



IRRIGATION AND WATERWAYS DIRECTORATE  
OFFICE OF THE EXECUTIVE ENGINEER  
**JHARGRAM FLOOD MANAGEMENT & PLANNING DIVISION**  
GHORADHARA, JHARGRAM, PIN 721507.  
e-Mail: eejfmpd2018@gmail.com

Memo No. 431<sup>E</sup>

Date. 23-06-2021

**SHORT NOTICE INVITING TENDER NO.:02/EE/JFMPD of 2021-22.**

1. Sealed and Separate tenders in specified tender forms are invited by the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram for the work mentioned in the annexed list (one no work), from the eligible Contractors of as mentioned in the said Annexure. The Contract Documents can be seen / collected at the office of the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram between the hours of 11-00 A.M. to 4-00 P.M. on all working days, as well as can be downloaded from [http://wbiwd.gov.in/tender\\_notice.php](http://wbiwd.gov.in/tender_notice.php).

**2. Eligibility of Contractors:**

The contractors will have to submit documentary evidences of technical credentials as to their eligibility to participate in the tender. The intending contractors should have completed within stipulated time at least 1 (one) similar type/nature of work with minimum credential of **30%** (Thirty percent) of the amount put to tender in a single tender executed during any one of the preceding 5 (five) years. A **Completion Certificate(C.C)** is to be produced, which should be issued not below the rank of the Executive engineer of Govt Organisation in this regard.

**3. Application for issue of Tender Form:**

A. Applications for issuing of tender forms are to be made to the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram. Application is to be made in the Applicant's letter-head in prescribed proforma attached herewith, failing which application will be treated as incomplete and void.

B. Each application for Issue of tender form is to be accompanied by attested Xerox copies of the following: -

i) PAN Card, Income Tax and Professional Tax clearance certificate from appropriate authority valid beyond the date of opening of Tender.

ii) Technical Credential

iii) Partnership Deed in case of Partnership Firm

iv) Registration papers, current audit report, (at least up to the 2<sup>nd</sup> last years preceding the current one), copy of Bye-laws, No Objection Certificate of A.R.C.S. in case of Registered Engineers Co-operatives.

v) Statement showing similar nature of works successfully completed during last five years.

vi) Valid 15-digit Goods and Services Taxpayer identification Number (GSTIN) under GST Act, 2017

C. Original documents, if desired, will have to be produced for verification.

**D. Following cases will also be taken in to consideration in time of acceptance of application for issuance of tender paper**

i) Tender Paper dropped without draft of EMD for instant case or one or more previous occasions by the same applicant contractor.

ii) Work Order issued against any previous work in the name of applicant Contractor, but not started by the contractor in time or not completed the same within justified extended time allotted by the competent authority or any previous work of applicant Contractor terminated as per Memorandum of Clause of Contract.

**4. Effective Management of Work Site**

Being contractor he must attend site at the execution spot for holding progress and other problem on few occasion, whenever demanded by the Engineer-in-Charge. If *any agency depends solely on authorized agent and completely avoid personal appearance, his performance will not be considered eligible for accepting the application for issuance of tender Paper next time.*

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

All the applications for issue of Tender Forms received by the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram will be considered subject to the fulfilment of criterions as per clause 2, 3 & 4 above. The decision of the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram will stand final. Financial Evaluation will be done only for those applicants whose application for issue of tender form will be accepted by the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram

**6. Dropping of Tenders:**

Tenders in sealed covers as mentioned herein below are to be dropped in the office of the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram on the date specified in the Annexure.

Tender documents for each work will be prepared in two sealed covers. In one cover there will be documents as mentioned in Para 3 A & 3 B above and Earnest Money Draft. This first sealed cover should be labeled as "Application for Sl. No..... of NIT No.....". The second sealed cover should contain NIT documents,

2911 and the schedule of work containing signature of the applicant in each page as a token of acceptance along with quoted rate as specified place and labelled as "Tender Documents of Sl. No..... of NIT No.....". Both the cover should be sealed in a big cover and labelled distinctly & correctly.

#### **7. Opening of Tenders:**

The tenders will be opened as the manner stated herein below at the scheduled time as mentioned in Annexure, by the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram in his office, in the presence of the tenderers or their duly authorized representatives. No subsequent objections whatsoever, raised by any participant, not present during the opening of tenders will be entertained.

**Big outer sealed cover will be opened and cover labelled "Application for Sl. No..... of NIT No....." will be opened first for evaluation of eligibility. If and only if the application for issuance of tender paper is accepted by the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram then only other sealed cover labelled "Tender Documents of Sl. No..... of NIT No....." will be opened and evaluated otherwise it will not be opened at all and EMD will be released.**

#### **9. Earnest Money Deposit (EMD):**

Each Tenderer will have to deposit earnest money (EMD) of the amount specified in the annexure list of works in the following forms: -

i) Earnest money deposited in S.B.I or any Nationalized Bank in the shape of Bank Draft / D.C.R. in favour of the **Executive Engineer, Jhargram Flood Management and Planning Division**, payable at Jhargram will be valid for the purpose. The original document must be affixed with the Application.

ii) No cheque or cash money will be accepted as Earnest Money.

iv) Earnest Money in the shape of N.S.C, K.V.P, and N.S.S. will not be accepted.

v) Adjustment of Earnest money with previous deposit if any cannot be entertained in any case.

vi) Contractors should have to deposit 2.00% (Two point zero percent) of amount put to tender as stated in the list of works during dropping of tender forms and additional security shall be deducted from the progressive bills at 1% or such amount from each such bill, so that the total deduction together with the 2% EMD constitutes 3% of the tendered value of work as actually done.

#### **vii) Security Money:**

a) In respect of successful tenders, the deposited earnest money 2.00% (Two point zero percent) of the amount put to tender will be converted as a part of Security Deposit and an additional security @ 8% (eight percent) of the work value as per accepted rate will be deducted from the progressive bills. All Contractors will be treated as outsider Contractor and deduction of security deposit will be followed as above.

**b) Additional Performance Bank Guarantee:** "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 B0Q or below by more than 20% of the tender B0Q. 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/Lol) within 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. If the bidder fails to submit the said value of BG as Additional Performance Security within the seven working days, he may pray for extension of BG submission date within the prescribed 7 days period by another seven days with reasons to be recorded in writing (which is 14 working days from date of issuance of LoA). 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 proper 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.

As per Dept. Memo No.- 306-IB/IW-14011(34)/1/2018-JS(IW), DATED: 06.08.2018, the entire Security Deposit or the Performance Security may be released after physical and financial completion of the project but before expiry of the security period or defect liability period against receipt of equivalent amount of bank guarantee of approved bank of RBI which should remain valid till the expiry of the defect liability period.

Now, the total Security Deposit is 3%. So there is no need of further depositing BG after EMD. Rather deduction from the R/A bills should be such that the total Performance Security including the EMD already deposited should not exceed 3%

(Ref: Order No: 201-F(Y) Dated. 18.01.2021 of the Finance Department)

**11.** The Tenderer should quote his rates both in figures as well as in words in terms of overall percentage ABOVE / BELOW / AT PAR the schedule of rates shown in the schedule of items of works.

**12.** The Tenderer should sign in each page of the tender documents and should write his name and full address in the blank space of last page of the tender forms.

**13.** The tender with overwriting, illegible writing, erasing and incomplete one are liable to rejection.

In the event of tender being submitted by a Partnership Firm it must be signed by each of the partners of the firm or a Power of Attorney holder, as stipulated in the Indian Partnership Act.

15. All the tenders in which any one of the prescribed conditions is not fulfilled will be rejected.

16. All the working tools and plants are to be arranged and supplied by the contractor entrusted with the work.

17. Acceptance of the tender will rest with the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte., Jhargram, who does not bind himself to accept the lowest tender and reserves the right to reject any or all the tenders received without assigning any reason whatsoever.

18. In case of any non-scheduled Holiday/ Bundh/Strike in the aforesaid dates the next working will be treated as the scheduled date for that purpose.

o/c  
23/06/21  
Executive Engineer  
Jhargram FMP Division  
Jhargram

**ADDITIONAL TERMS & CONDITION  
(TO FORM A PART OF THE TENDER DOCUMENT)**

1. a) The works are to be executed as per specification stipulated in the schedule of Rates of the PWDSOR (Building Work) & USOR, I. & W. Dte., & P.W. (Roads) etc. as the case may be. However provisions in the relevant Indian standard will be followed for items which are not covered by any of the above schedules of rates.

b) Measurement of works will be taken as per mode of the measurement stipulated in the schedule of rates mentioned in 1 (a) above.

2. a) Intending tenderers should thoroughly read the tender documents including the relevant drawings so as to acquire clear & accurate idea about the works to be done. The tender documents & the drawings can be seen in the concerned Division / Assistant Engineer office.

b) Before tendering the tenderer should acquaint himself about the site of the works. Particular attention should be given to the following: -

i) Approach facility to the site.

ii) Land for labour camp stack yard for materials & machinery.

iii) Availability of water

iv) General site condition Rate should be quoted taking into consideration of all the above aspects. No claim whatsoever on account of above factors will be entertained.

3. Every page of the Tender form (Tender documents) is to be signed by the Tenderer as a token acceptance of all the terms & conditions contained therein. Full signature on the second page of the tender form must be affixed.

4. Transport of all materials including those issued by the Deptt. From Departmental godown shall be arranged by the Contractor himself. All expenses in this connection shall be borne by the contractor.

5. All construction materials except those to be supplied by the Deptt. Labour, tools & Plants, machinery & equipments required for execution of the work shall be arranged & supplied by the contractor at his own cost.

6. The tenderer shall quote his rate inclusive of all statutory taxes, cess, levies etc. including royalty on minor mineral, sales tax etc.

7. Royalty & cess payment documents from appropriate authority in respect of minor minerals consumed in the work must be submitted to the Deptt. As & when called for. In the event of failure to produce these documents sums due on this account as per rule shall be deducted from the Contractor's bill. 1% (One percent) Cess will be deducted from the Contractor's Bill under West Bengal Building & Other worker Welfare as per (REC & S) Rule - 2004.

8. No claim for idle labour on any account under any circumstances shall be entertained.

9. The contractor shall maintain Site Instruction Book at site for noting instructions by the Inspecting officers of the Deptt. This book shall have machine numbered pages in triplicate & shall be got duly authenticated by the Engineer - in - charge or his representative. The site instruction book shall be deposited to the Deptt. On the completion of the work.

10. Tenders incomplete in any respect shall be liable to outright rejection.

11. Tenderer, whose tender is accepted, shall execute formal agreement for execution of the work within 7 (seven) days from the date of communication of acceptance of his tender failing which the Tender will be liable to rejection without any further intimation.

12. a) The contractor will have to arrange at his own cost for land for his labour camp, stack yard, go-down for materials & yard for machinery & equipments required for the work. Departmental land if available at or near vicinity of the worksite may be spared to the Contractor of the aforesaid purposes on rent.

b) The Contractor will have to arrange at his own cost for approach road to the work site for carriage of construction materials, machinery & equipment required for the work if necessary. Existing roads are to be repaired & arrangements for crossing channels are also to be made at his own cost. Regarding damage caused to existing lines of communication are to be made good after completion of the work.

13. All tenders in which any of the prescribed conditions are not fulfilled will be rejected.

14. Works under the Programme are required to be completed within a fixed time period with very high standard of quality. Hence, prayer for extension of time is normally discouraged.

15. Payment will be made as per availability of fund on appropriate head.

16. Bid may be invited from the participants to lower down the rate further, if necessary, for which no separate notice will be issued.

17. If any bidder, does not participate in tender after receiving tender form, he may be debarred for some time to participate in future tender of this Division.

o/c  
23/06/21  
Executive Engineer  
Jhargram FMP Division  
Jhargram.

**Copy for information & wide Circulation to the:-**

1. Savadhipati, Jhargram Zilla Parishad, Jhargram.
2. Superintending Engineer, Western Circle, II, I & W Dte. Midnapur, Paschim Medinipur.
3. District Magistrate., Jhargram.
4. Executive Engineer, KC-V Divn, I & W Dte
5. SDO/A E-I/II, Jhargram FMP Division, I & W Dte. Jhargram.
6. District Information and Cultural Officer, Jhargram with request to circulate all concerned.
7. Office Notice Board / Divisional Accounts Officer of Jhargram FMP Division.

Noted  
23/06/21

o/c Executive Engineer  
Jhargram FMP Division  
Jhargram.

**Annexure**

**Government of West Bengal,  
Irrigation & Waterways Directorate,  
Office of the Executive Engineer  
Jhargram Flood Management & Planning Division,  
JHARGRAM.**

Memo No.: 431<sup>E</sup>

Date:- 23-06-2021.

Last Date & Time for application (with 2911(ii), NIT, BOQ & all others 5 relevant papers download from departmental website wbiwd.in	28-06-2021	Up to 3-00 P.M.
Last Date & Time for issue of Tender paper.	29-06-2021	Up to 4-00 P.M.
Last Date & Time for dropping Tender paper at the office of the Executive Engineer (I & W Dte.), Jhargram Flood Management and Planning Division, Jhargram.	<b>30-06-2021</b>	<b>Up to 3-00 P.M.</b>
Date & Time of opening of Tender in the office of the Undersigned	30-06-2021	After 3-00 P.M.

**LIST OF WORKS FOR SHORT NOTICE INVITING TENDER NO- 02/EE/JFMPD of 2021-22 of Jhargram Flood Management & Planning Division (I & W Dte.) WITH ADDITIONAL TERMS AND CONDITIONS (TO FORM A PART OF THE TENDER DOCUMENTS).**

Sl. No.	Name of Scheme / Work	Amount put to tender (Rs.)	Earnest Money (Rs.)	Time Allowed	Contractors eligibility
1	Emergent Initial Restroation of damaged portion of Right bank of Kangsabati for protecting existing RLI pump house, at Mouza-Baita, J.L No.- 901, Block- Binpur-I, P.S.- Lalgah, Dist- Jhargram under Jhargram Flood Management & Planning Division.	9,51,757.00	19035.00	20 days	Bonafide outsider having similar credential.

Noted  
23/06/21

o/c Executive Engineer  
Jhargram FMP Division  
Jhargram.

**TIME SCHEDULE OF SHORT NOTICE INVITING TENDER NO- 02/EE/JFMPD OF  
2021-22 OF Jhargram Flood Management & Planning Division, I & W. Dte.,  
Jhargram.**

a) Date, time and Place for Dropping Tender Forms: 30-06-2021 Up to 3:00 P.M  
Office of the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte.,  
Jhargram,

b) Date, time and Place for Opening Tender : 30-06-2021 After 3.00 P.M  
Office of the Executive Engineer, Jhargram Flood Management & Planning Division, I & W. Dte.,  
Jhargram,.

*N.B: Original documents of all attested copies which one enclosed with the application should be produced for verification before issuing Tender Forms. Payment will be made as per availability of fund under Head of Non Plan/ Plan Maintenance Fund/SDS of **Jhargram Flood Management & Planning Division. Jhargram.***

Non F Jaga  
23/06/21  
o/c  
Executive Engineer  
Jhargram FMP Division  
Jhargram.

APPLICATION FOR TENDER

To  
The Executive Engineer,  
Jhargram FMP Division  
Jhargram.

Tender No:-.....of 2021-22

Serial No of Work applied for :- .....

Amount put to Tender :Rs.....  
(Tender Value)

Dear Sir,

Having examined the NIT documents, I/we hereby would like to state that I/we willfully accept all your conditions and offer to execute the works as per Tender no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021\_\_

Full name of Bidder / Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bids

For & on behalf of (Name of Firm): \_\_\_\_\_

(In block Capital letters or typed)

Office address with seal if any:

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_