



GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF AGRICULTURE  
OFFICE OF THE ASSISTANT DIRECTOR OF AGRICULTURE (ADMN)  
SOIL CONSERVATION, COOCH BEHAR

Memo No. 356 /

Dated: 22 / 12 / 2020

**NOTICE INVITING TENDER NO. – 16 OF 2020-21**

**1. INVITATION**

Separate Scaled Tenders in W.B. from No 2911(ii) for each group are invited by The Assistant Director Of Agriculture (Admn), Cooch Behar on behalf of the Governor of West Bengal from the bonafied Agencies having permanent residence within or hearby project areas & financial capability for the works stated in the enclosed list with necessary particulars, for "**Construction Of Vermicompost Pit Under NMSA-RAD 2020-21**" as indicated in the **Annexure –A.**

**2. QUALIFYING CRITERIA**

- I. The intending tenderers should submit the Tender Documents in the Letter Heads of their Firm/ Company enclosing self attested photo copies of GST Registration certificate, Trade License, PAN Card/ receipt of annual I.T. return for last financial year submitted & Professional Tax Clearance Certificate, Sales Tax Clearance Certificate of the current financial year i.e. 2019 - 2020 to the satisfaction of Tender Inviting Authority.
- II. Self-attested copy of all the following documents shall have to be submitted along with application. Original copies are to be produced for verification during purchase of tender papers:
  - i) Professional Tax Clearance Certificate, PAN Card / receipt of Annual I.T. Return for last financial year submitted.
  - ii) Valid Trade License.
  - iii) Payment / Completion Certificates in support of credential.
  - iv) Registration Certificate, Bye-Laws and current Audit Report [for Registered Co-operative Societies formed by Un-Employed Engineers]
  - v) Registration Certificate and current Audit Report [for Registered S.S.I. Unit]
  - vi) GST Registration Certificate.
- III. Earnest Money – The tenderer shall have to enclose requisite earnest money with the tender in prescribed manner failing which the tender shall be rejected.

**3. TIME SCHEDULE FOR APPLICATION, PURCHASE, SUBMISSION AND OPENING OF TENDER DOCUMENTS**

I) Last date of receiving application for issuance of Tender Documents	:upto28.12.2020 upto14.00hours
II) Last date of issue of tender Documents	:28.12.2020 at 14.00 hours.
III) Last date & Time of Receiving Tender	:29.12.2020 at 17.00 hours
IV) Date & time of Opening of Tender	:30.12.2020 at14.00 hours

Tenders will be opened by The Assistant Director Of Agriculture (Admn), Cooch Behar in presence of tenderers or their authorized representatives who may like to be present.

4. i) Tender (consisting of all tender documents & printed form etc.) neatly and duly filled in along with prescribed earnest money should be placed in sealed envelop (separate for each group) super scribed with the name of work, NIT no & Group no addressed to Tender Inviting Authority shall be dropped in the tender box kept the office of the Assistant Director Of Agriculture (Admn), Soil Conservation, Cooch Behar for the purpose within stipulated date & time.  
ii) If the last date of receiving of tender document/application remain close for any unavoidable/ administrative reasons, the application/ Receive of Tender documents will be on the next working day on same time and place.
5. Tender shall be opened by the Assistant Director Of Agriculture (Admn), Soil Conservation, Cooch Behar , on the mentioned date and time in the aforesaid office in the presence of participating tenderers or their authorized representatives who may like to remain present.
6. Earnest Money in the shape of Bank Draft/Pay Order from any Bank under the control of the Reserve Bank of India should be drawn in favour of the Assistant Director Of Agriculture (Admn), Soil Conservation Cooch Behar & have to be deposited along with Tender Documents. No earnest money will be received, if it is drawn before the date of notification of this tender notice and submission of the same will be treated as informal tender.
7. The agency should quote the rate in figure as well as in words in the specified space in the W.B. form no 2911(ii) in percentage above / below / At Par with / the rates shown in the specific price schedule of probable items.
8. The Tender Accepting Authority does not bind himself to accept the lowest tender and reserves the right to reject any tender or all the tenders received without assigning any reason what so ever. All the tenders in which any of the prescribed conditions are not fulfilled will be rejected.
9. Each & every pages of Tender Form along with all other tender documents must be signed and stumped by the agency concerned.
10. The successful tenderer will have to execute agreement in West Bengal Form No.2911 (ii) , which may be obtained from the office of the Assistant Director Of Agriculture (Admn), Soil Conservation, Cooch Behar , or download online for each set within 7 (seven) days from the date of receipt of the letter of acceptance, failing which, his tender will liable to be cancelled and the Earnest money deposited by him will be forfeited to the Government as per rule.
11. The security money, so deposited/ deducted, will be refunded after expiry of defect liability period of 6 (six) months from the date of completion of work.
12. In case of successful tenderer, the earnest money will be automatically converted into initial security deposit. The rest of the Security deposit shall have to deduct form from the bill.
13. Payment will be made on the basis of the work actually done by the contractor against each site. measured, and approved by Department.
14. Sales Tax, Income Tax, Cess etc. will be deducted from the Contractor's Bill as per rule.
15. Payment will be made as and when the Fund will be available from the concerned source or so.

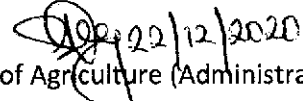
  
[ASHOKE KUMAR DEY]  
Assistant Director Of Agriculture (Admn)  
Soil Conservation, Cooch Behar  
Cooch Behar

## Annexure – I

## NOTICE INVITING TENDER NO 16 OF 2020-21

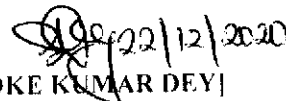
Details of Site specification is given below:-

Group No	Name of the Work	Site of Work (Community Basis)	Total no of units	Estimated Amount including GST (Rs)	Earnest money deposit @ 2% (Rs)	Cost of tender documents (Rs)	Period of Completion
A	CONSTRUCTION OF VERMICOMPOST PIT UNDER NMSA – RAD DURING 2020-21	<b>Block:</b> Coochbehar I, <b>GP:</b> Panisala, <b>Mouza:</b> Panisala , <b>JL No:</b> 249, <b>Plot no:</b> 8896, 8924, 10122	3 (three) nos at respective plot nos	24000	480	Nil	10 Days
B		<b>Block:</b> Dinhata II, <b>GP:</b> Nazirhat II, <b>Mouza:</b> Dakshin Masaldanga Khanda, <b>JL No -</b> 255, <b>Plot no:</b> 41, 55, 188	3 (three) nos at respective plot nos	24000	480	Nil	10 Days

  
 Assistant Director of Agriculture (Administration)  
 Soil Conservation, Coochbehar

Copy forwarded for information and wide circulation.

1. The Sabhadhipati, Cooch Behar Zilla Parisad, Cooch Behar.
2. The District Magistrate, Cooch Behar.
3. The Director of Agriculture & E.O.S., Govt. of West Bengal. He is requested to take necessary action to display this N.I.T. on the Website of the Administrative Department as per G.O.No.5400-F(Y)dated, Kolkata, the 25.06.2012
4. The Joint Director of Agriculture (Soil Conservation) West Bengal, Kolkata-1
5. The Deputy Director of Agriculture (Admn), Cooch Behar
6. The Krishikarmadhakshya, KSOSSS, Cooch Behar Zilla Parisad
7. The District Information Officer, Cooch Behar, he is requested to kindly publish this notice in the District Website
- 8 to 10. The Assistant Director of Agriculture (Soil Conservation), Cooch Behar/Tufanganj/Mathabhanga with a request to be Present on the event of opening of tender as per schedule date & time positively.
11. Sri Sudip Dey, Assistant Director of Agriculture (Technical), O/O Deputy Director of Agriculture (Admn), Cooch Behar with a request to be present on the event of opening of tender as per schedule date & time positively.
- 12 to 14. The Junior Engineer O/o The Assistant Director of Agriculture (Soil Conservation), Cooch Behar/Tufanganj/Mathabhanga with a request to be present on the event of opening of tender as per schedule date & time positively.
15. The Post Master, Cooch Behar Head Post Office, Cooch Behar for wide publication.
16. Account Section of the Office.
17. Notice Board of the office.

  
[ASHOKE KUMAR DEY]  
Assistant Director Of Agriculture (Admn)  
Soil Conservation, Cooch Behar  
Cooch Behar