

Govt. of West Bengal
Office of the District Welfare Officer
Backward Classes welfare, Dist. Cooch Behar

NOTICE INVITING TENDER No. 806 / CB/BCW of 2017-18 dt 04.09.2017

1. Separate sealed Tenders in printed form 2911(ii) invited by the District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar on behalf of the Governor of West Bengal, for the works as per list attached herewith, from Bonafide reliable and resourceful Contractors having sufficient experience in execution of similar type of works as per categorization 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. to 5.00 P.M. on every working day (except gazette holidays), till 11/09/2017 in the office of the District Welfare Officer, Backward Classes Welfare, Cooch Behar.
4. a. Intending Tenderers should apply for Tender Paper in their respective Letter Heads enclosing self attested copies of the following documents, originals of which and other documents like Registered Partnership (only for Partnership Firms) etc. are to be produced on demand, as well as during interview (if any).
 - i) IT , PAN and PT valid up to the date and GST Registration certificate of the Tenderers. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
 - ii) Completion Certificate/Payment Certificate (s) for one single similar work worth at least 50% of the value of the work for which Tender Paper is desired, executed within last 5 (five) years (to be determined from the actual year of completion, considering current financial year as Year-1.
 - iii) A statement showing number and value of works presently under execution by the Tenderer under the Backward Classes welfare Department & other Government Departments / Organizations as stated in paragraph V (b) here under.
 - iv) Demand Draft, Banker's Cheque, of scheduled Banks guaranteed by the Reserve Bank of India may be accepted as Earnest Money and / or Security Deposit in favour of the District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar. Payment in any other form like NSC, KVP, DCR etc. will not be accepted.
 - a. Earnest money for works in open tender, as enclosed in the list of work, will have to be deposited by the Contractors.
 - b. The Tenderer should quote the rate both in figures and in words clearly on the basis of percentage above/ below or at par the Schedule of Rates attached with the Tender Form & also in the space provided in the Tender Form.
 - c. Any tender containing over writing is liable to be rejected.
 - d. All corrections are to be attested under the date & signature of the Tenderer.
 - v) a) Declaration by the Applicant to the effect that there are no other applications for Tender Paper for work in this NIT in which he / she /they has / have common interests. Failure to produce any of the documents may be considered good & sufficient reason for non-issuance of Tender Paper.
b) Completion certificate of work executed in Backward Classes welfare Department will be considered. Completion certificate of works executed in other Department of State Government or Organization like Public Works & Public Works (Roads) Departments, Public health Engineering Department. Sundarban Affairs Department & other State Government Departments, West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSFDCL), Hooghly River Bridge Commissioner (HRBC)

Engineering Departments of Central Government & Organizations like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KoPT) ; & Companies Owned & Managed by the State Government i. e Mackintosh Burn Ltd. Westinghouse Saxby Farmer Ltd. & Britania Engineering Ltd. May also be considered. Such Completion Certificate are to be issued by an officer not below the rank of Executive / Divisional Engineers /District Engineer / Project Manager of the State / Central Government Departments / Organizations. Such Certificates are further to be counter signed by immediate superior authority of the issuing authority for all cases other than Direct State / Central Government Departments & Railways. Over & above the completion certificates from the competent authority regarding payment received so far for work (even if 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 Backward Classes welfare Department, failing which credentials may not be considered.

c) Any suppression / misrepresentation of fact will automatically debar the application from participating in any Tender under the Department for at least 3 (three) years from the date of detection, in addition to such other penal action as the Government may deem proper.

- vi) Intending Tenderer not satisfied with the decision of the Tender paper issuing Authority may prefer an appeal to the next superior Officer, Concerned higher Authority 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 & 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.
- vii) A). Tender papers will be available free of cost from the office of the District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar within the specified date & time as per attached list of works to the intending Tenderers or their duly authorized representatives.
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.
- viii) Before submitting any Tender, the intending Tenderers should make themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the site & take into considerations all factors & 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 & 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 on any working day.
- ix) 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.
- x) The Tenderer who will sign on behalf of a company or Firm, must produce the registered documents {within 3 (three) days 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.
- xi) Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
- xii) 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.
- xiii) Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.

- xiv) VAT, Royalty, Building & other Construction workers, Cess and all other statutory Levy / Cess etc. will have to be borne by the Contractor (he/She 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 GST Registration certificate is to be produced before receiving payment, deduction as per present Government Order or as may be notified by the Finance Department from time to time will be made,

In terms of G.O to the Govt. of West Bengal deduction of Cess @ 1% from the bill to be paid to the contractors under the building and construction works Welfare, Cess rules'2004.

- xv) **The Tender Accepting Authority does not bind himself to accept the lowest tender and reserve 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 than one Tenderers.**
- xvi) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
- xvii) 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.
- xviii) 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 District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar 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 communication of acceptance of the tender shall automatically stand cancelled.
- xix) 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 office of District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar 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.
- xx) The successful Tenderer will have to abide by the provisions of the West Bengal Contract Labour (Regulation & Abolition) Rules, 1972 & such other Acts as may be applicable, as will be in force from time to time.
- xxi) Materials such as Cement, Steel, R.C.C. Hume Pipes, Galvanized Corrugated Iron Sheet, M.S. Pipe etc. will be supplied by the Agency.
- xxii) Tools & Plants Machinery etc. if required during execution will be arranged by the Agency of his own cost.
- xxiii) **In the following cases a tender may be declared informal and unacceptable.**
- Correction, alterations, additions, etc. if not attested by the Tenderer, & not properly pledged.
 - Earnest Money in the form of T.R. Challan, D.C.R,NSC,KVP etc. & which are short deposited and / or not deposited in favour of District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar.
 - .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.
 - .If the specified pages of the Tender Document are not signed by the Tenderer.
 - .If the Tender is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover.
- xxiv) For the return of the Earnest Money of the unsuccessful Tender (s), he / they is / are to apply for the same to the District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar. giving the reference to the work , N.I.T.

W.B.F.No.-2914

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.

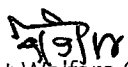
- xxv) To verify the competency, capacity and financial stability of the intending Tenderer (s) the tender paper issuing Authority may demand production of any necessary document (s) as it may deem necessary.
- xxvi) The payment of R/A as well as Final Bill for any work will be made according to the availability of fund and no claim due to delay in payment will be entertained.
- xxvii) Clause 25 substituted and modified in accordance with the prevailing Government Order.
- xxviii) Earnest money already deposited during the tender shall be converted as a part of security money and additional security shall be deducted from the progressive bills @8% or such amount from each such bill, so that the total deduction together with the 2% EMD constitutes 10% of the tendered value of work as actually done.

Such tenders may also be permitted to deposit further security so as to make total 10% of the tendered amount to avail the facility of no further deduction from the progressive bills subject to the condition laid down in the P.W.D. Department Code.

- xxix) Categorization of Works :-
- Earth work in Excavation / filling of low land & back filling etc.
 - Building works: All types of building construction, Repair & Renovation, Vertical & Horizontal Extension, Sanitary & plumbing works etc.
 - Road Work :- All types of Road construction , Repair & Maintenance of Road, Construction of Bridges , culvert, Causeways etc. & maintenance etc.
- The above list is only indicative & not exhaustive.
- xxx) Tender documents will be available free of cost from the office of the District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar
- xxxi) Submission of application for Tender documents: - District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar.
- xxxii) Distribution of Tender documents: - District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar.
- xxxiii) Dropping of Tender: - District Welfare Officer, Backward Classes Welfare, Cooch Behar, Dist. Cooch Behar.

Time Schedule of Tender Procedure:-

i)	Last Date & Time for application	11/09/2017	Upto 15.00 Hours
ii)	Last Date & Time for collection Tender paper	13/09/2017	Upto 14.30 Hours
iii)	Last Date & Time for dropping of Tender paper	14/09/2017	Upto 15.00 Hours
iv)	Date & Time for Opening of Tender	14/09/2017	After 16:00 Hours


District Welfare Officer
Backward Classes Welfare
Cooch Behar

List of Works


NOTICE INVITING TENDER NO.

806 /CB/BCW of 2017-18

SI No.1 &2

Sl no	Name of Work	Amount put to Tender	Earnest money (2% of the Estimated cost of Tender)	Eligibility of contractor of the work	Time allowed for completion
1.	<i>Construction of Drain and culvert at Central girls Hostel, Mathabhanga in the district of Cooch Behar</i>	<i>Rs.210896.00</i>	<i>4218.00</i>	Bonafide outsider having credential of execution of similar nature of work of value 50% of the amount put to tender within last 5 years	75 days
2.	<i>Repair and renovation of Mathabhanga Central hostel for boys in the district of Cooch Behar</i>	<i>Rs.164740.00</i>	<i>3295.00</i>		60 days

The Tenderers individually or their authorized representative must submit Xerox copies (self attested) of all documents GST registration certificate, of up to date valid Income tax, Sale Tax, Professional Tax clearance certificate, Pan card & completion certificate in support of their credential atleast 50% of the estimated amount put to Tender along with application for the tender & to produce the original documents. The original documents will returned after scrutiny & the photocopy will be preserved by the undersigned.


 District Welfare Officer
 Backward Classes Welfare
 Cooch Behar


W.B.F.No.-2914

Memo No. 806 /BCW/CB

Dated. 04/09/2017

Copy forwarded for information and wide circulation to -

1. The District Magistrate, Cooch Behar.
2. Addl. District Magistrate (Dev.), Cooch Behar.
3. Assistant Labour Commissioner, Cooch Behar.
- ✓ 4. DIO NIC Cooch Behar, she is requested to please arrange to upload the NIT in the District website.
5. The DICO, Cooch Behar, Information & Cultural Affairs Department, Cooch Behar for publishing in newspaper.
6. The Head Clerk, BCW with a request to take necessary arrangements for distribution of tender documents to the tenders/ bidders
7. Office Copy.


District Welfare Officer
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Cooch Behar