



Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur,  
Bankura

**NOTICE INVITING TENDER No. – 04 of 2023-24(SD.O./V.I.Sub-Divn.)**

**Memo No. 32, Dated.-05.02.2024**

- 1) Sealed Tenders in printed form W.B.F.No.2911(i)/(ii) are invited by the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura, on behalf of the Governor of West Bengal, for the works as per list attached here with, from Bonafide outside contractors having experiences, credentials and resources for executing similar nature of single Work in a year for a sum equivalent to at least 50% (fifty percent) of estimated value put to tender and the validity of said credentials should be within last 5 (five) years.
- 2) The intending tenderers should apply for tender paper in the Office of the Sub-Divisional Officer addressing to the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura.
- 3) Tender Documents to be submitted in the Tender Box of the Office of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura as per scheduled time & date of original NIT.
- 4) a) Separate Tender should be submitted for each Work, as per attached List, in sealed cover inscribing the NIT No., Sl. No. and Name of the Work on the envelope and addressing to the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura.  
b) Submission of Tenders by Post or FAX or through Internet is not allowed.
- 5) The Tender Document and other relevant Particulars (if any) may be seen by the intending Tenderers or by their duly authorized representative during office hours between 11.00 A.M. And 4.00 P.M. on every working day, till the date of issue of tender papers in the office of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura. Any tenderer may send his authorized representative to attend interview, bid or any other purpose allowed by tender accepting authority. Such authorization must be submitted in stamped paper in presence of 1<sup>st</sup> class Judicial Magistrate or Notary Public.
- 6) a) **Intending Tenderers should apply for Tender Papers in their respective Letter Heads enclosing self-attested copies of P.A.N./ GSTIN under GST Act 2017 & P.T. Clearance Certificates and Completion Certificate, Valid Trade License and Work order with Work Schedule Documents for similar nature of single completed.**  
b) Applicants are required to produce, on demand as well as during the interview (if any), the originals of the following Documents.
  - i. Valid **P.A.N., GSTIN under GST Act 2017**, Latest available **Professional Tax Payment Certificate & Income Tax Return** of current Assessment Year or, IT Return of immediate preceding Assessment year under IT Act & Rules, whichever latest available with the bid valid at least up to the date of opening of the Tenders.
  - ii. For Proprietorship Firms, Partnership Firms, Registered Companies, Registered Co-operative Societies **Valid Trade License/ acknowledgement or Receipt of application for Trade License/ Revalidation.**
  - iii. **Completion Certificates** for similar nature of single work worth at least 50% of the value of the Work for which Tender Paper is desired, executed within last 5 (five) years from the actual year of completion.
  - iv. **Eligibility Certificate** issued by the A.R.C.S. (for Engineers' Co- operatives and Labour Co-operatives.)
  - v. **Partnership Deed** (for Partnership Firms) and Registration from the Registrar of firms.
  - vi. 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 interest.Failure to produce any of the above Documents may be considered good and sufficient reason for non- issuance of Tender Paper. Any suppression or misrepresentation of Fact will automatically debar the applicant from participating in any Tender under the Division for at least 3 (three) years from date of Detection in addition to such other penal action as the Government may deem proper.
  - c) i. Completion Certificates for fully (100%) completed works during the current year and last five financial years will only be accepted. Certificates issued for partly completed works will not be considered.

ii. Credential Certificates (CC) of successfully completed works in any Department/autonomous authority of the Government of West Bengal will be considered. CC of 100% completed works executed under any other State / Central Government Ministry / Department / Nationalised Financial Institution Organisation / Govt. Undertaking / Govt. Enterprises or Government Institutions or Local Government Bodies (Municipalities, Zilla Parishad & Panchayat Samities within West Bengal, will also be considered as valid Credential. Such Credential Certificates are to be issued by an officer/authority not below the rank of Executive Engineer / Divisional Engineer / District Engineer/Project Manager of the State/Union Government Departments/ Organisations; authorised signatories of CC for Panchayat Samities and Municipalities shall be the BDO & Executive Officers or equivalent administrative officers respectively. It is desirable to have telephone and FAX or e-mail addresses of the signatory of the CC for all offices outside West Bengal for verification purposes.

iii. Eligibility criteria for participating in more than one tender in a NIT: Normally separate Completion Certificate (CC) of 100% completed works is to be provided for participation in separate works in a particular NIT. However, CC for one particular work may be considered as eligible for participation in maximum two numbers of serials, provided required credential for two such works (to be arithmetically added for identical major works) satisfies the requirement in all respect from one such completion certificate.

d) Intending Tenderers having not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next superior Officer. The communication in this regard must be brought to the notice of the Tender Paper Issuing Authority at least before the last date of issue of Tender Paper failing which no such Appeal will be entertained.

7. a) Tender Paper can be had on free of cost in the office of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura under I & W. Dept. within the specified Date & Time as per attached list by the Intending Tenders or by their duly authorized Representatives.

b) No Tender Paper will be supplied by Post.

c) No Tender Paper will be issued after expiry of date & time mentioned in the notice.

d) 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 Labours and Rates prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards.

e) Earnest money, for each work as noted in the List of Works, in the form other than those mentioned below, will not be accepted.

i. Receipted Challan of Reserve Bank of India or Treasury showing the Deposit to be credited under the Head 'P.W. Deposit' in favour of the Executive Engineer, Bankura Irrigation Division, Bankura.

ii. Crossed Bank Draft / Deposit at call Receipt of any scheduled Bank payable at Bankura in favour of the Executive Engineer, Bankura Irrigation Division, Bankura. No adjustment of any sort of above mentioned Earnest Money previously deposited for other works will be considered. Tender without earnest money will be treated as informal.

- f) Earnest money as noted in the list of works will have to be deposited by the contractors. Anybody desirous of exemption from depositing earnest money, is to furnish along with his tender, attested copy of document testifying to his having Exemption on justified grounds.
- The Tenderer should quote the rate both in figures & in words on the basis of percentage above / below /at par the scheduled of rates attached with the tender form and also in the space provided in the Tender Form.
  - Any tender containing over writing is liable to be rejected.
  - All corrections are to be attested under the dated signature of the Tenderer.
- g) 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 a Witness.
- h) The Tenderer who will sign on behalf of a Company or a Firm, must produce the registered documents 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.
- i) Any letter or other instrument submitted separately in modification of the sealed Tender will not be entertained.
- j) The Tenderer should submit a statement (if desired) 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.
- k) Conditional Tender, which does not full fill any of the above conditions, and is incomplete in any respect, is liable to summarily rejection.
- l) Sales Tax, Royalty and all other statutory levy / Cessetc will have to be borne by the contractor (he will have to produce necessary documentary evidence of his having done so at that time of receiving the final payment for the work) if applicable.
- m) The Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankurais the accepting authority of Tender and The Tender Accepting Authority dose 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 and also reserves the right to distribute the work amongst more than one Tenderers on technical feasibility.
- n) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis of rate to justify the rate quoted by him.
- o) The Tenders will be opened, as specified in the List of works in the Chamber of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura in presence of the participating Tenderers or their duly Authorized Representative who may be present at the time of Opening and who may also put their signature in the Tender Opening Register.
- p) The successful Tenderer will have to execute the formal agreement in duplicate in W.B. Form No.2911(i)/(ii) which will have to be obtained by usual free of cost from the office of the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura, failing which the Earnest Money shall forthwith stand forfeited in the favour of the Government and the communication of acceptance of the tender/Formalwork order shall automatically stand cancelled.

- q) Successful agency will have to deposit balance (8.00%) Security Deposit so as to cover 10% Security Deposit on value of work done by Bank Draft in favour of the Executive Engineer/ Bankura Irrigation Division payable at Bankura after completion of work during payment. No further Security Deposit will be deducted from the bill.
- r) 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 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.
- s) The successful Tenderer will have to abide by the provisions for 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.
- t) Materials such as Cement, M.S./Tor Rod, R.C.C. Hume Pipes 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 Document for the work. Any other material not listed therein, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-In-Charge.
- u) Hire charge for Tools & Plants machinery, if issued departmentally, will be recovered from 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 Govt. Go-down will be counted from the date of their issuance from the go-down and up to the Date of return into the same go-down and the Hire Charges will be recovered from Contractors 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 of such damage or replacement will be recovered from Contractor.
- v) In the following cases a Tender may be declared informal and unacceptable.
- 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 the favour of the Executive Engineer, Bankura Irrigation Division.
  - 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.
  - If the specified pages of the Tender Document are not signed by the Tenderer.
  - If the Tender is not submitted in a Cover properly sealed and name of the work is not indicated on the cover with N.I.T No.
- w) For the refund of the Earnest Money of the unsuccessful Tenderer(s), he / they is / are to apply for the same to the Executive Engineer Bankura Irrigation Division, Bankura, 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. The Earnest Money of All Tenderer other than the 1<sup>st</sup>, 2<sup>nd</sup> and the 3<sup>rd</sup> lowest Tenderers in each case, maybe refunded as early as possible.
- x) To verify the Competency, Capacity and Financial Stability of the intending Tenderer(s) the Issuing Authority may demand production of any necessary Document(s) as it may deem necessary.
- y) The payment of R/A as well as Final Bill for any work will be made according to the availability of specific Fund and no claim whatsoever for delayed payment will be entertained.

z) **Additional Performance Security:** "Additional Performance Security" has been made mandatory which shall be obtained only from the successful L1 bidder, if the accepted bid price is below by more than 20% of the amount put to tender. The Additional Performance Security shall have to be submitted by the selected L1 bidder after issuance of Letter of Acceptance / Letter of Invitation (LoA/LoI) within seven working days and before issuance of Award of Contract (AoC) in the form of "Bank Guarantee" of any Scheduled Bank, payable at Kolkata or / in West Bengal, as per specimen format. If the bidder fails to submit the said value of BG as Additional Performance Security within the seven working days, he may pray for extension of BG submission date within the prescribed 7 days period by another seven days with reasons to be recorded in writing (which is 14 working days from date of issuance of LoA). Else, its/their Earnest Money Deposit (EMD) will be forfeited without any prejudice by the Tender inviting authority and the defaulting bidder also debarred from further participation in all future I&WD tenders for a period of one year for committing the offence on the first occasion and for a period of two years for recurrence of the same offence.

The said Bank Guarantee (BG) shall have to be valid up till the end of the contract/Agreement period including extended time period till 100% physical completion of work in all respects and shall be renewed within validity period accordingly if required. The said Bank Guarantee shall remain in custody of the DDO & Executive Engineer in-charge of the work, which shall be returned to the bidder/contractor after successful physical completion of the work as per contract. If the bidder fails to complete the work successfully, this Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving suitable notice to the contractor/bidder agency. Necessary provisions regarding deduction of security deposit from progressive bills of the contractor in respect of the tendered work shall be governed as per relevant clauses of the tender contract/Agreement which will in no way be affected / altered due to this Additional Performance Security.

aa) Engineer-in-Charge shall not be held liable for any compensation due to machines & equipment becoming idle or any circumstances including untimely rains, other natural calamities, strikes etc.

bb) As per Memo No.1627(8)-IA dt.26.11.2001 of Secretary of I & W. Dept., Government of West Bengal, Clause-25 of Tender Form No.2911 stands deleted in respect of contract value less than Rs.100 lakh (Rupees hundred lakh only).

The concerned the Sub-Divisional Officer, Vishnupur Irrigation Sub-Division, Bishnupur, Bankura, may conduct an interview of the applicants for the tender for verification of original documents for confirmation of the eligibility criteria.

Sd/-

**Sub-Divisional Officer  
Vishnupur Irrigation Sub-Division  
Bishnupur, Bankura.**

**Memo No. 32/1(8)Date-05.02.2024**

Copy forwarded for information & wide circulation to :

1. The Superintending Engineer, Kangsabati Circle-I, Bankura.
2. The Executive Engineer/ Bankura Irrigation Division, Bankura.
3. The Sabhapati, Bishnupur, Panchayet Samiti, Bishnupur, Bankura.
4. The Sub-Divisional Officer, Bankura Irrigation Sub-Division, Bankura.
5. The Sub-Divisional Officer, K.C. Sub-Division no-VI, Taldangra, Bankura.
6. The Sub-Divisional Officer, K.C. Sub-Division no-XVIII, Bankura.
7. The Sub-Divisional Officer, K.L.B. Sub-Division no-V, Bankura.
8. Notice Board of V.I. Sub-Division, Bishnupur, Bankura.

Sd/-

**Sub-Divisional Officer  
Vishnupur Irrigation Sub-Division  
Bishnupur, Bankura.**



**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
Office of the Sub-Divisional Officer,  
Vishnupur Irrigation Sub-Division,  
Bishnupur :: Bankura  
Phone No. 7908371461  
E Mail I.D. visubdivision@gmail.com

**N.I.T. No. – 04 of 2023-24/S.D.O-Vishnupur Irrigation Sub -Division**

Sealed tenders are invited by the S.D.O./Vishnupur Irrigation Sub-Division for 1(one) No. work Estimated Value below Rs. 1 lakhs (One lakhs) from bonafide outsiders having credential of execution of similar nature of single work of value 50% of the amount put to tender within the last five years. Last date of application upto 1.00 P.M. on 15.02.2024, issue date upto 2.30 P.M. on 16.02.24, dropping date upto 2.00 P.M. on 21.02.2024 & Tender opening after 2.30 P.M. on 21.02.2024. Other details are available from the office of the undersigned on any working day [www.wbiwd.gov.in](http://www.wbiwd.gov.in)

Sd/-  
Sub-Divisional Officer  
Vishnupur Irrigation Sub-Division  
Bishnupur, Bankura.