



**W.B.F**  
**No-2914**

**Government of West Bengal**  
**Irrigation and Waterways Directorate**  
**Office of the**  
**Sub-Divisional Officer**  
**Right Bank Irrigation Sub-Division**  
**Seharabazar, Purba Bardhaman**

**Memo. No. 40**

**Date: 04/02/2019**

**NOTICE INVITING TENDER NO: 03 of 2018-19 of S.D.O. RBI Sub-Division.**

1. Separate sealed Tenders in printed form are invited by the Sub-Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman on behalf of the Governor of West Bengal for the works as per list attached herewith, from resourceful bonafide contractors having credential of execution of single similar nature of work of value 50% of the amount put to tender within the last 5 years.
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 Sub-Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman.  
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 AM to 14.00 PM on every working day till **15/02/2019** in the office of the Sub-Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman.
4. a. Intending Tenderers 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. should be produced on demand, as well as during interview (if any).
  - i) PTPC, IT Return, PAN Card, GST Registration Certificate, Proprietorship Firms (Trade Licence), Partnership Firms (Partnership Deed, Trade Licence, Form-VIII or Memorandum of Registration), Limited Companies (Incorporation Certificate, Trade Licence, Memorandum of Articles), Registered Co-Operative Societies (Society Registration Certificate from ARCS, Trade Licence and By-Laws, Documents showing latest office bearers) 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.
  - ii) Completion Certificate for one single similar work worth at least 50% of the value of the work for which Tender Papers is desired, executed within last 5(Five) years (to be determined from the actual year of completion, considering current financial year as year-1)
  - iii) A statement showing number and value of works presently under execution by the tenderer under the Irrigation and Waterways Department and other Government Departments/Organizations as stated in paragraphs 4(b) hereunder.

iv) Declaration by the Applicant to the effect that is no other applications 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) Credentials of work executed under Irrigation & Waterways Department will be accepted Credentials of work executed under Public Works Department/Public Works (Roads) Department/Public Health Department, Zilla Parishads, WBHIDCO, Central Government Department, Mackintosh Burn Ltd. Westinghouse Saxby Farmers 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 work are to be issued by competent authority as per prevailing norms. Such certificates are to be countersigned by the Sub-Divisional Officers of the Irrigation & Waterways Department and various other State Government Departments, if those are issued by some other authority.  
Over and above the completion certificates from the competent authority regarding payment received so far for 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, failing which credentials may not be considered.
- c) Any suppression/misrepresentation of fact will automatically debar the applicant from 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.
- 5) Intending Tenderer not satisfied with the decision of the Tender Paper issuing Authority may prefer an appeal to the next 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. No Tender paper will be supplied by Post.  
b. No tender paper will be issued after expiry of date and time mentioned in the Notice.
- 7) 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 factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials communication facilities, climate conditions, nature of soil, availability of local labours 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 upto **15/02/2019** between 11.00 to 14.00 hours on any working day.
8. Earnest Money, as noted in the list of works, in the form other those mentioned below, will not be accepted.  
a. Receipted Challan of Reserve Bank of India or Treasury showing the deposit to be credited under the Head PW Deposit in favour of the Sub-Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman.

- b. Crossed bank Draft/Deposit at call Receipt Banker's Cheque of any scheduled Bank in the locality in favour of the Sub-Divisional Officer Right Bank Irrigation Division. 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
- a) The tender should quote the rate both in figures and in words on the basis of percentage above/below or at par the Schedule of Rates attached with the Tender Form and also provided in the Tender Form
- b) Any tender containing over writing is liable to be rejected.
- c) All correction 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 tendered 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 the date of opening the tender) in support of his competency to enter into an Agreement on behalf of a 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 qualifications, failing which the tender may be liable to rejection.
- 14) Conditional tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
- 15) GST, Royalty, Building working cess all other statutory Levy/Cess etc. will have to be borne by the Contractor (he 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 GST Registration Certificate is produced before receiving payment and GST will be deducted as per Government Order or as may be notified by the Finance Department from time to time. Deduction of cess @ 1% from the bill to be paid to the contractors under the building and construction works Welfare, Cess rules' 2004.
- 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 tenderers and also reserves the right to distribute the work amongst more than one tender.

- 17) **The tenderer 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 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.
- 19) The Successful Tenderer will have to execute the duplicate/triplicate/quadruplicate copies of his tender which will have to be obtained by additional shape of Bank Draft in favour of Office of the Sub-Divisional Officer Right Bank irrigation 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 aforesaid 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, RCC 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 as 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 there in ,if supplied by the Department, the issue Rate for such materials 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 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 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 the form of NSC/Government Security etc. not held by the tenderer and not properly pledged.
    - ii. Earnest Money in the form of T.R. Challan, DCR/Demand Draft, etc. which are short deposited and/or not deposited in favour of the Executive Engineer Right Bank Irrigation Division, Sonamukhi Bankura.

- 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 filled in.
  - d) If the specific pages of the Tender Documents 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 this cover.
25. For the return of the Earnest Money of the unsuccessful Tenderer(s) he/she/they/is/are to apply for the same to the Executive Engineer Right Bank Irrigation Division, Sonamukhi , Bankura giving the reference to the work, NIT No. date of tender, amount and mode of Earnest Money deposited-all in a complete form. The Earnest money of all tenders 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 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.
- 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 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 Tender Form No.2911 stands deleted in respect of contract of value less than Rs.100.00 lakh.
- 29) ***Before submitting any tender the intending tenderers should make themselves acquainted thoroughly with the local condition 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 respect including transportation of materials, communication facilities, climate 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.***
- 30) ***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.***

31) CATEGORIZATION OF WORK;

Supply of Mathor Mazdoor

The above list is only indicative and not exhaustive.

- 32). Tender documents will be available in the Office of the Sub-Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman, at the following rates.  
Cost of tender documents including cost of 2911(i)/2911(ii) for all works are to be kept as follows:

- 33). Submission of Application: **15/02/2019 upto 14.00 hrs.**

Issue of Tender Paper: **18/02/2019 up to 14.00 hrs.** from the office of the Sub- Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman.

Dropping of Tender: **19/02/2019 up to 14.00 hrs in the Office of The Sub- Divisional Officer, Right Bank Irrigation Sub-Division, Seharabazar, Purba Bardhaman.**

**34). Details of Work :-**

Sl. No.	Name of work	Estimated cost	Earnest money	Cost of schedule and other necessary papers	Time of completion of work
---------	--------------	----------------	---------------	---	----------------------------

AS PER LIST ATTACHED

Time schedule of Tender Procedure:-

- i) Last date and time for application **15/02/2019 up to 14.00 hrs.**
- ii) Last date and time for Issuing of Tender Paper **18/02/2019 up to 14.00 hrs.**
- iii) Last date & Time for dropping Tender paper **19/02/2019 up to 14.00 hrs.**
- iv) Date & Time of opening of Tender box at the dropping centers **19/02/2019 after 14.00 hrs.**

**Sd/-**

Sub-Divisional Officer  
Right Bank Irrigation Sub-Division  
Seharabazar, Purba Bardhaman.



Registered with A/D

Special Messenger:

**Memo No: - 40/1**

**Dated:- 04/02/2019**

Copy forwarded to the Director of Information and Culture West Bengal, **Nabanna** (Mandirtala) Shibpur, Howrah, with the request that wide publicity may kindly be given through the immediate publication in the important daily newspaper as deems suitable.

**Sd/-**

Sub-Divisional Officer  
Right Bank Irrigation Sub-Division  
Seharabazar, Purba Bardhaman.

Registered with A/D

Special Messenger.

**Memo No: - 40/1/1(12)**

**Dated:- 04/02/2019**

Copy forwarded for information and wide circulation to the

1. The Deputy Secretary (Works), Irrigation and Waterways Department, Kolkata-91.
2. The Superintending Engineer, Damodar Irrigation Circle Kanainatsal, Purba Bardhaman.
3. The Executive Engineer, Right Bank Irrigation Division.
4. The Sabhapati, Raina-I Panchayat Samity, Raina, Purba Bardhaman.
5. The District Information Officer Purba Bardhaman/Purba Bardhaman.
6. Office Notice Board of R.B.I. Sub- Division.
7. Estimating Branch, R.B.I. Division.
8. Accounts Branch, R.B.I. Division.
9. S.D.O. Sonamukhi/Amarkan / Indas/Seharabazar Irrigation Sub-Division.

**Sd/-**

Sub-Divisional Officer  
Right Bank Irrigation Sub-Division  
Seharabazar, Purba Bardhaman.



## **Terms and conditions:**

1. Credential amounting to 50% of the amount put to tender will be required for participation in the tender process.
2. Details postal address of the contractor must be written in the page of quoting rates on the Schedule of rate with the tender.
3. Attested Xerox copy of the current I.T./PAN/GST. & P.T. clearance certificate of the contractor should accompany with the application which is non-refundable and the original have to be produced verification.
04. Earnest money is to be deposited in favour of the Executive Engineer, Right Bank Irrigation Division in the form of Bank draft of National Indian Bank.
5. While executing tender agreement the contractor should sign clause-25 of tender form.
6. Rate should be quoted both in figures & words in page-2 of tender form and on the body of schedule of item of work.
7. The power of Attorney which may be characterized as agency agreement will be accepted with specific order of the Government.
8. Payment will be made according to the availability of the FUND.
9. Deduction of cess @ 1% from the bill to be paid to the contractors under the building and construction works Welfare, Cessrules'2004.
10. Royalty & Cess of materials to be deducted as per prevailing rate at the contractor bill as per rule.
11. Initial earnest money @ 2.00% up to Rs. 10 lakhs and maximum earnest money Rs.20,000.00 (balance to make up 5% of the tender amount to be deposited before issue of work order).
12. The work completion certificate as credential in each have to be produced during the submission of application for issuance of tender documents.
13. **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.

**Sd/-**

Sub-Divisional Officer  
Right Bank Irrigation Sub-Division  
Seharabazar, Purba Bardhaman.

**List of work for Notice Inviting Tender No :-03 of 2018-19 of S.D.O. RBI Sub-Division circulated**  
**Vide of this Office Memo No:-40 , Dated-04/02/2019**

1. Last date and time of receiving application :-15/02/2019 up to 14.00 hrs.  
2. Last date and time of Issuing tender Paper :-18/02/2019 up to 14.00 hrs.  
3. Last date and time of Receiving tender Paper :-19/02/2019 up to 14.00 hrs.  
4. Date and time of Opening tender :-19/02/2019 after 14.00 hrs.

Sl. No.	Name of Work	Amount put to Tender (Rs.)	Earnest Money (Rs.)	Tender Form No. (WBF)	Time allowed	Accepting Authority	Remarks
1.	Supply of Mather Mazdoor for cleaning of Toilet, Urenal and Surface drain surrounding the Sub-Division office of Right Bank Irrigation Sub-Division under Right Bank Irrigation Division for one year.	43923.00	878.00	2911	365 Days	SDO,RBI	Resourceful bonafide Contractor having credential of execution of single similar nature of work of value 50% of the amount put to tender with in the last 5 years.