

Urban Development Department
Office of the Sub Divisional Officer,
Salt Lake Sewerage Sub-Division,
Nirman Bhawan, Salt Lake, Kolkata- 700091
Govt. of West Bengal

NOTICE INVITING TENDER NO. 02 OF 2016-2017 OF S.D.O. SALT LAKE SEWERAGE SUB- DIVISION

sealed Tender in printed form IS invited for acceptance of the Sub-Divisional Officer, Salt Lake Sewerage Sub-Division, Urban Development Department on behalf of the Governor of West Bengal, from eligible bonafide, reliable and resourceful contractors having sufficient experience in execution of similar type of works, detailed herein under.

Sl.No	Name of work	Amount put to Tender (in Rs.)	Earnest Money (in Rs.)	Cost of Tender document (in Rs.)	Time of completion	Accepting Authority of the Tender
1	Renovation of Entrance gate & Construction of Toilet block with other repair work in c/w Improvement of CE Park and it's adjacent play ground at Salt Lake City	Rs.4,87,913/-	Rs.9758/-	Rs.(750+5) = 755.00	45 days	Executive Engineer, S.L. Constn. Division.

Prayer for issue of Tender Form No.2911 / (i) / (ii) may be addressed to the Sub-Divisional officer, Salt Lake Sewerage Sub-Division, Urban Development Department and to be submitted in the office of the Sub Divisional Officer, Salt Lake Sewerage Sub-Division, Urban Development Department, Nirman Bhavan, Salt Lake, Kolkata - 700 091.

Sl.	Important Events	Date & Time	Venue
01	LAST DATE AND TIME FOR SUBMISSION OF APPLICATION FOR ISSUE OF TENDER PAPERS:	12.07.16 up to 16.00 Hrs.	From the office of the Sub-Divisional Officer, Salt Lake Sewerage Sub-Division.
02	LAST DATE AND TIME OF PURCHASE OF TENDER PAPERS:	14.07.16 up to 16.00 Hrs	From the office of the Sub-Divisional Officer, Salt Lake Sewerage Sub-Division.
03	LAST DATE AND TIME OF DROPPING OF TENDER PAPERS:	20.07.16 up to 14.00	In tender drop box at office chamber of Sub-Divisional Officer, Salt Lake Sewerage Sub-Division.
04	DATE AND TIME OF OPENING OF TENDERS:	20.07.16 at 15.00 Hours.	At office chamber of Sub-Divisional Officer, Salt Lake Sewerage Sub-Division.

Date and time of opening of tenders in presence of the participants or his/her/their authorised representatives is on 20/7/16, immediately after 15-00 hrs. in the office chamber of the Sub-Divisional Officer, Salt Lake Sewerage Sub-Division, Urban Development Department, Nirman Bhavan, Salt Lake, Kolkata- 700 091.

2. a) Tender should be submitted 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.
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 4 P.M. on every working day, till _____, in the office of the Sub-Divisional Officer, Salt Lake Sewerage Sub-Division.
4. a) Intending Tenderers should apply for Tender papers in their respective Letter Heads enclosing attested copies of the following documents, originals of which and other documents like Registered Partnership (for Partnership Firms) etc. are to be produced on demand.
- b) ST and PT clearance certificate and IT PAN valid at least up to the date of opening of the Tenders. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
- c) Eligibility Certificate issued by the A.R.C.S. (for Engineers' Co-operatives and Labour Cooperatives);
- d) A statement showing number and value of works presently under execution by the Tenderer under the Government Department/Organizations as stated hereunder;
- e) **Declaration by the applicant to the effect that there is no other applications 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

5. Intending tenderer not satisfied with the decision of the Tender Paper Issuing Authority may prefer an appeal to the next Superior Officer. Concerned Executive Engineer will be the Appellate Authority for High Value Tenders. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such Authority within two working days after the date of issue of tender paper, a copy of such communication should also be submitted to the Tender Paper Issuing Authority within the same period, failing which no such appeal will be entertained.
6. 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 Sub-Divisional Officer Salt Lake Sewerage Sub-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 Inviting Tender.
7. 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.
8. 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, Salt Lake Construction Division**.
 - b) Government Security/NSC/KVP's duly pledged to the **Executive Engineer, Salt Lake Construction Division**.
 - c) Crossed bank Draft, Banker's Cheque of any scheduled Bank in the locality in favour of the **Executive Engineer, Salt Lake Construction 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.
9. 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.
10. 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 handwriting shall be treated as informal.
- 11) Any tender containing over writing is liable to be rejected.
- 12) All corrections are to be attested under the dated signature of the Tenderer without which tender may be informal.
- 13) 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.
- 14) 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.
- 15) Any letter or other instrument submitted, separately, in modification of the sealed tender may not be entertained.
- 16) Conditional Tender, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to be summarily rejected.

- 17) VAT Sales Tax, Royalty, Building Working Cess and all other statutory Levy/Cess etc. will have to be borne by the Contractor (he/she will have to produce necessary documentary evidence of his having done so at the time of receiving the final payment for the work).
- 18) 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.
- 19) 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.
- 20) 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.
- 21) 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 Sub Divisional Officer, Salt Lake Sewerage Sub- 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.
- 22) 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.
- 23) 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.
- 24) 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.
- 25) 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 godown will be counted from the date of their issuance from the Godown and up to the date of return into the same godown 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.
- 26) **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 N.S.C/Government Security etc. not held by the tenderer and not properly pledged, Earnest Money in the form of T.R.Challan, Demand Draft, etc. which are short deposited and/or not deposited in favour of the Executive Engineer, Salt Lake Construction Division.**

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 - 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.**
- 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.

- B) 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.
- C) 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.
- D) 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.
- 27) Up to date modification of Clause-1, Clause-17 and Clause-25 of contract in printed Tender Form as per Govt. Of West Bengal, Public Works Department will be applicable for this work. In this matter 'Additional Terms & Conditions' will be provided by this department.

Encl:

Sd/-
Sub-Divisional Officer
Salt Lake Sewerage Sub-Division.

Memo No. : 664/8/1

Dated: 11-07-2016

Copy forwarded for information & necessary action to:

- 1) The Special Engineer, Salt Lake Construction and Development Circle, Nirman Bhavan, Kolkata-700 091.
- 2) The Executive Engineer, Salt Lake Construction Division, Nirman Bhavan, Salt Lake, Kolkata-700 091.
- 3) The Executive Engineer, Salt Lake Reclamation Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 4) The Executive Engineer, Bidhannagar Municipal Services Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 5) The Executive Engineer, Central Mechanical Division, Nirman Bhavan, Salt Lake, Kolkata- 700 091.
- 6) Computer Cell of Urban Development Department, Nagarayan, DF Block, Salt Lake, Kolkata-700064.They are requested to publish this NIQ in the departmental website of U.D. Department www.wburbandev.gov.in
- 6) The SDO/ Salt Lake Roads Sub-Division/ Salt Lake Drainage Sub-Division/ Salt Lake Reclamation Sub-Division- I & II / Salt Lake Survey Sub-Division/ Salt Lake Water Supply Sub-Division/ Salt Lake Electrical Sub-Division/ Salt Lake Mechanical Sub-Division.
- 7) Office Notice Board.

Shri 17/16
Sub-Divisional Officer
Salt Lake Sewerage Sub-Division.