



**GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
DAMODAR CANAL HEAD QUARTER SUB-DIVISION  
KANAINATSAL, PURBA BARDHAMAN. PIN-713103  
Ph.No:- 0342-2645672**

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**NOTICE INVITING TENDER NO. 06/ D.C. HD. Qrt. Sub-Division/2022-23**

1. Separate Sealed Tenders in printed form are invited by the **Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division** on behalf of the Governor of West Bengal, for the Works as per list attached herewith from the eligible & Resourceful contractors having credential of execution of similar nature of work of Value 50% of the amount put to Tender within the last 5 years.
2. **a.** Separate Tender should be submitted for each work as per attached List in Sealed Cover super scribing the name of the work on the envelop 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 authorized representatives during office hours between **11.00 A.M and 5.30 P.M** on every working day, till **19/12/2022** in the Office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division.
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) PT and IT PAN Valid upto 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.
  - ii) Completion Certificate/ Payment Certificate (s) for the Single similar work at least 50% of the value of the work for which Tender Paper is desired, executed within last than 5 (Five) years (to be determined from the actual year of completion, considering current financial year as Year-1).
  - iii) A Statement showing number and value of works presently under execution by the Tenderers under the Irrigation & Waterways Department and other Government Departments/Organizations as stated in paragraph 4(b) here under.
  - iv) Declaration by the Applicant to the effect that there is no other applications for Tender Paper for work in this NIT 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 Certificate issued by Competent Authority will normally be considered as credential. A part from credentials of works executed under Irrigation & Waterways Department, credentials of work executed under Public Works & Public Works (Roads) Departments, Public Health Engineering Department, Sundarban Affairs Department & other Stat Government Departments, Zilla Parishads, WBHIDCO, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and Organizations like Railways, KoPT, and Mackintosh Burn ltd. Westinghouse Saxby Farmer Ltd. & Britania 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 credentials may not be considered.

**c.** Any suppression / misrepresentation of fact will automatically debar the applicant from Participating in any tenderers 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 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 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 can be had on cash payment of requisite amount (Non- Refundable) in the Office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division, Kanainatsal, Burdwan, I & W. Directorate. 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 expire 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 take into considerations all factors and difficult likely to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local laborers and market rate prevailing in the locality etc. as no claim what so ever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned upto **19/12/2022** between **11.00 A.M and 5.30 P.M** on any working day.
8. Cost towards Earnest Money Deposit (EMD) must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt(DCR) of any scheduled bank of India in favour of Executive Engineer, Damodar Canal Division, Payable at Burdwan Payment in any other form e.g NSC, KVP, etc. will not be accepted.
9. Earnest Money for works in open tender, as noted in the list of work, will have to be deposited by the Contractors.
  - a. The Tendered should quote the rate both in figure and in words on the basis of Percentage above/below or as per 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 reject.
  - c. All corrections are to be attested under the dated signature of the Tenderers.
10. When the Tenderer sign his Tender in an Indian Language, the total amount tendered should also be written in the same Language. In the Case of illiterate Tendered, the rates tendered should be attested by an witness.
11. The Tenderer 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.
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 in complete in any respect, is liable to summary rejection.
15. VAT, Royalty, Building & other Construction Workers Cess and all other statutory Levy/ Cess, Taxes 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 VAT Registration Certificate is produce before receiving payment 3% deduction as per present Government Order or as may be notified by the Finance Department from time to time will be made otherwise such deduction shall be 5% as per present norms, or as may be prescribed by the Finance Department.

16. 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 what so ever to the intending Tenders and also reserves the right to distribute the work amongst more than one Tenderers.
17. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
18. The Tenders will be opened as specified in the list of works, in presence of the participating Tenders or their duly authorized representatives who may be present at time of opening and who may also put their signatures in the Tender Opening Register.
19. The successful Tenderer will have to execute the duplicate copies of his/her tender which will have to be obtained free of cost in the office of the **Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division**, 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.
20. If any Tenderer withdraws his tender before its acceptance or refuses / falls to convert it into a reason 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.
21. The successful Tenderer will have to abide by the provisions of the West Bengal Contract Labour (Regulation and Abolition) Rules, 1972 and such other Acts as may be applicable as will be force from time to time.
22. Materials such as Cement M.S Rod, R.C.C, hume Pipes, M.S 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 therein, if supplied by the Department, the Issue Rate for such materials will be fixed by the Engineer-In-Charge.
23. Hire Charge for Tools & Plants Machinery, if Issued departmentally, will be recovered from the Contractor at such rates as will be fixes by the Engineer-In-Charge. The period of hire charges of all Tools & Plants Machinery issued from the Government go down will be counted from the date of their issuance from the go down and upto the date of return into the same go down 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 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, alteration, additions etc. if not attested by the Tenderer.
  - b. Earnest Money Deposit (EMD) in the format of Bank Draft (BD)/ Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any Schedule Bank of India in Favour of **Executive Engineer-I, Damodar Canal Division** Payable at **Purba Bardhaman** is not deposited.
  - c. If the Tender Form is not properly filled in respect of the general description of the work Estimated cost, Rate of 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 Documents 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.
25. For the return of the earnest money of the unsuccessful Tenderer (S) he/she/they is/are to apply for the same to the Executive Engineer-I, Damodar Canal Division giving the reference 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 Tenders other than lowest Tendered in each case may be refunded, after acceptance of the rate in the comparative statement, as early as possible.

26. To verify the competence capacity and financial stability of the intending Tender(s) the Tender Paper Issuing Authority may demand production of any necessary documents 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 entreated.
28. As per G.O. No. 1627(8)/IA Dated-26<sup>th</sup> Nov-2001 of Irrigation & Waterways Department, Govt. Of West Bengal, Clause 25 of Tender form No. 2911 stands deleted in respect of contact of value less than Rs. 100.00 Lakh.
29. Normally Tender Paper for not more than one work in any one NIT will be issue to an applicant who may indicate the Sl. Nos. of the work in the order of priority. However, depending on response to various serials in the NIT Tender Paper Issuing Authority may Issue Tender paper for any serial even though it may not be preferred by the applicant.

**Categorization Works:-**

1. **Earthwork** :- Earthwork in excavation / filling for embankment canal, drainage channels Executed under Irrigation & Waterways Department.
2. **Protection Work** :- All kinds of river / channel Bank/ embankment protection works (with boulder, C.C blocks, revetment works, Sausage, Brick Blocks, Dry Brick Pitching, etc.).
3. **Lining Work** :- All kinds of water lining / brick block pitching / dry brick pitching in Irrigation Canal / Drainage Channel, etc.
4. **Hydraulic Structures:-** Aqueducts, Regulators, Syphons, Bridges across Waterways , Sluice, Dams, Barrages, etc.
5. **M.S Structural Works etc.** :- Gates of all kinds, electrical installation, pumps, and machinery. The above list only indicative and not exhaustive.
30. Tender documents may be obtained from the office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division .
31. Sealed tender should be drop in the tender box at the office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division, Purba Bardhaman.
32. Payment will be made subject to availability of fund.

**33. Submission of Application:-**

a) 19/12/2022 upto 15.30 Hrs to the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division. Intending tenderer should indicate in their application as to where from they intend to purchase the tender form failing which the decision of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub- Division will be final & binding.

**34. Issue of Tender:-**

21/12/2022 up to 17.30 Hrs from the Office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division.

**35. Dropping of Tender :-**

23/12/2022 up to 15.00 Hrs. , in the office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division.

**Sub-Divisional Officer  
Damodar Canal Head Qrt. Sub-Division  
Kanainatsal, \_Purba Bardhaman**

**Details of Work:-**

Sl.No	Name of work	Estimated Cost (Value of work put to tender)	Earnest Money	Cost of Schedule and other necessary papers	Time of completion of work
As per list Attached					

**Time schedule of Tender Procedure:-**

<i>Last date and time of receipt of application for tender papers</i>	: <b><u>19/12/2022 upto 15.30 Hrs</u></b>
<i>Last date and time of issue of tender papers</i>	: <b><u>21/12/2022 up to 17.30 hrs</u></b>
<i>Date and time of receipt of tender</i>	: <b><u>23/12/2022 up to 15.00 Hrs</u></b>
<i>Date and time of opening of tender</i>	: <b><u>23/12/2022 up to 15.30 Hrs</u></b>

**In the office of the Sub-Divisional Officer, Damodar Canal Head Quarter Sub-Division, Kanainatsal, Purba Bardhaman.**

Sd/-

Sub-Divisional Officer  
Damodar Canal Head Qrt. Sub-Division  
Kanainatsal, Purba Bardhaman

**Memo. No. 867 (15) dated :- 12/12/2022**

Copy forwarded for information and wide circulation to the :-

1. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Purba Bardhaman .
2. Executive Engineer-I, D.C. Division
3. Executive Engineer, Hd. Works Division
4. Executive Engineer, L.D.I. Division
5. Executive Engineer, B.I. Division
6. Executive Engineer, R.B.I Division
7. DVC Study Cell for uploading in Departmental website.
8. District Information Officer, **Purba Bardhaman.**
9. Office Notice Board, D.C. Hd. Qrt. Sub-Division
10. Estimating Branch of D.C. Division
11. Accounts Branch of D.C. Division
12. Sub-Divisional Officer, D.C. No. I / III / Edilpur (I) / Katwa (I)

Sd/-

Sub-Divisional Officer  
Damodar Canal Head Qrt. Sub-Division  
Kanainatsal, Purba Bardhaman

**List of works for N.I.T No. 06/D.C. HD. Qrt. Sub-Division/2022-23 (Circulated vide this office memo no : 867 (15) Dated :- 12/12/2022**

**Last date and time of receipt of application for tender papers** : **19/12/2022 upto 15.30 Hrs**  
**Last date and time of issue of tender papers** : **21/12/2022 up to 17.30 hrs**  
**Date and time of receipt of tender** : **23/12/2022 up to 15.00 Hrs**  
**Date and time of opening of tender** : **23/12/2022 up to 15.30 Hrs**

Sl.No	Name of Work	Amount Put to Tender (₹)	Earnest Money Deposit (₹)	Cost of Tender Paper (₹) & Form No	Time allowed for completion	Source of Fund	Eligibility of Contractor
1.	Providing Support Service for guarding at Chief Engineer(West), Damodar Irrigation Circle and D.C hd qtr Sub-Division under kanainatshal Section of Damadar Canal hd qtr Sub-Division under Damodar Canal Division for the year 2022-23 (2 <sup>nd</sup> Call)	81900.00	1638.00	Nil 2911	21 days.	SDS/AE	The eligible & Resourceful contractors having credential of execution of similar nature of work of value 50% of the amount put to tender within last 5 years.

Sd/-

Sub-Divisional officer  
D.C. Hd. Qr. Sub-Division  
Kanainatsal, Purba Bardhaman.