

**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE EXECUTIVE ENGINEER  
BURDWAN DIVISION**

**MUNICIPAL ENGINEERING DIRECTORATE  
5<sup>TH</sup> FLOOR, PURTABHAVAN, SREEPALLY, BURDWAN**

Phone Email id: [eemedbwd@gmail.com](mailto:eemedbwd@gmail.com)

Ph. + Fax No- 0342 2645119

**Memo No. : MED / BWN / 421 / CNC-1 / 2021**

**Dated. : 17.01.2022**

**e-N.I.T. NO:-03 / BWN/ MED/2021-22 ( 4<sup>TH</sup> Call ) , dated – 17.01.2022**

1. **Executive Engineer**, M.E.Dte. , Burdwan Division invites online percentage Rate tender from reliable, resourceful, bonafide and experienced Partnership firms / companies / individual contractors, for the following Nalah / Drain cleaning works given below:-

2.

Sl no	Name of the Scheme	Amount (Rs)	Earnest Money @ 2% (Rs.)	Price of agreement papers consisting of Technical & Financial Bid documents and other annexure and W.B. as per Govt. Norms .	Name of ULB	Period of Maintenance	Defect Liability Period
1	Drain Cleaning From Subrata Smriti Sangha to Big Bazar Via Rasikpur Ward NO - 2 and 3 Under Burdwan Municipality	719754.00	14396.00	Only successful bidder shall pay as per usual Govt. norms	Burdwan Municipality	30 days	
2	Drain Cleaning From Medical College to Tentul tala backside via Cancer Hospital in Ward NO - 2 Under Burdwan Municipality	783167.00	15664.00			30 days	
3	Drain Cleaning From Kayat tala Bastee to Banka via Almganj Jhurjhurepool in Ward No -17 and 18 Under Burdwan Municipality	592973.00	11860.00			30 days	
4	Drain Cleaning From B.C Road to Banka Via Bichitra Cinema , Speed in Ward NO - 20, 33, 34 Under Burdwan Municipality	969710.00	19395.00			30 days	

The Tender Inviting Authority may call the bidders/L1 for verification of credentials if required.

3. **Submission of Tender:-** a) Pre-qualification/Technical Bid and Financial Bid both will have to be submitted online concurrently duly digitally signed in the website <https://wbenders.gov.in> as per time schedule stated herein under. Time will be reckoned as per Server Clock.



o) The Financial Bid of the prospective tenderers will be opened only if the tenderer qualifies in the Technical Bid. The decision of the Tender Inviting Authority will be final and binding to all concerned and no challenge against such decision will be entertained.

#### 4. Time Schedule for Downloading, Uploading and Opening of Tender Documents:-

a)	Date of uploading of e-N.I.T. & other Documents(online) (Publishing Date)	19.01.2022 from 18.00hrs
b)	Documents download start date (Online)	20.01.2022 from 10.:00 hrs
c)	Documents download end date (Online)	09.02.2022 upto 18:00 hrs
d)	Online Bid Submission Start Date & Time	20.01.2022 from 13:00 hrs
e)	Online Bid Submission Last Date & Time	09.02.2022 upto 15:00 hrs
f)	Time and Date of Opening of Technical Bid (Bid will be opened by the Authorized Officer)	15.02.2022 from 16:00 hrs
g)	Date for opening of Financial Bid (Online)	To be notified later on.

Tenders will be opened by the Executive Engineer, M.E.Dte. in presence of tendered or their authorized representatives who may like to be present.

#### 6. Eligibility criteria for the bidders:-

a) Intending tenderers should produce credentials of a similar nature / civil work of completed work of the minimum value of 20 % of the estimated amount put to tender during 5 years prior to the date of issue of the tender notice from any Govt. /Semi Govt. / Govt. undertakings/Autonomous Bodies/ Statutory Bodies and Local Bodies.

or

b) Intending tenderers should produce credentials of 1 single running work of similar nature which has been completed to the extent of 70 % 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 satisfactory and also that no penal action has been initiated against the executed agency i.e. the tenderer

c) Scanned copy of PAN card, P. Tax, Valid G.S.T clearance certificate, Any One of Last 5 years Credentials, Work Order, Payment certificate and other supporting documents, Registration Certificate and/or trade License of the company must be submitted duly digitally signed at desired location in the website <https://wbtenders.gov.in>.

d) Scanned Copy of one affidavit before Notary will have to be submitted mentioning the correctness of the documents and a declaration of penalty debarment etc. faced by him under any Govt./Semi-Govt./Autonomous body/Institution through on line at desired location.

e) Partnership Firm should submit necessary deed at desired location through online.



**f) Bidders intending to participate in more than one work shall have to furnish credential for summation of amount put to tender for those works of cumulative amount.**

**7. Scope of Work:-**

All items in the works schedules to be operated for cleaning purpose of the Drains / Khal / Canal. Cleaning the road sides after cleaning the Drain in all respect, complete as per direction of the EIC.

**8.a) List of common documents shall have to be uploaded by each tenderer at the time of submission of Tender through online:-**

- i) Income Tax Return ( Any One of last 3 yrs)
- ii) Pan Card.
- iii) Professional Tax clearance certificate.
- iv) GST certificate.
- v) Trade License.
- vi) Technical Credential.
- vii) Work Order for the work in technical credential.
- viii) Payment certificate of the said work.

ix) **Earnest Money:-** The tenderer shall have to deposit the EMD through online mode only. No scan copy will be accepted. The requisite Earnest Money (As stated earlier) Deposit shall accompany with Bid Proposal, as specified in this NleB shall be paid by online internet bank transfer or NEFT or RTGS (as per GO No. 3975-F(Y) dt. 28.07.2016 of Finance Deptt., Govt. Of West Bengal).

- i) Every such Transfer shall be done on or after the date of publish of NleB. Any Bid without such Transfer of EM shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt have to be uploaded as Statutory document.(Scanned copy

**b) List of documents shall have to be uploaded by a Partnership Firm)**

- i) The power of Attorney for the firm for signing the tender by a partner.
- ii) Partnership Deed.

**9. Language of Tender:-** The tender shall be submitted in the prescribed form in English. All literatures and correspondence in connection with the tenders shall be in English.

**10. Others:-** The Tender Notice along with other documents like Tender Form No. 2911(ii), General Terms and Conditions, Special Terms and Conditions, Technical Specification, BOQ, Addendum and corrigendum etc. whatever documents uploaded by the department concerned thereto shall be part and parcel of the Tender.

**The tender inviting authority reserves the right to accept or reject any or all the tenders without assigning any reason what so ever.**

**11. Intending bidders are requested to visit <https://wbtenders.gov.in> check their e-mail regularly for any corrigendum / addendum for further information regarding to this e-NIT.**

**12. Execution of Work:** The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Burdwan Division, M. E.Director, Purta bhavan, 5th Floor, Burdwan, District –Bardhaman.

**13. Payment:** Payment will be made to the successful Bidder after satisfaction of E-I-C or his / her representative.



4. Performance Security Deposit: 3% as per order vide memo no-201-F(Y), dt.- 18.01. 2021 of Finance Department or as per Govt. order issued from time to time.

15. Defects Liability Period :

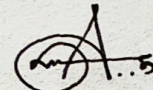
As per PWD Order No. 5784-PW/L&A/2M-175/2017 Dated: 12.09.2017 the Security Deposit will be refunded after expiry of the Defect Liability Period from the actual date of completion of the work which are as follows:

i) (a) For work with three months Defect Liability Period:

(i) Full security deposit shall be refunded to the contractor on expiry of three months from the actual date of completion of the work.

(b) For work with one year Defect Liability Period:

( i ) Full security deposit shall be refunded to the contractor on expiry of one year from the actual date of completion of the work.

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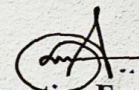
Executive Engineer,  
M.E.Dte. Burdwan Division.

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Copy forwarded for information to:-

1. The Commissioner, UD & MA
2. The Director, SUDA
3. The Secretary, M.E.Dte. , Bikash Bhaban, Salt Lake, Kolkata 91.
4. The Chief Engineer, M.E.Dte. , Bikash Bhaban, Salt Lake, Kolkata 91.
5. The Addl. Chief Engineer(S), M.E.Dte. , Bikash Bhaban, Salt Lake, Kolkata 91.
6. The District Magistrate, Burdwan.
7. The Chairperson / Administrator of Burdwan Municipality
8. The Superintending Engineer (WC), M.E.Dte., Purba Bardhaman.
9. Office Notice Board of M.E.Dte. , Burdwan Division, Purba Bardhaman.

Executive Engineer  
Burdwan Division  
M.E. Dte  
Govt. Of W.B  
Dated. : 17.01.2022

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Executive Engineer,  
M.E.Dte. Burdwan Division.

**INSTRUCTION TO BIDDERS**

Executive Engineer  
Burdwan Division  
M.E. Dte  
Govt. Of W.B

Instruction / Guidelines for tenders for electronic submission of tenders online have been annexed for assisting the contractors to participate in e- tendering.

**1. Registration of Contractor:** - Any contractor willing to take part in the process of e – Tendering will have to be enrolled & registered with the Government e – Procurement system through logging on to <https://wbtenders.gov.in>. The contractor is to click on the link for e – Tendering site as given on the web portal.

**2.Digital Signature Certificate (DSC) :-** Each contractor is required to obtain a class - II or class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause -1 of Guideline to Bidder. DSC is given as a USB e – Token.



**Collection of Tender documents:** - The contractor can search & download e-NIT & Tender documents electronically from computer once he logs on to the website mentioned Clause 1 using the Digital Signature Certificate. This is the only mode of collection of Tender documents.

#### **4. Submission of Tenders:-**

**a)General process of submission:-** Tenders are to be submitted through online to the website stated in Cl. – 1 in two folders at a time for each work, one is Technical bid and other is Financial Bid before the prescribed date and time using the Digital Signature Certificates.

**b)Technical Bid:-** Technical Bid contain scanned copies of the followings further in two cover (folder).

##### **A-1. Statutory Cover Containing**

- i. e-NIT (Download the e-NIT and upload the same by digitally sign).
- ii. Scan Copy of Declaration as per prescribed format.

**N.B: Bidder must download Tender Form No-2911(ii), General Terms and Condition, Special Terms & Conditions, Technical Specifications, all other addendum, Corrigendum etc. whatever documents uploaded by the department in the web site under the e-NIT and must go through carefully before quoting his rate.**

##### **A-2. Non Statutory/Technical documents Cover containing.**

- i. Income Tax Return ( Any One of last 5yrs )
- ii. Pan Card.
- iii. Professional Tax clearance certificate.
- iv. G.S.T Certificate.
- v. Trade License.
- vi. Technical Credential.
- vii. Work Order for the work in technical credential.
- viii. Payment certificate and Completion Certificate of the said work.

**Note: Failure of submission of any of the above mentioned documents (as stated in A- 1 & A- 2) may render the tender liable to summarily rejected for both statutory & non statutory cover.**

#### **c) Financial Bid:-**

i) The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate through on line in the space marked for quoting rate in the BOQ.

- i) Only downloaded copies of the above documents are to be uploaded, virus scanned & digitally signed by the contractor.

**1. THE ABOVE STATED NON STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER.**



Sl. No	Category Name	Sub-Category Description	Details
A.	Certificates	Certificates	i) Pan Card ii) Professional Tax clearance certificate. iii) GST Certificate. iv) Acknowledgement of IT Return (Any One of last 3 years.)
B.	Company Details	Company Details	i) Trade License ii) Partnership Deed,,
C.	Credential	Credential	i) Credential, Work Order, Completion Certificate.

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non Statutory folder. Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

#### 6. Opening & Evaluation of Tender:- Opening of Technical Bid:

- Technical bid will be opened by the Executive Engineer, M.E.Dte. , Burdwan Division. Intending tenderer may remain present if they so desire. Statutory Cover (folder) would be opened first & if found in order and correct Non Statutory Cover (folder) will be opened. If there is any deficiency in the Statutory & Non statutory documents the tender will summarily be rejected.
- Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded & handed over to the evaluation committee.
- List of technically qualified tenderers would be uploaded in due course.

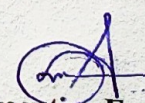
**NB: While evaluation, the Executive Engineer , M.E.Dte. , Burdwan Division may summon of the tenderers & seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if they are not produced within the stipulated time frame, their bid will liable for rejection.**

#### Opening and evaluation of Financial Bid:

- Financial bid of tenderers declared technically eligible by the Tender Inviting Authority will be opened electronically from the web portal on the prescribed date and time.

#### 7. Penalty for suppression / distortion of facts:

Submission of false document by tenderer is strictly prohibited.

  
5.17/01/2022  
Executive Engineer,  
M.E.Dte. Burdwan Division.

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