



**GOVERNMENT OF WEST BENGAL**  
**IRRIGATION & WATERWAYS DIRECTORATE**  
**Office of the Sub-Divisional Officer,**  
**Damodar Mechanical Sub- Division,**  
**Durgapur-713202, Paschim Bardhaman**

Memo no: - 326

Dated: - 11.12.2025

**Notice Inviting Tender No.: WBIW/AE/Damodar Mechanical Sub-Division/NIT-09/2025-26**

1. Separate sealed tenders in printed form are invited by the Assistant Engineer, Damodar Mechanical Sub-Division on behalf of the Governor of West Bengal, for the works as per list attached herewith from eligible contractors having sufficient experience in execution of similar type of works as per categorization, detailed herein under.
  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 11:00 A.M. and 12:00 P.M. on every working day, till **24.12.2025** in the office of the Sub-Divisional Officer, Damodar Mechanical Sub-Division, Durgapur, Paschim Bardhaman.
  - 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 Registered partnership (for partnership firms) etc. are to be produced on demand, as well as during submission of application.
    - b) PT and IT PAN valid at least up to the date of opening of the tender application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
    - c) A statement showing number and value of works presently under execution by the tenderer under the Irrigation & Waterways Department and other Government Department/Organizations as stated in paragraph 5 hereunder
    - d) 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 interests. Failure to produce any of the above documents may be considered good and sufficient reason for non-issuance of tender paper
  5. Completion certificate issued by competent Authority will normally be considered as credential. Apart from credential of work executed under Irrigation & waterways Department will be accepted. Credentials of work executed under Public works Department /Public works (Roads) Department /Public Health Department, Zila Parishad & Panchayet Samiti, WBHIDCO, WBHDCL, KMDA, KMW&SA, KMC, HRBC, Engineering Department of Central Government & Organization like Railways, KOPT& Mackintosh Burn Ltd. Westinghouse Saxby Farmer Ltd. & Britania Engineering Ltd. May also be considered.
- Completion Certificates, containing name of work, tender number, actual year of completion (as per MB) and gross final value of works, are to be issued by competent authority as per prevailing norms. Such certificate is to be counter signed by the Executive Engineer of the Irrigation & waterways department & various other state Government Departments, if those are issued by some other authority.
- Over above the completion certificate from the competent authority regarding payment received so far for the work (even if the full payment might not have been received). Support 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 Department /Organizations other than Irrigation & Waterways Department, failing credential may not be considered informal.
- Any Suppression /misrepresentation of fact will automatically debar the applicant from participating in any tender under the Sub-Division/Division/Circle for at least 3(three) years from the date of detection, in addition to such other penal action as the Government may deem proper.

**6. Eligibility criteria**

- i. Eligibility of agency based on work credential will be calculated as per norms stated in the tender. While determining the eligibility criteria, the "Amount put to tender" of the work executed by the bidder will be considered towards calculation of the work credential.
- ii. Monetary value (Amount put to tender) of the executed work thus submitted will be further multiplied by the following factors to take care of the inflationary effects to arrive at the net notional amount.

| Year    | Description                                  | Multiplying factor to arrive at net notional amount |
|---------|--|---|
| Current | -  | 1.00  |
| 1st     | 1 year preceding the current financial year  | 1.08  |
| 2nd     | 2 years preceding the current financial year | 1.16  |
| 3rd     | 3 years preceding the current financial year | 1.26  |
| 4th     | 4 years preceding the current financial year | 1.36  |
| 5th     | 5 years preceding the current financial year | 1.47  |



7. 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. A 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.

8 a) As per Memorandum No.03(W)/2015-16 Dated, 18th November, 2015 of secretary to the Government of West Bengal communicated vide memo no. 246 (2) – IB /IW/O/IB-Misc-38/2015 Dated, 18th November, 2015 of Deputy secretary to the Government of West Bengal even for works valued below the base level of e-tender, tender documents should be made available free of cost in the Department website [www.wbiwd.gov.in](http://www.wbiwd.gov.in). Even for execution of formal Tender Agreement, documents should be made available free of cost to the L1 bidder. Intending tenderers or by their duly authorized representatives whose application have been qualified for issuance of tender paper.

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 & time mentioned in the notice. Before submitting any tender, the intending should make themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the site and take into considerations all aspects including transportation of materials, communication facilities, climate condition nature of soil, availability of local laborers 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 24.12.2025 between 11:00 hours and 12:30 hours on any working day.

9. Submission of Original Copy of tender cost and earnest money deposit.

a.) mode of payment: - cost towards tender paper & earnest money (EMD) must be submitted in the form of Bank draft (BD) /Bankers cheque (BC) /Deposit call Receipt (DCR) of any schedule Bank of India in favor of the Executive Engineer, Durgapur Mechanical & Electrical Division, Durgapur Payment in any other form e.g. NSC, KVP etc. will not be accepted.

b) No adjustment of any sort of above-mentioned earnest money previously deposited for other works will be considered. Tender without the specified the earnest money will be treated as informal.

10. a) The tenders should quote the rate both in figures and in words on the basis of percentage above /below or at per the schedule of rate attached with the tender form and also in the space provided in the tender form. The rate should be quoted in one single handwriting and preferable with the same ink. Rates quoted in different hand writing shall be treated as informal.

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 without which tender may be informal.

d) When a tenderer signs his tender in an Indian language, the total amount tender should also be written in the same language. In the case of illiterate tenderer, the rates tendered should be attested by a witness.

e). 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 of 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.

f) Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.

g) The tenderer should submit as statement at the time of submission his tender showing the technical staff to be maintained for the work, with their technical qualification, failing which the tender may be liable to rejection.

h) Conditional tender, which does not fulfill any of the above condition, and is incomplete in any respected, is liable to summarily rejected.

i) GST, Royalty, Building & other construction workers Cess, and all other statutory levy/ cess etc. will have to be borne by the contractors (he/she will have to produce necessary documentary evidence of his having done so at the time of receiving of the final payment for the work). It may further be noted that bidders shall submit copy of valid PAN issued by the IT Deptt, Govt of India and valid 15 digit Goods and service Taxpayer Identification Number (GSTIN) under GST Act 2017. Tax invoice needs to be issued by the supplier for raising claim under contract showing separately the tax charged in accordance with provisions of GST ACT 2017 or as may be notified by the Finance Department from time to time will be made j) 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 whatsoever to the intending tenderers and also reserves the right to distribute the work amongst more than one tenderers.

k) The tender will have to, if so desired by the tender accepting authority, submit his analysis to justify the rate quoted by him.

l) The tenders will be open, as specified in the list of work, in presence of the participating tenderers or their authorized representatives, who may be present at the time of opening and who may also put their signatures in the tender opening register.

m) The successful tenderer will have to execute the duplicate / Triplicate / quadruplicate copies of his tender which will have to be obtained in the office of the Assistant Engineer, Damodar Mechanical Sub-Division, within 10 (ten) 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.

n) 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 Sub-Division/ 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.

o) 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 in force from time to time.

p) Materials such as cement, M.S. Rod, R.C.C. Hume pipes, M.S. sheet piles, etc. if available in stock, will be issued by the Department to the contractor for the work works 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 therein, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-In-charge.

q) 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 for tools & plants machinery, issued from the Government godown will be counted from the date of their issuance from the go down and up to the date of return into the same godown and the hire charges will be recovered from the contractor




...y. 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  
...age or replacement will be recovered from contractor.

In the following cases a tender may be declared informal and unacceptable.

- i) Cor...tion, alterations, additions, etc. if not attested by the tenderer.
- ii) Earnest money in the form of T.R. Challan, D.C.R / Demand Draft, etc. which are short deposited and / or not deposited in  
favour of the Executive Engineer, Durgapur Mechanical & Electrical Division.
- iii) 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.
- iv) If the specified pages of the tender document are not signed by the tenderer.
- v) If the tender is not submitted in a cover properly sealed and the name of the work is not indicated on the cover.
- s) 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, Durgapur  
Mechanical & Electrical Division, giving the reference to the work, N.I.T. No. 09/2025-26 of Sub-Divisional Officer/ Damodar Mechanical Sub-  
Division of tender, amount and mode of earnest money deposited all in a complete 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.
- t) To verify the competence, 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.
- u) 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.
- v) As per G.O. No. 1627(8)/1A dated 26<sup>th</sup>. November' 2001 of Irrigation & Waterways Department, Government of West Bengal, clause 25 of tender  
form No. 2911 stands deleted in respect of contract of value less than Rs. 100.00 Lakh.
- w) 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 NIT, Tender paper issuing Authority may issue tender paper for any serial  
even though it may not be preferred by the applicant.
- x) VAT registration and PAN no of a contractor must be stamped on cover page of Tender form.

N. B During tender process any paper if found fraudulent, the candidature may be summarily cancelled. Categorization of works: - (The list below is  
only indicative and not exhausted)

1. **Earth work:** - Earth work in excavation /filling for embankment, canal, drainage channels executed under Irrigation & Waterways Department.
2. **Protection works:** - All kinds of river /channel bank /embankment protection work (with boulder, CC block revetment works, sausages, brick block,  
pitching etc.)
3. **Lining work:** - All kinds of water face lining /brick block pitching /dry block pitching in Irrigation canal /Drainage channel etc.
4. **Hydraulic structures:** - Aqueducts, Regulators, Syphons, Bridges, across Waterways, sluice Dams, Barrage etc.
5. **M.S Structural works etc.:** - Gates of all kinds, electrical installation, Pumps and allied machinery.


  
Sub-Divisional Officer  
Damodar Mechanical Sub-Division  
Durgapur, Paschim Bardhaman

Memo No.: 326/1(3)

Dated: - 11.12.2025

Copy submitted for information to the: -

01. Chief Engineer (M &E), Irrigation & Waterways Directorate, Govt. Of West Bengal, Kolkata - 700091
02. Superintending Engineer, South West Mechanical & Electrical Circle, Durgapur – 713202
03. Executive Engineer, Durgapur Mechanical & Electrical Division, Durgapur – 713202

  
Sub-Divisional Officer  
Damodar Mechanical Sub-Division  
Durgapur, Paschim Bardhaman

Memo No.: 326/1(3)/1(2)

Dated: - 11.12.2025

Copy to the:

01. Divisional Accountant /DM&ED, for his information & necessary action
02. Notice Board, Damodar Mechanical Sub-Division Durgapur – 713202

  
Sub-Divisional Officer  
Damodar Mechanical Sub-Division  
Durgapur, Paschim Bardhaman

GOVERNMENT OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
Office of the Sub-Divisional Officer  
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Durgapur, Paschim Bardhaman

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List of work

NIT No-WBIW/AE/Damodar Mechanical Sub- Division/NIT-09/2025-26

1. Last date of application of tender paper: 19.12.2025 up to 01:00 P.M.      2. Date of tender paper issue: 19.12.2025 up to 03:00 P.M.  
3. Date of submission of tender paper: 26.12.2025 up to 01:00 P.M.      4. Date of tender opening: 26.12.2025 at 03:00 P.M.

| Sl. No. | Name of work   | Amount put to tender (Rs.) | Earnest money (Rs.) | Time allowed for completion of work | Source of fund | Eligibility of contractor   |
|---------|--|----------------------------|---------------------|-------------------------------------|----------------|---|
| 1.      | Upkeepment office premises & surrounding area of the office of the Executive Engineer, Durgapur Electrical & Mechanical Division by cutting bushes, shrubs jungle, maintenance of lawn & hedge, maintenance of garden etc for 3 months | Rs. 90122.00               | Rs. 1802.00         | 90 days                             | N.P.           | Bona fide outsiders having credential of execution of similar nature of work of value 50% of the amount put to tender within the last 5 years |

Bidder should submit the following documents along with application 1. Valid Trade License 2.G.S.T 3.PAN 4.Valid PTPC/Challan 5.Latest IT Return 6.Credential of Similar Nature 7.Completion of work

  
Sub-Divisional Officer  
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Durgapur, Paschim Bardhaman