

**Government of West Bengal
Irrigation & Waterways Directorate
Office of the Executive Engineer
Kangsabati Canals Division No-IV
Bidhannagar, Midnapore, Paschim Medinipur, Pin-721101.
Telephone No & Fax No : 03222-275364
E-Mail ID – eekcdivn4@gmail.com**

Circulation Memo No. 119

Date: 17/03/2020

NOTICE INVITING QUOTATION

OFFLINE NIQ No – WBIW / EE / KCD- IV/ NIQ – 02/2019-20.

Sealed & signed quotations are hereby invited by the **Executive Engineer, Kangsabati Canals Division No-IV Under Kangsabati Circle-II, Irrigation & Waterways Directorate vide approval no 765-CI(SW) Dated 29/11/2019 of CE(S/W)** on behalf of the Governor of West Bengal through off line quotation for the works mentioned in the LIST OF WORKS given in next page from resourceful contractor/Supplier/ Company/ manufacturer of 62.5KVA 415 Volt DG Set having capability to supply and commission DG Set in Govt office premises for illuminating office building and street light as and when required due to non availability of power from WBSEDCL.

Quotationer has to quote his/her rate on monthly basis including cost of operator and necessary fuel and lubricants including all statutory taxes and all fittings ,fixing of separator/changer & regular maintenance .GST @12% will be deducted from progressive bills.

Quotationer/Bidder has to apply on Form-1 with credential along with NIQ, for evaluation.

The intending bidder/quotationer must read the Terms & Conditions contained in the Notice Inviting quotation (NIQ) carefully. He/she should particularly go through the eligibility criteria, and satisfy himself/herself of the mandatory requirements. Quotationer/ bidders desirous of participating in the tender may submit bids for the work only if they fulfill the minimum eligibility criteria and are in possession of all the required documents.

All information consisting of NIQ and related documents, WB Form 2911/2911(i)/2911(ii), Bill of Quantities (BOQ), corrigenda / addenda, etc. if any, shall form the part of quotation document.

The rate of monthly hire charge to be quoted both in words and in figure. The accepting authority Superintending Engineer K C Circle-II, Midnapur reserves the right to accept and/or reject any or all the quotations for which no clarification will be given to the quotationer.

The quotation will be valid for 730 days and may be extended as per requirement. The contract may be terminated by issuing one month notice by either side on reasonable ground.

Last date & time of application for Quotation Papers is on 02/04/2020 till 14.30 Hours IST.

LIST OF WORKS
OFFLINE NIQ No - WBIW / EE / KCD-IV / NIQ- 02 / 2019-20

NAME OF THE QUOTATIONER:

Sl. No.	Name of Work/Scheme/Project	Quoted Rate per Month(₹) in figure	Quoted Rate per Month(₹) in words	Papers Required.	Physical milestone for completion of each work within stipulated time (Refer to Clauses of the General Terms & Conditions of NIQ)	Remarks
1	2	3	5	6	7	8
1	Hiring, Supply Installation and Commissioning One super silent fuel efficient DG Set from reputed company of 62.50 KVA 415 Volt 3 phase capacity at the office complex of Chief Engineer(S/W) at ABAS MIDNAPORE including cost of operator, fuel, lubricant with periodical maintenance with necessary fitting fixing of changer etc including 12% GST and 1% cess with all statutory taxes complete in all respect.			As per NIQ	Financially sound to handle the situation and Payment will be made on availability of Fund.	DG Set will run as per actual site requirement on 24*7 basis when there will be no power supply from WBSEDCL..

Place:

Date:

Signature of Quotatioer with stamp and date.

1. General procedure for submission of bid/Quotation

Bids are to be submitted only through offline on due date & time. All documents submitted in the quotation by the Quotationer forms an integral part of the works contract/Agreement. Quotationers/bidders are required to submit the entire set of documents along with all other relevant PQ documents as asked for in the NIQ within the stipulated date and time as notified in the NIQ.

2. Applications for Quotation: Signed application with Self Declaration in specimen *Form-1* which is *to be submitted during application* .

3. Addenda/Corrigenda: If published in connection with the NIQ is *to be submitted in the 'NIQ'* during bid submission.

4. (I) Certificate/s: The following are to be submitted in signed photocopy

- a. Professional Tax Payment Certificate (PTPC) or the PT payment challan/ receipt for current financial year/Waiver Order of competent authority in other States as applicable.
- b. Valid PAN Card of the bidder/s are required;
- c. Valid 15 digit Goods and Service Tax payer Identification Number (GSTIN) as per GST Act, 2017 & Rules made compulsory by Finance Department, GoWB irrespective of financial Turn Over of bidders .
- d. Latest authenticated Income Tax Return for current financial year or immediate preceding financial year of bidder.

5. Site inspection prior to submission of Quotation

Before submitting a quotation, the intending bidder should make themselves acquainted thoroughly with the local conditions prevailing at site of implementation of the work by undertaking field inspections and taking into consideration all probable factors and difficulties to be involved during execution of the work as per specification in all respects including transportation of materials, communication facilities, climatic conditions, minimum wage rules of GOWB prevailing in the zone etc. and no claim whatsoever will be entertained on those accounts once the offer is accepted..

The contractor/bidder may also contact the office of the designated Assistant Engineer/KCSD-XII/Executive Engineer **KANGSABATI CANALS DIVISION No - IV** in between 11.30 hours to 16.30 hours on any working day, prior to the date of last date for submission of bid for quotation.

6. Conditional & incomplete quotations

Conditional and incomplete quotations are liable to be summarily rejected. No document will be entertained through FAX / e-mail .

7. Opening & evaluation of Quotation:

8. Opening of Quotation

Quotation will be opened by the Quotation Inviting Authority or his authorised representative on due date and time in presence of intending quotationers.

Intending bidders may remain present if they so desire.

9. General guidelines for acceptance of Quotation

Lowest valid rate should normally be accepted in accordance with the procedure. The Quotation Accepting Authority{ Superintendent Engineer Kangsabati Circle-II} reserves the right to reject any quotation without assigning any reason.

10. Signing of formal tender contract/agreement after acceptance of quotation

The contractor/bidder, whose bid is approved for acceptance, shall within 15 days of the receipt of Letter of Invitation (LOI) or Letter of Acceptance (LOA) in his / her favour, will have to execute a 'Formal Agreement' with the Engineer-in-Charge in quadruplicate in W.B.F. 2911(i)/2911(ii) and all other contract documents, entire set of which may be obtained free of cost from the office of the designated Executive Engineer, Kangsabati Canals Division No.-IV in-charge of the work tendered. No cost escalation in any form is included in the Tender Contract Agreement. The quotationer has to submit 2% money of estimated amount as security in the form of Bank Draft in favour of Executive Engineer, Kangsabati Canal Division-IV, payable at Midnapore.

11. Bid validity

The Bid will be normally valid for **120 days** from the date of opening of the Quotation. However, extension of bid validity may be suitably considered by the Quotation Inviting Authority, if required, subject to written confirmation of the contractor/bidder (s) to that effect.

12. Schedule of important dates for the Offline Quotation.

1.	Last Date & Time of application	02/04/2020 up to 14.30 Hours IST
2	Last Date & Time of dropping quotation	07/04/2020 at 14.30Hours IST
3	Date & Time of opening of Quotation	07/04/2020 at 15.00 Hours IST

13.

Extension of last date for bid submission or any other Addendum/Corrigendum, if unavoidable is to be notified as per Finance Department guidelines, in the, Departmental website and in Notice boards at least 24 hours before the original validity period of bid submission. Extension of bid submission date by issuance of a Corrigendum shall not be treated as 2nd or subsequent call of re-quotation

Additional Terms & Conditions

1. The Executive Engineer of the concerned Division shall be the Engineer-in-Charge in respect of the works contract and all correspondence concerning rates, claims, change in specifications and/or design and similar important matters will be valid only if accepted/recommended by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and also approved by him/her. Instructions given by the Sub-Divisional Officer/Assistant Engineer and the Junior Engineer/Section Officer (SO) on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute relating to specifications and work, the decision of Engineer-in-Charge shall be final and binding. The Engineer-in-Charge will however take all decisions relating to works contract only after recommendation/ advice of the Tender Accepting Authority. If there is more than the Executive Engineer assigned for the tender, the Chief Engineer would designate the Engineer-in-Charge for the work.

2. Acceptance of the quotation including the right to distribute the work between two or amongst more than two bidders with same L1 rates will rest with the Quotation Accepting Authority without assigning reason thereof to any of the bidders. The Quotation accepting authority reserves the right to reject any or all Quotation without assigning sufficient justification thereof to the bidder/contractor. No additional or excess work or additional items of work beyond the tendered amount would be generally allowed. All excess, supplementary or substitute supplementary items of work, if unavoidable are to be accepted by the Tender Accepting Authority only if the total value of work on completion is within the tendered amount. The exiting contract would be terminated after achieving work up to tendered cost (gross value) and balance work would be taken up afresh after fresh sanction and new tender, except in the interest of public services, in rare & special cases under specific approval of the Government.
3. The Contractor/bidder shall have to comply with the provisions of (a) Contract Labour (Regulation & Abolition) Rules, 1970 including its revisions (b) Minimum Wages Act 1948 and the modification thereof or any other laws relating thereto as will be in force from time to time.
4. Engineer-in-Charge shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on such grounds including non-possession of encumbrance free land. Escalation of cost due to inflationary effects or any other reason is not permitted during construction period or extended time period of contract.
5. Engineer-in-Charge shall not be held liable for any compensation due to machines & equipments becoming idle or any circumstances including untimely rains, other natural calamities, strikes etc.
6. All statutory taxes, viz. GST / labour welfare cess, labour insurance etc or revision of taxation rates even after AOC or commencement and before final completion of the work are to be borne by the contractor/bidder. Original tax invoice/challan or bill of those materials, which are procured by the bidder, may be asked to be submit for verification if required.
7. 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 be registered online with Employees Provident Fund Organisation (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
8. No mobilization / secured advance will be allowed unless specified otherwise in the contract or the Notice Inviting Tender.
9. GST, Cess, Income Tax, and other Statutory Government Taxes as applicable during project implementation are to be paid by the contractor/bidder. The rates of supply and finished work items are inclusive of these taxes and levy. Tax invoice/bills needs to be submitted by the supplier/bidder for raising claims under the contract after attaining of physical milestones showing separately the tax charged in accordance with the provisions of GST Act, 2017.

Terms & conditions of NIQ No WBIW/EE/KCD-IV/NIQ-02/2019-20

- 1) The DG SET will be hired on monthly basis whose payment will be made by 'e-billing system' in favour of successful bidder on the basis of bill submitted at the end of three month duly checked and passed by the Executive Engineer, Kangsabati Canals Division No-IV.
- 2) The DG SET must have valid papers to commission on Govt office complex.
- 3) The DG SET should be in good condition as regards to body and engine with necessary accessories and to be provided with an **efficient** operator having sufficient knowledge to run the machine. The wages and allowance of the operator will have to be paid by the contractor including overtime allowance if necessary. The DG SET should be branded.
- 4) Normal hours of operation will be as per requirement and on availability of power. The DG SET may also run on holidays as per requirement of officers. Office and street light will have to be illuminated as per requirement.
- 5) The DG SET will have to commission at suitable place so as to function normally. The place shall be decided jointly with AE/SDO, KCSD-XII.
- 6) Though the DG SET will be hired on monthly basis, payment will be made on availability of fund on quarterly basis. 12% GST and 1% cess will be deducted in addition of requisite Income Tax from each progressive bill.
- 7) Owner/contractor of the DG SET will be responsible for all types of repair and maintenance of the machine including periodical servicing and no payment will be made for that period, if not replaced by another one of good running condition and payment will be made on pro-rata basis.
- 8) Diesel and lubricant will have to be supplied by the contractor at his own cost.
- 9) The bidder of the DG SET, whose quotation will be accepted, will have to execute a formal agreement with the Executive Engineer, Kangsabati Canals Division No-IV. in 2911 Form.
- 10) If the agreement is violated without notice of one month by the bidder, then he/she will have to arrange a separate Set to mitigate the situation
- 11) The accepting authority/ Superintending Engineer, Kangsabati Circle-II, Abas, Midnapur reserves the right to cancel either the lowest or other quotations without assigning any reason what so ever. The owner of the DG SET will have to report for testing the SET within 3 (three) days after commissioning.
- 12) The Department will not have any liability arising out of any accident in running the SET whether or not the same was caused due to negligence etc. of the operator/other reason. The

authority will not be liable to pay any damage to the bidder, operator or, any third party arising out of use of the DG SET.

- 13) The owner will have to produce the bill in triplicate for processing for payment through the Vadutala Section under Kangsabati Canal Sub-Division No-XII after the end of each calendar quarter.
- 14) The authority may terminate the agreement at any time by issuing notice without assigning any reasons what so ever for which no compensation will be claimed

**(Sd/- S. Raja
Executive Engineer
Kangsabati Canals Division No – IV
Bidhannagar, Midnapore**

Certified that I have read all the above (14 points) terms and condition and agree to abide by the same and my offered rate is @ Rs / Per month and I am binding to all those terms and condition as laid down.

Date:

Signature of the Quotationer

Memo No : 119(12)

Date: 17/03/2020

Copy submitted /forwarded for information & wide Circulation to :-

1. The Chief Engineer, South West ,Abas, Midnapore.
2. The Superintending Engineer, Kangsabati Circle-II, Khasjungle, Abas, Midnapore
3. The Executive Engineer, MM&ED,WMD,KCD-1,KCD-V Paschim Medinipur/Jhargram
4. The Sub-Divisional Officer, K.C. Sub-Division No.-XIV/XV/XII, Paschim Medinipur.
5. The Sectional Officer, Vadutala Section.
6. Office Notice Board/"www.wbiwd.gov.in" web site.
7. Treasury Officer, Midnapore Treasury.
8. WWW.WBIWD.GOV.IN

Sd/ S RAJA

**Executive engineer
Kangsabati Canals Division-IV,
Bidhannagar Midnapore**

FORM 1 (Modified)

APPLICATION FOR TENDER

To
The Executive Engineer
Kangsabati Canals Division No –IV
Midnapore.

NIQ No : WBIW / EE / KCD-IV / NIQ-02 / 2019-20

Serial No of Work applied for: -1/1

Dear Sir,

Having examined the Statutory, OID & all other NIQ documents, I/we hereby would like to state that I/we wilfully accept all your conditions and offer to execute the works as per Quotation no and Serial no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda, SOR etc.

Dated this _____ day of _____ 2020.

Full name of Bidder / Quotationer: _____

Signature: _____

In the capacity of: _____

Duly authorized to sign bids
for & on behalf of (Name of Firm): _____
(In block Capital letters or typed)

Office address with seal if any:

Telephone no(s) (office): _____

Mobile No : _____

Fax No : _____

E mail ID : _____

GSTIN : _____

PAN : _____