & evaluation of tender**

**8. Opening of Quotation**

Quotation will be opened by the Quotation Inviting Authority or his authorised representative on due date and time in presence of intending quotationers.

Intending bidders may remain present if they so desire.

**9. General guidelines for acceptance of Quotation**

Lowest valid rate should normally be accepted in accordance with the procedure . The Quotation Accepting Authority{ Superintendent Engineer Kangsabati Circle-II} reserves the right to reject any quotation without assigning any reason.

**10. Signing of formal tender contract/agreement after acceptance of quotation**

The contractor/bidder, whose bid is approved for acceptance, shall within 15 days of the receipt of Letter of Invitation (LOI) or Letter of Acceptance (LOA) in his / her favour, will have to execute a 'Formal Agreement' with the Engineer-in-Charge in quadruplicate in W .B.F. 2911(i)/2911(ii) and all other contract documents, entire set of which may be obtained free of cost from the office

of the designated Executive Engineer, Kangsabati Canals Division No.-IV in-charge of the work tendered. No cost escalation in any form is included in the Tender Contract Agreement.

#### 11. Bid validity

The Bid will be normally valid for **120 days** from the date of opening of the Quotation. However, extension of bid validity may be suitably considered by the Quotation Inviting Authority, if required, subject to written confirmation of the contractor/bidder (s) to that effect.

#### 12. Schedule of important dates for the Offline Tender

1.	<b>Last Date &amp; Time of dropping quotation</b>	<b>15/03/2018 up to 14.30 Hours IST</b>
2	<b>Date &amp; Time of opening of Quotation</b>	<b>15/03/2018 at 15.00Hours IST</b>

13.  
Exte

Extension of last date for bid submission or any other Addendum/Corrigendum, if unavoidable is to be notified as per Finance Department guidelines, in the, Departmental website and in Notice boards at least 24 hours before the original validity period of bid submission. Extension of last bid submission date by issuance of a Corrigendum shall not be treated as 2nd or subsequent call of Re-quotation

#### Additional Terms & Conditions

1. The Executive Engineer of the concerned Division shall be the Engineer-in-Charge in respect of the works contract and all correspondence concerning rates, claims, change in specifications and/or design and similar important matters will be valid only if accepted/recommended 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 works, the same will not be valid unless copies are sent to the Engineer-in-Charge and also approved by him/her. Instructions given by the Sub-Divisional Officer/Assistant Engineer and the Junior Engineer/Section Officer (SO) 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 dispute relating to specifications and work, the decision of Engineer-in-Charge shall be final and binding. The Engineer-in-Charge will however take all decisions relating to works contract only after recommendation/ advice of the Tender Accepting Authority. If there is more than the Executive Engineer assigned for the tender, the Chief Engineer would designate the Engineer-in-Charge for the work.
2. Acceptance of the quotation including the right to distribute the work between two or amongst more than two bidders with same L1 rates will rest with the Tender Accepting Authority without assigning reason thereof to any of the bidders. The tender accepting authority reserves the right to reject any or all tenders without assigning sufficient justification thereof to the bidder/contractor. No additional or excess work or additional items of work beyond the tendered amount would be generally allowed. All excess, supplementary or substitute supplementary items of work, if unavoidable are to be accepted by the Tender Accepting Authority only if the total value of work on completion is within the tendered amount. The existing contract would be terminated after achieving work up to tendered cost (gross value) and balance work would be taken up afresh after fresh sanction and new tender, except in the interest of public services, in rare & special cases under specific approval of the Government.
3. The Contractor/bidder shall have to comply with the provisions of (a) Contract Labour (Regulation & Abolition) Rules, 1970 including its revisions (b) Minimum Wages Act 1948 and

- the modification thereof or any other laws relating thereto as will be in force from time to time.
4. Engineer-in-Charge shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on such grounds including non-possession of encumbrance free land. Escalation of cost due to inflationary effects or any other reason is not permitted during construction period or extended time period of contract.
  5. Engineer-in-Charge shall not be held liable for any compensation due to machines & equipments becoming idle or any circumstances including untimely rains, other natural calamities, strikes etc.
  6. All statutory taxes, viz. GST / labour welfare cess, labour insurance etc or revision of taxation rates even after AOC or commencement and before final completion of the work are to be borne by the contractor/bidder. Original tax invoice/challan or bill of those materials, which are procured by the bidder, may be asked to be submitted for verification if required.
  7. Labour Welfare Cess @ 1% of the cost of construction works shall be deducted from the Gross value of all works bills. Also it is instructed to compulsorily register his/her establishment under the Act, under the competent registering authority, i.e. Assistant Labour Commissioner / Dy. Labour Commissioner of the region for disbursing PF and ESI benefits of workers. The bidder should be mandatorily be registered online with Employees Provident Fund Organisation (EPFO) in the on-line system and posses EPF code and all current documents. Penalties and complaints due to non compliance of on-line EPF registration and default is the full responsibility of the bidder even if the TIA is by default the Principal employer
  8. No mobilization / secured advance will be allowed unless specified otherwise in the contract or the Notice Inviting Tender.
  9. GST, Cess, License fees, Royalty for construction materials, forest product etc, Toll Tax, Income Tax, Ferry Charges and other Statutory Government Taxes as applicable during project implementation are to be paid by the contractor/bidder. The rates of supply and finished work items are inclusive of these taxes and levy. Tax invoice/bills needs to be submitted by the supplier/bidder for raising claims under the contract after attaining of physical milestones showing separately the tax charged in accordance with the provisions of GST Act, 2017.
  10. The contractor shall supply mazdoors, bamboos, ropes, pegs, flags T&P, Machineries and equipments etc. for laying out the work and for taking and checking measurements for which no extra payment will be made.

(Sd/)-S.RAJA  
Executive Engineer  
Kangsabati Canals Division no-IV  
Bidhannagar, Midnapore  
Irrigation & Waterways Directorate

**FORM 1 (Modified)**

**APPLICATION FOR TENDER**

To  
The Executive Engineer  
Kangsabati Canals Division No –IV  
Midnapore.

NIQ No : WBIW / EE / KCD-IV / NIQ-01 / 2017-18

Serial No of Work applied for: -1/1

Dear Sir,

Having examined the Statutory, OID & all other NIQ documents, I/we hereby would like to state that I/we wilfully accept all your conditions and offer to execute the works as per Quotation no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda, SOR etc.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

Full name of Bidder / Quotationer: \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bids  
for & on behalf of (Name of Firm): \_\_\_\_\_  
(In block Capital letters or typed)

Office address with seal if any:

Telephone no(s) (office): \_\_\_\_\_

Mobile No : \_\_\_\_\_

Fax No : \_\_\_\_\_

E mail ID : \_\_\_\_\_

GSTIN : \_\_\_\_\_

PAN : \_\_\_\_\_

