



GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
SUB-DIVISION NO-I  
RIVER RESEARCH INSTITUTE  
HARINGHATA CENTRAL LABORATORY

**NIT NO. 01/S.D.O-I/RRRI/HCL OF 2019-20** Dated:- 11/09/2019

**Memo No. 154**

**Dated : 11/09/2019**

1. Separate sealed tenders in printed form are invited by the Sub-Divisional Officer, Sub-Division No.I, R.R.I/HCL, on behalf of the Government of West Bengal for the works as per list attached herewith, from bonafide, reliable and resourceful contractors having sufficient experience in execution of similar type of works as per categorization detailed hereunder.
2. (a) Tender should be submitted for work as per attached list in sealed cover super scribing the name of the work on the envelope and addressed to the proper authority.  
(b) Submission of tender by post is not allowed.
3. The Tender Documents and other relevant particulars (if any) may be seen by the intending tenderers or by their duly authorised representative during office hours between 11A.M. and 03.00 P.M. on every working day till **18.09.2019**, in the Office of the Sub-Divisional Officer, Sub-Division No.I, R.R.I/HCL, Sundarban Delta Project R.R.I.
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. Are to be produced on demand, as well as during interview (if any).
  - i. P.T., I.T. PAN and 15-digit Goods and Services Taxpayer Identification Number (GSTIN) valid up to the date of opening of 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 30% 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 as current financial year as year-1).
  - iii. Government order indicating fixed Security Deposit (if any).
  - iv. A statement showing no. and value of works presently under execution by the tenderer under Irrigation & Waterways Department and other Government Departments/ Organisations as stated in paragraph 4(b) hereunder.
  - v. Declaration by the applicant to the effect that there is no other application for tender paper for work in this N.I.T. 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 certificates issued by competent authority will normally be considered as credential. Apart from credentials of works executed under Irrigation & Waterways Department, Public Works & Public Works (Roads) Departments, public Health Engineering Department, Sundarban Affairs Department and other State Government Departments, Zilla Parishads, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and organizations like Railways, KoPT, Mackintosh Burn Ltd., Westing House Saxby Farmer Ltd and 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 credential may not be considered.

(c) Mackintosh Burn Ltd., Westing House Saxby Pharma Ltd and Britannia Engineering Ltd. Will enjoy 10% price preference for the purpose of evaluation of tenders, in terms of G.O. No. 1110/1(500)-F, dtd. 10.02.2006 of the Finance Department.

(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 Penal action as the Government may deem proper.

- 5.0 Intending tenderer not satisfied with the decision of the tender paper issuing authority may prefer an appeal to the next superior officer. Concerned Chief Engineer will be the Appellate Authority for high value tenders. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such authority within two working days after the date of issue of tender paper 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.
- 6.0 (a) Tender paper shall be issued to the qualified tenderer **free of cost** from the office of the **Sub-Divisional Officer Sub-Division No.I, RRI/HCL** 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.
- 7.0 Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the **local conditions** prevailing, by actual inspection of the site and taken into 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 labourers and market rate prevailing in the locality etc, as no claim whatsoever will be entertained in these accounts afterwards. In this connection the intending tenderers may contact the office of the undersigned upto **18.09.2019** between 11hours and 15 hours on any working day.
- 8.0 Earnest Money, as noted in the list of works, in the form other than those mentioned below will not be accepted.
  - (a) Receipted Challan of Reserve Bank of India or Treasury showing the deposit to be credited in favour of the '**Executive Engineer, Sundarbans Delta Project R.R.I.**'
  - (b) Crossed Bank Draft/ Deposit at call receipt, Bankers cheque of any scheduled bank in the locality in favour of the '**Executive Engineer, Sundarbans Delta Project R.R.I.**' 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.
- 9.0 Earnest Money for works in open tender, as noted in the list of work will have to be deposited by the contractors.
  - (a) The tenderer 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 overwriting is liable to be rejected.

(c) All corrections 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 language. In the case of illiterate tenderer, the rates tendered should be attested by a witness.
11. The Tenderer will sign on behalf of a company or firm, must produce the registered documents (within three days from the date of opening of 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.
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 fulfil any of the above conditions, and is incomplete of any respect, is liable to summary rejection.
15. VAT, 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).

It may further be noted that if VAT registration certificates is produced before receiving payment, 3(three)% deduction as per present Government order or as may be notified by the Finance Department from time to time will be made, otherwise such deduction shall be 5(five)% as per present norms, or as may be prescribed by the Finance Department.

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 tenderers.
17. The tender 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 by 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 from the office of the 'Executive Engineer, Sundarbans Delta Project R.R.I, H.C.L, Mohanpur, Nadia' 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 of refuses/ fails to convert it into a contract within a reasonable time, without giving any satisfactory explanation for such withdrawals/ refusal/ failure, he shall be disqualified for submitting any tender in this Division/ Circle for 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 provision of the West Bengal contract labour ( regulation and abolition) rules, 1970and such other acts as may be applicable, as will be in force time to time.
22. Materials such as cement, M.S. rod, RCC hume pipes, sheer piles etc. If available in stock, will be issued by the department to the contractor for the work as per issue rate fixed by the Engineer-in-Charge. Site of issue of materials as mentioned in the list of materials to be

supplied Departmentally to the contractor is furnished with the tender documents for the work. Any other materials not listed therein, if supplied by the Department, the issue rate for such material will be fixed by the Engineer-in-Charge.

23. Hire charges of Tools and Plants Machinery, if issued Departmentally will be recovered from the contractor at such rates as will be fixed by the EIC. The period of hire charges of all Tools and 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 and 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 TR Challan, DCR/ Demand Draft etc. Which are short deposited and / or not deposited in favour of the 'Executive Engineer, Sundarbans Delta Project 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 in other pages as are required to be filled in.
  - (d) If the specified pages of the tender document are not signed by the tenderer.
  - (e) If the tender is not submitted in a cover properly sealed and the name of work is not indicated on the cover.
25. For the return of the Earnest money of the unsuccessful tenderer(s), he/they is/are to apply for the same to the 'Executive Engineer, Sundarbans Delta Project R.R.I', giving the preference 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 tenderers 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 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 to delay in payment will be entertained.
28. As per G.O. No. 1627(8)/IA dtd. 26.11.2001 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**.
29. 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.

**Categorization of Works:**

1. Earthwork :- Earthwork in excavation, filling in trenches of building, boundary Wall etc.
- 2.M.S. Structural Works :- Gates of all kinds, electrical installation, pumps and allied machinery.
- 3.Brickwork :- All kinds of brickwork.
- 4.Cement Concrete Work :- All kinds of Cement concrete works including shuttering, Including reinforcement. Staging and reinforcement.
5. Road Work :- Construction of road etc.

The above list is only indicative and not exhaustive.

Sub-Divisional Officer ,  
Sub-Division No.I ,  
River Research Institute,  
HCL, Mohonpur, Nadia.

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IRRIGATION & WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
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MOHONPUR, NADIA

**NOTICE INVITING TENDER NO. 01/S.D.O./RRI/HCL OF 2019-20**

Circulated Vide Memo No. 154

Dated : 11.09.2019

- 1.Last date of receiving application for issuing Tender Documents : **18.09.2019 up to 3.00 P.M.**
- 2.Date of issue of Tender Documents: **19.09.2019 up to 3.00 P.M.**
- 3.Date and time for dropping of tender papers : **23.09.2019 up to 2.00 P.M.** at the Office of the Sub-Divisional Officer I,RRI/HCL,Mohanpur ,Nadia.
- 4.Date and time of opening Tender : **23.09.2019 at 2.30 P.M.**

**Additional Terms and Conditions**

All papers along with applications must be attested and original have to be produced for verification during submission of application.

**LIST OF WORKS**

Sl. No.	Name of Work	Amount put to tender (Rs.)	Ernest Money (Rs.)	Cost of tender paper & Schedule etc.	Time allowed for completion of work	Eligibility of Contractor
1	"Procurement of curtains and its accessories , bed sheet, pillow with cover, bath towel and blanket, horizontal blind, roller blind for dormitory at Coochbehar campus, River Research Institute, including G.S.T. & other charges complete."	1,27,947/-	2,559/-	NIL	20(twenty) days	Bonafied outsiders having experience and ability in similar nature of work and requisite credential of executing single similar work of value not less than 30% of amount put to tender during last 5(five)years.

Sub-Divisional Officer  
Sub-Division No.I  
River Research Institute  
I&Wdte.Govt.Of W.B.  
HCL,Mohanpur, Nadia

Memo No. 154

Date: - 11.09.2019.

Copy forwarded for information and necessary action to:-

1. The Director, River Research Institute, W.B., HCL, Mohanpur, Nadia.
2. The Executive Engineer (SDP), RRI, HCL, Mohanpur, Nadia.
3. The Divisional Accountant, R.R.I., W.B., HCL, Nadia.
4. The Divisional Estimator, R.R.I., W.B., HCL, Nadia.
5. Notice Board, R.R.I., HCL.

**Sub -Divisional Officer,  
Sub-Division No.-I,  
River Research Institute,  
HCL, Mohanpur, Nadia.**