



**GOVERNMENT OF WEST BENGAL  
IRRIGATION AND WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
CALCUTTA CANALS SUB-DIVISION**

**37/3, CANAL WEST ROAD, KOLKATA - 700 004.**

**NOTICE INVITING TENDER No. 05 of 2025-26, of SDO / Calcutta Canals Sub-Division.**

**Circulated Vide T.O Memo No. 658 Dated: 07.08.2025**

Separate sealed tenders in printed form are invited by the Sub Divisional Officer, Calcutta Canals Sub-Division, Kolkata on behalf of the Governor of West Bengal for the works as per list attached herewith, from eligible & resourceful contractors having sufficient credential and financial capability for execution of works of similar nature, detailed hereunder.

1. Separate tender should be submitted for each work, as per attached list, in sealed cover super-subscribing the name of the work on the envelope and addressed to the Sub-Divisional Officer, Calcutta Canals Sub-Division, Kolkata.
2. 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 11.00 Hours and 16.00 Hours on every working day, till the date of issue of tender papers in the office of the Sub-Divisional Officer, Calcutta Canals Sub-Division, Kolkata.
  - 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 Registered Partnership (for partnership firms) etc. are to be produced on demand, as well as during interview (if any).**
    - i. PT, IT, PAN, and GSTIN under GST Act 2017 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.
    - ii. Completion certificate / Payment certificate(s) for one single similar work worth at least 50% of the value of work for which tender paper is desired, executed within last 5 (five) years (to be determined from the actual year of completion, considering current financial year as Year I) along with BOQ and Work Order/Award of Contract duly authenticated by issuing authority.
    - iii. A statement showing number and value of works presently under execution by the Tenderer under Irrigation & Waterways Department and other Government Department / Organizations as stated in paragraph 3(b) hereunder.
    - iv. Declaration by the applicant to the effect that there is no other application for tender paper for work in this NIT 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.
  - b. Completion certificates for fully (100%) completed works during the current year and last five financial years, issued by competent authority will normally be considered as credential. Apart from credentials of works executed under Irrigation & Waterways Department, credential of works executed under Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department & other State Government Departments, Zilla Parishads, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and Organizations like Railway, KOPT; and Mackintosh Burn Ltd, Westinghouse Saxby Farmer Ltd and Britannia Engineering Ltd may also be considered. Completion certificate are to be countersigned by the Executive / Divisional / Assistant Engineers of the respective State / Central Government Departments, or Officer of the equivalent rank, if those are issued by some other authority. Over and above the completion certificates, certificate from the competent authority regarding payment received so far for the work (even if the full payment might not have been received), supported by Bank Statement showing that the corresponding amount of payment has actually been deposited in the bank, will have to be produced in the cases of works executed under Departments / Organizations other than Irrigation & Waterways Department, failing which credentials may not be considered.
  - c. Mackintosh Burn Ltd, Britannia Engineering Ltd, and Westinghouse Saxby Farmer Ltd, will enjoy 10% price for the purpose of evaluation of tenders in terms of G O No 1110/1(500)-F, dated 10-02-06 of the Finance Department.
  - d. Any suppression / misrepresentation of fact will automatically debar the applicant from participating in any tender under the Sub-Division / Division for at least 3 (three) years from the date of detection, in addition to such other penal action as the Government may deem proper.
4. Intending Tenderer not satisfied with the decision of the tender paper issuing authority may prefer an appeal to the next superior Officer. Concerned Chief Engineer will be the appellate authority for high value tenders. Necessary communication regarding his appeal to the appellate authority must be brought to the notice of such authority within two working days after the date of issue of tender paper and copy of such communication should be submitted to the tender paper issuing authority within the same period, failing which no such appeal will be entertained.
5. a. Tender paper can be had at free of cost from the office of the Sub-Divisional Officer, Calcutta Canals Sub-Division, within the specified date and time as per attached list by the intending Tenderers or by their duly authorized representatives.



- b. No tender paper will be supplied by post.
- c. No tender paper will be issued on the date of opening of tenders after expiry of date and time 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 in to considerations all factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials, communication facilities, climatic conditions, nature of soil, availability of local labourers and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards. In this connection the intending Tenderers may contact the office of the undersigned up to **07.08.2025** between **11-00** hours and **16-00** hours on any working day.
7. Earnest money, as noted in the list of works, in the form other than these mentioned below, will not be accepted.
  - a. Crossed Bank Draft / Deposit at call receipt / Banker's Cheque of any scheduled Bank of India in the locality in favour of the **Executive Engineer-I, Canals Division, payable at Kolkata**. No adjustment of any sort of above mentioned earnest money previously deposited for other works will be considered. Tender without the specified earnest money will be treated as informal.
8. Earnest money for works in open tender, as noted in the list of works, will have to be deposited by all the intending Contractors.
  - a. The Tender should quote the rate both in figures and in words on the basis of percentage above below or At Par the Schedule 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. All corrections are to be attested under the dated signature of the Tenderer.
9. When a Tenderer signs his Tender in an Indian Language, the total amount tendered should also be written in the language. In the case of illiterate tender, the rates tendered should be attested by a witness.
10. The Tenderer who will sign on behalf of a Company or Firm must produce the registered documents (within 3 days from the date of opening the tender) 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.
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 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 fulfill any of the above conditions, and is incomplete in any respect, is liable to summarily be rejected.
14. In view of introduction of GST with effect from 01.07.2017, all the bidders intending to participate in this tender should **offer their bids inclusive of GST** applicable for entire composite works/Procurement of goods & services, labour intensive component etc. **The estimated amount put to tender in the instant Tender is inclusive of GST component.** GST (CGST, SGST, IGST), Royalty, Building & other 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). At the time of payment, VAT clearance certificate of the last period of the financial year is to be produced.
15. The Tender Accepting Authority, i.e., The Sub Divisional Officer, Calcutta Canals Sub Division, I&W Department 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 whatsoever 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 the time of opening and who may also put their signatures in the Tender Opening Register.
18. The successful Tenderer will have to execute the formal agreement in WB Form No. 2911 (i)/(ii) in duplicate / triplicate / quadruplicate copies of his tender which will have to be obtained from in the office of the Sub-Divisional Officer, Calcutta Canals Sub-Division within 7 (Seven) days from the date of receipt of the intimation of acceptance of his 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 Tenderers 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 Sub-Division / Division 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 provision of the West Bengal Contract Labour (Regulation and Abolition) Rules, 1970 and such other Acts as may be applicable, as will be in force from time to time. Labour Welfare Cess @ 1% of the cost of construction works shall be deducted from the Gross value of all works bills. Also it is instructed to compulsorily register his/her establishment under the Act, under the competent registering authority, i.e. Assistant Labour Commissioner / Dy. Labour Commissioner of the region for disbursing PF and ESI benefits of workers. The bidder should be mandatorily being registered online with Employees Provident Fund Organization (EPFO) in the on-line system and posses EPF code and all current documents. Penalties and complaints due to non compliance of on line EPF registration and default is the full responsibility of the bidder even if the TIA is by default the Principal employer.



21. Materials such as Cement, M.S. Rod, R.C.C. Hume Pipes, Sheet Piles, 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 documents for the work. Any other materials not listed, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-in-Charge.
22. Hire charges 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 the case of any damage, the cost of repair to such damage or replacement will be recovered from Contractor.
23. In the following cases a Tender may be declared informal and unacceptable.
  - a. Correction, alterations, addition etc. If not attested by the Tenderer.
  - ii. Earnest Money in the form Crossed Bank Draft / Deposit at call receipt / Banker's Cheque of any scheduled Bank of India in the locality if not deposited in favour of the Executive Engineer-I, Canals Division, payable at Kolkata.
  - b. If the Tender Form is not properly filled in respect of the general description of the work, Estimated Cost, Rate of the deduction of Security Deposit etc. in page-2 and other pages as are required to be filled in.
  - c. If the specified pages of the Tender Document are not signed by the Tenderer and if the Tender is not submitted in a cover properly sealed and the Name of the Work is not indicated on the cover.
24. For the return of the Earnest Money of the unsuccessful Tenderer(s), he / they is / are to apply for the same to the Executive Engineer-I, Canals Division, giving their preference to the work, N.I.T. No., dated of tender, amount and mode of Earnest Money deposited – all in a completed form. The Earnest Money of all Tenderers other than the lowest Tenderer in each case may be refunded, after acceptance of the rate in the comparative statement, as early as possible.
25. To verify the competency, capacity and financial stability of the Intending Tenderer(s) the Tender Paper Issuing Authority may demand production of any necessary document(s) as it may deem necessary.
26. 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 to delay in the payment will be entertained.
27. As per G.O. No. 1627(8)/IA dated 26<sup>th</sup> November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clause 25 of Tender Form No. 2911/2911(i)/2911(ii) stands deleted in respect of contract of value less than Rs. 100.00 lakh.
28. Normally, Tender Paper for not more than one work in any one NIT will be issued 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 N.I.T., Tender Paper Issuing Authority may issue Tender Paper for any serial even though it may not be preferred by the applicant.
29. Sealed Tender should be dropped in the Tender Box at any of the offices mentioned below:
  - a) Office of the Sub-Divisional Officer, Calcutta Canals Sub-Division, 37/3, Canal West Road, Kolkata - 700 004.
30. **Additional Performance Security:** The additional performance security shall be obtained from the successful L1 bidder, if the accepted bid value is below 20% of the estimated amount put to the tender. The additional performance security shall be equal to 10% of the tendered amount i.e. the L1 bid price. The additional performance security shall have to be submitted by the selected bidder after issuance of letter of acceptance/letter of invitation (LoA/LoI) and before award of contractor (AoC) in the form of "Bank Guarantee" of any Scheduled Bank, payable at Kolkata or / in West Bengal, as per enclosed format (Annexure). If the bidder fails to submit the additional performance security within seven working days from the date of issuance of LoA/LoI, its earnest money deposit (EMD) will be summarily forfeited.
31. 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.
32. In case of settlement of any dispute, the matter may be referred to the Departmental Dispute Redressal Committee formed by Government. This provision will be applicable irrespective of the value of the works to which the dispute may relate.
33. **33.Special Term and Condition: Contractor (s) should have to ensure the mandatory engagement of job card holders as unskilled workers for execution of awarded work, in order to implement the "Karmashree" Scheme launched by the State Government, vide No. 1140-PRD-33011/I/2024-MGNREGA SEC dated 07.03.2024. They also have to submit periodic statement on such engagement in the manner stated in the aforesaid order.**
34. **Payment will be made subject to the availability of fund.**

#### Categorization of Works:

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|--------------------------------|---|
| 1. Earth work:                 | Earthwork in excavation / filling embankment, canal / drainage channels executed under Irrigation & Waterways Department. |
| 2. Protection Works:           | All kinds of river / channel bank / embankment protection works with boulder, C.C blocks, and revetment.                  |
| 3. Lining Work:                | All kinds of water face lining / brick block pitching / dry brick pitching, in irrigation canal / drainage channel etc.   |
| 4. Hydraulic Structures:       | Aqueducts, Regulators, Siphon, Bridges across Waterways Sluices, Dams, Barrages etc.                                      |
| 5. M.S. Structural Works etc.: | Gates of all kinds, electrical installation, pumps and allied machinery.  |

The above list is only indicative and not exhaustive.

  
 Sub-Divisional Officer  
 Calcutta Canals Sub-Division



Copy forwarded for information &amp; wide circulation to:

1. The Chief Engineer, South, I&W Dte., Jalasampad Bhawan, Salt Lake, Kolkata - 700 091.
2. The Superintending Engineer, Eastern Circle, I&W Dte., Jalasampad Bhawan, Salt Lake, Kolkata - 700 091.
3. The Sabhadhipati, North 24 Pgs.
4. The District Magistrate, North 24 Pgs.
5. The Executive Engineer-I, Canals Division, 2<sup>nd</sup> Floor, Jalasampad Bhawan, Salt Lake Kolkata - 700 091.
6. The Director of Information, & Cultural Affairs, Department of Information & Culture, Writers Building, Kolkata - 700001
7. The District Information & Cultural Officer, North 24 Pgs.
8. The Sub-Divisional Officer, Diamond Harbour Sub-Divn. / Tolly's Nullah Sub-Divn. / Dabu Irrigation Sub-Divn.
9. The Divisional Accounts Officer of Canals Division/ the Estimator, Estimating Section of Canals Division.
10. Notice Board of the office of the Sub-Divisional Officer, Calcutta Canals Sub-Division.

07.08.25  
**Sub-Divisional Officer**  
**Calcutta Canals Sub-Division**

**LIST OF WORKS****NOTICE INVITING TENDER NO. 05 / SDO-CCSD of 2025-2026 W B Form No. - 2911 (i)/(ii)**

Last date of receiving application for Tender documents	=	<u>19.08.2025</u>	up to 1.00 PM
Last date of issue of Tender documents	=	<u>19.08.2025</u>	up to 3.00 PM
Last date of receiving filled up Tender documents	=	<u>22.08.2025</u>	up to 3.00 PM
Date of opening Tender	=	<u>22.08.2025</u>	at 3.30 PM

Sl. No.	Name of the Work	Amount put to Tender	Earnest Money	Eligibility of Contractor for issue of Tender Form	Cost of Tender Papers	Time of Completion
1	Annual maintenance and upkeeping of Kulti Section Office and office premises under Canals Division during the year 2025-26.	Rs. 96,746.00	Rs. 1,935.00	Resourceful contractors having 50% minimum credential of similar nature of work.	Nil	365 (Three Sixty Five) Days.
2	Annual maintenance and upkeeping of Kestopur Section Office and office premises under Canals Division during the year 2025-26	Rs. 96,827.00	Rs. 1,937.00	-DO-	-DO-	365 (Three Sixty Five) Days.

07.08.25  
**Sub-Divisional Officer**  
**Calcutta Canals Sub-Division**