



W.B.F. No. -2914

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

e-mail: - [rrisdgp@gmail.com](mailto:rrisdgp@gmail.com)

Memo No.235

Date: - 02.08.2021

NOTICE INVITING TENDER No. -02/ SDO-II/RRI/HCL of 2021-2022

Separate sealed tenders in printed form invited by the Sub Divisional Officer, Sub-Division No.II, R.R.I/HCL 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, detailed hereunder.

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 proper authority.

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 02.00 PM on every working day, till 10-08-2021 in the office of the Sub Divisional Officer, Sub-Division No.II, R.R.I/HCL

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. Latest Professional Tax Payment Certificate (PTPC) or PT payment challan for current financial year or Government Order for exemption in other States, if applicable. Valid PAN Card in the name of bidder Organization Valid GST Identification number (GSTIN) document under the relevant GST Acts & Rules of State Govt. Income Tax Return under IT Act of immediate preceding financial year. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered. For Proprietorship Firms, Partnership Firms, Registered Company, Registered Co-operative Society,  
(Valid Trade License/ acknowledgement/Receipt of application for Trade License/Revalidation as applicable under the Rules) . For Partnership Firms  
(Legally valid Partnership Deed, Form-VIII/ Memorandum of Registration of Registrar of Firms, as applicable).  
For Companies  
(Incorporation Certificate, Memorandum of Articles of ROC, List of current owners/ Directors/Board Members ) For State Registered Co-operative Societies:  
(Society Registration certificate from ARCS of the State, Society by-laws, latest available Auditor's Report of Directorate of Co-operative Audit within proceeding five years as per Societies Act & Rules)

- 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 current financial year as Year I).

Firstly, the gross value of the work submitted as PQ Credential as per CC of similar in nature completed during the current financial year before date of publishing of NIT or within the preceding five FY will be multiplied by the following factors to take care of the inflationary effects to arrive at the gross notional amount.

Year	Description	Multiplying factor to arrive at gross notional amount
Current	The financial year of floating of NIT	1.00
1 <sup>st</sup>	1 year preceding the current financial year	1.08
2 <sup>nd</sup>	2 years preceding the current financial year	1.16
3 <sup>rd</sup>	3 years preceding the current financial year	1.26
4 <sup>th</sup>	4 years preceding the current financial year	1.36
5 <sup>th</sup>	5 years preceding the current financial year	1.47

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 issued by competent authority will normally be considered as credential. Apart from credentials of works executed under Irrigation & Waterways Department, credential of works executed under Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department & other State Government Departments, Zilla Parishads, WBSEDCL, KMDA, KMW & SA, KMC, HRBC; Engineering Departments of Central Government and Organizations like Railway, KOPT; and Mackintosh Burn Ltd, Westinghouse Saxby Farmer Ltd and Britannia Engineering Ltd may also be considered. Completion certificate 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 credentials may not be considered.

c. 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.

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, Sub-Division No.II, R.R.I/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.

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 labourers 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 **10-08-2021** between 11-30 hours and 14.00 hours on any working day.

7. "Demand Draft, Banker's Cheque, Treasury Challan, Deposit Call Receipts (DCR) and Fixed Deposit Receipts (FDR) of schedule Banks guaranteed by the Reserve Bank of India may be accepted as Earnest Money and / or Security Deposit" in favor of the **Executive Engineer, Sunderban Delta Project.**

8. 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 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. The Tenderers 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.

13. Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.

14. 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 as per present norms, or as may be prescribed by the Finance Department time to time.

15. 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 as Bank Guarantee shall be obtained in specimen Form-6 from any RBI approved Indian Bank located in West Bengal only, if the L1 bid is below 20% of the amount put to tender in addition to EMD and Security Deposit. (I&WD No. 09-W/2017-18 dated 20.07.2017 may be referred in the order link of wbiwd.gov.in) Authenticity of BG would be verified from the issuing bank during technical evaluation stage of tender.**

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

17. 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.

18. The successful Tenderers will have to execute the duplicate/ triplicate / quadruplicate copies of his tender which will have to be obtained free of cost in the office of the **Sub Divisional Officer, Sub-Division No.II, R.R.I/HCL** 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 for form of N.S.C. / Government Security etc. not held by the Tenderers and not properly pledged.

ii. 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, Sunderban Delta Project.**

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 Tenderer.

e. 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 26<sup>th</sup> 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. Participation in more than one serial of work out of list of works published in one NIT.**

Any contractor/bidder may bid for any number of Serials of work in a particular NIT, if more than one work have been published in that e-NIT, subject to fulfillment of all of the following conditions:

a. There should be full compatibility(matching between the technical I PQ credential submitted by the bidder in the form of Credential Certificate(CC)along with other relevant documents as stated under Clause 3.2BIII) relating to any work successfully completed by the bidder and technical PQ criteria specified in the NIT for any particular serial of works for which the bidder intends to bid. In other words, technical PQ credential certificate along with relevant documents submitted for any work should at the minimum; satisfy the technical PQ eligibility criteria specified for that work. Normally there should be separate CC along with relevant documents for each of the serial of works, the bidder intends to bid and the serial number relevant to the CC should be clearly written on the body of the CC and also on the other documents stated under **Clause 3.2BIII**. However, the bidder will also reserve the right to submit one CC along with relevant documents for bidding in more than one serial of work, provided cumulative technical PQ credential of all such serials should be fulfilled by one single CC. In such case also, serial numbers of the relevant works for which the CC is submitted should be clearly written on the body of the CC by the bidder. Omission of serial numbers on the body of the CC and also on the other documents stated under **Clause 3.2BIII**, in case of bidding for more than one serial will lead to rejection of all the bids.

b. Average of gross annual turnover of the individual bidder/Organization/consortium or Joint Venture for any three financial years within preceding five financial years, as stated under

Clause 7V, should not less than the summation of turn over requirements of the relevant individual serial of works for which the bidder intends to bid.

28. Sealed Tender should be dropped in the Tender Box at the office of the Sub Divisional Officer, Sub-Division No.II, R.R.I./HCL, Mohanpur, Nadia.

29. Periodic Tax invoice/bills containing bidders GSTIN & other details needs to be submitted by the supplier/contractor/Agency/bidder to the DDO for raising claims for receiving payments of work executed under this contract /upon achieving physical Milestones clearly showing separately the Tax charged in accordance with the provisions of the GST Act, 2017.

The payment of Running Account as well as final bill for any work based on progress and performance will be made according to availability of fund and no claim due to delay in payment will be entertained.

**30. MATERIALS TO BE SUPPLIED by the contractor/bidder at his Own Cost.**

**NOTE:- Clause No.21,22 are not applicable for this NIT.**

Sd-  
Sub-Divisional Officer-II  
River Research Institute,  
I & W Dte., Govt. of West Bengal  
HCL, Mohanpur, Nadia

**LIST OF WORKS**

- |  |   |
|--|---|
| 1. N.I.T. No. & Date                     | : 02/SDO-II/RRRI/HCL of 2021-22<br>dt. 02.08.2021       |
| 2. Last Date of Application              | : 10-08-2021 till 2.00 PM                               |
| 3. Date of issue of tender Documents     | : 11-08-2021 up to 2.30 PM.                             |
| 4. Date of dropping of tender Documents  | : 16-08-2021 till 2.30 PM                               |
| 5. Place of dropping of tender Documents | : Office of the Sub Divisional Officer, SDO-II/RRRI/HCL |
| 6. Date & time of opening tender         | : 16-08-2021 at 3.00PM                                  |
| 7. Tender Accepting Authority            | : Sub Divisional Officer, SDO-II/RRRI/HCL               |

SL No	Name of work & Amount put to tender	Earnest Money in (₹)	Time allowed	W.B. F. No.	Cost of Tender Paper plus cost of W.B.F. in (₹)	Source of Fund.	Eligibility
1.	“Maintenance & Repair to Main office building, Bungalow & 4 nos. Field hostel by painting, changing of false ceiling & necessary plumbing works etc. of River Research Institute, HCL, Mohanpur, Nadia, Govt. of West Bengal.” Amount put to Tender: ` Rs. 4,34,317/-	8700/-	07 (Seven) Days				Bonafied outsiders having credential 30% in a single work of similar nature in a financial year with requisite govt. certificate for handling such work within last 5 (five) years.
2.	“Preparation of Digitized copy of Service books and allied works of Govt. employees under the Director, River Research Institute & the Director, Dam Safety Organization, Jalasampad Bhawan, I&W Dte. Govt. of West Bengal.” Amount put to Tender: ` Rs. 2,23,114	4470/-	30 (Thirty) Days	2911	NIL	N O N  P L A N	

Sd-  
Sub-Divisional Officer-II  
River Research Institute,  
I & W Dte., Govt. of West Bengal  
HCL, Mohanpur, Nadia

**Copy submitted for information and necessary action to:-**

1. The Chief Engineer, D&R/I. & W. Directorate, Jalsampad Bhawan, (2nd Floor). Salt Lake City.Kolkata-91.
2. The Director, River Research Institute, W.B., HCL, Mohanpur, Nadia.
3. The Executive Engineer (SDP), RRI, HCL, Mohanpur, Nadia.
4. The Divisional Accountant, R.R.I., W.B., HCL, Nadia.
5. The Divisional Estimator, R.R.I., W.B., HCL, Nadia.
6. Notice Board, R.R.I., HCL.

Sd-  
Sub-Divisional Officer-II  
River Research Institute,  
I & W Dte., Govt. of West Bengal  
HCL, Mohanpur, Nadia

Declaration by the Applicant as per clause no. **3.a.iv.** of standard Form for Notice Inviting Tender for Public Works.

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I/We do hereby declare that there is no other application for tender paper for work in this NIT (NIT No. - 02/SDO-II/RRR/HCL of 2021 - 2022, SL. No. \_\_0\_\_\_\_\_) in which I/We have common interests.

\_\_\_\_\_  
(Signature of Contractor with Seal)



**'FORM-6'**

**SPECIMEN FORMAT FOR THE BANK GUARANTEE FOR ADDITIONAL PERFORMANCE SECURITY DEPOSIT**

(\*To be submitted if the bid price quoted by the bidder is below 20% of the estimated cost put to tender otherwise the tender will be treated as invalid and rejected)

To,  
Executive Engineer  
Sunderban Delta Project  
River Research Institute  
Mohanpur, Nadia.

WHEREAS \_\_\_\_\_ (name and address of Contractor) (hereafter called "the Contractor") has undertaken, in pursuance of Contract No: \_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ (name of Contract and brief description of Works) (hereinafter called "the Contractor").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a Scheduled commercial bank for the sum specified therein for 'ADDITIONAL PERFORMANCE SECURITY DEPOSIT' for compliance with his obligation in accordance with the Contract:

AND WHEREAS we \_\_\_\_\_ (Indicate the name of the bank and branch) have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we \_\_\_\_\_ ; \_\_\_\_\_ (Indicate the name of bank and branch) hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, upto a total of \_\_\_\_\_ Rs. \_\_\_\_\_ (Amount of guarantee) (in words). We undertake to pay you, upon your first written demand and without cavil or argument, a sum within the limits of (amount of guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We \_\_\_\_\_ (Indicate the name of the bank and branch) hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We \_\_\_\_\_ (Indicate the name of the bank and branch) further agree to pay to you any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present absolute and unequivocal.

The payment/so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

We \_\_\_\_\_ (Indicate the name of the bank and branch) further agree that no change or addition to or other modification of the terms of the Contract or of the works to be performed there under or of any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

We \_\_\_\_\_ (Indicate the name of the bank and branch) lastly undertake not to revoke this guarantee except with the previous consent of you in writing.

This guarantee shall be valid upto -----. It come into force with immediate effect and shall remain in force and valid for a period upto the time of completion of the work under the stated contract plus claim period of six months for the Bank Guarantee. Notwithstanding, anything mentioned above, our liability against this guarantee is restricted to Rs \_\_\_\_\_ (Rs. \_\_\_\_\_) and unless a claim in writing is lodged with us within the validity period, i.e upto.....of this guarantee all our liabilities under this guarantee shall cease to exist.

Signed and sealed this \_\_\_\_\_ day \_\_\_\_\_ of \_\_\_\_\_ 20 \_\_\_\_\_ at \_\_\_\_\_ **SIGNED, SEALED AND DELIVERED**

For and on behalf of the BANK by:

(Signature)

(Name)

(Designation)

(Code Number)

(Address)

**NOTES:** The bank guarantee should contain the name, designation and code number of the officer(s) signing the guarantee

The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch (within West Bengal/AT PAR ANYWHERE IN INDIA only to be accepted) should be mentioned on the covering letter of issuing Branch.