



GOVERNMENT OF WEST BENGAL

OFFICE OF THE SUB DIVISIONAL OFFICER

TEESTA CANALL SUB DIVISION - XII

IRRIGATION & WATERWAYS DIRECTORATE

KARNAJORA , UTTAR DINAJPUR

NOTICE INVITING TENDER NO- 01/SDO/TCSD-XII/2019-20

1. Separate Sealed Tenders in printed form are invited by the **Sub Divisional Officer, Teesta Canal Sub-Division - XII, Irrigation & Waterways Directorate**, on behalf of the Governor of West Bengal, for the Works as per Annexure attached herewith from eligible bona fide outsiders having credential of execution of similar nature of work of Value **30%**(thirty per cent) of the amount put to Tender within the last 5 years.
2. **a)** Tender should be submitted for the 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.
c) Tender may be dropped in the following offices in addition to this office on the schedule Date & Time as stated in attached Annexure or the changing schedule, if made vide issuing necessary Corrigendum:

Office of the Executive Engineer, Teesta Canal Division No.II , Islampur, Uttar Dinajpur

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 **10.30 A.M and 5.00 P.M** on every working day, till **20.06.19** in the Office of the Sub Divisional Officer, Teesta Canal Sub-Division - XII

- 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 Register Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
- i) **Trade Licence** & valid **GSTIN** No.
 - ii) **PT**(Professional Tax)Clearance Certificate,**PAN** 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.
 - iii) **Completion Certificate/ Payment Certificate** (s) for the Single similar work at least 30% of the value of the work for which Tender Paper is desired, executed within last 5 (Five) years.
 - iv) A Statement showing number and value of works presently under execution by the Tenderer under the Irrigation & Waterways Department and other Government Departments / Organizations as stated in paragraph 4(b) here under.
 - v) Declaration by the Applicant to the effect that there 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) Completion Certificate issued by Competent Authority will normally be considered as credential. Apart from credentials of works executed under Irrigation & Waterways Department, credentials of work executed under Public Works & Public Works (Roads) Departments, Public Health Engineering Department, Sundarban Affairs Department & other State Government Departments, Zilla Parishad, Panchayet Samity, WBHIDCO, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and Organizations like Railways, KoPT, and Mackintosh Burn Ltd., Westinghouse Saxby Farmer Ltd. & Britannia Engineering Ltd. may also be considered. Completion certificates are to be countersigned by the Executive/ Divisional Engineers of the respective State / Central Government Departments, or Officer of the equivalent rank, if those are issued by some other authority. Over and 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 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.

d) At the time of application for the Tender Documents, the intending Tenderers shall have to be represented by his / their authorize supervisor or Engineer, holding Electrical Supervisors Certificates of competency granted by the licensing board, Govt. of West Bengal for the purpose of having credential for electrical works & possessing requisite contractors supervisory license etc.

3. In the offline single Bid tender system the application of the Bidders along with other relevant particulars will be evaluated by **Tender Evaluation Committee** in the irrigation & waterways directorate constituted as per memorandum no-11-W/2017-18 dated 1st August, 2017 of this department for deciding on technical qualification of bidders.
4. Intending Tenderers not satisfied with the decision of the Tender Evaluation Committee regarding issuing of paper 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 and copy of such communication should also be submitted to the Tender Evaluation Committee within the same period failing which no such appeal will be entertained.
5.
 - a) Tender Paper will be issued from the Office of the **Sub Divisional Officer, Teesta Canal Sub-Division -XII, Karnojora, I & W Directorate**, within the specified date and time as per attached list by the intending Tenderers or by their duly authorized representatives.
 - b) No Tender Paper will be supplied by post.
 - c) No Tender Paper will be issued after the expiry of date and time of issuance of tender paper as mentioned in the Notice.
6. 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 difficult likely to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labourers and market rate

prevailing in the locality etc. as no claim what so ever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned up to **20/06/2019** between **10.30 A.M and 5.00 P.M** on any working day.

7. Cost towards **Earnest Money Deposit (EMD)** must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any scheduled bank of India in favour of **Executive Engineer, Teesta Canal Division No.II** , payable at **Islampur**. Payment in any other form e.g., NSC, KVP, etc. will not be accepted.
8. Earnest Money for works in open tender, as noted in the list of work, will have to be deposited by the Contractors.
 - a) The Tendered should quote the rate both in figure and in words on the basis of Percentage above/ below or as per the Schedule of Rules attached with the Tender Form and also in the space provided in the Tender Form.
 - 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.
9. When the Tenderer sign 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 a witness.
10. **Additional Performance Security** equal to **10%** of the tendered amount will be obtained from successful L1 Bidder, if the accepted bid value is **below 20%** of the estimated amount put to tender. The procedure, form & other guideline regarding **Additional Performance Security** will be in accordance with the Memorandum No:- 09-W/2017-18 Dated 20th July,2017 of this department.
11. In the event of the tender being submitted by a firm, it must be signed separately by each members thereof, or, in the event of absence of any of the partners, it must be signed on his/her behalf by a person holding a power-of-attorney authorizing him/her to do so. Such power-of-attorney is to be produced with the tender, and in the case of a firm carried on by one member of a joint family; it must disclose that the firm is duly registered under the Indian Partnership Act.
Acceptance of measurements entered and bills raised on account of a work, when executed by a firm, must also be signed by the several partners, except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipt for the firm.
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, if any, 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 fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
15. Royalty, Building and other Construction Workers Cess and 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.
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 what so ever to the intending Tenders and also reserves the right to distribute the work amongst more than one Tenderers.
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 time of opening and who may also put their signatures in the Tender Opening Register, at the **office of the Sub Divisional Officer, Teesta Canal Sub Division No.-XII**.
19. The successful Tenderer will have to execute the duplicate copies of his/her tender which will have to be obtained from the office of the **Sub Divisional Officer, Teesta Canal Sub Division No.-XII**, Karnajora, as the case may be 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.
20. If any Tenderer withdraws his tender before its acceptance or refuses / falls to convert it into a reason 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 force from time to time.
22. Materials such as Cement M.S Rod, 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 materials will be fixed by the Engineer-In-Charge.
23. Hire Charge for Tools & Plants Machinery, if issued departmentally, will be recovered from the contractor at such rates as will be fixes 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 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, alteration, additions etc. if not attested by the Tenderer.
 - b) Earnest Money Deposit (EMD) in the format of Bank Draft (BD)/ Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any schedule bank of India in favour of **Executive Engineer, Teesta Canal Division No.II**, Islampur, payable at **Islampur** is not deposited.
 - c) If the Tender Form is not properly filled up by the Tenderer.
 - d) If the specified 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 the 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, **Teesta Canal Division No.II**, Islampur 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 lowest Tendered in each case may be refunded, after acceptance of the rate in the comparative statement, as early as possible.

26. To verify the competence capacity and financial stability of the Tender Evaluation Committee of intending Tender(s) the may demand production of any necessary documents 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 to delay in payment will be entertained in any respect.
28. As per G.O no 1627(8)/1A Dated-26th November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clause 25 of the Tender Form no. 2911 stands deleted in respect of contract Value less than Rs. 100.00 Lakh.
29. **The work is to be strictly executed within the tendered value as per G.O.378 (7)-IB/IW/O/1A/11C (T)-01/2004(Pt.) dated 06th February, 2017**
30. 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.
31. **No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer, written outside the sealed envelopes**
The above list is only indicative and not exhaustive.
32. Testing of materials if necessary, arrangement for the same should also be made by the supplier / contractor at their own risk and cost.
33. The tender notice, along with terms and conditions and other documents to be issued with the tender documents along with addendum and corrigendum, if any, shall form part and parcel of the tender. The authority reserves the right to cancel the NIT without assigning any reasons.
34. The Tender Accepting Authority is:-
 1. **The Sub Divisional Officer, Teesta Canal Sub-Division No.XII** Tenders will be opened by the **Sub Divisional Officer, Teesta Canal Sub Division No.-XII**, or his authorized representative in presence of tenderers or their authorized representatives who may like to be present, at the Office of the Sub Divisional Officer, **Teesta Canal Sub Division No.-XII**

Sd/-
(B.PAL)
Sub Divisional Officer
Teesta Canal Sub Division No.-XII
Karnajora, Raiganj

Memo No- 118 (12)

Dated :-11.06.2019

Copy Submitted for information and wide circulation to the:

1. District Magistrate, Uttar Dinajpur
2. Superintending Engineer, Mahananda Barrage Circle, Tinbatti, Siliguri.
3. Executive Engineer, Teesta Canal Division - II, Islampur, with reference to his **Memo No.147 dated 06.03.2019**
4. Executive Engineer, Teesta Canal Division- I , Islampura, Uttar Dinajpur.
5. Sub-Divisional Officer, Teesta Canal Sub-Division Division- XI, Dalkhola, Uttar Dinajpur
6. Sub-Divisional Officer, Teesta Canal Sub-Division Division- VII, Islampur, Uttar Dinajpur
7. Sub-Divisional Officer -VI, Panjipara, Uttar Dinajpur
8. District Information Officer, Uttar Dinajpur.
9. Office Notice Board, Teesta Canal Sub-Division - XII, Karnojora.
10. Estimating Section, Teesta Canal Division - II, Islampur, Uttar Dinajpur
11. Divisional Accounts Officer, Teesta Canal Division-II, Islampur, Uttar Dinajpur.
12. Secretary, Contractors Association, Uttar Dinajpur.

Sd/-

(B.PAL)

Sub Divisional Officer
Teesta Canal Sub Division No.-XII
Karnajora, Raiganj

Memo No- 118/1

Dated -11.06.2019

Copy submitted to the Honb'le Sabhadhipati Uttar Dinajpur ZillaParishad, Uttar Dinajpur for information.

Sd/-

(B.PAL)

Sub Divisional Officer
Teesta Canal Sub Division No.-XII
Karnajora, Raiganj

ANNEXURE**STATEMENT OF NOTICE INVITING TENDER NO. 01/SDO/TCSD-XII/2019-20
OF THE SUB DIVISIONAL OFFICER, TEESTA CANAL SUB DIVISION NO. - XII****TIME SCHEDULE FOR APPLICATION, ISSUE, DROPPING AND OPENING OF TENDER DOCUMENTS**

Last date and time of receipt of application for tender papers: **20/06/2019 up to 15:30 hrs.**
 Scrutiny of application & documents : **20/06/2019 at 16:30 hrs.**
 Issue of tender documents : **21/06.2019 at 17:00 hrs.**

Last date and time of dropping Tender documents : **24/06/2019 up to 15:00 hrs.**
 Date and time of opening of tender Documents : **24/06/2019 after 15:30 hrs.**

List of works for N.I.T No. 01/SDO/TCSD-XII/2019-20

| Sl. No | Name of Works | Estimated Amount put to tender (in Rs.) | Earnest Money (2% of Estimated Amount Put to Tender) | Cost of Tender Documents (in Rs.) | Time period of Contract | Eligibility of Contractors |
|--------|---|---|--|-----------------------------------|-------------------------|--|
| 1 | Cutting uprooting and clearing jungles around office premises, inspection Bunglow, Sr. Field hostel and Gate no. 2 (office gate) at Teesta Pally, Karnajora in the District of Uttar Dinajpur". | 52,477.00 | 1050.00 | Nil | 15 days | Bona fide outsider having credential of execution of similar nature of work of value 30% of the amount put to tender within last 5 (five) years. |

Sd/-
 (B.PAL)
 Sub Divisional Officer
 Teesta Canal Sub Division No.-XII
 Karnajora, Raiganj