

**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
**Office of the Sub-Divisional Officer**  
**Basanti Irrigation Sub-Division**  
**Basanti, South 24 Parganas**

**NOTICE INVITING TENDER NO. 01 OF 2018-19 of Sub-Divisional Officer,**  
**Basanti Irrigation Sub-Division**

(Circulated vide Memo. No. 378 Dated 13-07-2018)

1. Separate sealed Tenders in printed form are invited by the Sub-Divisional Officer, Basanti Irrigation Sub-Division on behalf of the Governor of West Bengal, for the works as per list attached herewith, from eligible contractors having sufficient experience in execution of similar type of works as per categorization, detailed herein under.
2.
  - a) Separate Tender should be submitted for each work, as per attached list, in sealed cover super scribing 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 Tenderers or by their duly authorized representatives during office hours between 11:00 A.M. and 2:00 P.M. on every working day, till 20-07-2018, in the office of the Sub-Divisional Officer, Basanti Irrigation Sub-Division.
4.
  - a) Intending Tenderes should apply for Tender papers in their respective Letter Heads enclosing self attested copies of the PT, IT, PAN and Trade Licence originals of which and other documents like Registered Partnership (for Partnership Firms) etc. are to be produced on demand, as well as during submission of application. Last date of receiving Application is 20-07-2018 up to 2:00PM hrs.
  - b) PT and IT PAN should be valid 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.
  - c) 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 5 hereunder;
  - d) Declaration by the applicant to the effect that there is no other applications for Tender paper for work in the 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.
5. Completion Certificate issued by Competent Authority will normally be considered as credential. Apart from Credentials of work executed under Irrigation & Waterways Department will be accepted. Credentials of works executed under Public Works Department/Public Works (Roads) Department/Public Health Department, Zilla Parishad & Panchayet Samity, Local Panchayet Bodies, WBHIDCO, WBHDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments

of Central Government and Organizations like Railways, KOPT, and Mackintosh Burn Ltd., Westinghouse Saxby Farmer Ltd. & Britania Engineering Ltd. may also be considered.

**Completion certificates, containing name of work, tender number, actual year of completion (as per MB) and gross final value of works, are to be issued by competent authority as per prevailing norms. Such certificates are to be countersigned by the Executive Engineers of the Irrigation & Waterways Department and various other State Government Departments, if those are issued by some other authority.**

Over above the 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 Department / Organizations other than Irrigation & Waterways Department, failing which credentials may not be considered which is informal.

**Any suppression/misrepresentation of fact will automatically debar the applicant from participating in any tender under the Sub-Division/ 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.**

6. **Eligibility Criteria**

- i. Eligibility of agency based on work credential will be calculated as per norms stated in the tender. While determining the eligibility criteria, the “Amount put to tender” of the work executed by the bidder will be considered towards calculation of the work credential.
- ii. Monetary value (Amount put to tender) of the executed works thus submitted will be further multiplied by the following factors to take care of the inflationary effects to arrive at the net notional amount.

Year	Description	Multiplying factor to arrive at net notional amount
Current		1.00
1 <sup>st</sup>	1 year preceding the current financial year	1.08
2 <sup>nd</sup>	2 year preceding the current financial year	1.16
3 <sup>rd</sup>	3 year preceding the current financial year	1.26
4 <sup>th</sup>	4 year preceding the current financial year	1.36
5 <sup>th</sup>	5 year preceding the current financial year	1.47

7. Intending tenderer 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, a 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.

8.
  - a) Tender paper can be had on cash payment of requisite amount (non-refundable) in the office of the undersigned by the intending tenderers or by their duly authorized representatives whose application have been qualified for issuance of tender paper.
  - 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. Before submitting any tender, the intending tenderers should make themselves acquainted, thoroughly, with the local conditions prevailing, by actual inspection of the site and take into considerations all aspects including transportation of materials, communicating facilities, climate conditions, 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 tenderers may contact the office of the undersigned up to 27-07-2018 between 11:30 hours and 16:00 hours on any working day.
  
9.
  - a) The tenderer should quote the rate both in figures and in words on the basis of percentage above/below or At Par on the Schedule of Rates attached with the Tender Form and also in the space provided in the Tender Form. **The rate should be quoted in one single hand writing and preferably with the same ink. Rates quoted in different hand writing shall be treated as informal.**
  - 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 without which tender may be informal.**
  - d) When a Tenderer signs his Tender in an Indian Language, the total amount tendered should also be written in the same language. In the case of illiterate Tenderer, the rates tendered should be attested should by a witness.
  - e) 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 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, Form No. 8, failing which the Tender will not be considered and the deposited Earnest Money will be forfeited.
  - f) Any letter or other instrument submitted, separately, in modification of the sealed tender may not be entertained.
  - g) The Tenderer should submit at the time of submission of his tender showing the Technical Staff to be maintained for the work, with their technical qualifications, failing which the tender may be liable to be rejected.
  - h) Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summarily rejected.
  - i) VAT, Royalty, Building & other Construction Workers' Cess and all other statutory Levy/Cess etc. will have to be borne by the Contractor (he/she will have to produce necessary documentary evidence of his having done so at the time of receiving the final payment for the work). It may further be noted that if VAT Registration Certificate is produced before receiving payment, 3% deduction as per Government Order or as may be notified by the Finance Department from time to time will be made, otherwise such deduction shall be 5% as per present norms, or as may be prescribed by the Finance Department.

- j) 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 Tenderers and also reserves the right to distribute the work amongst more than one Tenderers.
- k) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
- l) The Tenders will be opened, as specified in the list of works, in presence of the participating tenderers or their duly authorised representatives, who may be present at the time of opening and who may also put their signatures in the Tender Opening Register.
- m) The successful tenderer will have to execute the duplicate/ triplicate/ quadruplicate copies of his tender which will have to be obtained by additional cash payment in the office of the Sub-Divisional Officer, Basanti Irrigation Sub-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.
- n) 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 Sub-Division/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.
- o) 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.
- p) Materials such as Cement, Steel materials, 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. 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, value of which shall be recovered by the department. If above materials are not available in stock, contractors will have to supply the same at site at his own cost as per specification approved by the Engineer-in-Charge.
- q) 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 Tools & Plants Machinery issued from the Government godown will be counted from the date of their issuance from the Godown 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 the contractor.
- r) **In the following cases a tender may be declared informal and unacceptable.**
  - i) **Correction, alterations, additions, etc. if not attested by the Tenderer.**
  - ii) **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.**

- iii) **If the specified pages of the Tender Document are not signed by the tenderer.**
- iv) **If the tender is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover.**
- s) To verify the competency, 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.
- t) 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.
- u) 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 Memo No. 2911 stands deleted in respect of contract of value less than Rs. 100.00 lakh.
- v) 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 NIT, Tender Paper Issuing Authority may issue Tender Paper for any serial even though it may not be preferred by the applicant.
- w) **Vat Registration and PAN No of a contractor must be stamped on cover page of Tender Form.**

**N.B. : During Tender process any paper if found fraudulent, the candidature may be summarily cancelled.**

  
Sub-Divisional Officer  
Basanti (I) Sub-Division

**Memo. No. : 378/1(6)**

**Dated : 13-07-2018**

Copy forwarded for information and necessary action with the request to display the N.I.T. No. 01 of 2018-19 in the office Notice Board of concerning office for wide circulation.

1. Executive Engineer-I, Joynagar Irrigation Division in reference to his memo no. 1233-E1 dated 09-07-2018.
2. B.D.O., Basanti Block.
3. Savapati - Basanti Panchayet Samity.
4. S.D.O., Canning Irrigation Sub-Division.
5. S.D.O., Gosaba Irrigation Sub-Division.
6. Notice Board, Basanti Irrigation Sub-Division.

Sd /-  
Sub-Divisional Officer  
Basanti (I) Sub-Division

**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
**Office of the Sub-Divisional Officer**  
**Basanti Irrigation Sub-Division**  
**Basanti, South 24 Parganas**

Salient points regarding N.I.T. No. 01 of 2018-19 of Sub-Divisional Officer,  
Basanti Irrigation Sub-Division

(Circulated vide Memo. No. 378 Dated 13-07-2018)

1. Name of work : As per list attached
2. Amount put to Tender : —Do—
3. Earnest Money : —Do—
4. Tender Form No. : —Do—
5. Cost of Tender Form etc. : —Do—
6. Time allowed for completion of work : —Do—
7. Contractors entitled : —Do—
8. Accepting Authority : **Sub-Divisional Officer,  
Basanti Irrigation Sub-Division**
9. Last date of receiving application : **20-07-2018 up to 2:00 PM**
10. Last date & time of issue of tender form etc. : **24-07-2018 up to 4:00 PM**
11. Date & time of dropping Tender : **27-07-2018 up to 2:00 PM**
12. Date & time of opening Tender : **27-07-2018 at 3:00 PM**
13. Application for purchase of Tender Form : **To be addressed to the  
Sub-Divisional Officer,  
Basanti Irrigation Sub-Division.**
14. Authority of issuance of Tender Form : As per I.& W. Deptt.'s, : Memo.  
No.24(8)-IB IW/O/IB-Misc-38/2011  
Dated : 07/05/2014
15. Tender Form to be Purchased from : **Office of the Sub-Divisional Officer,  
Basanti Irrigation Sub-Division.**
16. Dropping of Tender Form : **Office of the Sub-Divisional Officer,  
Basanti Irrigation Sub-Division.**
17. Opening of Tender : **By the Sub-Divisional Officer,  
Basanti Irrigation Sub-Division  
on 27-07-2018 at 3:00 PM**

  
Sub-Divisional Officer  
Basanti (I) Sub-Division

**GOVERNMENT OF WEST BENGAL**


**Irrigation & Waterways Directorate**

**Office of the Sub-Divisional Officer, Basanti Irrigation Sub-Division, Basanti, South 24 Parganas**

**N.I.T. No. : 01 of 2018-19 (Circulated vide Memo. No. 378 Dated 13-07-2018)**

Last date of receiving application : 20-07-2018 up to 2:00 PM  
 Last date and time for issue of tender document : 24-07-2018 up to 4:00 PM  
 Date & time of dropping Tender : 27-07-2018 up to 2:00 PM  
 Date & time of opening Tender : 27-07-2018 at 3:00 PM

Sl. No.	Name of Work	Amount put to tender (Rs.)	Earnest Money (Rs.)	Tender Form No.	Cost of Tender Form Schedules etc. (Rs.)	Time allowed for completion of work	Accepting Authority	Contractor eligible to participate in this Tender
1	2	3	4	5	6	7	9	10
1	"Annual maintenance and upkeeping of Basanti rest shed and office Compound of Basanti Section of Basanti Irrigation Sub-Division under Jaynagar Irrigation Division during the year 2018 - 2019"	289637.00	5793.00	2911	0.00	365 days	S.D.O/ Basanti (I) Sub-Divn.	Bonafied contractors having experience in similar nature of work in a single tender during the last five years for atleast 50% of amount put to tender.

  
 7/3/2018  
**Sub-Divisional Officer**  
**Basanti (I) Sub-Division**