



**Government of West Bengal**  
**Irrigation & Waterways Directorate**  
**Office of the Executive Engineer**  
**Ganga Anti Erosion Division No-I**  
**Postal address: P.O. & P.S.- Raghunathganj, Dist:- Murshidabad (W.B.)**  
**E-Mail ID-eegaedv1@gmail.com**

## **NOTICE INVITING e-QUOTATION**

### **e-NIQ No.WBIW/EE/GAED-I/NIQ-3(e)/2024-25**

Encrypted electronic bids are hereby invited by the **Executive Engineer, Ganga Anti Erosion Division No-I**, Irrigation & Waterways Directorate on behalf of the Governor of the State of West Bengal through a single stage two part e-Procurement System; (Part I: Techno-commercial bid and Part II: Financial bid) for the following 'LIST OF WORKS' from eligible bonafide contractors/agencies/bidders having specified Pre-Qualification (eligibility) credential for execution of works of similar nature and desired financial capabilities. The technical bid in Part-I would require the bidder to qualify for the next phase of financial bid: Part-II, in which L1 bid price would determine the final selection and acceptance of a bidder for award of the Procurement of Goods & Works contract.

Intending contractors/bidders desirous of participating in this e-Quotation are required to login to the Government of West Bengal e-Procurement website having URL <https://wbtenders.gov.in> and locate the instant tender by typing **WBIW/EE** in the search engine provided therein, or by logging-in using their assigned User ID and password. They may also visit the official website of the Irrigation & Waterways Department, Government of West Bengal [www.wbiwd.gov.in](http://www.wbiwd.gov.in) to locate the same e-Quotation by scrolling the "e-Procurement" link.

Intending contractors/bidders are required to download the e-Tender documents directly from either of the websites stated above. **This is the only mode for submission of a tender.** The interested bidders eligible for the tender are required to submit their bids through the e-Procurement System using their valid DSC e-Token with assigned PIN using login ID and password. Details of e-filing procedure for participating in e-tenders under State Government have also been explained in the 'Bidders' Manual', available in the Departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in).

**Last date & time of submission of bid electronically, is on 27/08/2024 till 12:00 Hours IST.**

Sl. No.	Name of Work	Estimated Cost (Rs.)
1.	Guarding the Office Premises, Residential premises and all properties lying within the entire Ganga Anti Erosion Division No.I, Jangipur Irrigation Sub-Division No.I Office, Jangipur Irrigation Colony Campus, Mahabirtala and Jangipur Irrigation Sub-Division No.II, Aurangabad, Murshidabad.	1265798.10

## Critical dates of this e-Quotation :-

Sl. No.	Activity	Date & Time	Remarks
1.	Publishing Date	12/08/2024 at 9.00 Hrs	To be made available with the e-NIQ in the website
2.	Document Download start date	12/08/2024 at 9.00 Hrs	
3.	Bid submission start date	12/08/2024 at 9.00 Hrs	
4.	Document Download end date	27/08/2024 upto 12.00 Hrs	
5.	Bid submission end date	27/08/2024 upto 12.00 Hrs	
6.	Technical Bid opening date with preliminary result (TBO Sheet)	27/08/2024 after 14:00 Hrs.	
7.	Uploading of the list of Technically qualified final list of bidders (TBE Sheet)	To be intimated later	To be notified to all bidders through e-mail & SMS through auto-generation in the system.
8.	Financial Bid opening date (FBO Sheet)	-do-	
9.	Uploading of CS (Comparative Statement) and uploading of Final FBE Sheet	-do-	
10.	Uploading of the Letter of Invitation / Acceptance LOI/LAO	-do-	
11.	Uploading of Award of Contract (AOC) (Work Order)	-do-	

1. Bidders are required make payment of Earnest Money (EMD) Rs.25,316.00 (Twenty Five Thousand Three Hundred Sixteen) only through the e-Payment banking system, on-line and should read in advance the instructions carefully, particularly those contained in the challan generated in the e-transaction of the portal, if opted for EMD payment through RTGS/NEFT. Only if the bidder is exempted from payment of EMD by the State Finance Department, the Govt order for such exemption is to be uploaded while opting for EMD exemption category. Any misjudgement and resultant non submission of EMD will lead to summarily rejection of the bid/tender. **The quantum of Earnest Money Deposit has been revised as 2 % of the amount put to tender or Rs. 10 Lakh, whichever is lower for amount put to tender upto value of Rs. 25 crore.**
2. The rate should be quoted in BOQ on Service Charge only. Daily wages of unskilled labour will be as per latest circular of Labour Commission, Govt.of West Bengal. Rate of EPF, ESI and Bonus will be fixed as per prevailing Govt. order. GST will be as per prevailing Govt. order/norms.
3. Bank Guarantee:- If the bidder quoted rate of service charge is equal to or less than the estimated serviced charge (basic rate) in such case the L1 bidder will have to submit an Additional Performance Security @10% of the value of contract.  
**Contract value = Rs. [Minimum wages + EPF (@13.00%) + ESI (@3.25%) + Bonus (@8.33%) + Service charge of L1 bidder] x 2190 + 18.00% GST + 1.00% Cess.**

## Terms &amp; Conditions :

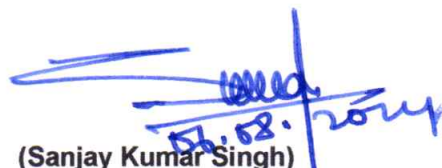
## 1) Documents to be submitted along with application :-

- i) PAN Card.
- ii) Valid up-to-date P. tax Challan.
- iii) Valid acknowledgement receipt of up to date Income Tax Return.
- iv) GST registration.
- v) Trade License.
- vi) Home License and Code No.
- vii) ESI & EPF Registration Certificate with code number.
- viii) Latest Income Tax Return and Audit Report along with the balance sheet and profit and loss account and all the schedules forming the part of balance sheet and profit and loss account in favour of applicant.

- 2) Completion Certificate issued by an Officer not below the rank of Executive Engineer / Paying Authority with detail communication address, contact no. and / or e-Mail address must be submitted as credential.  
The Agency should have minimum two years credential for providing security service in office/premises of Government/Public sector undertakings.  
(Note : Payments Certificate will not be treated as credential)
- 3) The successful quotationer will have to deposit balance earnest money which will be evaluated @2% (two percent) of quoted amount in approved form in favour of the Executive Engineer, Ganga Anti Erosion Division No.I, Raghunathganj, Murshidabad at the time of issuance of work order. The earnest money of the successful quotationer (being converted to security deposit) deposited will remain under custody of the department till satisfactory completion of the work. Besides this, necessary percentage shall be deducted from the progressive bill so as to make it 10% (ten percent) of the value of work billed for.
- 4) The successful quotationer should have to execute formal agreement in WBF No.2911(i)/(ii) as applicable in printed form in duplicate (2 sets) within 7(seven) days from the date of issue of letter of acceptance. All documents required for formal agreement along with WBF 2911(i)/(ii) form are to be obtained from the Office of the Executive Engineer, Ganga Anto Erosion Division No.I, PWD. The formal agreement comprise of the following documents & form a part of the agreement.  
a) WBF 2911(i)/(ii) printed form. (b) N.I.Q. with subsequent corrigendum, (c) Letter of acceptance.
- 5) Contractor shall have to comply with the provision of (a) the contractor labour (Regulation Abolition) act 1970 (b) Apprentice Act, 1961 and (c) minimum wages Act, 1948 of the notification thereof or any other laws relating thereto and the rules made and orders issued there under from time to time.
- 6) 1% (One percent) Labour Welfare Cess will be deducted from the Contractor's Bill at the rate and manner enforced by the Government of India / West Bengal at the time of payment.
- 7) Income Tax will be deducted from the bill(s) at source at the rate & manner enforced by the Government of India / Sate Government of West Bengal.
- 8) TDS on GST will be deducted from the bill as per section 51.
- 9) The participating quotationer are required to quote their rates inclusive of all charges per month per head of guarding. Subsequent claim of any kind or any other account will not be entertained.
- 10) The rate must include all taxes of State Government, Union Government (like P.Tax, I. Tax, GST etc.) and the cost of carriage, service charge and all other incident charges.
- 11) The authority shall not be responsible to supply uniform/rain coat/umbrella/great coat. The same are to be supplied by the successful quotationer and the cost may be considered in the rate quoted by the quotationers.
- 12) The authority shall not be responsible to compensate or otherwise liable in any manner what so ever for all injury and/or death of security guards while on duty.
- 13) Torches and batteries if required for guarding will have to be provided by the successful quotationer at his own cost. In case of emergencies and when the situation requires supply of additional guards will have to be made available at the same rate as accepted on requisition.
- 14) One copy of Identity Card with recent Pass-Port size photograph and complete present residential address of each Security guard placed for duty to be issued to each guard and immediately after receiving the work order the quotationer must submit a detail list showing the name, complete residential address, signature (L.TI). passport size photograph in duplicate of security guards duly attested by the contarctor well in time, to the undersigned. If any change is made subsequently by the contractor the change (in name, signature etc.) is also to be mentioned as and when such change is made & the identity of each guards shall have to be initiated by the undersigned.
- 15) **The successful quotationer must ensure that the security guards get minimum wages as prescribed by the Labour Department Govt. of West Bengal as per latest circular time to time alongwith EPF, ESI and Bonus. Authenticated statement of payment stating minimum wages, EPF, ESI, Bonus, GST and Service Charge must be submitted on monthly basis for office records and checking. The**

agreement will be terminated if any deviation in payment of minimum wages, EPF, ESI, Bonus, GST and Service Charge is found.

- 16) The rate should be quoted clearly on service charge only (as per prescribed proforma) in figure per head per day.
- 17) The successful quotationer will have to execute the formal tender W.B. Form No.2911(ii) within 7 (seven) days in triplicate from this office for making formal agreement in the office of the undersigned from the date of issue of accepting letter.
- 18) The security guards & the above personnel's may be deployed/posted in any place within the jurisdiction of Executive Engineer, Ganga Anti Erosion Division No.-I, Raghunathganj, Murshidabad.
- 19) The supplier would be responsible for any loss or damage caused due to negligence of duty of the security Guard and other above personnel's.
- 20) Executive Engineer, Ganga Anti Erosion Division No.I / Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad reserve the right of accepting as well as rejecting any quotation paper or all quotation papers without assigning any reason thereof.
- 21) In case of any dispute the decision of Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad would be final and binding upon the supplier.
- 22) Canvassing in any form is strictly prohibited and the quotation submitted by the supplier who resorts to canvassing will summarily be rejected.
- 23) No enhancement of rate would be admissible during the period of contract / executed period of contractor the period the extension if arises.
- 24) The Executive Engineer, Ganga Anti Erosion Division No.I / Superintending Engineer, North Irrigation Circle-II reserve the right to terminate the contract within 1 (One) month notice.
- 25) Payment will be made on availability of fund.



(Sanjay Kumar Singh)  
Executive Engineer

Ganga Anti Erosion Division No.-I  
Irrigation & Waterways Directorate



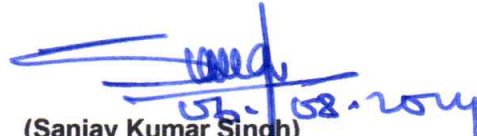
MemoNo.GAED1/706(14)

Dated-06/08/2024

Copy forwarded for kind information and necessary action to the :

1. The Chief Engineer (North), Irrigation & Waterways Directorate, Green Park Irrigation Campus Green Park, Mokdompur, Malda-732103.
2. The Sabhadipati, Murshidabad Zilla Parishad.
3. The District Magistrate, Murshidabad.
4. The Superintending Engineer, North Irrigation Circle-II, Berhampore, Murshidabad.
- 5-6. The Executive Engineer:
  - i) Berhampore Irrigation Division, Berhampore, Murshidabad.
  - ii) Ganga Anti Erosion Division No.II, Berhampore, Mursidabad.
7. The Sub-Divisional Office, Jangipur Sub-Division.
- 8-9. The Sub-Divisional Officer, Jangipur Irrigation Sub-Division No.I / II.
10. The Estimating Section of Ganga Anti Erosion Division No.I, Raghunathganj, Murshidabad.
11. The Divisional Account Officer of Ganga Anti Erosion Division No.I, Raghunathganj, Murshidabad.
12. Notice Board, Ganga Anti Erosion Division No.I, Raghunathganj, Murshidabad.
13. The Director of Information & Cultural Affairs, Govt. of West Bengal Jalasampad Bhavan, Salt Lake, Kol-91, with the request to publish the abridged Quotation in Bengali Newspaper. Abridged quotation / Tender enclosed.
14. The District Information Officer, MSD with request for publication of the abridged Tender / Quotation attached herewith in duplicate.

Encl.: As stated.

  
(Sanjay Kumar Singh)  
Executive Engineer  
Ganga Anti Erosion Division No.-I  
Irrigation & Waterways Directorate

# **FORM 1**

(To be submitted in plain paper/letter head as per specimen, duly filled up and uploaded with digital signature which shall be treated as the self declaration of the bidder)

## **APPLICATION FOR e-TENDER**

To,  
The Executive Engineer  
..... Division, I&W Directorate

e- Tender No:- WBIW/EE/Circle Code (Maximum 6 characters without space)/ NIQ...(e) /201..-1..

Serial No. of Works applied for :- .....

Amount put to e-Tender: Rs .....

Dear Sir,

Having examined the Technical PQ cover, OID cover, Corrigendum (\*optional) & entire e-NIT/e-NIQ documents, I/we hereby would like to state that I/we wilfully accept all your conditions and offer to execute the work as per the tenders rules in e-NIT, terms & conditions, specifications, drawings, bill of quantities and corrigenda/addenda, SoR, and Agreement (WB Form No. 2911(i)/(ii) involving the e-Tender and Serial no of work stated above. I/We acknowledge that the making of our bid shall be regarded as an unconditional and absolute acceptance of the terms & conditions of the e-NIT. I/We also agree to remedy the defects during execution and upto end of security period of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda/corrigenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_

Full name of Bidder / Contractor: \_\_\_\_\_

Name in full of Signatory/s\*: \_\_\_\_\_

In the capacity\* of: \_\_\_\_\_

Duly authorized to sign bid

for & on behalf of (Name of Firm): \_\_\_\_\_

(In block Capital letters or typed)

Office address with seal: .....

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

\*In case of Joint Venture & Consortium the Lead Member to submit this format.

(DIGITAL SIGNATURE OF BIDDER)

## FORM – 2

### **Declaration against Common Interest**

( To be submitted in plain paper/letter head as per specimen, duly filled up and uploaded with digital signature, which shall be treated as the self declaration of the bidder)

**Ref:- e-NIQ No. ....,**

**e-Tender ID No.....**

**Sl. No. of work ..... (in the list of work in the e-NIT)**

To,  
Executive Engineer  
.....Division  
Irrigation & Waterways Directorate

I/We, Sri/Smt. \_\_\_\_\_, the authorized signatory on behalf of  
..... do hereby affirm that I/We/any of the member  
of..... bidding against e - NIT No. .... Sl. No. ....  
do not have any common interest either as a partner in any other partnership firm /consortium/Joint Venture or as  
Proprietor / Principal Share Holder of any other Firm/Company in the same serial for the work I / we want to participate.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_

Full name of Bidder / Contractor: \_\_\_\_\_

Authorised Signatory: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bid

for & on behalf of (Name of Firm): \_\_\_\_\_

(In block Capital letters or typed)

Office address with seal: .....

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

\*In case of Joint Venture & Consortium the Lead Member to submit this format.

(DIGITAL SIGNATURE OF BIDDER)

## FORM -4

### **Declaration on antecedents and performance**

( To be submitted in plain paper/letter head as per specimen, duly filled up and uploaded with digital signature, which shall be treated as the self declaration of the bidder)

Ref:- e-NIQ No. ....,

e-Tender ID No.....

**Work Sl. No.....**

To,  
Executive Engineer  
.....Division  
Irrigation & Waterways Directorate

I/We, Sri/Smt. \_\_\_\_\_, the authorized signatory on behalf of \_\_\_\_\_ do hereby affirm that I/We/any of the member of..... bidding against e - NIT No. .... Sl. No. .... are not black listed suspended or debarred from participation in State Government procurements and tenders in the Irrigation & Waterways Directorate, Government of West Bengal, other Departments of the State Government and Government of India on the date of publication of this Notice Inviting Tender (NIT).

If at a later stage this submission (undertaking) is found incorrect, the bidder company along with all its constituent members/owners/partners would be liable to penal actions as decided by the Government under the law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_

Full name of Bidder / Contractor: \_\_\_\_\_

Authorised Signatory: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Duly authorized to sign bid

for & on behalf of (Name of Firm): \_\_\_\_\_

(In block Capital letters or typed)

Office address with seal: .....

Telephone no(s) (office): \_\_\_\_\_

Mobile No: \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

(DIGITAL SIGNATURE OF BIDDER)



## FORM-6\*

### SPECIMEN FORMAT FOR THE BANK GUARANTEE FOR ADDITIONAL PERFORMANCE SECURITY DEPOSIT

(\*To be submitted only **If the bidder quoted rate of service charge is equal to or less than the estimated serviced charge (basic rate) in such case the L1 bidder will have to submit an Additional Performance Security @10% of the value of contract**, non submission within 7 working days from date of issuance of LOA which may be maximum extended to 14 working days after issuance of LOA/LOI will lead to rejection of selected bidder. Similar standard format issued by RBI approved Bank pledging Bank Guarantee of the required value and period in favour of Engineer-in-Charge is acceptable)

To,

----- (Designation of Engineer-in-Charge)

----- (Office address of Engineer-in-Charge)

-----

WHEREAS \_\_\_\_\_ (name and address of Contractor) (hereafter called "the Contractor") has undertaken, in pursuance of Contract No: \_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ (name of Contract and brief description of Works) (hereinafter called "the Contractor").

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a Scheduled commercial bank for the sum specified therein for '**ADDITIONAL PERFORMANCE SECURITY DEPOSIT**' for compliance with his obligation in accordance with the Contract:

AND WHEREAS we \_\_\_\_\_ (Indicate the name of the bank and branch) have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we \_\_\_\_\_ ; \_\_\_\_\_ (Indicate the name of bank and branch) hereby affirm that we are the Guarantor and responsible to you on behalf of the Contractor, upto a total of \_\_\_\_\_ Rs. (amount of guarantee) \_\_\_\_\_ (in words). We undertake to pay you, upon your first written demand and without cavil or argument, a sum within the limits of \_\_\_\_\_ (amount of guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We \_\_\_\_\_ (Indicate the name of the bank and branch) hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We \_\_\_\_\_ (Indicate the name of the bank and branch) further agree to pay to you any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present absolute and unequivocal.

The payment/so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.

We \_\_\_\_\_ (Indicate the name of the bank and branch) further agree that no change or addition to or other modification of the terms of the Contract or of the works to be performed there under or of any of the contract documents which may be made between you and the contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

We \_\_\_\_\_ (Indicate the name of the bank and branch) lastly undertake not to revoke this guarantee except with the previous consent of you in writing.

This guarantee shall be valid upto ----- . It come into force with immediate effect and shall remain in force and valid for a period upto the time of completion of the work under the stated contract plus claim period of six months for the Bank Guarantee. Notwithstanding, anything mentioned above, our liability against this guarantee is restricted to Rs (Rs. ) and unless a claim in writing is lodged with us within the validity period, i.e upto.....of this guarantee all our liabilities under this guarantee shall cease to exist.

Signed and sealed this            day            of            20            at

**SIGNED, SEALED AND DELIVERED**

For and on behalf of the BANK by:

(Signature)

(Name)

(Designation)

(Code Number)

(Address)

**NOTES:**

- i. The bank guarantee should contain the name, designation and code number of the officer(s) signing the guarantee

The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch (within West Bengal//AT PAR ANYWHERE IN INDIA only to be accepted) should be mentioned on the covering letter of issuing Branch.