



Govt. of West Bengal  
Urban Development & Municipal Affairs Department  
Office of the Executive Engineer  
Bidhannagar Municipal Services Division  
Nirman Bhavan (1st Floor)  
Salt Lake, Kolkata- 700091

**NOTICE INVITING TENDER NO. 04 of 2021-2022 OF EXECUTIVE ENGINEER, BMS DIVISION**

1. Separate Sealed Tenders in printed form [W.B. Form No. 2911(ii)] are hereby invited by the **Executive Engineer, Bidhannagar Municipal Services Division**, Urban Development & Municipal Affairs Department, Nirman Bhawan, Salt Lake, Kolkata-700 091, on behalf of the Governor of West Bengal, for the work as per list enclosed herewith from eligible bonafide, reliable and resourceful contractors having sufficient experience in execution of similar type of works, detailed herein under. **Prayer for issue of tender papers may be addressed to the Executive Engineer, Bidhannagar Municipal Services Division Urban Development & Municipal Affairs Department, Nirman Bhavan, Salt Lake** and to be submitted in his office at, 1<sup>st</sup> Floor, Nirman Bhavan, Salt Lake, Kolkata- 700 091. Details of Works and others are mentioned herewith in details.  
Last Date and Time of application for issuance of tender papers is **12/08/2021 up to 15-00 hrs.**  
Last date of purchase of tender papers is **13/08/2021 up to 14-00 hrs.**  
Last date of dropping of tender papers is **16/08/2021 up to 14-00 hrs.** in the office of the Executive Engineer, Bidhannagar Municipal Services Division, 1<sup>st</sup> Floor, Nirman Bhawan, Salt Lake, Kol-700 091.  
Date and time of opening of tenders in presence of the participants or his/her/their authorised representatives is on **16/08/2021 after 15-00 hrs.** in the office chamber of the **Executive Engineer, Bidhannagar Municipal Services Division, 1<sup>st</sup> Floor, Nirman Bhawan, Salt Lake, Kol-700 091.**
2. a) Separate Tender should be submitted for each work, as per 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) Bid validity: 120 Days  
d) Cost of schedule: Rs 755.00
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. and 2.00 P.M. on every working day, in the office of the **Executive Engineer, Bidhannagar Municipal Services Division, 1<sup>st</sup> Floor, Nirman Bhawan, Salt Lake, Kol-700 91.**
4. a) Intending tenderers should apply for Tender papers in their respective Letter Heads enclosing attested copies following documents, originals of which and other documents like Registered Partnership ( for Partnership Firms) etc. are to be of the produced on demand.  
b) Copies of IT, PT Clearance certificates, GST Registration (15-Digit ID), issued by the Competent Authority and Rules framed there under etc. should be furnished along with the applications.  
c) Eligibility Certificate to be obtained from the A.R.C.S. for Engineers' Co-operatives and Labour Cooperatives.  
d) A statement to be produced showing number and value of works presently under execution by the tenderer under the Government Department/Organizations.  
e) **Declaration by the applicant to the effect that there is no other application for Tender paper for work in the NIT in which he/she/they has/have common interests.**  
**Failure to produce any of the above documents may be considered good and sufficient reason for non-issuance of tender paper**  
✓ **Credential:-**
  - (i) Intending tenderer should produce credentials of similar nature of work of the minimum value of 40% of the estimate amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,
  - (ii) Intending tenderer should produce credentials of 2(two) similar nature of 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,
  - (iii) Intending tenderer 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
  - (iv) In case of running works, only those tenderes 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 executed agency. i.e. the tenderer.

[This is as per Memo No. 03-A/PW/O/10C-02/14 , Dated: 12.03.2015 of Government of West Bengal, Public Works Department, Accounts Branch, Nabanna, Howrah, for amended Rule under Rule 226 (1) of PWD Code, Volume-I.]

5. a) 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, Bidhannagar Municipal Services Division 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.  
b) No tender paper will be supplied by Post.  
c) No tender paper will be issued on the date of opening of tenders and after expiry of date and time mentioned in the Notice.
6. 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. as no claim whatsoever will be entertained on these accounts, afterwards.
7. **Earnest Money, as noted in the list of works, in the form other than those mentioned below, will not be accepted.**
  - a. 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, Bidhannagar Municipal Services Division.
  - b. Government Security duly pledged to the Executive Engineer, Bidhannagar Municipal Services Division.
  - c. Crossed bank Draft/Deposit at call Receipt, Banker's Cheque of any scheduled Nationalized Bank in the locality in favour of the Executive Engineer, Bidhannagar Municipal Services Division.
  - d. *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.*
8. **Earnest Money for works, as noted in the list of work, will have to be deposited by the contractors, Unemployed Engineers' Cooperatives & Labour Cooperatives with the tender. Anybody desirous of exemption from depositing Earnest Money, is to furnish along with his Tender, self attested copy of document exempting him from depositing Earnest Money for the tender.**
9. 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.**
10. Any tender containing over writing is liable to be rejected.
11. All corrections are to be self attested under the dated signature of the tenderer without which tender may be informal.
12. 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
13. The tenderer who will sign on behalf of a Company or Firm, must produce the registered documents (within 3 days from the date 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
14. **Any letter or other instrument submitted, separately, in modification of the sealed tender may not be entertained.**
15. Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to be (he/she will have to produce necessary documentary evidence of his having done so at the time of receiving any payment for the summarily rejected.
- 16 GST, Sales Tax, Royalty, Building Working Cess and all other statutory Levy/Cess etc. will have to be borne by the Contractor work).
17. 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.
18. 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.
19. 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.
20. *The successful Tenderer will have to execute the duplicate copies of his tender which will have to be obtained by additional cash payment in the office of the Executive Engineer, Bidhannagar Municipal Services Division, 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 the communication of acceptance of the tender shall automatically stand cancelled.*

**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.**

21. 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.
22. Materials such as Cement, Steel materials, etc., if available in stock, will be issued by the Department to the Contractor for the work as per Issue Rate fixed by the Engineer-in-Charge. Site of issue of materials as mentioned in the list of materials to be supplied departmentally to the contractor is furnished with the tender documents for the work. Any other materials not listed therein, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-in-Charge, value of which shall be recovered by the department.
23. Hire charges for Tools & Plants Machinery, if issued departmentally, will be recovered from the contractor at such rates as will be fixed by the Engineer-in-Charge. The period of hire charges of all Tools & Plants Machinery issued from the Government go-down will be counted from the date of their issuance from the go-down and up to the date of return into the same go-down and the hire charges will be recovered from the contractor, accordingly. All Tools & Plants, Machinery issued to the contractor must be returned in good condition. In the case of any damage, the cost of repair to such damage or replacement will be recovered from the contractor.
24. **In the following cases a tender may be declared informal and unacceptable.**
  - a. **Correction, alterations, additions, etc. if not attested by the tenderer.**
  - b. **Earnest Money in the form of Government Security etc. not held by the tenderer and not properly pledged, Earnest Money in the form of T. R. Challan, D.C.R/Demand Draft, etc. which are deposited short and/or not deposited in favour of the Executive Engineer, Bidhannagar Municipal Services Division.**
  - 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 of Tender Form 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.**
  - f. 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, Bidhannagar Municipal Services 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.*

**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.**
  - g. **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.**
  - h. 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.
  - i. Recent modification of Clause -17 of contract as per P.W.D., CRC Branch Order No. 177-CRC/2M-57/2008, dated 12.07.12 may be applicable for these work and will be as per decision of Engineer-in-Charge.
  - j. If in any reason any date as mentioned herewith and related with this tender falls or declares as holiday then the next day will be treated as the working day for this purpose.
  - k. For Detail NIT, Corrigendum and Addendum, if any, Office Notice Board and Departmental Website of Urban Development Department (and may also by login through [www.wburbanservices.gov.in](http://www.wburbanservices.gov.in), Govt. of West Bengal may be followed
  - l. Modifications of Clause No-17 and Clause No-25 of West Bengal Form No.2911/2911(i)/2911(ii) will be the part of agreement of the contract. (As per concurrence of Group-T of Finance (Audit) Department vide their U.O.No.614 Dated 06.07.2012.
  - m. **For Corrigendum, if any, Office Notice Board may please be followed which will be the part of the agreement of the contract.**

**LIST OF WORKS:-**

SL No	Name of the work	Amount Put to Tender	Class of Contractor Entitled to submit the Tender.	Earnest Money to be deposited.	Time of Completion	Accepting Authority.
1	Comprehensive upkeeping works viz. sweeping & cleaning of open space, office toilets, drains, staircase, rooftop, road and others, gardening and plantation of all garden enclosures including cleaning and disinfection of overhead tanks and underground reservoirs as per current PWD Schedule of Rates at BST Plant premises under Salt Lake Roads Sub-Division of BMS Division, Salt Lake, Kolkata 700 091.	Rs 4,41,801.00	<i>Bonafide &amp; Resourceful Contractor</i>	Rs 9000.00	06 (Six)Months.	Executive Engineer, Bidhannagar Municipal Services Division.
2	Comprehensive upkeeping works viz. sweeping & cleaning of footpath, gardening & plantation of all garden enclosures, footpath side green verge including cleaning and disinfection of overhead tanks and underground reservoirs as per current PWD Schedule of Rates at Nirman Bhawan premises under Salt Lake Roads Sub-Division of BMS Division.	Rs 3,02,936.00	<i>Bonafide &amp; Resourceful Contractor</i>	Rs 6500.00	06 (Six) Months	Executive Engineer, Bidhannagar Municipal Services Division.
3	Comprehensive upkeeping works viz. sweeping & cleaning of open space, toilets, drains, corridor, staircase, rooftop, footpath, road and others, gardening and plantation of all garden enclosures, footpath side green verge including cleaning and disinfection of overhead tanks and underground reservoirs as per current PWD Schedule of Rates at Inspection Bungalow premises under Salt Lake Roads Sub-Division of BMS Division, Salt Lake, Kolkata 091.	Rs 2,27,850.00	<i>Bonafide &amp; Resourceful Contractor</i>	Rs 4700.00	06 (Six) Months	Executive Engineer, Bidhannagar Municipal Services Division.

4	Comprehensive upkeeping works viz. sweeping & cleaning of open space, office toilets, drains, corridor, staircase, rooftop, footpath, road and others, gardening and plantation of all garden enclosures, footpath side green verge including cleaning and disinfection of overhead tanks and underground reservoirs as per current PWD Schedule of Rates at Bichitra Abasan premises under Salt Lake Roads Sub-Division of BMS Division, Salt Lake, Kolkata 700 091.	Rs 2,24,182.00	Bonafide & Resourceful Contractor	Rs 4500.00	06 (Six) Months	Executive Engineer, Bidhannagar Municipal Services Division.
5	Annual M/R to building works at different quarters of Bichitra Abasan, as and when required as per PWD schedule of rates under Salt Lake Roads Sub-Division, BMS Division, Salt Lake, Kolkata.	Rs 4,85,285.00	Bonafide & Resourceful Contractor	Rs 9800.00	01 (One) Year	Executive Engineer, Bidhannagar Municipal Services Division.
6	Maintenance and repair to all civil structures at BST Plant as and when required as per PWD Schedule of rates under Salt Lake Roads Sub-Division of BMS Division, Salt Lake, Kolkata.	Rs 4,61,380.00	Bonafide & Resourceful Contractor	Rs 9300.00	04 (Four) Months	Executive Engineer, Bidhannagar Municipal Services Division.

### Additional terms and conditions:-

- 1) The Executive Engineer of the Division concerned will be the Engineer-in-Charge in respect of the contract and all correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made by the Engineer-in-Charge. If any correspondence of above tender is made with Officers other than the Engineer-in-charge for speedy execution of works, the same will not be valid unless copies are sent to the Engineer-in-Charge and approved by him. The instruction given by the Sub-Divisional Officer and the Sub-Assistant Engineer on behalf of the Engineer-in-Charge shall also be valid (who have been authorized to carry out the work on behalf of the Engineer-in-Charge) regarding specification, supervision, approval of materials and workmanship. In case of dispute, the decision of Engineer-in-Charge shall be final and binding.
- 2) 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. No compensation for idle labour, establishment charge or on other reasons such as variation of price index etc. will be entertained.
- 3) 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.
- 4) No mobilization / secured advance will be allowed unless specified otherwise.
- 5) All working tools and plants, scaffolding, construction of vats and platforms will have to be arranged by the contractor at his own cost. The contractor shall also 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.
- 6) 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.
- 7) The work will have to be completed within the time mentioned in the tender notice. A suitable work programme is to be submitted

by the contractor within 7 (Seven) days from the date of receipt of Work Order which should satisfy the time limit of completion. The contractor should inform in writing the name of his authorized representative at site within 7 (Seven) days from the date of receipt of Work Order who will receive instruction of the work, sign measurement book, bills and other Government papers, etc. However the contractor will have to accept the work programme and priority of work fixed by the Engineer-in-charge.

**8)** All possible precautions should be taken for the safety of the people and work force 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.

**9)** 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.

**10)** The quantities of different items of work mentioned in the tender schedule or in Work Order are only tentative. In actual work, these may vary considerably. Payment will be made on the basis of works actually done in different items and no claim will be entertained for reduction of quantities in some items or for omission of some items. For execution of quantitative excess in any item beyond 10% or supplementary works, approval of the Superintending Engineer / Chief Engineer would be required depending on whoever be the Tender Accepting Authority, before making payment.

**11)** All materials required to complete execution of the work shall be supplied by the contractor after procurement from authorized and approved source and the material brought to the site must be approved by the Engineer-In-Charge. Rejected materials must be removed by the Contractor from the site within 24 hours of the issue of order to that effect.

**12)** For cogent reasons over which the contractor will have no control and which will retard the progress, extension of time for the period lost will be granted on receipt of application from the contractor before the expiry date of contract. No claim whatsoever for idle labour, additional establishment, cost of materials and labour and hire charges of tools & plants etc. would be entertained under any circumstances.

**13)** When one item of work is to be covered up by another item of work the latter item shall not be done before the formal item has been measured up and has been inspected by the Engineer-in-Charge or the Sub-Divisional officer/Assistant Engineer, as the authorized representatives of the Engineer-in-Charge and order given by him for proceeding with the latter item of work. When however, this is not possible for practical reasons, the Junior Engineer, if so authorized by the Sub-Divisional Officer/Assistant Engineer may do this inspection in respect of minor works and issue order regarding the latter item.

**14)** In case of fore closure or abandonment of the works by the Department, the contractor will be eligible to be paid for the finished work and reimbursement of expenses actually incurred but not for any losses.

**15)** The contractor shall have to arrange on his own cost, the required energy for operation of equipments and machineries, for operating of pumping set, illuminating work site, office etc. that may be necessary in different stages of execution of work. No facility of any sort will be provided for utilization of the departmental sources of energy existing at site of work.

**16)** The contractor will arrange land for installation of his Plants and Machineries, his go-down, store yard, labour camp etc. at his own cost for the execution of the work. Departmental land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Engineer-in-charge. Before using any space in Government land for any purpose whatsoever, approval of the Engineer-in-charge will be required.

**17)** Departmental materials such as cement, steel, etc. will not be issued to the agency. The agency should submit the authenticated challan of the materials with the Invoices from the Distributors/Dealers approved by the Principal manufacturers and Test certificates from the organization as approved by the Engineer-in-Charge.

**18)** The Contractor shall also abide by the provision of the child labour (Prohibition & Regulation Act, 1986). No labour below the specified age (As per G.O.) shall be employed on the work.

**19)** Constructional Labour welfare Cess @ 1 % (One percent) of cost of construction will be deducted from every bill of the selected agency.

**20)** In connection with the work, Arbitration will not be allowed. The clause no-25 of 2911(ii) is to be considered as "Deleted clause vide Gazetted Notification No-558/SPW dated 13<sup>th</sup> Dec., 2011 of the Secretary, PWD Department.

**21)** No compensation for idle labour, establishment charge on or other reasons such as variation of price indices etc. will be entertained.

**22) Copies of PAN, IT, P Tax, GST Registration (15-Digit ID), TL, issued by the Competent Authority and Rules framed there under etc. should be furnished along with the applications.**

**23)** The Contractor shall have to make his own arrangement for Water, both for the work and use by his workers etc. for road rollers and for all tools and plants etc. required on the work.

**24)** Steel materials procure and supply by the Agency shall be of TOR steel rod/HYSD/TMT bar of Fe415/Fe500/Fe550/550D grade (The grade shall be decided by the EIC or as per instruction reflect on the approved drawing of this department or as stipulated in the SOR of PWD or as mentioned.

25) Cement procure by the Agency shall be of Ordinary Portland Cement of 53 grade, 43 Grade conforming IS-8112 or PPC/PSC (The grade to be decided by the EIC or as per instruction reflect on the approved drawing of this department or as stipulated in the SOR of PWD or as mentioned.

26) Facilities for the Electric connection will be made by this Department against an application to the concerned Executive Engineer but the contractors have to bear all the expenses. Whenever a work is carried out in municipal area, electric lights or electric danger signals whenever available shall be provided by the contractors on the barriers as well as paraffin lights.

27) Intending tenderers shall have to comply / apply for Employees Provident Fund & Miscellaneous Provisions Act 1952 and Employees State Insurance Act 1948.

Sd/-  
**EXECUTIVE ENGINEER**  
**BIDHANNAGAR MUNICIPAL SERVICES DIVISION**

**NOTICE INVITING TENDER NO-04 of 2021-2022 OF EXECUTIVE ENGINEER, BMS DIVISION**

**Memo No:6-29A-1225(09)**

**Dated: 28/07/2021**

**Copy forwarded for information to the:-**

1. Chief Engineering Advisor, Salt Lake Project, Nirman Bhawan, Salt Lake, Kolkata-91.
2. Special Engineer, Salt Lake Reclamation and Development Circle, Nirman Bhawan, Salt Lake, Kolkata-91.
3. Executive Engineer, Salt Lake Construction Division,, Nirman Bhawan, Salt Lake, Kolkata-91.
4. Executive Engineer, Central Mechanical Division, Nirman Bhawan, Salt Lake, Kolkata-91.
5. Executive Engineer, Salt Lake Reclamation Division, Nirman Bhawan, Salt Lake, Kolkata-91.
6. Sub-Divisional Officer, Salt Lake Roads Sub-Division., Nirman Bhawan, Salt Lake, Kolkata-91.
7. The Joint Secretary (IT/e-Gov. Cell), Urban Development and Municipal Affairs Department, "Nagarayan", Block-DF-8, Sector-I, Bidhannagar, Kolkata-700064 **with a request to upload the Notice in the Departmental website: ([www.wburbanservices.gov.in](http://www.wburbanservices.gov.in))** for wide circulation.
8. Accounts Branch/BMS Division.
9. Notice Board of this Office.

Sd/-  
**EXECUTIVE ENGINEER**  
**BIDHANNAGAR MUNICIPAL SERVICES DIVISION**