



Government of West Bengal
Irrigation and Waterways Directorate
Office of the Director of Designs, Central Design Office
1st Floor, Jalasampad Bhawan, Salt Lake, Kolkata-91
Phone:-033-2337-5040, E-mail ID:-cdoiwdwb@gmail.com

Memo No. 1287

Date: 29th October, 2024

NOTICE INVITING TENDER NO. DD/CDO/01/2024-25

1. Separate Sealed Tenders in printed form are invited by the **Deputy Director of Designs (C. & F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91** on behalf of the Governor of West Bengal, for the Works as per Annexure attached herewith from eligible bonafide outsiders having credential of execution of similar nature single work in a year for a sum equivalent to at least 30% 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 Deputy Director of Designs (C. & F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91**.
3. Tender Documents to be submitted in the Tender Box of the **Deputy Director of Designs (C. & F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91** as per scheduled date & time 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 **Deputy Director of Designs (C. & F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91**.
 - b) Submission of Tenders by Post or FAX or through Internet is not allowed.
5. 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 10:30 Hrs. and 16:00 Hrs. on every working day, till the last date of application for tender papers in the Office of the **Deputy Director of Designs (C. & F.C.) Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91**.
6.
 - a) 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 Register Partnership (for Partnership farms) etc. are to be produced on demand, as well as during interview (if any).
 - i)
 - (1) Valid GSTIN under GST Act, 2017 & Rules made compulsory by Finance Department, Government of West Bengal irrespective of financial Turn Over of bidders;
 - (2) Professional Tax Payment Certificate (PTPC) or the **PT payment challan/ receipt** for current financial year/ Waiver Order of competent authority in other States;
 - (3) **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.
 - (4) Income Tax Return of immediate preceding Assessment year whichever is latest available.

- ii) Completion Certificate/ Payment Certificate (s) for the Single **similar work** at least 30% of the value of the work for which Tender Paper is desired, executed within last 5 (Five) years.
- b) Completion Certificate issued by Competent Authority will normally be considered as credential.
 - i) Credential Certificates (CC) for one/single 100% completed work within last five financial years on the date of publication of NIT will only be accepted as valid credential of work. **Incomplete ongoing work shall not be considered for valid Credential.** Payment Certificate without containing mandatory details shall not be treated as valid.
 - ii) It is desirable that CC should preferably contain the name with designation, postal address of office, contact Telephone No./FAX / e-mail ID of the authority issuing the CC for the work along with name of work, Amount put to tender, date of completion of the work, **gross final bill value of the 100% completed work**, certificate of issuing authority indicating **successful and satisfactory completion**. Illegible certificates, absence of contact details may cause rejection.
 - iii) 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 CC 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.
- c) Any suppression / misrepresentation of fact will automatically debar the applicant from participating in any tender under the Division / Circle for the period deemed fit.

7.

- a) Tender Paper will be issued free of cost from the Office of the **Deputy Director of Designs (C.&F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91** within the specified date and time as per attached list to the intending Tenderers or their duly authorized representatives. Tender Paper can be collected from the departmental website i.e. www.wbiwd.gov.in
 - b) No Tender Paper will be supplied by post.
 - c) No Tender Paper will be issued after the expiry of date and time of issuance of tender paper as 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 considerations all factors and difficulty likely to be involved in the execution of work in all respect including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local labourers and market rate prevailing in the localityetc. as no claim whatsoever will be entertained on these accounts afterwards.
9. Cost towards **Earnest Money Deposit (EMD)** must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) of any Nationalized/Scheduled bank of India in favour of the **Deputy Director of Designs (C. & F.C.), Central Design Office, payable at Kolkata**. Payment in any other form e.g., NSC, KVP, etc. will not be accepted.
10. Earnest Money for works in open tender, as noted in the details of work, will have to be deposited by the Tenderer.
- a) The Tenderer should quote the rate both in figures & in words based on percentage above/ below/at par the schedule of rates shown in the schedule of items of works attached with the Tender Form and 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.
11. When the Tenderer sign 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. In the event of the tender being submitted by a firm, it must be signed separately by each members thereof, or, in the event of absence of any of the partners, it must be signed on his/her behalf by a person holding a power-of-attorney authorizing him/her to do so. Such power-of-attorney is to be produced with the tender, and 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.

Acceptance of measurements entered and bills raised on account of a work, when executed by a firm, must also be signed by the several partners, except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipt for the firm.

13. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
14. The Tenderer should submit a statement at the time of submission of his tender showing the Technical Staff, if any, 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 fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
16. GST, Royalty, Building and other Construction Workers welfare 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).
17. 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 what so ever to the intending Tenderers and also reserves the right to distribute the work amongst more than one Tenderers.
18. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
19. The Tender will be opened in presence of the participating Tenderers or their duly authorized representatives who may be present at time of opening and who may also put their signatures in Tender Opening Register, at the office of the **Deputy Director of Designs (C. & F.C.), Central Design Office.**
20. The successful Tenderer will have to execute the duplicate copies of his/her tender which will have to be obtained in the office of the **Deputy Director of Designs (C. & F.C.), Central Design Office** within 7 (Seven) days from the date of receipt of the intimation of acceptance of his/her tender failing which the Earnest money shall forthwith stand forfeited in favour of the Government and the Communication of acceptance of the tender shall automatically stand cancelled.
21. If any Tenderer withdraws his tender before its acceptance or refuses / fails to convert it into a reason 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.
22. 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 force from time to time.
23. Hire Charge 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 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 the Contractor accordingly. All tools & Plants Machinery issued to the Contractor must be returned in good condition. In case of any damage, the cost of repair to such damage or replacement will be recovered from Contractor.
24. In the following cases a Tender may be declared informal and unacceptable
- a) **Correction, alteration, additions etc. if not attested by the Tenderer.**
 - b) Earnest Money Deposit (EMD) in the format of Bank Draft (BD)/ Bankers Cheque (BC) of any Nationalized/Scheduled bank of India in favour of the **Deputy Director of Designs (C. & F.C.), Central Design Office, payable at Kolkata** is not deposited.
 - c) **If the Tender Form is not properly filled up by the Tenderer.**
 - d) **If the specified pages of the Tender Documents 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.

25. For the return of the earnest money of the unsuccessful Tenderer (s) he/she/they is/are to apply for the same to the **Deputy Director of Designs (C. & F.C.), Central Design Office** giving the reference to the work NIT No., date of Tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest money of all Tenders other than lowest Tendered in each case may be refunded, after acceptance of the rate in the comparative statement, as early as possible.
26. To verify the competence capacity and financial stability of the intending Tender(s) the Tender Paper Issuing Authority may demand production of any necessary documents 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 fund and no claim due to delay in payment will be entertained in any respect.
28. The **Deputy Director of Designs (C. & F.C.), Central Design Office** may conduct an interview of the applicants for the tender for verification of original documents for confirmation of the eligibility criteria.
29. Testing of materials if necessary, arrangement for the same should also be made by the supplier / contractor at their own risk and cost.
30. The tender notice, along with terms and conditions and other documents to be issued with the tender documents along with addendum and corrigendum, if any, shall form part and parcel of the tender. The authority reserves the right to cancel the NIT without assigning any reasons.
31. The Tender Accepting Authority is the **Deputy Director of Designs (C. & F.C.), Central Design Office**.
32. Tenders will be opened by the **Deputy Director of Designs (C. & F.C.), Central Design Office**, or his authorized representative in presence of tenderers or their authorized representatives who may like to be present, at the Office of the **Deputy Director of Designs (C. & F.C.), Central Design Office, Irrigation & Waterways Directorate, Jalasampad Bhawan, Salt-Lake City, Kolkata-91**. No subsequent objections whatsoever, raised by any participant, not present during the opening of tenders will be entertained.
33. **Additional Performance Security shall be obtained from the successful Lowest (L1) bidder, if the accepted bid is below 20% or more than 20% of the estimated amount put to tender, which shall be equal to 10% of the tendered amount i.e., L1 bid price.**


Deputy Director of Designs (C. & F.C.)
Central Design Office, I&W Dte.

Memo No. 1287/1(6)

Date: 29th October, 2024

Copy forwarded for information and wide circulation to the:-

- 1) The Chief Engineer (Design & Research), I. & W. Directorate.
- 2) The Director of Design, Central Design Office, I. & W. Directorate
- 3) The Executive Engineer, DVC Study Cell & Nodal officer e-Governance, I. & W. Directorate. He is requested to upload the NIT in the Departmental website at the earliest.
- 4) The Assistant Director (H.Q.), Central Design Office, I. & W. Directorate.
- 5) The Junior Engineer (H.Q.), Central Design Office, I. & W. Directorate.
- 6) Notice Board, Central Design Office.

N.B.:- Details can also be obtained from the departmental website www.wbiwd.gov.in


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ANNEXURE

STATEMENT OF NOTICE INVITING TENDER NO. DD/CDO/01/2024-25

TIME SCHEDULE FOR TENDER PROCEDURES

Last date and time of receipt of application for tender papers	13/11/2024	Up to 15:30 Hrs.
Last date and time of issue of tender papers	14/11/2024	Up to 15:30 Hrs.
Last date and time of dropping of Tender documents	21/11/2024	Up to 15:30 Hrs.
Date and time of opening of tender in the office of the undersigned	21/11/2024	After 16:00 Hrs.

DETAILS OF WORK

Sl No	Name of works	Estimated Amount put to tender (in Rs.)	Earnest Money Deposit (in Rs.)	Cost of Tender Documents	Time Allowed for completion	Eligibility of Contractors
1.	Preparation of detail and complete drawings for all kind of hydraulic structures, bridges and other building structures using CAD software and submission of the same in soft copies to the Central Design Office, I&W Dte. GoWB, Jalsampad Bhawan, Salt Lake, Kolkata-91.	Rs 93,600.00	Rs. 1872.00	NIL	6(six) Months	Bonafide outsider having credential of execution of similar nature of works of value 30% of the amount put to tender within last 5 (five) years


Deputy Director of Designs (C. & F.C.)
Central Design Office, I&W Dte.