



Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Sub-Divisional officer,  
Teesta Resources Sub-Division No.- II.  
Islampur, Uttar Dinajpur.

**NOTICE INVITING TENDER**

(For works of estimated cost upto Rs 45.00 lakh)

**Notice Inviting Tender NO:- 02/S.D.O/T.R.S.D-II of 2016-17**

- 1) Separate Sealed Tenders in printed form WBF No-2911(ii) are invited by the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur on behalf of the Governor of West Bengal, for the works as per list attached herewith, from eligible Bonafide outsiders having experiences/credentials and resources for executing similar nature of single Work in a year for a sum equivalent to at least 30% (thirty percent) 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 Sub-Divisional Officer addressing to the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur.
- 3) Tender documents to be submitted in the tender box in the office of the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur as per scheduled time and & date 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 Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur.  
b) Submission of Tenders by Post or FAX or through Internet is not allowed.
- 5) The Tender Document and other relevant Particulars (if any) may be seen by the intending Tenderers or by their duly authorized representative during office hours between 11.00 A.M. And 4.00 P.M. on every working day, till the date of issue of tender papers in the office of the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur. Any tenderer may send his authorized representative to attend interview, bid or any other purpose allowed by tender accepting authority. Such authorization must be submitted in stamped paper in presence of 1<sup>st</sup> class Judicial Magistrate or Notary Public.
- 6) a) Intending Tenderers should apply for Tender Papers addressing to the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur in their respective Letter Heads enclosing **self-attested copies** of the following documents, originals of which are to be produced on demand, as well as during interview (if any).
  - i) Certificate/s: *Comprising of the following*
    - a. Professional Tax Payment Certificate (PTPC) valid for the current financial year and PAN Card. Application for PAN addressed to the competent authority may also be considered.
    - b. Value Added Tax (VAT) registration certificate. (Failure to produce this document will result in deduction of VAT as per prevailing rules)
    - c. Latest Income Tax Return receipt.
  - ii. Company Details: *comprising of the following*:
    - a. Deed of Consortium/Partnership firm, and documents for their registration in the form of certified copy of 'Form No. VIII,' issued under the Indian Partnership Act, 1932 (Act-IX of 1932) by the Registrar of Firms, West Bengal having their registered office at P-15 India- Exchange Place, Todi-Mansion, 10th Floor, Kolkata 700001.

In case a contractor/bidder has yet to receive Form No. VIII, a “Memorandum” issued from the above office may also be accepted. However, consortiums submitting the Memorandum are also required to submit an undertaking in plain paper along with their application in Forms 1 & 2 pledging that “Copy of Form No. VIII would be submitted to the Tender Inviting Authority before receiving final payment, in case found to be the lowest bidder L1 and the work is awarded in its favour. Any change in the constituent of the Consortium/Partnership Firm should also be intimated to the office of the Registrar of Firms, Kolkata prior to submission of application in the tender and a certified copy of the revised Form No. VIII showing changes in its constituents are required to be submitted. If the Consortium is yet to receive a certified copy of the revised Form No. VIII, it would be required to submit the aforesaid undertaking along with the application.

iii. Company Details (for Registered Co-op Societies only) :

- a. Society Registration certificate from ARCS and Bye-Laws for Cooperative Societies.
  - b. Trade License for Proprietorship Firms/Partnership Firms.
  - c. Memorandum of Articles for Limited Companies.
  - d. Any other documents showing names and signatures of latest elected office bearers.
- iv. Credential: Copy of work credential issued in favour of the contractor/bidder as detailed below. Bill of Quantities (BOQ) duly authenticated by the competent authority along with work order is to be submitted. In case of execution of supplementary/substitute supplementary having value more than 30% of the BOQ, final gross value of bill (without contractual rate) including such supplementary/substitute supplementary may be considered in lieu of the original BOQ and authenticated copy of the Bill shall be submitted with the application.
- iv. Others: Any other document found necessary.

*Note : Failure of submission of any of the above mentioned documents will render the tender liable to summarily rejection.*

- v. Any contractors can apply for tender papers for a **maximum of 50% of the total number of works** (rounded up to next higher integer) published in any particular NIT, depending on his credentials and financial capability.
- b) (i) Completion certificates for fully(100%) completed works during the current year and last five financial years will only be accepted.  
Certificates issued for partly completed works will not be considered.
  - (ii) Completion Certificate issued by the Competent Authority will normally be considered as credential. Apart from credentials of work executed in Irrigation & Waterways Department, credentials of works executed under other Departments of State Government or organizations, like Public Works & Public Works (Roads) Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Government Departments, Zilla Parishads, West Bengal Housing Infra-structure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (KMDA), Kolkata Metropolitan Water Sanitation Authority (KMW&SA), Kolkata Municipal Corporation (KMC), Hooghly River Bridge Commissioner (HRBC), Engineering Departments of Central Government and Organizations like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KoPT), and companies owned or managed by the State Government, i.e. Mackintosh Burn Ltd., Westinghouse Saxby Farmer Limited & Britannia Engineering Ltd. may also be considered. Such Completion Certificates are to be issued by an officer not below the rank of Executive Engineer / Divisional Engineer / District Engineer / Project Manager of the other State / Central Government Departments / Organizations. Such certificates are further to be countersigned by immediate superior authority of the Issuing Authority for all cases other than direct State / Central Government Departments and Railways.

- (iii) Eligibility criteria for participating in more than one tender in a NIT Normally separate completion Certificate (CC) of 100% completed works is to be provided for participation in separate works in a particular NIT. However CC for one particular work may be considered as eligible for participation in maximum 2 nos of SIs, provided required credential for two such works (to be arithmetically added for identical major works) satisfies the requirements in all respect for one such completion certificate.
- (iv) Monetary value (Amount put to tender without considering contractual rate) of the 100% completed work or gross final bill value (excluding contractual rate) including supplementary/substitute supplementary, as the case may be, thus submitted will be further multiplied by the following factors to take care of the inflationary effect 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

- (v) Any suppression or misrepresentation of Fact will automatically debar the applicant from participating in any Tender under the Division for at least 3 (three) years from date of Detection in addition to such other penal action as the Government may deem proper.
- c) Intending Tenderers having not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next superior Officer. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such authority within two days after the date of issue of Tender Paper and 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.
- 7) a) Tender Paper can be had free of cost from the office of the **Sub-Divisional Officer, Teesta Resources Sub-Division No.- II**, under I & W. Dept. within the specified Date & Time as per attached list by the Intending Tenders or by their duly authorized Representatives.
- b) No Tender Paper will be supplied by Post.
- c) No Tender Paper will be issued after expiry of date & time 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 consideration all factors and difficulties likely to be involved in the execution of work in all respects including transportation of materials, communication facilities, climate conditions, nature of soil, availability of local Labours and Rates prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards. In this connection tenderers may contact the office of the undersigned upto **27.12.2016** between **11.00 A.M.** and **4.00 P.M.** on any working day.
- 9) Cost towards Earnest Money Deposit (EMD) must presently be submitted in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any scheduled Commercial Bank in India approved by RBI & having a branch in West Bengal which is to be drawn in favour of the **Executive Engineer, Teesta Resources Division No.- I, payable at Siliguri.**  
**Payment in any other forms viz. NSC, KVP, cheques etc. will not be accepted.**

- 10) Earnest money as noted in the list of works will have to be deposited by the contractors.
  - a. The Tenderer should quote the rate both in figures & in words on the basis of percentage above / below /at par the scheduled 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.
- 11) When a Tenderer signs 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) The Tenderer who will sign on behalf of a Company or a Firm, must produce the registered documents 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.
- 13) Any letter or other instrument submitted separately in modification of the sealed Tender will not be entertained.
- 14) The Tenderer should submit a statement (if desired) 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.
- 15) Conditional Tender, which does not full fill any of the above conditions, and is incomplete in any respect, is liable to summarily rejection.
- 16) VAT, Royalty, Building & 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).
 

It may further be noted that if VAT Registration Certificate along with last return is produce before receiving payment 3% deduction as per present Government Order or as may be notified by the Finance Department from time to time will be made otherwise such deduction shall be 5% as per present norms, or as may be prescribed by the Finance Department.
- 17) Lowest valid rate should normally be accepted. The Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur, is the accepting authority of Tender and The Tender Accepting Authority dose 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 and also reserves the right to distribute the work amongst more than one Tenderers on technical feasibility.
- 18) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis of rate to justify the rate quoted by him.
- 19) The Tenders will be opened, as specified in the List of works in the Chamber of the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur in presence of the participating Tenderers or their duly Authorized Representative who may be present at the time of Opening and who may also put their signature in the Tender Opening Register.
- 20) The successful Tenderer will have to execute the formal agreement in duplicate which will have to be obtained free of cost from the office of the Sub-Divisional Officer, Teesta Resources Sub-Division No.- II, Islampur, Uttar Dinajpur, failing which the Earnest Money shall forthwith stand forfeited in the favour of the Government and the communication of acceptance of the tender/ Formal work order shall automatically stand cancelled.
- 21) 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 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 for 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.

- 23) Materials such as cement, etc. have to be procured directly by the contactors as contractor supply [vide MOM held on 27.04.2015 at Teesta Sech Bhawan chaired by CE, TBP.]. Any other materials not listed therein, if supplied by the department, the issue rate for such materials will be fixed by the Engineer-in-charge.
- 24) Hire charge for Tools & Plants machinery, if issued departmentally, will be recovered from 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 Govt. 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 Contractors 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 of such damage or replacement will be recovered from Contractor.
- 25) In the following cases a Tender may be declared informal and unacceptable.
  - a. Correction, alterations, additions etc. if not attested by the Tenderer.
  - b. Earnest Money in the form of D.C.R. / Demand Draft / Bankers Cheque (BC) etc which are short deposited and / or not deposited in the favour of **the Executive Engineer, Teesta Resources Division No.- I**.
  - c. 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.
  - d. If the specified pages of the Tender Document 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 with N.I.T No.
- 26) For the refund of the Earnest Money of the unsuccessful Tenderer(s), he / they is / are to apply for the same to the Executive Engineer, Teesta Resources Division No.- I, Siliguri, giving the reference to the work, N.I.T. No., Date of Tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of All Tenderers other than the L1 and L2 Tenderers in each case maybe refunded after acceptance of rate. The Earnest Money of L2 tenderer will be released after Award Of Contract to the L1 tenderer.
- 27) To verify the Competence Capacity and Financial Stability of the intending Tenderer(s) the Issuing Authority may demand production of any necessary Document(s) as it may deem necessary.
- 28) The payment of R/A as well as Final Bill for any work will be made according to the availability of specific Fund and no claim whatsoever for delayed payment will be entertained.
- 29) As per Memo No.1627(8)-IA dt.26.11.2001 of Secretary of I & W. Dept., Government of West Bengal, Clause-25 of Tender Form No.2911/2911(i)/2911(ii) stands deleted in respect of contract value less than Rs.100.00 lakh (Rupees hundred lakh only).
- 30) 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.
- 31) The tender will be valid for **120 days** from the date of opening of the tender. However, extension of tender validity may be suitably considered by the Tender Inviting Authority, if required, subject to written confirmation of the contractor/tenderer (s) to that effect.

**32. List Of Works & Time Schedule of Tender procedure:-****NIT NO:- 01/S.D.O/T.R.S.D-II of 2016-17**

Sl. No	Name of work	Amount put to Tender (Rs.)	Earnest money (2% of the estimated cost put to tender) (Rs.)	Time allowed for completion of the work	Source of Fund.	Eligibility of Contractor	Physical Milestones for completion of each work within stipulated time
1	2	3	4	5	6	7	8
1.	Renovation of T-Type godown at Karnojora Stackyard under Teesta Resources Sub-Division No.II/Islampur	266200.00	5324=00	30(Thirty) Days	Non Plan	Bonafide outsider having credential of execution of similar nature of work of value 30% of the amount put to tender within last 5 years.	As per Annexure-I (Physical Milestone)

**Time Schedule**

i)	Last Date & Time for application for purchase of Tender Form	27.12.2016	upto 16.00.hrs.
ii)	Last Date & Time for issue of Tender paper.	29.12.2016	upto16.00.hrs.
iii)	Date & Time of dropping of Tender box at the dropping centers.	04.01.2017	at 15.00 .hrs.
iv)	Date & Time of opening of Tender in the office of the undersigned	04.01.2017	at 15.30 .hrs.

**Note:**

- 1) Payment will be made only after proper utilization of materials at working site and according to availability of specific fund.
- 2) If the quoted rates are not found reasonable for the works of this NIT a bid may be held amongst the participating tenderers on the date of opening tender just after opening or other day as deemed fit. The participants should present positively on that day to participate in the bid if so arises.

Sd/-  
**Sub-Divisional Officer**  
**Teesta Resources Sub-Division No.- II.**

## Form – 4

## Declaration against Common Interest

I / We, Sri / Smt. \_\_\_\_\_, the  
authorized signatory on behalf of \_\_\_\_\_ do hereby  
affirm that I/We/any of the member of \_\_\_\_\_ bidding  
against NIT No. \_\_\_\_\_ Sl.No. \_\_\_\_\_ do not have any common interest  
either as a partner on any partnership firm / joint venture as a Proprietor / Owner of any other firm  
in the same serial for the work I / We want to participate.

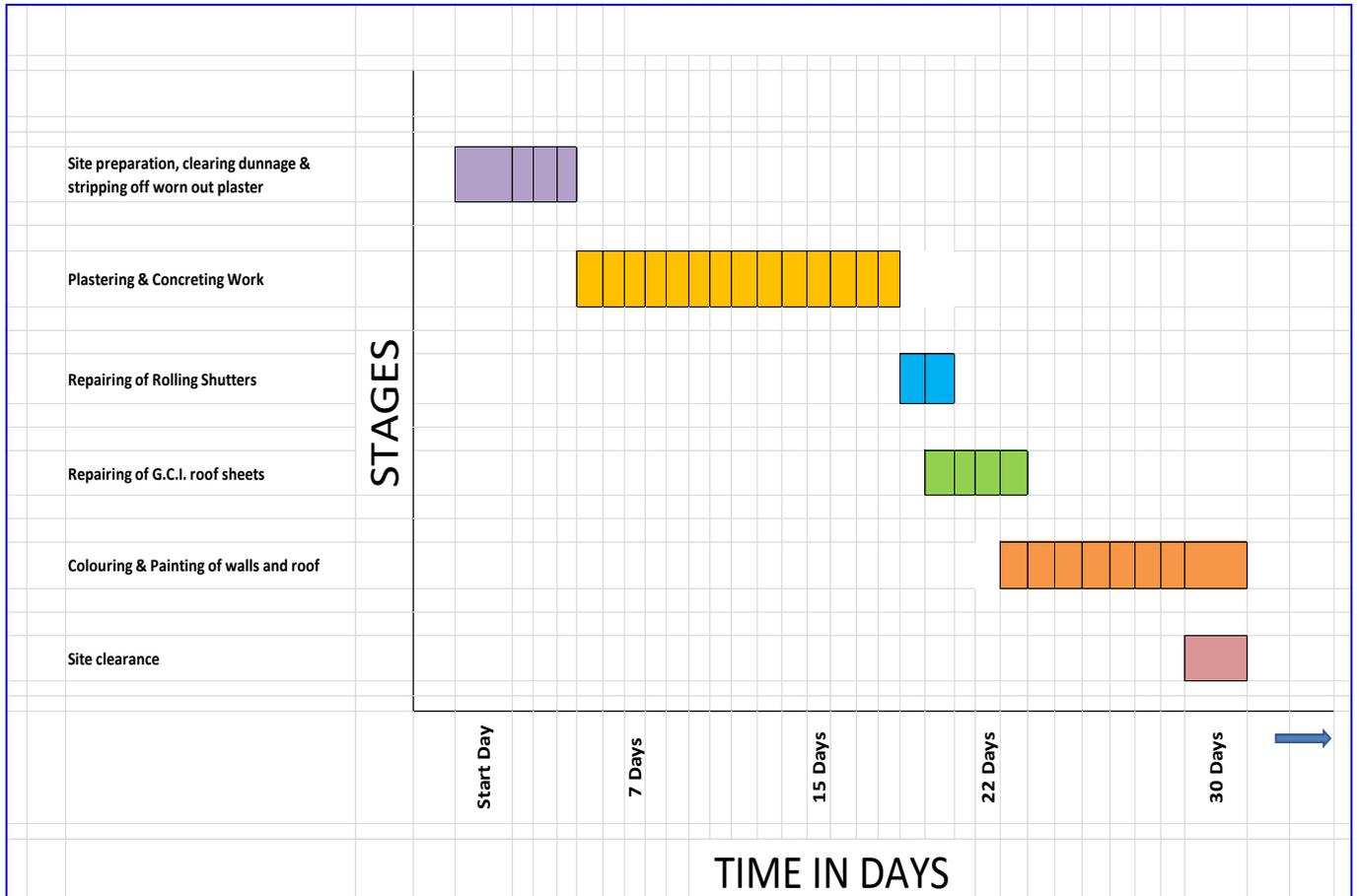
Date :

\_\_\_\_\_

Signature

**ANNEXURE -I (Physical Milestone)**

**Name of Work:** Renovation of T-Type godown at Karnojora Stackyard under Teesta Resources Sub-Division No.II/Islampur.



**Milestone of stages of construction**

( □ - indicates one Day)

**Memo No:- N-1/ 339 /1(22)**

**Date:- 15/12/2016**

Copy forwarded for favour of kind information and taking necessary action for wide circulation to the:-

1. Chief Engineer, Teesta Barrage Project, Teesta Sech Bhawan, 2nd mile, Sevoke Road, Siliguri.
2. Superintending Engineer, Resources Circle, Tinbattimore, Siliguri.
3. Superintending Engineer, Teesta Canal Circle, Karnajora, Raiganj, Uttar Dinajpur.
4. Superintending Engineer, Teesta Barrage Circle, 2nd mile, Sevoke Road, Siliguri.
5. Superintending Engineer, Teesta Design Circle, Tinbattimore, Siliguri.
6. Superintending Engineer, Mahananda Barrage Circle, Tinbattimore, Siliguri.
7. Executive Engineer, Teesta Monitoring & Evaluation Division, Tinbattimore, Siliguri.
8. Executive Engineer, Teesta Canal Division No.-I, Islampur, Uttar Dinajpur.
9. Executive Engineer, Teesta Resources Divn No.I, Tinbattimore, Siliguri.
10. Executive Engineer, Mahananda Barrage Division, Tinbattimore, Siliguri.
11. Executive Engineer, Teesta Canal Division No.II, Islampur, Uttar Dinajpur.
12. Executive Engineer, Mahananda Canal Division, Tinbattimore, Siliguri.
13. Executive Engineer, Teesta Canal Head Qr. Division, Karnajora, Raiganj, Uttar Dinajpur.
14. Executive Engineer, Teesta Canal Division No.III, Karnajora, Raiganj, Uttar Dinajpur.
15. Sub-Divisional Officer, Information & Cultural Affairs, Siliguri.
16. Sub-Divisional Officer, Teesta Resources Sub-Division No. I Tinbatti, Siliguri.
17. Sub-Divisional Officer, Teesta Canal Sub Division No.-I, Islampur, Uttar Dinajpur
18. Sub-Divisional Officer, Teesta Canal Sub Division No.-II, Islampur, Uttar Dinajpur
19. Sub-Divisional Officer, Teesta Canal Sub Division No.-III, Haptiagachh, Uttar Dinajpur
20. Divisional Accountant, Teesta Resources Division No.I, Tinbatti, Siliguri.
21. Divisional Estimator, Teesta Resources Division No.I, Tinbatti, Siliguri.
22. Notice Board, Teesta Resources Sub Division No.II, Islampur, Uttar Dinajpur.

Sd/-

Sub-Divisional Officer  
Teesta Resources Sub-Division No. II  
Islampur, Uttar Dinajpur