



Government of West Bengal
Irrigation & Waterways Directorate
Office of the Sub-Divisional Officer
Kangsabati Canals Sub-Division No-XII
Bidhannagar, Midnapore, Paschim Medinipore , Pin-721101
E- Mail ID: aekcsubdivn12@gmail.com

Memo No: 292

Date: 03.11.2020

NOTICE INVITING QUOTATION

OFFLINE - N.I.Q No - WBIW / SDO / KCSD- XII/ NIQ - 01 /2020-21
(Ref: EE's Memo no. 264 dated 24.08.2020)

Sealed & signed quotations are hereby invited by the Sub-Divisional Officer, Kangsabati Canals Sub-Division No-XII under Kangsabati Canal Division No-IV, Irrigation & Waterways Directorate on behalf of the Governor of West Bengal through off line quotation for the work: "Supply 4(four) nos. 6.00-16/8PR JK F.K. Tyre with Tube for Govt. Vehicle no. WB-34D/1183 used by T.A. of CE(SW) under K. C. Division No-IV, Midnapore." from original owner/ bona fide experienced Regular Agency within Midnapore having sufficient credential and financial capability for execution of similar nature of .

Quotationer has to quote his/her rate on quotation paper on the basis of market rate inclusive of all statutory taxes excluding GST & Cess.

The Quotationer/Bidder has to apply with credential along with NIQ on his/her Letter Head Pad for issuing Quotation paper. They shall also have to furnish attested copies of valid IT/PT/GSTIN/PAN and proprietorship certificates in favour of the Farm.

The intending bidder/quotationer must read the Terms & Conditions contained in the Notice Inviting quotation (NIQ) carefully. He/she should particularly go through the eligibility criteria, and satisfy himself/herself of the mandatory requirements. Quotationer/ bidders desirous of participating in the quotation may submit bids for the work only if they fulfill the minimum eligibility criteria and are in possession of all the required documents.

All information consisting of NIQ and related documents, WB Form 2911/2911(i)/2911(ii), Bill of Quantities (BOQ), corrigenda / addenda, etc. if any, shall form the part of quotation document.

Last date & time of submission of application is on 10/11/2020 till 15.00 Hours IST.

LIST OF WORKS

OFF-NIQ No: WBIW/SDO/KCSD-XII/NIQ-01/2020-21.

Sl. No.	Details specification of the work	Unit	Rate Quoted by the Bidder/ Quotationer's	
			In Figure	In Word
1	2	3	4	5
1	Supply 4(four) nos. 6.00-16/8PR JK F.K. Tyre with Tube for Govt. Vehicle no. WB-34D/1183 used by T.A. of CE(SW) under K. C. Division No-IV, Midnapore.	each		

General procedure for submission of bid/Quotation

Bids are to be submitted only through offline on due date & time. All documents submitted in the quotation by the Quotation Inviting Authority forms an integral part of the works contract/Agreement. Quotationers/bidders are required to submit the entire set of documents along with all other relevant PQ documents as asked for in the NIQ within the stipulated date and time as notified in the NIQ.

2. Applications for Quotation: Signed application with Self Declaration in specimen *Form-1* which is to be submitted during bid submission .

3. Addenda/Corrigenda: If published in connection with the NIQ is to be submitted in the '**NIQ**' during bid submission.

4. (I) Certificate/s: The following are to be submitted in signed photocopy

- a. 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.
- b. Valid PAN Card of the bidder/s are required;
- c. Valid 15 digit Goods and Service Tax payer Identification Number (GSTIN) as per GST Act, 2017 & Rules made compulsory by Finance Department, GoWB irrespective of financial Turn Over of bidders .
- d. Latest authenticated Income Tax Return for current financial year or immediate preceding financial year of bidder.

5. Site inspection prior to submission of Quotation

Before submitting a quotation, the intending bidder should make themselves acquainted thoroughly with the local conditions prevailing at site of implementation of the work by undertaking field inspections and taking into consideration all probable factors and difficulties to be involved during execution of the work as per specification in all respects including transportation of materials, communication facilities, climatic conditions, minimum wage rules of GOWB

prevailing in the zone etc. and no claim whatsoever will be entertained on those accounts once the offer is accepted..

The quotationer/bidder may also contact the office of the designated **Assistant Engineer, KANGSABATI CANALS SUB-DIVISION No - XII** in between 11.30 hours to 16.30 hours on any working day, prior to the date of last date for submission of bid for quotation.

6. Conditional & incomplete quotations

Conditional and incomplete quotations are liable to be summarily rejected. No document will be entertained through FAX / e-mail .

7. Opening & evaluation of Quotation: Office of the Sub-Divisional Officer, K. C. Sub-Division No-XII.

8. Opening of Quotation

Quotation will be opened by the Quotation Inviting Authority or his authorised representative on due date and time in presence of intending quotationers.

9. General guidelines for acceptance of Quotation

Lowest valid rate should normally be accepted in accordance with the procedure . The Quotation Accepting Authority{ Superintending Engineer Kangsabati Circle-II} reserves the right to reject any quotation without assigning any reason.

10. Signing of formal tender contract/ agreement after acceptance of Quotation:

The contractor/bidder, whose bid is approved for acceptance, shall within 10 days of the receipt of Letter of Invitation (LOI) or letter of Acceptance (LOA) in his /her favour, will have to execute a 'Formal Agreement' with the Engineer-in -Charge in quadruplicate in W.B.F. 2911(i)/ 2911(ii) and all other contract documents, entire set of which may be obtained free of cost from the office of the designated Sub-Divisional Officer, Kangsabati Canals Sub-Division No-XII in charge of the work tendered. No cost escalation in any form is included in the Tender Contract Agreement. The quotationer has to submit **5000/-** money as security in the form of Bank Draft of any designated Bank in favour of *Executive Engineer, Kangsabati Canals Division No-IV*, payable at Midnapore.

11. Bid Validity:

The Bid will be normally valid for **365** days from the date of opening of the Quotation. However, extension of bid validity may be suitably considered by the Quotation inviting Authority, if required. Subject to written confirmation of the contract/bidder(s) to that effect.

12. Schedule of important dates for the Offline Quotation:

1	Last Date & Time of Application	10/11/2020 up to 15.00 Hours IST	
2	Last Date & Time of Issuing Quotation Paper	10/11/2020 after 15.00Hours IST	
3	Last Date & Time of dropping Quotation	11/11/2020 at 14.00 Hours IST	
4	Date & Time of opening of Quotation	11/11/2020 after 14.00 Hours IST	

13. Extension of last date for bid submission or any other Addendum/ Corrigendum, if unavoidable is to be notified as per Finance Department guidelines, in the, Departmental website and in Notice Board at least 24 hours before the original validity period of bid submission. Extension of bid submission date by issuance of a corrigendum shall not be treated as 2nd or subsequent call of re-quotation.

Terms & conditions of NIQ No. WBIW/SDO/KCSD-XII/NIQ-01/2020-21 :

1. The Executive Engineer of the concerned Division shall be the Engineer-in-Charge in respect of the works contract and all correspondence concerning rates, claims, change in specifications and/or design and similar important matters will be valid only if accepted/recommended by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and also approved by him/her. Instructions given by the Sub-Divisional Officer/Assistant Engineer and the Junior

Engineer/Section Officer (SO) on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute relating to specifications and work, the decision of Engineer-in-Charge shall be final and binding. The Engineer-in-Charge will however take all decisions relating to works contract only after recommendation/ advice of the Tender Accepting Authority. If there is more than the Executive Engineer assigned for the tender, the Chief Engineer would designate the Engineer-in-Charge for the work.

2. Acceptance of the quotation including the right to distribute the work between two or amongst more than two bidders with same L1 rates will rest with the Quotation Accepting Authority without assigning reason thereof to any of the bidders. The Quotation accepting authority reserves the right to reject any or all Quotation without assigning sufficient justification thereof to the bidder/contractor. No additional or excess work or additional items of work beyond the tendered amount would be generally allowed. All excess, supplementary or substitute supplementary items of work, if unavoidable are to be accepted by the Tender Accepting Authority only if the total value of work on completion is within the tendered amount. The exiting contract would be terminated after achieving work up to tendered cost (gross value) and balance work would be taken up afresh after fresh sanction and new tender, except in the interest of public services, in rare & special cases under specific approval of the Government.
3. The Contractor/bidder shall have to comply with the provisions of (a) Contract Labour (Regulation & Abolition) Rules, 1970 including its revisions (b) Minimum Wages Act 1948 and the modification thereof or any other laws relating thereto as will be in force from time to time.
4. Engineer-in-Charge shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on such grounds including non-possession of encumbrance free land. Escalation of cost due to inflationary effects or any other reason is not permitted during construction period or extended time period of contract.
5. Engineer-in-Charge shall not be held liable for any compensation due to machines & equipments becoming idle or any circumstances including untimely rains, other natural calamities, strikes etc.
6. All statutory taxes, viz. GST / labour welfare cess, labour insurance etc or revision of taxation rates even after AOC or commencement and before final completion of the work are to be borne by the contractor/bidder. Original tax invoice/challan or bill of those materials, which are procured by the bidder, may be asked to be submit for verification if required.
7. Labour Welfare Cess @ 1% of the cost of construction works shall be deducted from the Gross value of all works bills. Also it is instructed to compulsorily register his/her establishment under the Act, under the competent registering authority, i.e. Assistant Labour Commissioner / Dy. Labour Commissioner of the region for disbursing PF and ESI benefits of workers. The bidder should be mandatorily be registered online with Employees Provident Fund Organisation (EPFO) in the on-line system and posses EPF code and all current documents. Penalties and complaints due to non compliance of on-line EPF registration and default is the full responsibility of the bidder even if the TIA is by default the Principal employer
8. No mobilization / secured advance will be allowed unless specified otherwise in the contract or the Notice Inviting Tender.
9. GST, Cess, Income Tax, and other Statutory Government Taxes as applicable during project implementation are to be paid by the contractor/bidder. The rates of supply and finished work items are inclusive of these taxes and levy. Tax invoice/bills needs to be submitted by the supplier/bidder for raising claims under the contract after attaining of physical milestones showing separately the tax charged in accordance with the provisions of GST Act, 2017.
10. The agency engaged for this work will have to maintain a regular contact with the Assistant Engineer of K. C. Sub-Division No-XII & Sectional Officer, Head Quarters Section concerned and holds discussion with him regarding performance and attendance of the guards time to time.
11. The agency will keep him ready to take up the work within seven (7) days from the date of issue of work order or from any other special date as will be mentioned.
12. The agency will not be entitled to withdraw the agreement without assigning to the authority prior to 3 months.

13. The undersigned reserves the right to terminate the agreement at any time without assigning any reason what so ever by forfeiting the security deposit
14. All bidders are requested to be present personally during opening of quotation positively

(Sd/- N. C. Khan
Sub-Divisional Officer
Kangsabati Canals Sub-Division no-XII
Bidhannagar, Midnapore.

Certified that I have read all the above (14 points) terms and condition and agree to abide by the same and rate quoted by me is @ Rs. and I am binding to all those terms and condition as laid down in NIQ.

Date:

Signature of the Quotationer

Memo No : 292/11

Date: 03.11.2020

Copy submitted /forwarded for information & wide Circulation to :-

1. The District Magistrate, Paschim Medinipur.
2. The Chief Engineer, South West, Khasjungle, Abas, Midnapore
3. The Superintending Engineer, Kangsabati Circle-II, Khasjungle, Abas, Midnapore
4. The Karmadhakshya, Krishi-o-Sech, Paschim Medinipur Zilla Parishad.
5. The Executive Engineer, Kangsabati Canal Division No.- IV, Paschim Medinipur
6. The Executive Engineer, West Midnapore Division, Paschim Medinipur
7. The Sub-Divisional Officer, K.C. Sub-Division No.-XIV/XV, Paschim Medinipur.
8. The Block Development Officer, Midnapore Sadar Block, Paschim Medinipur.
9. The Sectional Officer, Bhadutala Section.
10. Departmental Website for web circulation.
11. Office Notice Board.

Sub-Divisional Officer
Kangsabati Canals Sub-Division-XII,
Bidhannagar Midnapore