

GOVERNMENT OF WEST BENGAL
Irrigation and Waterways Directorate
Teesta Barrage Project
Office of the Sub-Divisional Officer
Teesta Canal Sub-Division No.- VII
Islampur, Uttar Dinajpur
Pin-733202

NOTICE INVITING TENDER

(For works of estimated cost upto Rs. 3.00 lakh)

NOTICE INVITING TENDER NO.- 01/SDO/TCSD-VII OF 2019-20

1. Invitation

Separate sealed tenders in printed forms are invited by the Sub-Divisional Officer, Teesta Canal Sub Division No.- VII, Islampur, Uttar Dinajpur on behalf of the Governor of West Bengal in West Bengal Form No. 2911 for the following work, from eligible bonafied outsiders having experiences/credentials and resources for executing similar nature of works for a sum equivalent to at least 30% (thirty percent) of estimated value put to tender and the validity of said credentials should be within last 5 (five) years.

2. Details of Works

Sl. No	Name of work	Amount put to Tender	Earnest money (2% of the estimated cost put to tender)	Cost of Tender Paper	Source of Fund	Time allowed for completion of the work.	Eligibility of Contractors
1	2	3	4	5	6	7	8
1.	Hiring of 1 (one) no. diesel driven four wheeler vehicle (Non Air-conditioned Maxi cab) on daily basis as inspection vehicle for the office of the Executive Engineer, Teesta Canal Division No.- II, Islampur, Uttar Dinajpur.	Rs. 200750.00	Rs. 4015.00	Nil	Non Plan	365 (Three sixty five) Days	Bonafide outsiders having credential of execution of similar nature of work of value 30% of the amount put to tender within the last 5 years

3. Time Schedule of Tender Procedure:

i)	Last date & time for submission of application for tender form	10.06.2019	Upto 16.00 hrs.
ii)	Last date & time for issuing tender forms	11.06.2019	Upto 16.00 hrs.
iii)	Last date & time for dropping tender form at the chamber of SDO/TCSD-VII, Islampur, Uttar Dinajpur	13.06.2019	Upto 15.00 hrs.
iv)	Date & time for opening of tender forms at the chamber of SDO/TCSD-VII, Islampur, Uttar Dinajpur	13.06.2019	After 15.30 hrs.

N.B:- Under any unavoidable circumstances the above mentioned dates can be rescheduled by the tender inviting authority without showing any explanation to intending tenderers.

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.

ELIGIBILITY CRITERIA OF THE TENDERER PARTICIPATING IN THE TENDERS
INCLUDING SOME TERMS AND CONDITIONS

5. Application for Purchase of Tender Forms

Intending Tenderers have to submit application duly enclosed with the self attested copies of the following documents addressed to the Sub Divisional Officer, Teesta Canal Sub-Division No.-VII, Islampur, Uttar Dinajpur:

Copies of Documents

- i)
 - a. Valid 15 digit Goods and Service Tax payer Identification Number (GSTIN) as per GST Act, 2017 made compulsory by Finance Department, GoWB irrespective of financial Turn Over of bidders.
 - b. Valid PAN Card of the bidder/s are required
 - c. 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
 - d. Latest authenticated Income Tax Return for current financial year or immediate preceding financial year of bidder.
 - e. Completion Certificates/Payment Certificate (s) for the single similar nature of single work worth at least 30% of the value of the work for which tender paper is desired, executed within last 5 (five) years (to be determined from the actual year of completion, considering current financial year as Year-1)
- ii) Eligibility certificate/N.O.C. issued by the A.R.C.S.(for Engineer's Co-operative only).
- iii) Declaration by the applicant to the effect that there is no other applications for Tender Paper for work in the N.I.T. in which he/she/they has/have common interests and in that case intending Tenderer has to disclose his/her name(s) and style of another firm/individuals (where he is also officiating) in the application for issuing tender forms failing which the decision of the committee regarding the matter will be final and binding upon all.
- iv) Declaration by the contractor to the effect that he/they has/have no near relative is posted in any offices under the circle which intends to submit tender. In case of near relative posted in any offices under the circle, he/they will not be permitted to Tender for works in the circle of the Superintending Engineer.
- v) Completion Certificate of work executed in other Departments of State Government or organizations, like Public Works & Public Works(Roads) Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Govt. Departments, ZillaParishads, West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (KMDA), Kolkata Metropolitan Water Sanitation Authority (KMWSA), Kolkata Municipal Corporation (KMC), Hooghly River Bridge Commissioner (HRBC), Engineering Departments of Central Government and Organization, like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust

(KPT), and companies owned or managed by the State Government, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farmer Limited & Britannia Engineering Ltd. may also be considered. Such Completion Certificates are to be issued by an officer not below the rank of Executive Engineer/Divisional Engineer/District Engineer/Project Manager of other state/Central Govt. Departments/Organizations. Such certificates are further to be countersigned by immediate superior authority of the issuing Authority for all cases other than direct/State/Central Govt. Department and Railways.

6. 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 and improper documents submitted with the applications.
- iii. Non-submission of completion, payment certificate properly.
- iv. Old completion certificate and 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.)
- viii. Submission of loose application with the documents excepting booklet or constrict stitching.

7. Fulfillment of Criteria and Issue of Tender Paper

All the above as stated under Para 5 and Para 6 (i to ix) are to be fulfilled properly, pending fulfillment of which Tender Forms may not be issued.

8. Order for Issue of Tender forms

The application of the intending bidder along with all the documents so received by the office of the undersigned will be verified by the Tender Evaluation Committee (As per I&WD G.O. No. 240-IB dated: 02/08/2017) on the scheduled date and time as mentioned in Para 3 and the decision of the Tender Evaluation Committee for issuance of tender documents will be final & binding.

9. Not satisfied with the Decision of the Committee 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/their 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.

10. Purchase of Tender Forms

Tender documents etc. will be available free of cost and be issued from the office of the Sub-Divisional Officer, Teesta Canal Sub Division No.- VII, Islampur, Uttar Dinajpur. 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. The intending Tenderers are requested to present themselves personally or send their authorized representative to

that office to receive the tender form within the time schedule. Such authorization must be submitted in stamped paper in presence of 1st class Judicial Magistrate or Notary Public.

11. Earnest Money & Security Deposit

In terms of Notification No. 08-IB dated 30th April 2013 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate, the following provisions have been made in different para's and that should be abided by the tenderer:

a)

i. DEPOSIT OF EARNEST MONEY

An Earnest Money amounting to 2% of amount 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.

ii. DEPOSIT OF EARNEST MONEY & SECURITY DEPOSIT IN CASE OF UNEMPLOYED ENGINEER'S CO-OPERATIVE SOCIETIES AND LABOUR CO-OPERATIVE SOCIETIES

Both the above Co-operative Societies will have to be deposited the earnest money and Security Deposit as per the Notification No. 03-W dated 18th January 2011 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate communicated by the Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate.

b) DEDUCTION OF SECURITY MONEY FROM THE PROGRESSIVE BILL

In para (2), the successful tenderers in open tenders and also enlisted contractors not having fix security deposit with the Government in case of tenders within their limits, need not to deposit this additional 3 % sum during making agreement with the tender accepting authority. Earnest Money already deposited during the tender shall be converted as a part of security money and additional security shall be deducted from the progressive bills at 8 % of such amount from each such bill, so that the total deduction together with the 2 % EMD constitutes 10 % of the tendered value of work as actually done.

c) NO FURTHER DEDUCTION SECURITY MONEY FROM THE PROGRESSIVE BILL

In partial modification of sub rule 231(b), enumerated in the Notification No.03-W,dated 18th January 2011, such tenderes may also be permitted to deposit further security so as to make total 10% of tender amount, to avail the facility of no further deduction from the progressive bills subject to condition let down in 231(c)contained in the above said notification.

d) SECURITY DEPOSIT FOR EXCESS WORK

In para 12(a) & (b), in case of excess works over the tendered amount, additional security is to be deposited for the amount of such excess beyond the tendered amount as per prescribed rate, before payment of final bill in case contractors opting for paying advance security and receiving payment against progressive bills without any deduction.

e) SHAPE OF EARNEST MONEY

In para 12 (b) & (c), Demand Draft, Banker's Cheque, and Treasury Challan, Deposit at Call Receipt (D.C.R.) and Fixed Deposit Receipts (F.D.R.) of Scheduled Banks guaranteed by the Reserve Bank of India may be accepted as earnest money and/ or security Deposit.

f) ADDITIONAL PERFORMANCE SECURITY

Additional Performance Security as Bank Guarantee shall be obtained in specimen Form-6 from any RBI approved Indian Bank located in West Bengal only, if the L1 bid is below 20% of the amount put to tender in addition to EMD and Security Deposit. (I&WD No. 09-W/2017-18 dated 20.07.2017 may be referred in the order link of wbiwd.gov.in) Authenticity of BG would be verified from the issuing bank.

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 The Executive Engineer, Teesta Canal Division No. I, Islampur, Uttar Dinajpur, issued from any of the following Scheduled Banks Payable at Islampur, Uttar Dinajpur, should be dropped with the tender. EMD issued from any bank other than the scheduled banks and drawn in favour other than the Executive Engineer, Teesta Canal Division No. VII, Islampur, Uttar Dinajpur will be 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):

1) ING Vysya Bank Ltd 2) Axis Bank Ltd 3) Indusind 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.

g) 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'.

12. 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 stated above as well as on the envelope will be dropped in the office of the Sub Divisional Officer, Teesta Canal Sub-Division No. VII, Islampur, Uttar Dinajpur on the schedule date & time as stated in Para (3) above. If in any circumstances the schedule of dropping of tender has to be changed, the undersigned will issue necessary "CORRIGNEDUM" in due course.

13. 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 as stated in Para (3) above.
- ii. Tender to be opened by the concerned Officer or by his authorized representatives 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), 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), 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.

14. Acceptance of Tender

Technical qualification of bidders will be evaluated and decided by the Tender Evaluation Committee (As per I&WD G.O. No. 240-IB dated: 02/08/2017) which is binding on all, however, in terms of NOTIFICATION No. 02/IW dated 19/07/2012 of Secretary to the Govt. of West Bengal, acceptance of the tender will rest with the Sub-Divisional Officer, T.C.S.D. No. VII 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

1. The vehicle must be in good working condition. The driver of the vehicle should be either the owner or have proper authorization from the owner to supply the vehicle. Tender papers will be issued to the intending tenderer against their application and on production of following documents (self attested) :-
 - a) Certificate of Registration from appropriate authority.
 - b) Tax clearance certificate from tax officer of M.V. Department.
 - c) Contract carriage permit of Luxury taxi issued by the competent authority.
 - d) Auto emission testing certificate.
 - e) Certificate of Insurance of passenger carrying commercial vehicle.
2. The authorization of the driver, from the owner should also be produced. The tender for the vehicle having no valid documents will not be considered. In addition to this all the essential accessories of qualifying a luxury car will have to be provided in the car, kept in good and workable condition failure of which, the car will be liable for rejection or reduction of the rates by the authority.
3. The hiring of the vehicle will be on daily basis.. The cost of hire charge will be paid monthly on production of bill by the supplier, subject to availability of fund.
4. The maintenance and repair of the vehicles is to be done by the supplier at his own cost. The cost of any urgent repair of the vehicle done by the department at outstation during inspection will be recovered from supplier's bill.
 - i) Diesel and Mobil oil will be supplied by the department and all other types of fuel/ Oil/ Lubricant for running the vehicle will have to be supplied by the supplier/ owner of the vehicle. Consumption of Diesel and Mobil oil will be allowed by the Department as per actual consumption basis, subject to the condition of minimum prescribed limit of run of the vehicle per liter of fuel as given below :-

Type of vehicle	Fuel	Minimum permissible limit of run
Diesel Driven Four Wheeler Vehicle (Non AC)	Diesel	10 (Ten) Km. per liter
	Mobil	500 (Five Hundred) Km. per liter

- ii) The cost of pay and allowances of the driver of the vehicle should be borne by the owner of the vehicle.
5. Responsibility of guarding of the vehicle from any loss, theft, etc. will rest upon the supplier. The Department will also not hold responsible for any
 - i) Damage caused to the car due to any accident,
 - ii) For any court case of compensation arising out of the vehicle and its driver,
 - iii) Any taxes/or charges that may be levied by the state/Central Govt.
6. The service of the vehicle may also be terminated in case of unsatisfactory service, condition of the vehicle not being satisfactory and failure on the part of the supplier to fulfill any other requirement in connection with proper running of the vehicle. In such cases the service will be terminated by giving 3 (three) days' notice without any financial implication and on the other the agreement may be terminated by either of the party on 1 (one) month notice.
7. Garage distance allowed maximum (5 Km. Up & 5 Km. Down) total 10 Km. or the actual distance whichever is less for each day journey is over.
8.
 - a. Normal duty hours will be 10 hours per day.
 - b. Normally the driver along with vehicle will report to his duty at or any time on specific date and place as will be instructed by the officer on duty beforehand.
9. If in case of any accident or break down, the vehicle fails to report to allotted duty then a message have to be sent by the supplier forthwith and alternative car in replacement shall have to be arranged by him for reporting to duty place. The driver / supplier of the vehicle will be responsible for monitoring log book in the same manner as done by the driver of the Govt. vehicles and recorded journey should be properly approved by the officer who performs journey for Govt. work.
10. 2 (two) machine numbered log books (printed) will be supplied from this office for recording journeys when the vehicle is on Govt. duties.
11. Vehicle will not usually be used on Sundays and holidays if not specially requisitioned. And for any day when the supplier will fail to supply the vehicle on requisition, for whatever reasons,penalty of 2 times of daily hire charges may be imposed on the supplier for such failure to supply the vehicle.
12. Servicing of the vehicle should be done by the supplier at his own cost with prior intimation so that duty may be adjusted.
13. The supplier must quote telephone no. for communication of message of the garage attending calls.
14. The supplier can apply only for one of the works listed above and quote their rates on the basis of above terms and conditions. No new terms and conditions will be entertained from the supplier. They also have to mention the serial no. of the work on the sealed envelope before dropping in the box.

15. Initial contract period will be for 1 (one) year. However, on satisfactory service the contract period may be extended further.
16. In case of violation of the above terms and conditions the quotation will be liable to be rejected.
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. 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.
19. 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.
20. Copies of Partnership Deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.
21. Tenderers should quote their rates both figures and words in terms of overall percentage, "below" or "above" or "at par" with the price schedule both in the page no. 3A of W.B.F 2911 the last page of price schedule.
22. Any tender containing over writing is liable to be rejected.
23. All corrections are to be attested under the dated signature of the tenderer.
24. 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 a witness.
25. 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 into 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.
26. The rate quoted 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.
27. Any superfluous conditional tender, who does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be rejected.
28. In view of introduction of GST with effect from 02.7.2017, all the bidders intending to participate in this tender should offer their financial bids inclusive of GST applicable for entire composite works/Procurement of goods & services, labour intensive component contained in the BOQ. Income Tax, Royalty, GST (CGST, SGST, IGST), Construction Workers' Welfare Cess, Labour Insurances and similar other statutory levy / cess will have to be borne by the contractor/bidder and his/her quoted rate should be quoted accordingly after considering all these charges, and no separate payment towards any of the statutory taxes shall be made by the implementing authority.

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 disclose 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 "Tender Evaluation Committee" regarding the matter will be final & binding upon all.
33. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him/them.
34. 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.
35. The successful Tenderer will have to execute the formal agreement in the duplicate/triplicate/quadruplicate(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 Canal Sub-Division No.-VII,Islampur, Uttar Dinajpur, 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.
36. 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.
37. 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 Canal Division No.II, Islampur, Uttar Dinajpur, in 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.

38. a) In terms of the provision in Para 230 Page of I&W.D. Code Volume- I 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 1st page of W.B.F. 2911, rejected Tender should be refunded within 10(ten) days from the date of decision.
39. 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.
40. As per G.O. No. 1627(8)/1A dated 26th November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clause 25 of Tender Form No. 2911 stand deleted in respect of contract of value less than 100.00 lakh.
41. 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 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.
42. Applicants permitted to purchase Tender form will have to be participated in the tender failing which he/they may be suspended to participate in the next tender.
43. Tender may be cancelled in any stage without assigning any reason.
44. 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.
45. Apart from all the above conditions and criteria the 'Past and Present' performance of the agencies will be considered while issuing tender papers.
46. 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.
47. Subletting of work is strictly prohibited & will be viewed seriously & disqualify the agency to participate in the next Tender.
48. Apart from all the above, only in the interest of the Government, the committee may allow purchasing Tender Forms to such agency/agencies who will fulfil 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.
49. 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.
50. Tender forms will not be issued after due date and no tender forms will be sent by post.

Sub-Divisional Officer
Teesta Canal Sub-Division No. VII
Islampur, Uttar Dinajpur

Memo No.

Date.-

Copy forwarded for favour of kind information and wider circulation to:-

1. The Superintending Engineer, Mahananda Barrage Circle, Tinbatti More, Siliguri.
2. The Executive Engineer, Teesta Canal Division No.-II, Islampur, Uttar Dinajpur. This has a reference to his memo no. 296 , dated. 30.05.2019.
3. The Executive Engineer, Teesta Canal Division No.-I, Islampur, Uttar Dinajpur.
4. The Sub-Divisional Officer, Teesta Canal Sub-Division No-I, Islampur, Uttar Dinajpur.
5. The Sub-Divisional Officer, Teesta Canal Sub-Division No-II, Islampur, Uttar Dinajpur.
6. The Sub-Divisional Officer, Teesta Canal Sub-Division No-VI, Panjipara, Uttar Dinajpur.
7. The Divisional Estimator, Teesta Canal Division No.- II, Islampur, Uttar Dinajpur.
8. The Divisional Accounts Officer, Teesta Canal Division No.- II, Islampur, Uttar Dinajpur.
9. Notice Board, Teesta Canal Sub-Division No- VII, Islampur, Uttar Dinajpur.

Sub-Divisional Officer
Teesta Canal Sub-Division No. VII
Islampur, Uttar Dinajpur