



GOVERNMENT OF WEST BENGAL  
IRRIGATION AND WATERWAYS DIRECTORATE  
OFFICE OF THE SUB DIVISIONAL OFFICER  
MAHANANDA EMBANKMENTSUB DIVISION NO-III  
P.O. -MUKDUMPUR, DIST- MALDA, PIN-732103.

NOTICE INVITING TENDER

**NIT NO: – WBIW/O2/MESD–III OF 2022–23**

- 1) Separate Sealed tenders are hereby invited by the undersigned in West Bengal Form No. 2911/2911(i)/ 2911(ii) for the following works from the and bonafide, reliable resourceful and experienced agencies having sufficient experience of similar nature of work and credentials for the works as per list enclosed. All the agencies as stated aforesaid will have to submit documentary evidence to fit the eligibility criteria mentioned hereunder to participate in the tender along with formal application. Registered Co-operative Society formed by the unemployed Engineers and Diploma holders are also eligible to participate in the tender as per Government rules.
- 2) Details of Works Estimated Cost put to tender, Earnest money, Cost of Tender Schedule and other necessary papers, time allowed for completion of work, Eligibility of Contractor etc. are shown in the list enclosed.
- 3) Schedule of Tender procedure

i) Last Date and Time for application	:-	As shown in List enclosed.
ii) Date and Time for issue of Tender paper	:-	
iii) Last Date and Time for Dropping Tender paper in Tender Box at the Dropping Centres.	:-	
iv) Date and time of opening of Tender in the Office of the undersigned	:-	

- 4) Tender Documents :-The Tender documents shall be consist of the following :-
  - a) Notice Inviting Tender.
  - b) W.B.F. No. 2911 / 2911 (i) / 2911 (ii)
  - c) Price Schedule, additional Terms and Conditions, Special Terms and Conditions, General specification of the work.
  - d) Plans and Drawings where necessary (this will not be required to be submitted with the tenders but this will form part of the tender documents at the time of executing the agreement after acceptance)
- 5) Price Schedule, Plan, Drawings etc. :-  
Particulars of work with Price schedule, Plans and Drawings, Special Terms and Conditions, Specifications, Additional Terms and Conditions etc. may be seen in the Office of the undersigned between 11.00 Hrs. to 16.00 Hrs. in every working day except on Saturday, Sunday and Public holidays.
- 6) Eligibility criteria of the Tender participating in the Tender :-
  - a) Tenders should have successfully executed works of similar nature with value of at least **30% (Thirty percent)** of the estimated cost put to tender for a single similar work during preceding five years, Completion Certificate not below the rank of Executive Engineer specifying name of work, amount put to tender, actual amount of work done with date of commencement and completion, payment certificate of the work/works in consideration will be the only valid document for this purpose without which no tender form will be issued.
  - b) Intending tenderers should be equipped with plants and machinery equipment complete with all accessories as required for the work as the department may not be in a position to issue such plants and machinery. They must submit a list of such plants machinery and equipment in their possession for necessary documentary evidence.
  - c) The intending tenderers should be financially sound and be able to produce Bank solvency Certificate of an amount equal to 50% of the estimated amount of the work on demand.
- 7) Application for Purchase of Tender Forms :-  
The application of the intending tenderers praying for purchase of tender to be addressed to the undersigned, duly enclosed with the copies of the following documents with original verification by the officials in support to prove the eligibility, will be received in the office of the undersigned on any working days except on Saturday, Sunday and Public holidays between 11.00 Hrs. to 16.00 Hrs. on or before the last date and time for application as scheduled in para (3) above and mentioned in the list attached.
  - a) Copies of:-

- i) **PAN Card, GST registration certificate, P.Tax Challan, Trade Licence** and registration certificate under "The building & other construction workers welfare act".
  - ii) Payment Certificate or completion certificate from the appropriate authority mentioning name of work, value of Individual works, Due date of completion, Actual date of completion, Final value of the work executed, Name and Address of the employer.
  - iii) N.O.C. From the Competent authority regarding renewal and valid registration of Co-operative Society & Current Audit report.
  - iv) In case of Companies or Firm copy of registered Ownership/Partnership deed to be submitted along with the application.
  - v) Submitted application along with enclosures will not be returned, Original papers in support of the copies submitted must have to produce at the time of application.
  - vi) Application who does not satisfy all the above conditions may not be allowed to participate in the Tender.
- 8) Order for issue of Tender Forms :-  
The undersigned is the only authority to accord necessary permission for issuance of tender forms after verifying the supporting documents to prove himself/himself eligible. But, any body not satisfied with the decision of the undersigned refusing to issue tender paper would be free to appeal to the Executive Engineer, Mahananda Embankment Division, Green Park, Malda such refusal whose decision is final and binding to all.
- 9) Purchas of Tender Forms :-  
Tender documents etc. will however be issued from the office of the undersigned. The intending tenderers are requested to present themselves personally or send their authorised representative to the office of the undersigned to receive the tender forms. Tender forms will not be issued after due date and also not be send by post, if any case.
- 10) Dropping of Tenders :-  
Tender that should always be submitted in sealed cover with the name of work and N.I.T. No. (Sl. No. if any) clearly written on the body of the W.B.F. No. stated above as well as on the envelop will be dropped in the office of the undersigned within the schedule date and time as stated in para (3) above attached list.
- 11) Opening of Tenders :-  
Tenders will be opened by the undersigned or by the authorised representative on the Schedule date and time as stated in para (3) above/attached list in presence of the participating tenderers or his/their authorised representatives who may be present at the time of opening and will put initial in the opening register. If it is felt necessary to hold negotiation after opening of tender, participating Contractor are requested to present and participate in the negotiation, In this connection no separate notice will be issued. Should the tenderers or their authorised representative fail to attend the negotiation, it will be carried on in their absence and no objection would be entertained in this respect.
- 12) Acceptance of Tender :-  
The acceptance of the tender will rest with the Sub Divisional Officer, Mahananda Embankment Sub Division no-III who does not bind himself to accept the lowest tender and reserves the right to reject in part or the whole tenders received and to distribute work between Two or more than One tenders without assigning any reason thereof.

## TERMS AND CONDITIONS

1. Successful tenderers will have to execute duplicate and plain paper copy of the tender within 7 (Seven) days from the date of receipt of intimation about the acceptance of his tender falling which the earnest money may forth with stand forfeited and the letter of acceptance of the tender may be considered as cancelled.
2. Earnest money @ 2% conforming to the estimated amount put to tender (as shown in the enclosed list) should be deposited by the tenderers either in the Reserve Bank of India, Kolkata or at any Treasury or Sub Treasury within the District of Malda under the Head " Revenue Deposit " infavour of Executive Engineer, , Mahananda EmbankmentDivision,Green Park, Malda, and the receipt or challan thereof must be enclosed with the tender. Demand Draft, Deposit of call Receipt (D.C.R.) issued from any Nationalised Bank in favour of the E.E./ Mahananda Embankment Division will also be accepted as earnest money, no adjustment to any challan previously deposited for any other work or securities lying for other works will be accepted as earnest money, Tenders without earnest money enclosed therewith will be treated as "INFORMAL". No cash money will be accepted as earnest money.
3. All materials and workmanship shall be in conformity with the printed specification laid down in the contract. The Engineer-in Charge of the work or his authorised representatives reserve the right to test, examine and measure the materials, Workmanship direct at the place of manufacture/fabrication or at the site of work or any such place.
4. In case of any contradictions between the clause provided in the original N.I.T. and those in eligibility criteria mentioned above the second will supersede the first.
5. The Contractor whose tender is accepted will be required to furnish Security deposit for the due fulfilment of his contract amounting to 10% (Ten percent) of the total value of work actually done . The Earnest money and the balance shall be realised by deduction from each progressive bill so that total deduction together with the earnest money already taken constitutes 10% (Ten percent) of the total value of the work actually done.
6. Tenderers should quote their rates both in figures and words in terms of overall percentage, "below" or "above" or "At per" with the price schedule both in the 3rd. page of W.B.F. No. 2911/ (i), (ii) & Schedule. It would also be noted by the Contractors that no subsequent letter other than the Contract in standard form qualify in the terms and conditions of the contract will be entertained and such letter will not only invalidate the tender but will also call for disciplinary action against the contractor.
7. Income Tax, GST, Royalty and Cess and all other incidental charges as applicable will have to be borne by the Contractor as per the rule in vogue. If Royalty and Cess clearance Certificate from the appropriate authority for utilisation of Minor minerals is not produced with the bill, payment may held up.
8. 1% (One percent) of Gross bill value will be deducted as CESS as per "Building & other constructional workers' welfare cess rule 1998".
9. Before tendering, the intending tenderers should thoroughly be acquainted with themselves with the proposed work and site by local inspection and taken into consideration the difficulties likely to be involved in the execution of the work in all respects including difficulties in procurement of labour, materials, transport, communication. climatic condition, nature of soil, scarcity of water, availability of local labour, rate prevailing in the locality, availability of land for borrowing earth etc. All these factors should be taken into consideration before quoting rates as no claim whatsoever will be entertained, in any of these accounts afterwards.
10. In the event of the tender being submitted by a firm, each member(s) thereof must sign it separately or in the event of the absence of any partner it must be signed on his behalf by a person holding 'Power of Attorney' authorising him to do so. Each power of attorney is to be produced with the tender and same 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.
11. Canvassing in connection with the tenders is strictly prohibited and the tenders submitted by a tenderer who would resort to canvassing will be liable to rejection.
12. Incomplete and illegible tender will be invalidated. All corrections in the tender should be dated initialled by the Contractors before submission of tender and each page of the tender should also be signed.
13. Any superfluous conditions are liable to rejection of the Tender.
14. The rate quoted by tenderer in the tender form will be final and no subsequent modification in the rates will be entertained even if it is done with any letter or other instrument submitted before sealing / closing of the tender box.

15. Any tenderer if withdraws his tender before acceptance or refusal within a reasonable time without any explanation for such withdrawals, he shall be disqualified for making any tender to this department for it minimum period of one year and for such withdrawals govt. should be reported in details for orders as to the action to be taken against such contractor.
16. The contractor have to be obtained the labour licence from the office of the Joint Labour Commissioner of the concern District Jurisdiction of the work under the provision of W.B. Contract labour ( Regulation and Abolition) rules 1972 and a copy to be submitted to this office for information and record, falling which the undersigned will not hold any responsibilities for the action taken by the Labour Department, The Executive Engineer being the 'Principal Employer' of the work will however issue a certificate in specified proforma of labour department in form V for doing the needful by the authority of labour Department.
17. The quantities of different items of work mentioned in the Tender schedule is only indicative. At the time of execution this may vary. Payment will be made on the basis of different items actually executed and no claim will be entertained for reduction of quantities or omission of item.
18. The tenderer should mention in the tender his full postal address with telephone no.if any.
19. Agency must have to inform the Engineer-in-Charge / undersigned well in ahead, stating Vehicle No. / Truck No., Name of Mouza and P.S. etc. i.e. details of land from where carried earth will be transported / procured for the particular work site so that same may be intimated to the appropriate authority.
20. Payment will be made on availability of fund, No claim for delay of payment due of payment due to non availability of fund will be entertained.

Sub Divisional Officer  
Mahananda Embankment Sub Division no-III  
Green Park, Malda.

**Memo No:27**

**Dated:-27.02.2023**

Copy forwarded for information and wide circulation through the Notice Board to the:-

1. Chief Engineer, (North) Irrigation and Waterways Directorate, Govt. of West Bengal, Green Park, Dist.-Malda.
2. Superintending Engineer, North Irrigation Circle-I, Green Park, Malda.
3. Executive Engineer, Malda Irrigation Division, Malda.
4. Executive Engineer, Mahananda Embankment Division, Green Park, Malda. He is also requested to publish the tender in the Departmental website also.
5. District Information Officer, Malda with request to wall up the N.I.T. in office notice board for circulation.
6. Sub-Divisional Officer, Mahananda Embankment Sub-Division No-I, Bhaluka, Malda.
7. Sub-Divisional Officer, Mahananda Embankment Sub-Division No-II, H.C.Pur, Malda.
8. The Account Officer, Mahananda Embankment Division, Green Park, Malda.
9. OFFICE NOTICE BOARD.

Sub Divisional Officer  
Mahananda Embankment Sub Division no-III  
Green Park, Malda.

## DECLARATION OF THE TENDERER

1. I / We have inspected the site of work and have made myself / ourselves fully acquainted with local conditions in and around the site of work, I / We have carefully gone through the Notice Inviting Tender and other documents mentioned therein. I /We have also carefully gone through the "Departmental Schedule"

My / Our Tender is offered taking due consideration of factors and if the same be accepted, I / We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the full satisfaction of the Department.

2. I / We do hereby declare that I / We shall remain fully responsible for the Bank Draft / Deposit on Call receipt etc, attached with this tender as earnest money / Security deposit if dishonoured and also that under no circumstances , I / We shall be in position to stop payment thereof.

Postal address of the Tenderer  
( Entries to be make in Block letter )

( Signature of Tenderer )

1	Name	
2	Village / Street	
3	Post Office	Pin Code
4	District	
5	Telephone No	

## EXTRA SPECIAL CONDITION

I / We agree to carryout all the items of work and supply of different materials as mentioned in the specific priced schedule of probable items with approximate quantities during actual execution of the work, in accordance with the general conditions and the general specifications ( Including mode of measurement ) as well as all other relevant terms and conditions laid down in the Departmental Schedule of North Irrigation Circle-I, Govt. of West Bengal for Works including supply and carriage of materials etc. Which is in-force at the time of acceptance of the tender for the working area.

The general specification including all other requisite terms and conditions for those items of work not appearing in the aforesaid, the schedule of rates of other Circle of I & W Deptt. And the schedule of rates of Building works, road works including supply and carriage of materials etc. of Public Works Deptt., Northern Circle / N.B. Constn. Circle No. I / II in force at the time of acceptance of tender for the working area shall be taken into consideration as guiding schedule.

All items of work shall be carried out myself/ourselvesstrictly in proper workman like manner and so as per best practice in vogue in Irrigation & Waterways Dte. And in conformity to those laid down in the Departmental Schedule stated above as well as those specified in the Indian Standard Specifications and in I.R.C. Specifications Published by the I.S.I. / I.R.C. from time to time as per directions of the Engineer-in-Charge and to his best Satisfaction.

**Signature of Tenderer**

**Signature of Tender Accepting  
Authority**

**Signature of Tender Inviting Officer**

**M&R WORKS for NIT No. -WBIW/02/MESD-IIIOF 2022-23**

Sl. No.	Name of Work/Scheme/Project	Amount put to Tender (Rs.)	Earnest Money (Rs.)	Time allowed (in days)	Source of fund	Minimum eligibility of the contractor / bidder
1	2	3	4	5	6	7
01.	M/R to office building for anti-termite treatment, Wooden door & wooden almirah of office of the Executive Engineer, MED and Office of the Sub-Divisional Officer, MESD-III, P.S &Block- English Bazar, Dist-Malda.	96659.0	1933.00	15	<b>SDS MAINTENANCE</b>	Bonafide contractors / bidders having credentialed of execution of similar nature of work of value 30% of the amount put to tender (tender value) within the last 5 years on the date of publishing of NIT
02	M/R to Office building to repair rolling shutters (3 nos), Steel Window and Almirah of office of the Executive Engineer, MED at Green Park, Malda during the year 2022-23	96981.00	1940.00	15		
03	M/R to Office toilet of office of the Executive Engineer, MED at Green Park, Malda during the year 2022-23	97061.00	1941.00	15		

<b>I) LAST DATE AND TIME FOR APPLICATION</b>	<b>:- 06.03.2023 upto 15.00 Hrs.</b>
<b>II) DATE AND TIME FOR ISSUE OF TENDER PAPER</b>	<b>:- 09.03.2023 upto 15.00 Hrs.</b>
<b>III) LAST DATE AND TIME FOR DROPPING TENDER PAPER IN TENDER BOX AT THE DROPPING CENTRES.</b>	<b>:- 15.03.2023 upto 16.00 Hrs.</b>
<b>IV) DATE AND TIME OF OPENING OF TENDER IN THE OFFICE OF THE UNDERSIGNED.</b>	<b>:- 15.03.2023 at 16.30 Hrs.</b>

Sd/-  
Sub Divisional Officer  
Mahananda Embankment Sub Division No-III.  
Green Park, Malda