

**OFFICE OF THE SUB-DIVISIONAL OFFICER**  
**NEZAT SUB-DIVISION**  
SUNDARBAN DEVELOPMENT BOARD, SUNDARBAN AFFAIRS DEPARTMENT  
(GOVERNMENT OF WEST BENGAL )  
P.O-HASNABAD,DIST-24 PARGANAS(N)

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Memo No : 18 /HNB/2020-21

Date:11.01.2021

**NOTICE INVITING TENDER NO. - 02/HNB OF 2020-21.**

1. Separate sealed Tenders in printed form are invited by the Assistant Engineer, Nezat Sub-Division, Sundarban Development Board, on behalf of the Government of West Bengal, for the work as per list attached herewith, from eligible, resourceful and bonafide contractors having required credential in similar nature of work for the value of at least 30 % of the work applied for.
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 AM and 4.00 PM till in the Office of Sub-Divisional Officer, Nezat Sub-Division, Civil Engineering Division No- III, Sundarban Development Board, Govt. of West Bengal.
  - a. Intending Tenderness should apply for Tender Papers on their respective Letter Heads.

Enclosing self attested photocopies 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 called).

    - i. Trade Licence and P.T Clearance Certificate ,GST Registration Certificate, I.T. Return & PAN valid at least 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 (s) for one single similar work Preferably worth at least 30% of the value of the work for which Tender Paper is desired, executed within last 5 (Five) financial years (to be determined from the actual year of completion, considering current financial year as Year-0).
    - iii. Declaration by the Applicant to the effect that there is no other application of 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.
4. Credential Certificate
  - i. Completion Certificates for fully (100%) completed works during the current year and last five financial years will only be accepted as credential.

- ii. Credential Certificates should clearly show the Name, Address, and Contact No. of the Office and Designation of the Officer issuing the work credential along with the name of work and the amount put to tender. Illegible certificates and certificates having incomplete information may be rejected.
- iii. Completion Certificate of work executed in Irrigation & Waterways Department will be considered. Completion Certificate of works executed in 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), Other Municipal Authorities, Local Panchayat Bodies, 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 / Organisations. 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

#### 5. Eligibility Criteria


- i. Intending tenderers should produce completion certificate having gross final bill value after charging abatement of single work of similar nature of the minimum value of 30% of the estimated amount put to tender during 5(five) years(prior to the date issue of the tender notice) .
  - ii. 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.
6. Any suppression / misrepresentation of fact will automatically debar the applicant from participating in n any Tender under the 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.
  - 7.. Work orders will be issued subject to availability of Administrative Approval.
  8. 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, failing which no such appeal shall be entertained.
  - 9.. a. Tender paper can be download from Departmental website: [www.sundarbanaffairswb.in](http://www.sundarbanaffairswb.in) free of cost.

- 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.
10. 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 labourers and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts afterwards.
11. **Earnest Money for the amount as noted in the list of work should be submitted along with the Tender Form, without which the tender shall be summarily rejected.**
- b. Earnest Money in the form other than those mentioned below will not be accepted.
- c. Demand Draft, Banker's Cheque, Deposit Call Receipt (DCR) in favour of Executive Engineer, of any scheduled Bank Guaranteed by the Reserve Bank of India may be accepted as Earnest Money.
12. 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. The rate should be quoted in one single handwriting and preferably with the same ink. Rates quoted in different handwriting shall be treated as informal.
- b. Any tender containing over writing is liable to be rejected.
- c. All correction are to be attested under the dated signature of the Tenderer without which tender may be informal.
13. **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 an witness.**
14. 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.
15. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
16. 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.
17. Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.

18. (a) Sales Tax, Royalty, Building Workmen Compensation 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 payment for the work).
19. The Tender Accepting Authority does not bind himself to accept the lowest tender and reserves whatsoever to the intending Tenderers and also reserves the right to distribute the work amongst more than one Tenderers.
20. The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
21. 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.
22. The successful Tenderer will have to execute the duplicate / triplicate / quadruplicate copies of his tender which will have to be obtained by additional cash payment in the office of **Executive Engineer, Civil Engineering Division No- III, Sundarban Development Board, Govt. of West Bengal 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.
23. 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.
24. 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.
25. 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 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.
- Otherwise materials will be supplied by the contractor.
26. Hire charge 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.
27. 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 any form other than that mentioned above shall not be entertained.
  - 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 the name of the work is not indicated on the cover.
28. 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, Civil Engineering Division No- III, Sundarban Development Board, Govt. of West Bengal**, 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 lowest Tenderer in each case, may be refunded, after acceptance of the rate in the comparative statement, as early as possible.
29. 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.
30. 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.
31. Tender Paper for three nos. of similar nature of works in any one NIT will be issued to an applicant, who may indicate the Sl. Nos. of the work in their application in the order of his preference.

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.

  
Sub-Divisional Officer  
Nezat Sub-Division  
Sundarban Dev. Board

**Memo No : 18 / (9)HNB/2020-21**

**Date:11.01.2021**

Copy forwarded for information and having its displayed on the Office Notice Board to the:-

- 1) The Member Secretary & Project Director, Sundarban Development Board, Mayukh (1<sup>st</sup> floor), Salt Lake, Kolkata-91.
- 2) The Joint Secretary, Sundarban Affairs Department ,Mayukh ,3<sup>rd</sup> Floor, Saltlake City,Kolkata-700091 with the request to upload this NIT Notice of work in the Departmental Website: [www.sundarbanaffairs.in](http://www.sundarbanaffairs.in)(sent to the email-sundarbanaffairs@gmail.com)
- 3) Chief Engineer, Sundarban Development Board, Mayukh (1<sup>st</sup> floor), Salt Lake, Kolkata-91.
- 4) Superintending Engineer, Sundarban Development Board, Mayukh (1<sup>st</sup> floor), Salt Lake, Kolkata-91.
- 5) The Executive Engineer,CED-I,II,III,Iv,Sundarban Development Board
- 6) Divisional Account officer, Civil Engineering Division No -III, Sundarban Development Board.
- 7)Divisional Estimator,CED-III,Sundarban Devalopment Board
- 8) Sub- Divisional Officer, Minakhan Sub Division.
- 9) Notice Board

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Sub-Divisional Officer  
Nezat Sub-Division  
Sundarban Dev. Board

**Memo No : 18 / (9)HNB/2020-21**

**Date:11.01.2021**

Copy forwarded for information to the:-

- 1.The District Information & Culture Office, Rishi Bankim Sarani,Barasat,North 24 Parganas,Pin-700124
2. The Savadipati,North 24 Pargana Zilla Parishad


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Sub-Divisional Officer  
Nezat Sub-Division  
Sundarban Development Board

**ANNEXED SHEET**

**Name of the work for NIT-02/HNB of 2020-21**

1. Last date and time limit for receiving application for issue of tender forms:-15.01.21 upto 2.30PM
2. Last date and time limit of issuing tender forms to those eligible agencies whose documents furnished along with application in scrutiny:-15.01.21 upto 3.30 PM
3. Last date and time limit for submission of Tender: 19.01.21 upto 2.30 PM
4. Date & time of opening of Tender :-20.01.21 upto 3.30 PM

Sl No.	Name of the work	Amount put to Tender & Earnest Money	Eligibility of contractor	Printed Tender Form in which Tender is to be submitted	Price per copy of Tender Form	Time of Completion	Defect liability periods
1	Additional work in form of patching pothole repairs and protection works of existing BP Road from PWD road towards Hamgura Sluice Gate between Ch. 20.00 m to 90.00 m=70.00 m within GP-Hasnabad, Block-Hasnabad of Nezat Sub-Division, under-CED-III, Sundarban Development Board	Rs.451435.00 & Earnest Money Rs.9030.00	Bonafied contractor having experience in last 03(three)years with 30% credential for similar nature of work.	2911(ii)	Download from the Departmental website <a href="http://www.sundarbanaffairswb.In">www.sundarbanaffairswb.In</a> free of cost	15(Fifteen Days)	6(Six )Months

  
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