



Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Sub-Divisional Officer  
Barasat Drainage Sub-Division  
Taki Road, Barasat, Kolkata 700124

Memo no: 398

Date: 21.12.2022

**NOTICE INVITING TENDER NO -04OF SDO / BDS (Barasat) / 2022– 2023.**

1. Separate sealed Tender in printed form are invited by the Sub-Divisional Officer, Barasat Drainage Sub-Division on behalf of the Governor of West Bengal for the works as per list attached herewith, Bonafied reliable and resourceful Contractors having sufficient experience in execution of similar type of works as per categorization, detailed herein under.
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 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 authorized representatives during office hours between 11.00 AM and 4.00 PM on every working day, till **(before application date) 02.01.2023** in the Office of the Sub-Divisional Officer, Barasat Drainage Sub-Division
4. a) The intending Tenderers may submit their application in the office of the Sub-Divisional Officer, Barasat Drainage Sub-Division, Taki Road, Barasat, North 24 Parganas. The application shall be addressed to the Sub-Divisional Officer, Barasat Drainage Sub-Division, Taki Road, Barasat. 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) PTPC, Trade License and 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.
  - ii) Completion Certificates (in form -3) for one single similar work worth 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 Tenderer under the Irrigation & Waterways Department and other Government Departments/Organizations as stated in paragraph 4(b) hereunder.
  - 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. On non-issuance of tender paper no clarification shall be produced from this end.
- b) Completion Certificate issued by Competent Authority will normally be considered as credential. Apart from Credentials of work executed under Irrigation & Waterways Department, credentials of work executed under **Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department & other State 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. & 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 credentials may not be considered.

- c) Mackintosh Burn Ltd., Britannia Engineering Ltd. and Westinghouse Saxby Farmer Ltd. Will enjoy 10% price preference for the purpose of evaluation of tenders, in terms of G.O. No. 1110/1(500)-F dated 10/02/2006 of the Finance Department.
- d) 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 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. Last date of receiving application for purchasing tender documents, Last date of receiving tender and the date and time of opening tender are all mentioned in the attached list of work.
7. a) Tender paper can be had in the office of the Sub-Divisional Officer, Barasat Drainage Sub-Division, 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.

**8. Tender documents shall consist of:**

- i) **Notice Inviting Tender i.e. Tender Notice.**
- ii) **Printed W.B. Form No. 2911.**
- iii) **A Schedule of quantities.**
- iv) **Specification of works to be done and all materials to be used, unless reference can be made to some standard specification**
- v) **Additional and / or Special terms and conditions.**

9. **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 consideration all factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labour 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 with the office of the undersigned up to **(before dropping date) 06.01.2023** between 11.30 hours to 16.00 hours on any working day.

10. Earnest Money, as noted in the list of works, in the form other than those mentioned below, will not be accepted.
- a) Receipt Challan of Reserve Bank of India or Treasure showing the deposit to be credited under the Head 'P.W. Deposit' in favour of the **Executive Engineer, Bidyadhari Drainage Division.**

- b) Crossed bank **Draft** / Deposit at call Receipt , Banker's Cheque of any Scheduled Bank in the locality in favour of the **Executive Engineer, Bidyadhari Drainage Division**. No adjustment of any sort of above mentioned Earnest Money previously deposited for other works will be considered. Tender without the specified earnest money, where applicable, will be treated as informal.
- 11.** Earnest Money for works in open tender, as noted in the list of work, will have to be deposited by the Contractors (both enlisted as well as outsiders).
- 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, on the schedule 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 Tenderer.
- 12.** Tender should be dropped as mentioned below :
- a) Sub-Divisional Officer, Barasat Drainage Sub-Division, Bidyadhari Bhawan, Taki Road, Barasat, Kolkata-124.
- 13.** When a Tenderer signs his Tender in an Indian Language, the total amount tendered should also be written in the same language. In the case of illiterate Tenderer, the rates tendered should be attested by an witness.
- 14.** 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.
- 15.** Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
- 16.** 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.
- 17.** Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection. Failures solely due to fault or negligence of the contractor to mobilize and start work within the specified period as mentioned in the LOA / Work order / Notice of process / Award of Contract etc. ultimately resulting in rescindment of contract without any notification.
- 18.** Income Tax, Sales Tax, Royalty, Construction Workers' Welfare Cess and similar other statutory levy / Cess will have to be borne by the contractor/bidder and his/her quoted rate should be quoted accordingly after considering all these charges. Only Service tax, as applicable, if eligible, would be reimbursed as per rules on production of necessary documents.
- Valid PAN issued by the IT Deptt. Govt. of India.**
- Valid 15-Digit Goods and Service Taxpayer Identification Number (GSTIN) under GST Act, 2017. (Photo Copy of Downloaded GISTN)(Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act 2017.) (However necessary modifications will be made on implementation of GST rules).**
- 19. VAT, Royalty, Building & other Construction Worker's 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 VAT Registration Certificate is produced before receiving payment, it will be 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 as per present norms, or as may be prescribed by the Finance department.
- 20. It is the discretionary power of the TIA to Issue tender papers to the agency according to their eligibility without any question.** 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 Tenderer.
- 21.** The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.

22. Tender shall be opened by the Sub-Divisional Officer, Barasat Drainage Sub-Division, Notice Inviting Tender or any corrigendum issued later on the schedule date and time. 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.
23. The successful Tenderer will have to execute the duplicate / triplicate copies of his tender after purchasing the same from the office of the Sub-Divisional Officer, Barasat Drainage Sub-Division, within 7 (seven) days from the date of receipt of the intimation of acceptance of his tender.
24. If any Tenderer withdraws his tender before its acceptance or refuse / 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.
25. 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 in force from time to time.
26. 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.
27. All materials brought to the site must be approved by the Engineer-in-Charge. Rejected materials must be removed from site within 24 hours of the order issued by the Engineer-in-Charge.
28. 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 go down 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.
29. In the following cases a tender may be declared informal and unacceptable.
  - a) Correction, alterations, additions etc. if not attested by the Tenderer.  
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, Bidyadhari Drainage Division.
  - b) 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.
  - c) If the specified pages of the Tender Document are not signed by the Tenderer.
  - d) If the Tender is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover.
30. 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, Bidyadhari Drainage Division, giving the reference to the work, N.I.T. No., date of tender, amount and mode of Earnest Money deposited – all in a complete form.
31. 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. 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.
32. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
33. 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.
34. As per G.O. No.1627 (8)/1A 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.

35. Additional Terms and conditions of contract and specification for works to form part of the contract shall conform to the schedule of rates of Greater Calcutta Drainage Circle, Public Works Department /Public Works (Roads) Department.
36. Normally, Tender Paper for not more than one work in any one NIT will be issued to an applicant, who may indicate the Sl. Nos. of the work in the order of priority opting for at least two Sl. Nos. where possible. 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 of Works:

1. Earthwork : Earthwork in excavation / filling for embankment, canal, drainage Channels executed under Irrigation & Waterways Department.
2. Protection Works : All kinds of river / channel bank / embankment protection works (with boulder, CC blocks, revetment works, sausages, brick blocks, dry brick pitching, etc.)
3. Lining Work : All kinds of water face lining / brick block pitching / dry brick pitching, in Irrigation canal / drainage channels etc.
4. Hydraulic Structures : Aqueducts, Regulators, Syphon's, Bridges across Waterways, Sluices, Dams, Barrages etc.
5. M.S. Structural Works etc.: Gates of all kinds, electrical installations, pumps and allied machinery.

The above list is only indicative and not exhaustive.

Sd/-  
Sub-Divisional Officer  
Barasat Drainage Sub-Division  
Taki Road, Barasat

Memo No:398/1(3)

Dated: 21/12/2022

Copy forwarded for information to:-

- 1) The Executive Engineer, Bidyadhari Drainage Division, Taki Road, Barasat, Kolkata 124.
- 2) The Accounts Branch of Bidyadhari Drainage Division, Barasat.
- 3) The Notice Board of Bidyadhari Drainage Sub-Division, Barasat.

Sd/-  
Sub Divisional Officer  
Barasat Drainage Sub Division  
Barasat

**LIST OF WORKS OF NIT NO. 04OF SDO/BSDS (Barasat)/ 2022-2023**

Sl. No.	Name of Work/Project	Estimated Amount put to Tender (Tender Value) (Rs.)	Earnest Money (EMD) (Rs.)	Time allowed for Completion (In English Calendar days)	Source of fund	Minimum eligibility criteria to match the Prequalification (PQ) credential in terms of execution of similar completed previous works contract
1	Repair to B-2 Type staff Quarter in Bidyadhari Drainage Division colony complex at Taki Road, Barasat in the District North 24 Parganas	Rs. 73794.00	Rs. 1476.00	15 days	Non Plan (AE)	Bonafied contractors/bidders having credential of execution of similar nature of work of value 50% of the amount put to tender within the last 5 years.
2	Repair to AE staff Quarter in Bidyadhari Drainage Division colony complex at Taki Road, Barasat in the District North 24 Parganas	Rs. 74130.00	Rs. 1483.00	15 days	Non Plan (AE)	Do
3	Repair to JE-2 Type staff Quarter in Bidyadhari Drainage Division colony complex at Taki Road, Barasat in the District North 24 Parganas	Rs. 92714.00	Rs. 1854.00	15 days	Non Plan (AE)	Do
4	Gardening with seasonal flower in front of Bidyadhari Office Building at Taki Road, Barasat in the district of North 24 Parganas	Rs. 46340.00	Rs. 927.00	60 days	Non Plan (AE)	Do

- i) Last date of receiving application for Tender paper on **02.01.2023** up to 16.00 hrs. Application to be submitted to the office of the Sub Divisional Officer, Barasat Drainage Sub Division, Taki Road, Barasat, North 24 Parganas.
- ii) Date and time for issue of tender paper after verification of tender documents on **03.01.2023** up to 17.00 hrs. from the office of the Sub Divisional Officer, Barasat Drainage Sub Division, Taki Road, Barasat, North 24 Parganas.
- iii) Last date and time for dropping tender documents on **06.01.2023** up to 14.00 hrs. at the chamber (Drop Box) of the office of the Sub Divisional Officer, Barasat Drainage Sub Division, Taki Road, Barasat, North 24 Parganas.
- iv) Date and time of opening tender on **06.01.2023** at 15.00 hrs. in the office of the Sub Divisional Officer, Barasat Drainage Sub Division, Taki Road, Barasat, North 24 Parganas.

Sd/-  
Sub Divisional Officer  
Barasat Drainage Sub Division  
Barasat