



**GOVERNMENT OF WEST BENGAL**  
**IRRIGATION & WATERWAYS DIRECTORATE**  
**OFFICE OF THE SUB-DIVISIONAL OFFICER**  
**PURULIA INVESTIGATION & PLANNING SUB-DIVISION**  
**PURULIA, [Email- sdopipsubdivision@gmail.com](mailto:sdopipsubdivision@gmail.com)**

**Memo No:- 308**

**Dated: 23<sup>rd</sup> October, 2024**

**NOTICE INVITING TENDER NO- 03/SDO/PI&PSD/2024-25**

1. Separate Sealed Tenders in printed form are invited by the **Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division, Irrigation & Waterways Directorate**, on behalf of the Governor of West Bengal, for the Works as per Annexure attached herewith from eligible bona fide outsiders having credential of execution of **similar nature of work** of Value **30%** of the amount put to Tender within the last 5 years.
2. **a)** Separate Tender should be submitted for each work as per attached List in Sealed Cover super scribing the name of the work on the envelope and addressed to the proper authority.  
**b)** Submission of Tender by post is not allowed.
3. 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 A.M and 5.00 P.M** on every working day, till **30/10/2024** in the Office of the **Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division,**.
4. **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) (a). Valid GSTIN under GST Act, 2017 & Rules** made compulsory by Finance Department, Go WB irrespective of financial Turn Over of bidders;  
**(b).** Professional Tax Payment Certificate (PTPC) or the **PT payment challan/ receipt** for current financial year/Waiver Order of competent authority in other States;  
**(c).** **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.  
**(d).** 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.
5. a) Tender Paper will be issued from the Office of the **Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division,, I & W Directorate, Bhatbunhd Irrigation Colony, Ranchi Road, Purulia** 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](http://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.
  6. 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 locality etc. as no claim what so ever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned up to **30/10/2024** between **10.30 A.M and 5.00 P.M** on any working day.
  7. Cost towards **Earnest Money Deposit (EMD)** must be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) of any scheduled bank of India in favour of **the Executive Engineer, Purulia Investigation & Planning Division, payable at Purulia**. Payment in any other form e.g., NSC, KVP, etc. will not be accepted.
  8. Earnest Money for works in open tender, as noted in the list of work, will have to be deposited by the Contractors.  
a) The Tenderer should quote the rate both in figure and in words on the basis of Percentage above/ below or as per the Schedule of Rules 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) All corrections are to be attested under the dated signature of the Tenderer.
  9. 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.
  10. **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.**

11. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
12. 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.
13. Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
14. **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).**
15. 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.
16. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
17. The Tenders will be opened as specified in the list of works, 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 the Tender Opening Register, at the **office of the Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division.**
18. 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 **Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division,,** Purulia 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.
19. If any Tenderer withdraws his tender before its acceptance or refuses / falls 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.
20. 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.
21. 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.
22. 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 schedule bank of India in favour of the **Executive Engineer, Purulia Investigation & Planning Division**, payable at **Purulia** 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 the name of the work is not indicated on the cover.
23. For the return of the earnest money of the unsuccessful Tenderer (s) he/she/they is/are to apply for the same to the **Executive Engineer, Purulia Investigation & Planning Division** 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.
24. 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.
25. 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.
26. **The work is to be strictly executed within the tendered value as per G.O. 378 (7)-IB/IW/O/IA/11C(T)-01/2004 (Pt.) dated 06<sup>th</sup> February, 2017.**
27. **No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenderer shall have the name and number of the work to which they refer, written outside the sealed envelopes.**
28. Testing of materials if necessary, arrangement for the same should also be made by the supplier / contractor at their own risk and cost.
29. 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.
30. The Tender Accepting Authority is the **Sub-Divisional Officer, Purulia Investigation and Planning Sub-Division, I & W Dte., Purulia.**
31. Tenders will be opened by the **Sub-Divisional Officer, Purulia Investigation and Planning Sub-Division**, or his authorized representative in presence of tenderers or their authorized representatives who may like to be present, at the Office of the Sub-Divisional Officer, Purulia Investigation & Planning Sub-Division, Bhatbunndh Irrigation Colony, Purulia.
32. **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.**

**Sd/-**  
**Sub-Divisional Officer**  
**Purulia Investigation & Planning Sub-Division**  
**I & W Dte., Purulia**

**Memo No. 308/1/15****Dated: 23<sup>rd</sup> October, 2024**

Copy Submitted for information and wide circulation to the:

1. Chief Engineer, South-West, Irrigation & Waterways Dte., Khas Jungle, Abas, Midnapore.
2. Officer on Special Duty (S.E.), I & W Dte., Bhatbundh Irrigation Colony, Purulia.
3. Sabhadhipati, Purulia Zilla Parishad, Purulia.
4. District Magistrate, Purulia.
5. Executive Engineer, Purulia Investigation & Planning Division, Bhatbundh Irrigation Colony, Purulia *with a request to arrange for uploading the NIT in the Departmental website*
6. Executive Engineer, Purulia Construction Division (Irrigation), Purulia.
7. Executive Engineer, Purulia Irrigation Division, Purulia.
8. Assistant Engineer-I, Purulia Investigation & Planning Division, Purulia.
9. Assistant Engineer-II, Purulia Investigation & Planning Division, Purulia.
10. District Information Officer, Purulia.
11. Income Tax Officer, Purulia.
12. Sales Tax Officer, Purulia.
13. Block Development Officer, Raghunathpur-II Block
14. Office Notice Board, Purulia Investigation & Planning Division, Purulia.
15. Secretary, Purulia District Irrigation & Minor Irrigation Contractors Association, Purulia.

*N.B.:- Details can also be obtained from the departmental website [www.wbiwd.gov.in](http://www.wbiwd.gov.in)*

**Sd/-**  
**Sub-Divisional Officer**  
**Purulia Investigation & Planning Sub-Division**  
**I & W Dte., Purulia**

**ANNEXURE**  
**STATEMENT OF NOTICE INVITING TENDER NO. 03 OF 2024-2025 OF**  
**THE SUB-DIVISIONAL OFFICER, PURULIA INVESTIGATION & PLANNING SUB-DIVISION**

**TIME SCHEDULE FOR APPLICATION, ISSUE, DROPPING AND OPENING OF TENDER DOCUMENTS**

Last date and time of receipt of application for tender papers : **30/10/2024 up to 17.00 hrs.**  
Issue of tender documents begins on : **05/11/2024 at 14.30 hrs.**  
Issue of tender documents closes on : **06/11/2024 at 17.00 hrs.**  
Last date and time of dropping Tender documents : **12/11/2024 up to 14.00 hrs.**  
Date and time of opening of tender Documents : **12/11/2024 after 15.00 hrs.**

<b>LIST OF WORKS for NIT No. 03/SDO/PI&amp;PSD/2024-25</b>						
Sl. No.	Name of Works	Estimated Amount put to tender (in Rs.)	Earnest Money in Rs. (2 % of Estimated Amount put to Tender)	Cost of Tender Documents	Time Allowed for completion	Eligibility of Contractors
1.	Upkeepment of peripheral area of khalasi shed and garden in c/w Bandajore (I) Scheme during the year 2024-25.	<b>45670.00</b>	<b>913.00</b>	NIL	120 days	Bona fide outsider having credential of execution of similar nature of works of value 30% of the amount put to tender within last 5 (five) years

Sd/-

**Sub-Divisional Officer**  
**Purulia Investigation & Planning Sub-Division**