

Govt. of West Bengal  
Urban Development Department  
Office of the Executive Engineer  
Salt Lake Construction Division  
Nirman Bhawan, Salt Lake, Kolkata:700091

**N.I.T. NO. WBUD/EE/SLCD/NIT-11/2014-15 of EE, S.L.C. Division.**

**(Memo No. 1112, Dated: 13.06.2014)**

1.0 Separate Sealed Tenders are hereby invited, on behalf of the Governor of West Bengal, for the regular maintenance works of different buildings at Baisakhi Abasan, Sector-II, Bidhannagar, as in the table below from eligible bonafide, reliable and resourceful contractors having experience in execution of similar type of works .

**LIST OF WORK**

Sl. No.	Name of the Work	Amount put to Tender	Earnest Money	Cost of tender paper	Completion time
1	Maintenance and repair work of 10 Nos. "C" Type Buildings (Building No. C-9 to C-11 & C-102 to C-108 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	430000	8600	755	One year
2	Maintenance and repair work of 10 Nos. "C" Type Buildings (Building No. C-12 to C-21 )on lodged complaint	445000	8900	755	One year
3	Maintenance and repair work of 10 Nos. "C" Type Buildings (Building No.C-1 to C-8 & C-35 to C-36 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	447000	8940	755	One year
4	Maintenance and repair work of 10 Nos. "C" Type Buildings (Building No. C-37 to C-39 & C-41 to C-47 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	471000	9420	755	One year
5	Maintenance and repair work of 9 Nos. "C" Type Buildings (Building No. C-49 to C-51 & C-53 to C-58 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	410000	8200	755	One year
6	Maintenance and repair work of 10 Nos. "C" Type Buildings (Building No. C-24 & C-59 to C-67 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake.	480000	9600	755	One year
7	Maintenance and repair work of 9 Nos. "C" Type Buildings (Building No. C-68 to C-76 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	415000	8300	755	One year
8	Maintenance and repair work of 8 Nos. "C" Type Buildings (Building No. C-89 to C-96 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	360000	7200	755	One year
9	Maintenance and repair work of 9 Nos. "D" Type Buildings (Building No. D-1 to D-9 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	482000	9640	755	One year
10	Maintenance and repair work of 9 Nos. "D" Type Buildings (Building No. D-10 to D-18 )on lodge complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	481000	9620	755	One year
11	Maintenance and repair work of 9 Nos. "D" Type Buildings (Building No. D-19 to D-27 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	482500	9650	755	One year
12	Maintenance and repair work of 11Nos. "D" Type Buildings (Building No. D28 to D-33 & D-35 to D-39 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	484000	9680	755	One year
13	Maintenance and repair work of 11 Nos. "D" Type Buildings (Building No. D-40 to D-48, D-50 to D-51 )on lodged complaint basis for 1(one) year at Baisakhi Abasan, Salt Lake	485000	9700	755	One year

- d) Completion Certificate/Payment Certificate(s) for one single similar work worth at least 50% of the value of the work for which Tender Papers is desired, executed within last 5 (five) years .
- e) Normally, Tender Paper for not more than one work in any one NIT will be issued to an applicant, who may indicate the Sl. Nos. of the work in the order of priority. 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

### 3. Issue of tender paper

- a) All the applicants, in person or through their authorised representative, must attend the interview on the scheduled date and time. No tender paper will be issued to the applicants who will remain absent during the interview.
- b) Tender paper can be had by the shortlisted intending tenderers or by their duly authorised representatives, on cash payment of requisite amount (non-refundable) from the office of the Executive Engineer as shown in the broad sheet published by the tender issuing authority against the name of each intending tenderer, within the specified date and time.
- c) No tender paper will be supplied by Post.
- d) No tender paper will be issued after expiry of date and time mentioned in the Notice.
- e) Intending tenderer not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next Superior Officer.
- f) 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.

### 4. Submission of Tenders

- a) 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 considerations all aspects including transportation of materials, communicating facilities, climate conditions, nature of soil, availability of local labourers and market rate prevailing in the locality etc.
- b) 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
- c) The tenderer should quote the rate both in figures and in words on the basis of percentage above/below or At Par on 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 hand writing shall be treated as informal.
- d) Any tender containing over writing is liable to be rejected.
- e) All corrections are to be attested under the dated signature of the Tenderer without which tender may be informal.
- f) Any letter or other instrument submitted, separately, in modification of the sealed tender may not be entertained.
- g) Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to be summarily rejected.
- h) Earnest Money, as noted in the list of works, in the form other than those mentioned below, will not be accepted
  - 1) Demand Pay/Pay Order/Bank Draft/Deposit at call Receipt, Banker's Cheque of any scheduled Bank in the locality in favour of the Executive Engineer, Salt Lake Construction Division.
  - 2) Receipted Challan of Reserve Bank of India or Treasury showing the deposit to be credited under the Head 'P.W. Deposit' in favour of the Executive Engineer, Salt Lake Construction Division

Note: No adjustment of any sort of above mentioned Earnest Money previously deposited for other works will be considered. Tender without the specified earnest money will be treated as informal.

### 6. Opening , evaluation and acceptance of tender

- a) The Tenders will be opened, as specified in the list of works, in presence of the participating tenderers or their duly authorised representatives, who may be present at the time of opening and who may also put their signatures in the Tender Opening Register.
- b) Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons and also reserves the right to distribute the work amongst more than one tenderer
- c) The Tender Accepting Authority does not bind himself to accept the lowest tender and reserves 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 more than one Tenderers.
- d) The Tenderer will have to, if so desired by the Tender Accepting Authority, submit his/her/their analysis to justify the rate quoted by him.

## 7. Tender Accepting Authority

- a) As per prevalent orders of Finance Department, Govt. of west Bengal and Urban Development Department, Govt. of west Bengal Executive Engineer will accept the tenders up to Rs.45.00 Lakh

## 8. Bid Validity

The Tender/ Bid will be valid for 60 days from the date of opening of the financial bid

## 9. Execution of Formal tender after acceptance of tender

- a) The successful The tenderers, whose tender is approved for acceptance, shall within 15 days of the receipt of Letter of Acceptance (LOA) to him, will have to execute 'Formal Agreement' with the Tender Accepting Authority in quadruplicate copies of W.B.F. No 2911(ii) which may be purchased on cash payment / in payment modes prescribed in Clause 4(i) from the office of the Executive Engineer concerned, 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.

## 10. Return of Earnest Money of the Unsuccessful Tenderer(s)

- a) 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, Salt Lake Construction Division 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.

## 11. Withdrawal of Tender

- a) 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/she/they 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.
- b) 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

## 11. Payment

The payment of RA as well as final bill for any work will be made according to the availability of fund and no claim to delay in payment will be entertained.

## 6.0 Special Terms & Conditions

1. The Bidder shall have to comply with the provisions of (a) Contract labour (Regulation & Abolition) Rules, 1970, and (b) Minimum Wages Act, 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
2. Department shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground including non-possession of land.
3. The Government shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike, etc.
4. Imposition of any duty / tax / royalty etc. whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the bidder. Original Challans of those materials, which are procured by the bidder, may be asked to be submitted for verification.
5. Cess @ 1% of the cost of construction works shall be deducted from the Gross Value of the Bill in terms of Finance Department Order No.853-F dated 01.02.2006. Also it is instructed to register his Establishment under the Act, under the competent registering authority, i.e. Assistant Labour Commissioner / Deputy Labour Commissioner of the region concerned.
6. No mobilization / secured advance will be allowed unless specified otherwise.
7. VAT/Sales Tax, Cess, Royalty of sand, stone chips, stone metal gravel, boulders, forest product etc, Toll Tax, Income Tax, Ferry Charges and other Local Taxes, if any, are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.

8. All working tools and plants, scaffolding, construction of vats and platforms will have to be arranged by the contractor at his own cost.
9. The contractor shall supply mazdoors, bamboos, ropes, pegs, flags etc. for laying out the work and for taking and checking measurements for which no extra payment will be made.
10. The contractor should see the site of works and tender documents, drawings, etc. before submitting tender and satisfy himself regarding the condition and nature of works and ascertain difficulties that might be encountered in executing the work, carrying materials to the site of work, availability of drinking water and other human requirements and security etc. Work may be interrupted due to a number of unforeseen reasons. The Engineer-in-charge may order the contractor to suspend any work that may be subjected to damage by climate conditions. No claim will be entertained on this account.
11. A machine page numbered Site Order Book (with triplicate copy) will have to be maintained at site by the contractor and the same has got to be issued from the Engineer-in-charge before commencement of the work. Instructions given by inspecting officers will be recorded in this book and the contractor must note down the action taken by him in this connection as quickly as possible.
12. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
13. All possible precautions should be taken for the safety of the people and workforce deployed at worksite as per safety rule in force. Contractor will remain responsible for his labour in respect of his liabilities under the Workmen's Compensation Act etc. He must deal with such cases as promptly as possible. Proper road signs as per P.W.D. practice will have to be made by the contractor at his own costs while operating a public thoroughfare.
14. The contractor will have to maintain qualified technical employees and/or Apprentices at site as per prevailing Apprentice Act or other Departmental Rules & Orders circulated from time to time.
15. The contractor will have to accept the work programme and priority of work fixed by the Engineer-in-charge so that most vulnerable reach and/or vulnerable items be completed before the date needed by the Department due to impending monsoon or rise of water level or for other reasons.
16. Any materials brought to site by contractor must be subject to approval of the Engineer-in-charge. The rejected materials must be removed by the contractor from the site at his own cost within 24 hours of issue of the order to that effect.

  
 Executive Engineer  
 Salt Lake Construction Division

**Memo No. 1112(16), Dated: June'13, 2014**

Copy forwarded for information & necessary action to:

- 1) The Principal Secretary, Urban Development Department, Govt. of West Bengal, Nagarayan, Salt Lake, Kolkata.
- 2) The Chief Engineering Advisor, Urban Development Department (Salt Lake Project), Nirman Bhawan, Salt Lake, Kolkata.
- 3) The Special Engineer, Salt Lake Reclamation & Development Circle, Nirman Bhawan, Salt Lake, Kolkata-700091.
- 4) The Executive Engineer, Salt Lake Reclamation Division, Nirman Bhawan, Salt Lake, Kolkata- 700 091.
- 5) The Executive Engineer, Bidhannagar Municipal Services Division, Nirman Bhawan, Salt Lake, Kolkata- 700 091.
- 6) The Executive Engineer, Central Mechanical Division, Nirman Bhawan, Salt Lake, Kolkata- 700 091.
- 7) The Executive Engineer, Metropolitan Drainage Division-I, Jalsampad Bhawan, Salt Lake, Kolkata- 700 091.
- 8) The Executive Engineer, Bidhannagar Division-I, Purta Bhawan, Salt Lake.
- 09-11) The SDO Salt Lake Water Supply Sub-Division/ Salt Lake Sewerage Sub-Division/ Store Sub-Division
- 12-14) Office Notice Board, Estimate Section, Account Section.

  
 Executive Engineer  
 Salt Lake Construction Division