



Govt. of West Bengal  
Office of the Sub-Divisional Officer  
Howrah Drainage Sub-Division, Irrigation & Waterways Dte.,  
Nazirgunj, Howrah 711109, Phone :033-26886201, e-mail: [sdo.hdsd11@gmail.com](mailto:sdo.hdsd11@gmail.com)

## **NOTICE INVITING TENDER NO. 7/HD (Sub) of 2018-19**

**Circulated vide Memo. No.236 Dated.28.02.2019**

01. Separate sealed tenders in printed form are invited by the **Sub Divisional Officer, Howrah Drainage Sub-Division, Irrigation & Waterways Directorate** on behalf of the Governor of West Bengal, for the works as per list attached herewith, from eligible and resourceful contractors having sufficient credential and financial capability in execution of similar type of works as specified in the list of works.
02. 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 **Sub Divisional Officer, Howrah drainage Sub-Division, Nazirgunj Howrah-09.**  
  
b. Submission of tender by post is not allowed.

**Fixture:**

<b>Date of NIT.</b>	<b>: 28.02.2019</b>
<b>Publishing Date</b>	<b>:01.03.2019</b>
<b>Last date of receiving the application</b>	<b>:12.03.2019 up to 5:00 PM</b>
<b>Date of issuing Tender documents</b>	<b>:14.03.2019 up to 5:00 PM</b>
<b>Date of dropping sealed Tender</b>	<b>:18.03.2019 up to 3 :00 PM</b>
<b>Date of opening sealed Tender</b>	<b>:18.03.2019 at 4:00 PM</b>

03. The Tender documents and other relevant particulars (if any) may be seen by the intending Tenderers or by their duly authorized Representatives **upto 4.00 P.M. till 12.03.2019** in the office of the **Sub Divisional Officer, Howrah drainage Sub-Division.**
04. a. Intending Tenderers should apply for Tender papers 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).

Latest Professional Tax Payment Certificate (PTPC) or, PT, Trade Licence, Valid PAN issued by the IT Department., Govt. of India, Valid 15-digit Goods and Services Taxpayer Identification Number (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.

1. Registration Papers, Current Audit report, Copy of By-laws, No Objection Certificate issued by the A.R.C.S. (for Engineers' Co-operatives and Labour Co-operatives),
2. Partnership Deed in case of Partnership Firm.
3. Technical Credential.
4. 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.

b. Completion certificates 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) Departments, Public Health Engineering Department, Sundarban Affairs

Department & other State Government Departments, Zilla Parishads & Panchayat Samities, WBSEDCL, KMDA, KMW & SA, KMC, HRBC, Engineering Departments of Central Government and Organizations like Railways, KOPT, Mackintosh Burn Ltd, Westinghouse Saxby Farmer Ltd. & Britannia Engineering Ltd. may also be considered. Completion certificates are to be countersigned by the Executive/Divisional 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. Any suppression/misrepresentation of fact will automatically debar the applicant from participating in any Tender under the Division/Circle for at least 3 (three) years from the date of detection, in addition to such other panel action as the Government may deem proper.

d. In the event of (i) tender paper issued but not purchased or (ii) tender paper purchased but not dropped i.e. not participated will be taken into account seriously in issuing tender forms in future.

05. 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 also be submitted to the Tender Paper Issuing Authority within the same period, failing which no such appeal will be entertained.

06. a. Tender paper can be had on free of cost in the office of the **Sub Divisional Officer, Howrah drainage 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 after expiry of date and time mentioned in the notice.

07. 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 execution of the work in all respects including transportations of materials, communication facilities, climate 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.

08. Earnest Money, as noted in the list of works, in the form other than those mentioned below, will not be accepted.

**Bank Draft/Deposit at call Receipt/Banker's Cheque of any scheduled Bank in the locality in favour of the Executive Engineer-I, Lower Damodar Construction Division Payable at Uluberia or service branch Kolkata.** No adjustment of any sort of abovementioned earnest money previously deposited for other works will be considered. Tender without the specified earnest money will be treated as informal.

09. a. The Tenderer 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.

10. When a Tenderer signs his Tender in an Indian Language, the total amount tendered should also be written in that language. In the case of illiterate tendered, the rates tendered should be attested by a witness.

11. 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.

12. Any letter or other instrument submitted separately in modification of the sealed tender will not be entertained.

13. 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.
14. Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
15. GST, 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). All taxes etc. will be charged and/or deducted as per rules and laws of the country as applicable.
16. 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.
17. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
18. 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.
19. The successful Tenderer will have to execute the duplicate/triplicate/quadruplicate copies of his tender which will have to be obtained free of cost from the office of the **Sub Divisional Officer, Howrah drainage 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.
20. 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.
21. 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.
22. 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 therein, if supplied by the Department, the issue Rate for such material will be fixed by the Engineer-in-Charge.
23. Hire charges of 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 Go-down will be counted from the date of their issuance from the Go-down and up to the date of return into the same Go-down 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.
24. 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 D.C.R./Bank Draft/Bankers Cheque which is short deposited and/or not deposited in favour of the **Executive Engineer-I, Lower Damodar Construction Division payable at Uluberia or any other service branch of Kolkata.**
  - c. 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.
  - 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 the name of the work is not indicated on the cover

25. 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, Lower Damodar Construction Division**, giving the preference to the work, N.I.T. No, date of tender, amount and mode of Earnest Money deposited 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.
26. 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.
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.
28. 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.
29. Normally, Tender Paper for not more than one work in any one NIT will be issued to an applicant, whomany 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.
30. List of works is enclosed herewith in separate sheets.

Sd/-  
**Sub-Divisional Officer**  
**Howrah Draiange Sub-Division**  
**Nazirgunj, Howrah-711109**

**Memo No:236/I(7) Date:28.02.2019**

**Copy forwarded for information and wide circulation: -**

- 1) Chief Engineer –West, I & W Dte, Kanainatsal, P.O. Sripally, Dist. Purba Bardhaman 713103;
- 2) Superintending Engineer, Western Circle-I, I&W Dte, 8th Floor, Jalasampad bhawan, Kolkata 700091
- 3) Savadhipati, Howrah Zilla Parisad, Howrah;
- 4-5) Executive Engineer-I & II, Lower Damodar Construction Division, Fuleshwar, Uluberia
- 6) Sub-Divisional Officer, Lower Damodar Sub-Division No.IV
- 7) Notice Board, Howrah Drainage Sub-Division.

Sd/-  
**Sub-Divisional Officer**  
**Howrah Draiange Sub-Division**  
**Nazirgunj, Howrah-711109**



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**LIST OF WORKS**  
**NOTICE INVITING TENDER NO. 7/HD (Sub) of 2018-19**  
**Circulated vide Memo. No. 236 Dated. 28.02.2019**

Sl · N o.	Name of Work	Amt. put to Tender in Rs.	Earnest Money in Rs.	Time allowed for completi on of work (Days)	Source of fund
1	"Repairing of upper portion of wooden bridge at Munsidanga over Howrah Drainage Channel under Lower Damodar Construction Division during the year 2018-2019"	166037.00	3321.00	10 days	Non Plan
2	"Clearing and removing solid/semisolid mass formed due to water hyacinth from ch.3200.0 m to 5170.00 OF Baigachi Khal under Jagadishpur GP of Bally-Jagacha Block under Howrah Drainage Sub-Division of Lower Damodar Construction Division. During the year 2018-2019"	287808.00	5756.00	21 days	Non Plan

Sd/-  
**Sub-Divisional Officer**  
**Howrah Drainage Sub-Division**  
**Nazirgunj, Howrah-711109**