



Government of West Bengal
Office of the District Welfare Officer
Backward Classes Welfare, Cooch Behar.

Email: bcwcob@gmail.com

Phone & Fax No.: 03582-222221

Memo No.: 82/BCW

Date: 27/01/2020

NOTICE INVITING TENDER

NIT No –02/N/BCW/CB OF 2019-20

Tenders are being invited by the District Welfare Officer, Cooch Behar on behalf of the Governor of West Bengal for the works mentioned in the table below from eligible and resourceful contractors/bidders having desired credential and financial capability.

Details of work:

Sl. No.	Name of work	Amount put to tender	Earnest Money	Cost of Tender paper	Eligibility of Contractor	Time of Completion
1.	Immediate repair to room with renovation for the office of the Hon'ble MIC of BCW&TD Deptt., Govt. of West Bengal at Ground floor of Kalyan Bhavan of BCW Office, Cooch Behar.	Rs.156606.00	Rs.3132.00	Rs. 750.00	As detailed under eligibility criteria in NIT	14 Days

A. Eligibility criteria for participation intender:

As per Amended rule under Rule 226(1) of PWD Code, Volume-1 of Notification No. 04-A/PW/O/10C-02/14, dated, 18.03.2015:

- Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice: or,
- Intending tenderers should produce credentials of 2(two) similar nature of completed work each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice or,
- Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i)above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e. the tender.

[Note: a) Payment certificate will not be treated as credential;

b) Credential certificate issued by the Executive Engineer or equivalent or competent authority of a state/Central Government, State/Central Government undertaking, Statutory/Autonomous bodies constituted under the Central/State statute, on the executed value of completed/running work will be taken as credential.]

B. Time Schedule of Tender Procedure:

i)	Last Date & Time for application	04/02/2020	Upto 16.00 Hours
ii)	Last Date & Time for purchasing Tender	06/02/2020	Upto 17.00 Hours
iii)	Last Date & Time for dropping of Tender paper	11/02/2020	Upto 15.00 Hours
iv)	Date & Time for Opening of Tender	11/02/2020	After 15.30 Hours

C. Earnest money deposit:

Demand Draft, Banker's Cheque, Treasury Challan, Deposit Call Receipts (DCR) of Nationalized Banks under 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**. Payment in any other form e.g. NSC, KVP etc. will not be accepted.

D. Documents to be submitted with the application:

- i) Certificates:
 - a) Professional Tax for the Year 2019-20
 - b) PAN Card
 - c) GST Registration Certificate
 - d) I.T. Return receipt for the Assessment Year 2017-18/2018-19/2019-20
 - e) Audit Report for the Year 2019-20
 - f) Bank solvency certificate
- ii) Company details:
 - a) Partnership deed
 - b) Co-operative Society By-law, Current Audit Report, Valid clearance certificate from ARCS for the Year 2019-20
 - c) Trade License
 - d) Company Registration Certificate
 - e) Structure & Organization (download and upload Form-II at Section – B)
- iii) Credential: In accordance to **Eligibility criteria for participation in tender** at Clause A of the NIT
- iv) Declaration:
 - a) Pre-qualification application (download and upload Form-I at Section – B)
 - b) A declaration to the effect that neither the bidder nor any of constituent partner had been debarred to participate in any tender by any Central/State Government Departments during the last 5(five) years prior to the date of this NIT.

E. Other Terms and conditions:

1. Submission of Tender by post is not allowed.
2. The Tender documents and other relevant particulars (if any) may be seen by the intending Tenders or by their duly authorized representatives during office hours **between 11.00 A.M. and 4.00 P.M. on every working day, till 04/02/2020** in the office of the District Welfare Officer, Backward Classes Welfare, Cooch Behar.
3. Intending Tenderers should apply for Tender Paper in their respective Letter Heads enclosing self attested copies of the documents as listed under documents to be submitted with the application at D above, 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 any).
4.
 - a. Tender paper can be had on cash payment of requisite amount (non-refundable) in the office of the District Welfare Officer, Backward Classes Welfare, Cooch Behar, 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 on the date of opening of tenders after expiry of date & time mentioned in the notice.
5. Before submitting any Tender, the intending Tenders 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 intender Tenderers may contact the office of the undersigned on any working day.

6.
 - a. Earnest money for works in open tender, as noted 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 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 dated signature of the Tenderer.
7. 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.
8. 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.
9. Any letter or other instrument submitted separately in modification of the sealed tender may not be entertained.
10. 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.
11. Conditional Tender, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
12. 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).
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 and till date.
13. 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.
14. The Tenderers will have to, if so desired by the Tender Accepting Authority, submit his analysis to justify the rate quoted by him.
15. 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.
16. 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 the District Welfare Officer, Backward Classes Welfare, 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.
17. 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 the District Welfare Officer, Backward Classes Welfare, 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.
18. 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.
19. Materials such as Cement, Steel, R.C.C. Hume Pipes, Galvanized Corrugated Iron Sheet, M.S. Pipe etc. will be supplied by the Agency.
20. Tools & Plants Machinery etc. if required during execution will be arranged by the Agency of his own cost.
21. In the following cases a tender may be declared informal and unacceptable.
 - a. Correction, alterations, additions, etc. if not attested by the Tenderer, & not properly pledged.
 - b. Earnest Money in the form of T.R. Challan, D.C.R. / Demand Draft, etc. which are short deposited and / or not deposited in favour of the District Welfare Officer, Backward Classes Welfare, Cooch Behar.
 - 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.

22. 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 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.
23. 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.
24. 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.
25. Clause 25of Form No. 2911 substituted and modified in accordance with the prevailing Government Order.
26. **Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017.**
27. 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 tenderers 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.

Sd/-
**District Welfare Officer
Backward Classes Welfare
Cooch Behar**

MemoNo: 82/1(8)/BCW/CB

Dated: 27/01/2020

Copy forwarded for information and wide circulation to the:-

1. District Magistrate, Cooch Behar.
2. Additional District Magistrate (Dev.), Cooch Behar.
3. District Informatics Officer (DIO), Cooch Behar, he is requested to please upload the NIT in the District web site.
4. District Information & Cultural Affairs Department, Cooch Behar.
5. Engineering Section, BCW, Cooch Behar.
6. Accounts/Cash Section, BCW, Cooch Behar
7. Office Notice Board.
8. Office Copy.

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