

Government of West Bengal

Irrigation & Waterways Directorate
Office of the Sub-Divisional Officer,
Mahananda Head Quarter Sub-Division
Tinbatti, Siliguri

NOTICE INVITING TENDER NO. – 01/SDO/MHQSD OF 2024-25.

- 1) Separate Sealed Tenders in printed form WBF No-2911(ii) are invited by the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri on behalf of the Governor of West Bengal, for the works as per list attached herewith, from eligible Bonafide outsiders having experiences/credentials and resources for executing similar nature of single work in a year for a sum equivalent to at least 30% (thirty 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, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri.
- 3) Tender documents to be submitted in the tender box in the office of the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri as per scheduled time and & 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, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri.
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, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri. 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 1st class Judicial Magistrate or Notary Public.
 - 6) a) Intending Tenderers should apply for Tender Papers addressing to the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri in their respective Letter Heads enclosing **self-attested copies** of the following documents, originals of which and other documents like Registrar Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
 - i. P.A.N., G.S.T Registration & P.T. Clearance Certificates valid at least 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/Payment Certificate (s) for the single similar nature of single work worth at least 30% of the value of the Work for which Tender Paper is desired, executed within last 5 (five) years.
 - 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 6(b) hereunder.
 - iv. Declaration by the Applicant to the effect that there is no other applications 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.

- v. Eligibility certificates issued by the ARCS for Engineer's Co-operative and Labour Co-operatives.
- vi. Partnership Deed (for Partnership Firms) and registration from the Register of Firms.
- vii. Any contractors can apply for tender papers for a maximum of 50% of the total number of works (rounded up to next higher integer) published in any particular NIT, depending on his credentials and financial capability.

b) Completion Certificate issued by the Competent Authority will normally be considered as credential. Apart from credentials of work executed in Irrigation & Waterways Department, credentials of works executed under other Departments of State Government or organizations, like Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Government Departments, Zilla Parishads, West Bengal Housing Infra-structure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (KMDA), Kolkata Metropolitan Water Sanitation Authority (KMW&SA), Kolkata Municipal Corporation (KMC), Hooghly River Bridge Commissioner (HRBC), Engineering Departments of Central Government and Organizations like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KoPT), and companies owned or managed by the State Government, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farmer Limited & Britannia Engineering Ltd. may also be considered. Such Completion Certificates are to be issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the other State / Central Government Departments / Organizations. Such certificates are further to be countersigned by immediate superior authority of the Issuing Authority for all cases other than direct State / Central Government Departments and Railways.

c) Eligibility criteria for participating in more than one tender in a NIT Normally separate Completion Certificate (CC) of 100 % completed works are 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 2 nos of SIs, provided required credential for two such works (to be arithmetically added for identical major works) satisfies the requirements in all respect for one such completion certificate.

d) 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.

e) Intending Tenderers having not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next superior Officer. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such authority within two 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.

f) 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.

7)a) Tender Paper can be had on free of cost in the office of the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri, 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.

8) 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. In this connection tenderers may contact the office of the undersigned upto **09.07.2024** between **11.00 A.M.** and **4.00 P.M.** on any working day.

9) Cost towards Earnest Money Deposit (EMD), 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, Mahananda Barrage Division, Siliguri.
- ii. Crossed Bank Draft / Deposit at call Receipt of any scheduled Bank payable at Siliguri in favour of Executive Engineer, Mahananda Barrage Division. Payment in any other form e.g. NSC, KVP etc. will not be accepted. 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.
- iii. 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 tenders of the State Government. Finance Department G.O. No.6718-F(Y) Dated-08.09.2015 for waiver of EMD is to be submitted with tender documents. These societies/Enterprises, if selected through open tenders will however have to furnish requisite Security Deposits (SD) for performance of the work. No A/C Payee Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call receipts (DCR) would be accepted.

10) Earnest money as noted in the list of works will have to be deposited by the contractors.

- a. 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.
- b. Any tender containing over writing is liable to be rejected.
- c. Corrections are to be attested under the dated signature of the Tenderer.

11) 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.

12) 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.

13) Any letter or other instrument submitted separately in modification of the sealed Tender will not be entertained.

14) 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.

- 15) Conditional Tender, which does not full fill any of the above conditions, and is incomplete in any respect, is liable to summarily rejection.
- 16) GST, Royalty, Building & Construction Workers 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 GST is produce before receiving payment or as may be notified by the Finance Department of Govt. of West Bengal from time to time will be made.

The Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri, is 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.
- 17) 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.
- 18) The Tenders will be opened, as specified in the List of works in the Chamber of the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri 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.
- 19) The successful Tenderer will have to execute the formal agreement in duplicate which will have to be obtained from the office of the Sub-Divisional Officer, Mahananda Head Quarter Sub-Division, Tinbatti, Siliguri, failing which the Earnest Money shall forthwith stand forfeited in the favour of the Government and the communication of acceptance of the tender/ Formal work order shall automatically stand cancelled.
- 20) 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.
- 21) 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.
- 22) Materials such as cement, etc. have to be procured directly by the contactors as contractor supply [vide MOM held on 27.04.2015 at Teesta Sech Bhawan chaired by CE, TBP.]. 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 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. 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 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.
- 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 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, Mahananda Barrage Division.**
 - 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 Document are not signed by the Tenderer.
 - e. 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.
- 25) 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, Mahananda Barrage Division, Siliguri, 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 1st Tenderers in each case may be refunded after acceptance of rate in the comparative statement, as early as possible.
- 26) To verify the Competence 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.
- 27) 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.
- 28) 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.2911/2911(i)/2911(ii) stands deleted in respect of contract value less than Rs.100.00 lakh (Rupees hundred lakh only).
- 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.

30) **Time Schedule of Tender Procedure:**

<i>Last date and time of receipt of application for tender</i>	<i>: 10.07.24 upto 12.00Hrs.</i>
<i>Last date and time of issue of tender papers</i>	<i>: 10.07.24 upto 17.00Hrs</i>
<i>Date and time of dropping of tender</i>	<i>: 12.07.24 upto 15.00 Hrs</i>
<i>Date and time of opening of Tender</i>	<i>: 12.07.24 At 15.30 Hrs.</i>

Sd/-
Sub-Divisional Officer
Mahananda Head Quarter Sub-Division
Tinbatti, Siliguri

NIT NO- 01 of SDO/MHQSD of 2024-25.

LIST OF WORKS:

Sl. No	Name of work	Amount put to Tender	Earnest money (2% of the estimated cost put to tender)	Source of Funding	Time allowed for completion of the work.
1.	Erection of Sign Board for Marking of Govt land under Mahananda Head Quarter's Sub-Division of Mahananda Barrage Division and Mahananda Canal Division.	Rs.78387.00	Rs.1568.00	Non Plan	7 Days.

Sd/-

Sub-Divisional Officer
Mahananda Head Quarter Sub-Division
Tinbatti, Siliguri.

Copy forwarded for favour of kind information and taking necessary action for wide circulation to the:-

- 1) The Chief Engineer/ Teesta Barrage Project, Sech Bhawan, 2-Mile, Sevoke Road, Siliguri.
- 2) The Superintending Engineer, Mahananda Barrage Circle, Fulbari, Jalpaiguri..
3. The Executive Engineer, Mahananda Barrage Division, Fulbari, Jalpaiguri..
4. The Executive Engineer, Teesta Quality Control Div, Fulbari, Jalpaiguri.
- 5-8. The Sub Divisional Officer, Mahananda Canal Sub-Division No.-I/II, Mahananda Barrage Sub-Division No.-I/II,
- 9-10. The Estimating Section / Accounts Section, Mahananda Barrage Division.
11. Office Notice Board.

Sd/-
Sub-Divisional Officer
Mahananda Head Quarter Sub-Division
Tinbatti, Siliguri.