



**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
**Office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division**  
**Seharabazar, Purba Bardhaman, Pin- 713423**  
**Email:-sbisdiwdwb@gmail.com**

**NOTICE INVITING TENDER No: 03/Seharabazar (I) Sub Division of 2019-20**

Separate sealed tenders in printed form invited by the **Sub Divisional Officer, Seharabazar Irrigation Sub Division** on behalf of the Governor of West Bengal for the works as per list attached herewith from the Bonafide Outsiders having credential of similar nature of work, of value 50% of the amount put to tender within last 5 years.

1. 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, Seharabazar Irrigation Sub Division, Seharabazar, Purba Bardhaman.
2. 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 and 4.00 PM on every working day, till **16/07/2019** in the office of the Seharabazar Irrigation Sub Division, Seharabazar, Purba Bardhaman.
  - a. The intending tenderer must have trade licence, otherwise his application will be rejected and must enclose copy of trade licence with application. The intending tenderer 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. are to be produced on demand, as well as during interview (if any).
    - i. Professional Tax Challan, latest authenticated Income Tax Return for current financial year or immediate preceding financial year, PAN Card, Goods and Service Tax (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 of the state, latest available Auditor's Report of Directorate of Co-operative Audit within proceeding five years as per Societies Act & Rules., 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 / Payment certificate(s) for one single similar work worth at least 50% of the value of 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).
    - iii. A statement showing number and value of works presently under execution by the tenderers under Irrigation & Waterways Department and other Government Department / Organizations as stated in paragraph 3 (b) hereunder.
    - iv. Declaration by the applicant to the effect that there is no other application for tender paper for work in this NIT in which he/she/they has/have common interest. Failure to produce any of the above documents may be considered good and sufficient reason for non issuance of tender paper.
  - b. Completion certificates of works executed in the Irrigation & Waterways Directorate will be considered. CC of works executed in other Departments of the State Government/ organizations viz. Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affair Department and other State Government Departments, Zilla Parishads & Panchayat Samities only within the jurisdiction of the State of West Bengal, WBHIDCO, WBSEDCL, WBSETCL, KMDA, KMW&SA, KMC, Other Municipal Authorities and Bodies, HRBC, Engineering Departments of Union Government and Organizations like Farakka Barrage Project (FBP) Authority, Indian Railways, KoPT and companies owned or managed by the Government of West Bengal, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farme Limited & Britannia Engineering Ltd. may also be considered. Such CC are to be issued by an officer/authority not below the rank of Executive Engineer / Divisional Engineer / District Engineer/Project.
  - c. Manager of the State/Union Government Departments/ Organisations; authorised signatories of CC for Panchayat Samities and Municipalities shall be BDO & Ex-officio Executive Officer and Secretary or equivalent administrative officers respectively. It is desirable to have contact telephone and FAX or e-mail address of the signatory of the CC for all offices outside West Bengal.

Such Complication Certificate is required to be further countersigned by the immediate superior authority of the issuing authority for all cases other than direct Union Government Departments /Ministries outside the State of West Bengal. Also such certificates when issued in all other States other than those directly of State / Union Government

Departments/Ministries and Indian Railways should contain a declaration that the work has been executed to the satisfaction of the concerned Government Organisation and has been declared 100% complete in all respect by the competent authority in the concerned Organisation.

- d. 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 panel action as the Government may deem proper.
4. Intending tenderers 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 and copy of such communication should be submitted to the tender paper issuing authority within the same period, failing which no such appeal will be entertained.
5. a. Tender paper can be had from the office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division, 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 on the date of opening of tenders after expiry of date and time 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 in to considerations all factors and difficulties likely to be involved in the execution of work in all respects including transportations of materials, communication facilities, climate conditions, nature of soil, availability of local laborers 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 16/07/2019 between 11.30 hours and 3.00 hours on any working day.
7. Earnest money, as noted in the list of works, Earnest Money Deposit (EMD) must presently be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any scheduled Commercial Bank in India approved by RBI & having a branch in West Bengal which is to be drawn in favour of **the Executive Engineer-I, Damodar Canal Division, payable at Purba Bardhaman.**  
Payment in any other forms viz. NSC, KVP, cheques etc. will not be accepted.  
Labour Co-operative Societies and State Government Enterprises viz. Mackintosh Burn Limited, Westinghouse Saxby Farmer Limited and Britannia Engineering Limited are fully exempted from payment of EMD against tenders of the State Government. Finance Department G.O for waiver of EMD . These Societies/Enterprises, if selected through open tenders will however have to furnish requisite Security Deposits (SD) for performance of the work. If the selected Societies/Enterprises failure to deposit (SD) within the specified time period, legal action will be charged against the said Societies/Enterprises as per Rule. (if applicable)
8. **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 the Executive Engineer-I, Damodar Canal Division, Payable at Purba Bardhaman payment in any other form e.g. NSC, KVP, etc. will not be accepted.**
  - 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 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 Tenderers.
9. When a Tenderers signs his Tender in an Indian Language, the total amount tendered should also be written in the language. In the case of illiterate tender, the rates tendered should be attested by an witness.
10. *The Tenderers 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, failing which the Tender will not be considered and the deposited Earnest Money will be forfeited.*
11. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
12. Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.

13. GST, Royalty, Building & 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 ). It may further be noted that if Valid GST Identification number (GSTIN) document under the relevant GST Acts & Rules of State Govt. is produced before receiving payments per present norms, or as may be prescribed by the Finance Department time to time.

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. Quoting bid price in financial bid stage below 20% of the estimated amount put to tender (Tender value) is not desirable, as it leads to a doubt regarding the intension of the bidder to deliver good quality work on due time. "Additional Performance Security" has been made mandatory which shall be obtained only from the successful L1 bidder, if the accepted bid price is below 20% of tender BOQ or below by more than 20% of the tender BOQ. This Additional Performance Security shall be equal to 10% of the **tendered amount** i.e. 10% of the L1 bid price.

The Additional Performance Security shall have to be submitted by the selected L1 bidder after issuance of Letter of Acceptance / Letter of Invitation (LoA/LoI) within next seven working days and before issuance of Award of Contract (AoC) in the form of "Bank Guarantee" of any Scheduled Bank approved by RBI, payable at Kolkata or / in West Bengal, as per specimen format Form-6. Else, its/their Earnest Money Deposit (EMD) will be forfeited without any prejudice by the Tender inviting authority and the defaulting bidder also debarred from further participation in all future I&WD tenders for a period of one year for committing the offence on the first occasion and for a period of two years for recurrence of the same offence.

The said Bank Guarantee (BG) shall have to be valid up till the end of the contract/Agreement period including extended time period till 100% physical completion of work in all respects and shall be renewed within validity period accordingly if required. The said Bank Guarantee shall remain in custody of the DDO & Executive Engineer in-charge of the work, which shall be returned to the bidder/contractor after successful physical completion of the work as per contract. If the bidder fails to complete the work successfully, this Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving suitable notice to the contractor/bidder agency. Necessary provisions regarding deduction of security deposit from progressive bills of the contractor in respect of the tendered work shall be governed as per relevant clauses of the tender contract/Agreement which will in no way be affected / altered due to this Additional Performance Security.

14. The Tenderers will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
15. 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.

**16. Tender Accepting Authority (TAA):**

The Sub-Divisional Officer is the Authority to which the power has been delegated to accept tenders as per latest Finance Department Notification will function as the Tender Accepting Authority (TAA).

17. 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.
18. The successful Tenderers will have to execute the duplicate copies of his tender which will have to be obtained free of cost in the office of The Sub Divisional Officer, Seharabazar 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.
19. If any Tenderers 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.
20. The successful Tenderers will have to abide by the provision of the West Bengal Contract Labour (Regulation and Abolition) Rules, 1970 and such other Acts as may be applicable, as will be in force from time to time .
21. Materials such as Cement, M.S. Rod, R.C.C. Hume Pipes, 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, if supplied by the Department, the issue Rate for such material will be fixed by the Engineer-in-Charge.

22. 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.
23. In the following cases a tender may be declared informal and unacceptable.
  - a. Correction, alterations, addition etc .if not attested by the Tenderers.
  - b. i. Earnest Money in the form of T.R Challan, D.C.R./ Demand Draft, etc. which are short deposited and/ or not deposited in favour of **the Executive Engineer-I, Damodar Canal Division.**
  - c. If the Tender Form is not properly filled in respect of the general description of the work, Estimated Cost, Rate of the deduction of Security Deposit etc. in page-2 and other pages as are required to be filled in
  - d. If the specified pages of the Tender Document are not signed by the Tender If the Tender is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover
24. 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.
25. 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 to delay in payment will be entertained.
26. As per G.O.No. 1627(8)/IA dated 26th November 2001 of Irrigation & Waterways Department , Government of West Bengal , Clause 25 of Tender Form No. 2911 stands deleted in respect of contract of value less than Rs.100.00 lakh.
27. 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 N.I.T., Tender Paper Issuing Authority may issue Tender Paper for any serial even though it may not be preferred by the applicant.
28. Sealed Tender should be dropped in the Tender Box at the office of the **The Sub Divisional Officer, Seharabazar Irrigation Sub Division, Seharabazar, Purba Bardhaman.**
29. Payment will be made subject to the availability of fund.

**Categorization of Works:**

1. Earth work : Earthwork in excavation / filling embankment, canal, drainage channels executed under Irrigation & Waterways Department.
2. Protection Works : All kinds of river / channel bank / embankment Protection works (with boulder, C. C blocks, revetment works, sausage, Brick Block, Dry Brick Pitching, etc.)
3. Lining Work : All kinds of water face lining / brick block pitching / Dry brick pitching, in Irrigation canal / drainage channel etc.
4. Hydraulic Structures : Aqueducts, Regulators Syphons, Bridges across Waterways Sluices, Dams, Barrages etc.
5. M.S. Structural Works etc. : Gates of all kinds, electrical installation, pumps and allied machinery.
30. Tender documents may be obtained from the office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division.
31. **Submission of Application :-**
  - a) **17/07/2019 upto 14.00 Hrs** to the Sub Divisional Officer, Seharabazar Irrigation Sub Division.
  - b) Intending tenderer should indicate in their application as to wherefrom they intend to purchase the tender form failing which the decision of Sub Divisional Officer, Seharabazar Irrigation Sub Division will be final & binding.
32. **Issue of Tender Documents :- 18/07/2019 up to 14.00 Hrs**  
from the Office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division.
33. **Dropping of Tender :- 22/07/2019 up to 14.00Hrs.**  
In the office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division.

SD/- S. Mridha  
Sub Divisional Officer  
Seharabazar Irrigation Sub Division.

**Details of Work:-**

Sl.No	Name of work	Estimated Cost (Value of work put to tender)	Earnest Money	Cost of Schedule and other necessary papers	Time of completion of work
					As per list Attached

**Time schedule of Tender Procedure:-**

Last date and time of receipt of application for tender papers	:-	<u>17/07/2019</u>	Upto 14.00 Hrs.
Last date and time of issued of tender papers	:-	<u>18/07/2019</u>	Upto 14.00 Hrs.
Date and time of receiving tender	:-	<u>22/07/2019</u>	Upto 14.00 Hrs.
Date and time of opening tender	:-	<u>22/07/2019</u>	After 14.30 Hrs.

In the office of the Sub Divisional Officer, Seharabazar Irrigation Sub Division, Seharabazar, Purba Bardhaman

SD/- S. Mridha  
Sub Divisional Officer  
Seharabazar Irrigation Sub Division.

***Memo. No.: 285(18),***

***Date :- 11/07/2019***

Copy forwarded for information and wide circulation to the:-

1. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Purba Bardhaman .
2. Executive Engineer-I/II, D.C. Division
3. Executive Engineer, Hd. Works Division
4. Executive Engineer, L.D.I. Division
5. Executive Engineer, B.I. Division
6. Executive Engineer, R.B.I Division
7. DVC Study Cell for uploading in Departmental website.
8. District Information Officer, Purba Bardhaman.
9. Office Notice Board, Seharabazar (I) Sub-Division
10. Estimating Branch of D.C. Division
11. Accounts Branch of D.C. Division
12. Sub-Divisional Officer, Amarkanan (I)/D.C. No. I / III / D.C. H.Q /Edilpur (I) / Katwa (I) Sub Division.

SD/- S. Mridha  
Sub Divisional Officer  
Seharabazar Irrigation Sub Division.

List of works of NIT No - 03/Seharabazar (I) Sub Division of 2019-20

Circulated vide this office memo no :- 285/ (18) - dated :- 11/07/2019

Last date and time of receipt of application for tender papers :- **17/07/2019 Upto 14.00 Hrs.**  
Last date and time of issued of tender papers :- **18/07/2019 Upto 14.00 Hrs.**  
Date and time of receiving tender :- **22/07/2019 Upto 14.00 Hrs.**  
Date and time of opening tender :- **22/07/2019 After 14.30 Hrs**

**LIST OF WORKS**

Sl. No .	Name of Work	Amount put to tender (Rs.)	Earnest Money Deposit (Rs.)	Cost of Tender Paper (Rs) & Form No	Time allowed for completion	Source of Fund	Eligibility of Contractor
1	2	3	4	5	6	7	8
1	Supply of Empty Cement polythene Bag for emergent use on river bank of Damodar (R/B) & Darakeswar (L/B) and Dev-Khal under the jurisdiction of Seharabazar (I) Sub-Division of Damodar Canal Division.	<b>Rs. 81480.00</b>	<b>Rs. 1630.00</b>	<b>NIL 2911</b>	July to October-2019	<b>Non plan</b>	Bona fide outsider having credential of execution of similar nature of work of value 50% of the amount put to tender within last 5 years.

**SD/- S. Mridha**  
**Sub Divisional Officer**  
**Seharabazar Irrigation Sub Division.**