



**GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB-DIVISIONAL OFFICER
SUB-DIVISION NO-I
RIVER RESEARCH INSTITUTE**

NIT NO. 03/S.D.O-I/RRRI OF 2022-23 Dated:- 02/06/2022

Memo No. 19

Dated : 02/06/2022

1. Separate sealed tenders in printed form are invited by the **Sub-Divisional Officer, Sub-Division No.I, R.R.I** ,on behalf of the Government of West Bengal for the works as per list attached herewith, from bonafide, reliable and resourceful Agencies/contractors having sufficient experience in execution of similar type of works as per categorization detailed hereunder.
2. (a) Tender should be submitted for work as per attached list in sealed cover super scribing the name of the work on the envelope and addressed to the proper authority.
(b) 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 authorised representative during office hours between 11A.M. and 04.00 P.M. on every working day till 10.06.2022. in the Office of the Sub-Divisional Officer, Sub- Division No.I, R.R.I., Sundarban Delta Project, R.R.I.
4. 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 Register Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
 - i) (a). **Valid GSTIN under GST Act, 2017** & Rules made compulsory by Finance Department, Go WB irrespective of financial Turn Over of bidders;
(b). **Professional Tax Payment Certificate (PTPC)** or the PT payment challan /receipt for current financial year/Waiver Order of competent authority in other States;
(c). **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.
(d). **Income Tax Return** of immediate preceding Assessment year whichever is latest available.
(e). **Trade License** in current financial year will be submitted properly.
(f). In case of partnership farms form VIII should be submitted properly.
(g). In case of Engineers Co-operative bye-laws and current audit report should be submitted properly.
(h). In case of Lalour Co-operative bye-laws, registration and current audit report should be submitted properly.
 - 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 as current financial year as year-1).

- iii) A statement showing no. and value of works presently under execution by the tenderer under Irrigation & Waterways Department and other Government Departments/ Organisations as stated in paragraph 4(b) hereunder.
 - iv) Declaration by the applicant to the effect that there is no other application for tender paper for work in this N.I.T. in which he/ she/ they has/ have common interests. 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, Public Works & Public Works (Roads) Departments, public Health Engineering Department, Sundarban Affairs Department and other State Government Departments, Zilla Parishads, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and organizations like Railways, KoPT, Mackintosh Burn Ltd., Westing House Saxby Farmer Ltd and Britannia Engineering Ltd. May also be considered. Completion certificates 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 credential 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.
5. Intending tenderer 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 also be submitted to the tender paper issuing authority within the same period, failing which no such appeal will be entertained.
6. (a) Tender paper shall be issued to the qualified tenderer **free of cost** from the office of the **Sub-Divisional Officer, Sub-Division No.I, RRI** within the specified date and time as per attached list by the intending tenderers or by their duly authorized representatives. Tender Paper can be collected from the departmental website i.e. www.wbiwd.gov.in.
- (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.
7. Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the **local conditions** prevailing, by actual inspection of the site and taken into 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 i n the locality etc, as no claim whatsoever will be entertained in these accounts afterwards. In this connection the intending tenderers may contact the office of the undersigned upto **10.06.2022**. between 11 hours and 16 hours on any working day.
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 overwriting is liable to be rejected.

(c) All corrections are to be attested under the dated signature of the tenderer.

9. (a) Earnest money, as noted in the list of works, Earnest Money Deposit (EMD) must presently be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any scheduled Commercial Bank in India approved by RBI & having a branch in West Bengal which is to be drawn in favour of **The Executive Engineer, Sundarban Delta Project, RRI, payable at Kalyani**. Payment in any other forms viz. NSC, KVP, cheques etc. will not be accepted. Labour Co-operative Societies and State Government Enterprises viz. Mackintosh Burn Limited, Westinghouse Saxby Farmer Limited and Britannia Engineering Limited are fully exempted from payment of EMD against Page No-3 tenders of the State Government. Finance Department G.O for waiver of EMD. These Societies/Enterprises, if selected through open tenders will however have to furnish requisite Security Deposits (SD) for performance of the work. If the selected Societies /Enterprises failure to deposit (SD) within the specified time period, legal action will be charged against the said Societies/Enterprises as per Rule. (if applicable).
- (b) Crossed Bank Draft/ Deposit at call receipt, Bankers cheque of any scheduled bank in the locality in favour of the 'Executive Engineer, Sundarban Delta Project R.R.I.' No adjustment of any sort of above mentioned Earnest Money previously deposited for other works will be considered. Tender without the specified Earnest Money will be treated as informal.
10. When a tenderer signs his tender in an Indian language, the total amount tendered should also be written in the language. In the case of illiterate tenderer, the rates tendered should be attested by a witness.
11. In the event of the tender being submitted by a firm, it must be signed separately by each members thereof, or, in the event of absence of any of the partners, it must be signed on his/her behalf by a person holding a power-of attorney authorizing him/her to do so. Such power-of-attorney is to be produced with the tender, and in the case of a firm carried on by one member of a joint family; it must disclose that the firm is duly registered under the Indian Partnership Act. Acceptance of measurements entered and bills raised on account of a work, when executed by a firm, must also be signed by the several partners, except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipt for the firm.
12. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
13. The Tenderer 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.
14. Conditional tender, which does not fulfil any of the above conditions, and is incomplete of any respect, is liable to summary rejection.
15. Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
16. **GST**, Royalty, Building and other Construction Workers welfare 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).
17. 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.
18. The tender will have to, if so desired by the tender accepting authority submit his analysis to justify the rate quoted by him.

19. The tenders will be opened, as specified in the list of works in presence of the participating tenderers or by 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 at the **Sub-Divisional Officer, Sub-Division No. I, RRI**.
20. The successful tenderer will have to execute the duplicate/triplicate/quadruplicate copies of his tender which will have to be obtained from the office of the **'Sub-Divisional officer, Sub-Division No. I, R.R.I, Mohanpur, Nadia'** 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.
21. 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 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.
22. The successful tenderer 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 time to time.
23. Hire charges of Tools and Plants Machinery, if issued Departmentally will be recovered from the contractor at such rates as will be fixed by the EIC. The period of hire charges of all Tools and 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 and 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.
24. In the following cases a tender may be declared informal and unacceptable.
 - (a) Correction, alterations, additions etc, if not attested by the tenderer.
 - (b) Earnest Money Deposit (EMD) in the format of Bank Draft (BD)/ Bankers Cheque (BC) of any schedule bank of India in favour of the **'Executive Engineer, Sundarban Delta Project R.R.I', payable at Kalyani** is not deposited.
 - (c) If the Tender Form is not properly filled up by the Tenderer.
 - (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 work is not indicated on the cover.
25. For the return of the Earnest money of the unsuccessful tenderer(s), he/they is/are to apply for the same to the 'Executive Engineer, Sundarban Delta Project R.R.I', giving the preference to the work, NIT No., date of tender, amount and mode of earnest money deposited-all in a complete form. The Earnest Money of all tenderers other than the lowest tenderer in each case may be refunded, after acceptance of the rate in the comparative statement, as early as possible.
26. To verify the competency, capacity and financial stability of the intending tenderer(s) the tender paper issuing authority may demand production of necessary document(s) as it may deem necessary.
27. 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 due to delay in payment will be entertained.
28. **The work is to be strictly executed within the tendered value as per G.O. 378 (7)-IB/ IW/O/IA/11C(T)-01/2004 (Pt.) dated 06th February, 2017.**
29. **No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenderer shall have the name and number of the work to which they refer, written outside the sealed envelopes.**
30. The tender notice, along with terms and conditions and other documents to be issued with the tender documents along with addendum and corrigendum, if any, shall form part and parcel of the tender. The authority reserves the right to cancel the NIT without assigning any reasons.

31. The Tender Accepting Authority is the **Sub-Divisional officer, Sub-Division No. I, R.R.I, Mohanpur, Nadia.**
32. Tenders will be opened by the **Sub-Divisional officer, Sub-Division No. I, R.R.I** or his authorized representative in presence of tenderers or their authorized representatives who may like to be present, at the Office of the **Sub-Divisional officer, Sub-Division No. I, R.R.I, Mohanpur, Nadia.**
33. Additional Performance Security shall be obtained from the successful Lowest (L1) bidder , if the accepted bid is below 20% or below by more than 20% of the estimated amount put to tender, which shall be equal to 10% of the tendered amount i.e., L1 bid price.

**Sub-Divisional Officer ,
Sub-Division No.I ,
River Research Institute,
Mohonpur, Nadia.**

Memo No. 19/1(5)

Date: - 02.06.2022.

Copy forwarded for information and necessary action to:-

1. The Director, River Research Institute, W.B., Mohanpur, Nadia.
2. The Executive Engineer (SDP), RRI, Mohanpur, Nadia.
3. The Divisional Accountant, R.R.I., W.B., Nadia.
4. Notice Board, R.R.I.
5. Website, www.wbiwd.gov.in.

**Sub -Divisional Officer,
Sub-Division No.-I,
River Research Institute,
Mohanpur, Nadia.**

**GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE
OFFICE OF THE SUB-DIVISIONAL OFFICER
SUB-DIVISION NO-I
MOHONPUR, NADIA**

NOTICE INVITING TENDER NO. 03/S.D.O./RRI OF 2022-23

TIME SCHEDULE FOR APPLICATION , ISSUE, AND OPENING OF TENDER DOCUMENTS

Circulated Vide Memo No.19

Dated : 02.06.2022

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| 1.Last date of receiving application for issuing Tender Documents : | 10.06.2022 up to 4.00 P.M. |
| 2.Date of issue of Tender Documents: | 14.06.2022 up to 4.00 P.M. |
| 3.Date and time for dropping of tender papers : | 15.06.2022 up to 2.00 P.M. |
| 4.Date and time of opening Tender : | 15.06.2022 at 3.30 P.M. |

LIST OF WORKS

Sl. No.	Name of Work	Estimated Amount put to tender (In Rs.)	Ernest Money (In Rs.)	Cost of tender paper & Schedule etc.	Time allowed for completion of work	Eligibility of Contractor
1	“Logistic support of Levelling survey,supply of motor van, rented house, water collection sampler, plastic container, zipper bag, hand gloves etc. for the Hydrological & Silt Load observation in the river Karroo and Sindhri at Bagmundi, Purulia, W.B. during the monsoon year 2022.”	2,49,488/-	4890/-	NIL	139(One hundred thirty nine) days	Bonafied outsiders having experience and ability in similar nature of work and requisite credential of executing single similar work of value not less than 30% of amount put to tender during last 5(five)years.

*Sub-Divisional Officer
Sub-Division No.1
River Research Institute
I&WDte.Govt.Of W.B.
Mohanpur, Nadia*

Additional Terms and Conditions

1. All papers along with applications must be self attested and original have to be produced for verification during submission of application.
2. The work must be carried out on the basis of practical requirement and demand of concern RRI, Officials and within the scope of tender schedule Item.
3. Any other work born during execution of work may not subjected to payment ,beyond the schedule item and quantity.
4. The successful agency will not claim any item beyond the schedule item or excess quantity , which may be borne by the agency itself to execute the survey work.
5. The draft copy of report must be submitted first to be checked and approval from the concern officials of RRI, Mohanpur, Nadia after the completion of site work.
6. The higher authority or officials may visit to the site for checking the work done. Any doubt/deficiency in the report submitted must be rectified immediately , in that case the agency will arrange that at its own cost and no extra payment will be made for this.
7. The report must be submitted to the office undersigned **06 nos.** after getting final approval from officials of RRI, Nadia.
8. Payment will be made on the availability of fund and from **non plan** of fund.
9. Security Deposit money will be deducted from the bill during payment on the basis of current notification for bill payment of the Financial Department, West Bengal.

*Sub-Divisional Officer
Sub-Division No.1
River Research Institute
I&WDte. Govt. Of W.B.
,Mohanpur, Nadia*