



GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAY DIRECTORATE  
Office of the Sub- Divisional Officer  
Lachmapore Irrigation Division  
P.O. - Midnapore, Dist. - Paschim Medinipore  
Ph: 03222- 275306 Email-sdo.lachmapur@gmail.com

Memo No: 584

Date: 05.10.2020

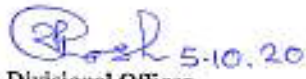
**NOTICE INVITING TENDER**

**LIST OF WORK FOR NOTICE INVITING TENDER NO.- WBIW/SDO/LISD/NIT-3<sup>L</sup> of 2020-2021.**

Sealed Tender in prescribed forms for the following work is hereby invited by the undersigned.

- |      |  |            |
|------|--|------------|
| i)   | Last date and time of receiving application for tender forms upto 2.00 pm on | 14.10.2020 |
| ii)  | Last date and time for issuing tender forms upto 4.00 pm on                  | 14.10.2020 |
| iii) | Last date of and time for receiving tender forms upto 2.00 pm on             | 15.10.2020 |
| iv)  | Date and time for opening tender forms after 4.00 pm on                      | 15.10.2020 |

Sl. No.	Name of Work	Estimated amount put to tender	Earnest Money	Time allowed	Contractors Eligibility
1	"Improvement of Vidyasagar Ghat (DAV School Ghat) & Jail Pukur at Block-Midnapore Sadar, P.S.-Kotowali, Dist-Paschim Medinipur.	Rs. 2,25,062.00	Rs.4501/-	7(seven) days	Bonafied Contractors having requisite credentials at least 50% of the value of similar nature of single work for the last five years.
2	"Improvement of Gandhi Ghat at Left Bank of River Kangsabati at Block-Midnapore Sadar, P.S.-Kotowali, Dist-Paschim Medinipur."	Rs. 1,06,644.00	Rs.2133/-	7(seven) days	

  
Sub Divisional Officer  
Lachmapur (I) Sub-Division  
Midnapore, Paschim Medinipur

Memo No-584/6

Date-05.10.2020

**Copy submitted / forwarded for information and wide Circulation to the:-**

- 1) Superintending Engineer, Western Circle-II, I & W Dte. Paschim Medinipur.
- 2) Executive Engineer, West Midnapore Division Paschim Medinipur.
- 3) Sabhadhipati, Paschim Medinipur Zilla Parishad, Paschim Midnapore.
- 4) Sub-Divisional Officer, Ghatal (I) Sub-Division, Paschim Medinipur.
- 5) Sub-Divisional Officer, Investigation Sub-Division No-II, Paschim Medinipur.
- 6) Office Notice Board.

  
Sub Divisional Officer  
Lachmapur (I) Sub-Division  
Midnapore, Paschim Medinipur



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Ph: 03222- 275306 Email-[sdolachmapur@gmail.com](mailto:sdolachmapur@gmail.com)

Memo No- 584

Date-05.10.2020

**NOTICE INVITING TENDER**

(For works of estimated cost below Rs. 3.00 lakhs)

**NOTICE INVITING TENDER NO.- WBIW/SDO/LISD/NIT-3<sup>L</sup> of 2020-21**

1. Separate sealed Tenders in printed forms are hereby invited by the Lachmapore Irrigation Sub-Division (I & W Dte.) on behalf of the Governor of the State of West Bengal in W.B Form No.2911/2911(i)/2911 (ii) for the works as per list attached herewith, from the eligible enlisted contractors of Irrigation & Waterways Directorate, Govt of West Bengal of appropriate classes/bonafide, reliable resourceful contractors having sufficient experiences in execution of similar nature of works as per categorization, detailed hereunder in Para 5(ii) of this N.I.T.

**2. Details of work**

Sl No	Name of Work	Amount put to Tender	Earnest Money	Cost of Tender Paper with Schedule and other necessary papers	Contractors Eligible for participation the tender	Time of completion of work
AS PER LIST ATTACHED						

**3. Time Schedule of Tender procedure:-**

i)	N.I.T. No.- & Date	WBIW/SDO/LISD/NIT-3 <sup>L</sup> of 2020-2021				
ii)	Last Date & Time for application for Tender Form	14.10.2020	upto 2.00 P.M.			
iii)	Last Date & Time for issue of Tender Papers.	14.10.2020	upto 4.00 P.M.			
iv)	Place of dropping of tender documents	Office of the Sub-Divisional Officer, Lachmapur Irrigation Sub-Division, Midnapore, Paschim Medinipur				
v)	Date & Time for dropping Tender paper in the Tender box	15.10.2020	upto 2.00 P.M.			
vi)	Date & Time of opening of Tender papers in the office	15.10.2020	After 4.00 P.M.			

**4. Tender Documents:-**

The Tender documents shall consists of the following and other relevant particulars may be seen by the intending Tenderers or by their duly authorized representatives during office hours between 11.00 A.M and 4.00 P.M on every working day till the last date of issue of the Tender Forms in the office of the undersigned. :-

- Notice Inviting Tender
- W.B.F No. 2911/2911(i)/2911 (ii)
- Price Schedule, Additional Terms & Conditions, Special Terms & Conditions, General Specification of the work and other relevant documents.
- Plans and Drawings where necessary (these will not be required to be submitted with the tenders but this will form part of the tender documents at the time of executing the agreement after acceptance).



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

**5. Application for Purchase of Tender Forms:**

*Intending Tenderers having experience only the similar nature of work as described in list of work will have to be submit application (in duplicate) duly enclosed with the self attested copies of the following documents praying for purchase of Tender Form duly addressed to the Lachmapore Irrigation Sub-Division (I & W Dte.), Midnapore, Paschim Medinipur and in terms of the Memo No 1496-IA.IW/O/IA-11C (T)-1/2004 dated 17<sup>th</sup> September,2004 and subsequently modified by a corrigendum circulated vide Memo No 1493- IA.IW/O/IA-11C (T)-1/2004 dated 21<sup>st</sup> November.2005 of the Secretary to the Govt. of West Bengal, I & W D,(regarding Tender Committee). The application will be received at the office of the Lachmapore Irrigation Sub-Division (I & W Dte.), Midnapur, Paschim Medinipur on any working days between 11.00 A.M to 4.00 P.M on or before the last Date & Time for application as scheduled in Para (3) above or revised time schedule as per the 'CORRIGENDUM' issued subsequently.*

**Copies of Documents:-**

**Each application for purchase of tender form is to be accompanied by attested copies supported by original for verification at the time of submission of application.**

- ii) P.T (Professional Tax) Clearance Certificate and IT 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 single similar work as per categorization of works appended below to an extent of at least 50% (fifty percent) of the value of the work for which Tender is desired, executed within last 5 (five) years (to be determined from the actual year of completion, considering current financial year as year-1).
- iv) List of Technical & Non-Technical staff and list of works in progress with their respective value.
- v) Eligibility certificate/N.O.C issued by the A.R.C.S (for Engineers' Co-operative Societies only).
- vi) A statement showing number and value of works presently under execution by the Tenderer under the Irrigation & waterways Department and other Govt. Department/Organization as stated in Paragraph 5(b) hereunder.
- vii) Declaration by the applicant to the effect that there is no other application for tender Paper for work in The N.I.T in which he/she/they has/have common interest 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.

***a) Credentials of the work executed under Irrigation & Waterways Department will be accepted Credentials of work executed under Public Works Department/ Public Works (Roads) Department /Public Health Department, Zilla Parishads, WBHIDCO, Central Government Department, Mackintosh Burn Ltd. Westinghouse Saxby Farmer Ltd. May also be considered.***

**6. Scope of disqualification for issuing Tender Forms:**

Due to any one of the following 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) Submission of any old completion certificate and old 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 register 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.) and current audit Report for both Engineers and Labour Co-operative Societies.
- 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 are to be fulfilled properly; pending fulfillment of which Tender Forms may not be issued.

8. **Not satisfied with the decision of the committee for issuing Tender Paper:**

In terms of provision laid down in Para 5 of the Standard form of N.I.T circulated vide Memo No 1535 (8)-SIW/IW/O/1A-11-C (T)-01/2004 dated 04.12.2009 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Department 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 to High Value Tenders. Necessary communication regarding his appeal to the Appellate Authority must be brought top 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.

9. **Purchase of Tender Forms**

Tender documents etc. will however be available and be issued from the office Lachmapore Irrigation Sub-Division, Midnapur, where he/they have got permission on cash payment of requisite amount (non-refundable). 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.

10. **Inspection to Site by the intending Tenderer before submitting Tender:**

Before submitting any Tender the intending Tenderers should make himself/themselves acquainted thoroughly with the local conditions prevailing by actual inspection of the site and take into considerations of all factors and difficulties likely to be involved in the execution of work in all aspects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labours and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterward. Local problem related to encroachment etc. will have prima-facie to be dealt by the working agency.

11. **Earnest Money:**

a) Earnest Money as noted below will only be accepted. In any form other than those mentioned below will not be accepted. No adjustment of any sorts of under mentioned earnest Money previously deposited for other works will be considered. Tender without or improper earnest money will forthwith be treated as 'INFORMAL'

Demand Draft of scheduled Banks guaranteed by the Reserve Bank of India may be accepted as Earnest Money and / or Security Deposit.

All the deposit to be credited under the Head "P.W.Deposit" within the district of Paschim Medinipore in favour of the Lachmapore Irrigation Sub-Division, Midnapur related to works.

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 (ii) stated above as well as on the envelope will be dropped in the following offices in addition to this office on the schedule date & Time as stated in Para (3) above and or the changing schedule made vide issuing necessary CORRIGENDUM duly addressed to the Executive Engineer, West Midnapur Division, Midnapore, Paschim Medinipur.

13. **Opening of Tenders:**

i) Tender to be opened by the Lachmapore Irrigation Sub-Division or by his authorized representative at schedule date & time enclosed herewith as stated in the N.I.T or in the Corrigendum in presence of the participating Tenderer or his/her authorized representatives who may be present at the time of opening and will put initials in the opening register.

ii) 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 complaint or grievance whatsoever and,



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 resource to either for want of time or because of no like hood of getting more favorable rates and negotiations with contractors are considered necessary for obtaining rates 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:**

The acceptance of tender will rest with the Lachmapore Irrigation Sub-Division who does not bind himself to accept the lowest tender and reserves the right to reject in any or all the tenders so received and to distribute work between two or more (in case of same rate) than two tenderers without assigning any reason thereof.

The tenderer, whose tender is approved for acceptance shall, within 10 days of the receipt of an intimation to the effect sent to him or prior to making agreement with the tender accepting authority, whichever is earlier, shall deposit an additional amount together with the 2% of the earnest money so as to make 5% of the tendered amount of the works. Failing the deposit of this additional sum within the period specified above, the earnest money shall forthwith stand forfeited to Government.

15. 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 deem proper.
16. Intending Tenderers should be equipped with plants, machinery equipment and pumping machinery complete with all accessories as required for the work as the Department may not be in a position to issue such plants & machinery.
17. 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 & WD, Joint venture of Firms constituted and duly registered with the appropriate authority will be considered for issuance of Tender Papers.
18. 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.
19. Copies of Partnership deed and Firm Registration duly self-attested shall invariably be submitted with the application by a partnership firm.
20. Tenderers should quote their rates both in figures and words in terms of overall percentage. "Below" or "above" or "at par" with the price schedule both in the 2<sup>nd</sup> page of W.B.F 2911 (ii) and the last page of price schedule.
21. Any tender containing overwriting or same handwriting with other tender paper is liable to be rejected.
22. 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 rendered should be attested by an witness.
23. The rate quoted by 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.
24. Any superfluous conditional tender, which does not fulfill any of above conditions, and is incomplete in any respect, is liable to be rejected.
25. VAT, Sales Tax, Royalty and all other statutory Levy/Cess will have to borne by the Contractor. The engaged Contractors need to get registered under BOCW (RECS) Act and shall have to contribute towards a fund namely **"The West Bengal Building & other Construction worker's Welfare Fund"** @ 1.00 % (one point zero zero percent) of the total amount of the work value of which will be deducted directly from the bill value and remitted as per requirement of the said Act as per Finance Department Notification No 853-F dated 01.02.2006.



26. 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.
27. 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.
28. The contractor has to obtain labour license from the office of the Joint Labour Commissioner of the concerned District in which the location/site of 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 proforma of Labour Department in form V for doing the needful by the authority of Labour Department.
29. As per rule, the intending tenderer has to submit a declaration or to disclose his/her/their name (s) & style of another firm/individuals (where he is also officiating) in the application for issuing forms falling which the discussion of the undersigned regarding the matter will be final & binding upon all.
30. The tenderer should submit a statement at the time of submission of his tender showing the Technical Staff to be engaged for the work, with their Technical qualifications, failing which the tender may be liable to rejection.
31. The Tenderer will have to, if so desired by the Tender Accepting authority, submit his analysis to justify the rate quoted by him/them.
32. 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.
33. The successful Tenderer will have to execute the duplicate/triplicate/quadruplicate (Plain Paper) copies of his/their tender which will have to obtained by additional cash payment in the office of the Executive Engineer, West Midnapur Division, Midnapur, 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.
34. If any Tenderer withdraws his tender before its acceptance or refuses/fails to convert it into a contract within a reasonable time. Without giving any satisfactory explanation for such withdrawals/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.
35. 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 form of 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, West Midnapur Division, Midnapore, Paschim Medinipur related to work, in proper shape.
  - c) If the all pages of the Tender document 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.

36. a) In terms of the provisions in Para 230 Page of I & W D Code, Volume-I and at the same time provided in Para 15093) of W.B Works Departmental Manual. The Earnest Money of all the Tenderers other than 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 1<sup>st</sup> page of W.B.F 2911 in case of rejected Tender, Earnest Money shall be refunded within 10 (ten) days from the date of decision.
37. To verify the competency, capacity and financial stability of the intending tenderers the tender paper issuing authority any demand production of any necessary documents as it may deem necessary.
38. As per G.O No. 1327(8)/1A dated 26<sup>th</sup> November, 2001 of Irrigation & waterways Department, Government of West Bengal. Clause 25 of Tender Form No 2911(ji) stand deleted in respect of contract of value less than 100.00 Lakhs.
39. 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.
40. 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.
41. The decision of the Executive Engineer regarding issuance of Tender Paper or ignorance for issuing the Tender Paper is final.
42. Tender may be cancelled in any stage without assigning any reason.
43. Any discrepancies if found, in the documents/statement the tender shall be cancelled in the subsequent stage with imposition of lawful action for his act of submission of document.
44. Apart from all the above conditions and criteria the 'Past and Present' performances of the agencies will be considered while issuing tender papers.
45. 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.
46. Subletting of work is strictly prohibited & will be viewed seriously & disqualify the agency to participate in the next Tender.
47. All specifications, Terms and conditions etc. of the printed schedule of rates of SE/WC-II, P.W.D, P.W.D (Roads) will be applicable unless otherwise specified.
48. In terms of the Memo No 3007-F dated 26.08.1967 communicated vide Memo No 0121/19150) C.I dated 31.03.2000/12.04.2000 of Chief Engineer-I, I & W Dte. Govt. of West Bengal, deduction of security money from the contractors is limited to maximum Rs.1, 00,000.00 (Rupees one lakh only).
49. Apart from all the above, only in the interest of the Government, the undersigned may allowed purchasing Tender Forms to such agency/agencies who/they will fulfilled the other criteria and his/their Past or Present performances is/are satisfactory but his /their credentials in regards to completion and Payment certificates stand less than the requirement.
50. **Tender forms will not be issued after due date and No Tender Forms will be sent by Post.**

Sub- Divisional Officer  
Lachmapore Irrigation Sub-Division  
Irrigation & Waterways Directorate  
P.O - Midnapore, Dist. - Paschim Medinipur



Copy submitted / forwarded for information and wide Circulation to the:-

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- 2) Executive Engineer, West Midnapore Division Paschim Medinipur.
- 3) Sabhadhipati, Paschim Medinipur Zilla Parishad, Paschim Midnapore.
- 4) Sub-Divisional Officer, Ghatal (I) Sub-Division, Paschim Medinipur.
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