



**GOVERNMENT OF WEST BENGAL**  
**IRRIGATION & WATERWAY DIRECTORATE**  
**Office of the Sub- Divisional Officer**  
**Investigation Sub-Division No-II**  
**P.O. - Midnapore, Dist. - Paschim Medinipore**

Memo No. 20

Date.28.02.2022

**NOTICE INVITING TENDER NO.: WBIW/SDO/INV.SD/NIT-02 of 2021-2022**

1. Sealed and Separate tenders in specified tender forms are invited by the Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur for the works mentioned in the annexed list, from the eligible Contractors of as mentioned in the said Annexure. The Contract Documents can be seen / collected at the office of the Sub-Divisional Officer Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur 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 **50%** (Fifty 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 Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur. 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 nexttime.*

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

All the applications for issue of Tender Forms received by the Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Paschim Medinipur will be considered subject to the fulfilment of criterions as per clause 2, 3 & 4 above. The decision of the Executive Engineer, West Midnapur Division Division, I & W. Dte., Midnapore, Paschim Medinipur will stand final. Financial Evaluation will be done only for those applicants whose application for issue of tender form will be accepted by the Sub-Divisional Officer, Lachmapur (I) Sub-Division, I & W. Dte., Midnapore, Paschim Medinipur

## **6. Dropping of Tenders:**

Tenders in sealed covers as mentioned herein below are to be dropped in the office of Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur 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 labelled as "Application for SI. 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 at specified place and labelled as "Tender Documents of SI. 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 Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur 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 SI. 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 Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur then only other sealed cover labelled "Tender Documents of SI. 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:**

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, Midnapore, Paschim Medinipur West Midnapore Division**, payable at Midnapore, Paschim Medinipur 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:**

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 @ 1% (one 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.

**10.** "Additional Performance Security" shall have to be submitted by the successful bidder if the accepted bid value is below 20% of the estimated amount put to tender. This Additional Performance Security shall be equal to 10% of the tendered amount i.e. the Lowest bid (L1) price. Its submission, validity and release etc will be governed as per IWD GO No 223-IB dated 20.07.2017.

**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.

**14.** 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 Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore, Paschim Medinipur, 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.

*Amaj's 28/9/22*

**Sub Divisional Officer  
Investigation Sub-Division No-II  
Midnapore, Paschim Medinipur**

**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.

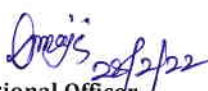
  
Sub Divisional Officer  
Investigation Sub-Division No-II  
Midnapore, Paschim Medinipur

Memo No- 20/6

Date-28.02.2022

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, Lachmapur (I) Sub-Division, Paschim Medinipur.
- 6) Office Notice Board.

  
Sub Divisional Officer  
Investigation Sub-Division No-II  
Midnapore, Paschim Medinipur



Annexure



**GOVERNMENT OF WEST BENGAL**  
**IRRIGATION & WATERWAY DIRECTORATE**  
Office of the Sub-Divisional Officer  
Investigation Sub-Division No-II  
P.O. - Midnapore, Dist. - Paschim Medinipur  
Email-sdoinvestigation@gmail.com

Memo No: 20

Date: 28.02.2022

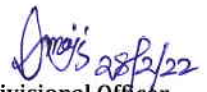
**NOTICE INVITING TENDER**

**LIST OF WORKS FOR NOTICE INVITING TENDER NO.- WBIW/SDO/INV.SD/NIT-02 of 2021-2022 WITH ADDITIONAL TERMS AND CONDITIONS (TO FORM A PART OF THE TENDER DOCUMENTS).**

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 | 07.03.2022 |
| ii)  | Last date and time for issuing tender forms upto 5.00 pm on                  | 09.03.2022 |
| iii) | Last date of and time for receiving tender forms upto 2.30 pm on             | 15.03.2022 |
| iv)  | Date and time for opening tender forms after 4.00 pm on                      | 15.03.2022 |

| Sl. No | Name of Work   | Estimated cost (value of work put to tender) (Rs) | Earnest money (Rs) (2% of the estimated cost put to tender) | Source of fund | Eligibility of Contractors   | Time of completion of the work |
|--------|--|---|---|----------------|--|--------------------------------|
| 1      | Repairing and renovation of existing Rest Shed at Sekhpura Irrigation Colony under West Midnapore Division in Block-Midnapore Sadar, P.S.-Kotowali, Dist-Paschim Medinipur | 373083.00   | 7462.00   | Non-Plan       | Bonafide outsiders having Credential of execution of similar nature of work of value 30% of the amount put to tender within the last 5 years | 45 Days (Forty five)           |
| 2      | M/R Minor repair of the S.E. Office Rest shade & Toilet Block at Sekhpura Irrigation Colony in Block-Midnapore Sadar, P.S.-Kotwali, Dist.- Paschim Medinipur.              | 157121.00   | 3142.00   | Non-Plan       | Do   | 45 Days (Forty five)           |

  
Sub Divisional Officer  
Investigation Sub-Division No-II  
Midnapore, Paschim Medinipur

**TIME SCHEDULE OF NOTICE INVITING TENDER**  
**NO- WBIW/SDO/INV.SD/NIT-02 of 2021-2022**

a) Date, time and Place for Dropping Tender Forms: 15.03.2022 Up to 2.30 P.M  
Office of the Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte.,  
Midnapore, Paschim Medinipur,

b) Date, time and Place for Opening Tender : 15.03.2022 After 4.00 P.M  
Office of the Sub-Divisional Officer, Investigation Sub-Division No-II, I & W. Dte., Midnapore,  
Paschim Medinipur,.

*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 **West Midnapur Division.***  
**Midnapore, Paschim Medinipur.**

  
Sub Divisional Officer  
Investigation Sub-Division No-II  
Midnapore, Paschim Medinipur