

# GOVERNMENT OF WEST BENGAL

## U. D. DEPARTMENT

Office of the Sub - Divisional Officer  
Salt Lake Water Supply Sub - Division  
Sech Bhavan, Bidhannagar, Kolkata - 91

### NOTICE INVITING TENDER

**N. I. T. No. 12 OF 2016 - 17 OF S. D. O. Salt Lake Water Supply Sub - Divn.**

1. Sealed Tenders are hereby invited from experienced bonafide reliable and resourceful, contractor having actual experience in the type of works for the undermentioned work :-

Name of Works	Estimated value (approx)	Class of Contractor entitled to Submit tender	Price of tender & Schedule	Earnest money to be deposited	Time of completion	Accepting Authority	
1	"Supplying fitting & fixing Collapsible Gates at different floors of SGO as per present requirement in connection with the work "Partition wall and false ceiling work, Installation of Special Boundary wall gate, Conference room work and Landscaping of SGO Complex".	Rs. 4,99,467/-	Bonafied & resourceful Contractor	Tender Rs.5/- Schedule Rs.750/-	Rs. 9,989/-	15 (Fifteen) Days.	S.D.O. Water Supply Sub-Divn.

2. Contract documents consisting of the detailed plans, completed specifications the schedule of quantities of the various classes of work to be done and these of contract to be completed with by the person whose tender may be accepted which will also be found printed in the form of tenders, to be seen at the Sub-Division office between the hours of 11 A.M. to 4 P.M. On week days except Govt.Holidays.
- A) Tender form and other documents can be had on cash payment (not refundable) at the Sub Divisional Office upto ..... 2:00 ..... P.M on 016/01/2017 .....
- B) Applications accompanied with attested / original copy of I.T., S.T. and P. Tax Clearance Certificates valid on the date of tender together with credentials in support of past performances of last two years along with requisite payment certificate of similar type of works of more or less equivalent magnitude for issue of tender papers will be received upto ..... 2:00 ..... P.M. on ..... 12/01/2017 .....
3. Separate tenders should be submitted for each work of group of work.
4. Tenders which would also be placed in sealed covers with the name of work written on the enveloped will be received by S.D.O., Salt lake Water Supply Sub-Division upto ..... 2:00 ..... P.M. on the ..... 18/01/2017 ..... and will be opened by him in his office likely on the same day immediately afterwards.

5. Tenders are to be submitted in Form No. .... Which can be obtained from this office of the undersigned on payment as noted above in cash (Non refundable). Successful Tenderer will have to submit tender in duplicate for which he will have to obtain additional copy of Form No. .... On further payment as stated above within 7 (seven) days of the receipt of intimation accepting his tender. The time allowed for carrying out the work will be as mentioned hereto.
6. The Contractors are to quote in figures as well as in words stating percentage above or below the total estimated cost as shows in the schedule of items of the works which will be furnished alongwith the tender form when the contractor signs the tender in an Indian Language the percentage above or below should be written in the same Language. In the case of illiterate contractors the percentage above or below tender should be attested by a witness.
7. No tender form will be issued on the date fixed for opening the tender. Earnest money noted above, Bank Draft Underhead Revenue Deposit in favour of Executive Engineer, Salt Lake Construction Divn., @ 2% (Two Percent) of the estimated value of work must accompany each tender and each tender is to be sealed cover superscribed "TENDER FOR" as above and addressed to the S.D.O. Salt Lake Water Supply Sub-Divn. Earnest money will not be accepted in any other form than mentioned above.
8. In respect of the successful tenderers, who have deposited earnest money at 2% (Two Percent) of the estimated value of work as noted in para 5 above the earnest money, on acceptance of the Tender, will be converted as a part of Security money and additional security shall be deducted from the progressive bills at 8% (eight percent) on the first Rs. 1,00,000/- and 5½ % (five and half percent) on the next Rs. 1,00,000/- and 3% (three percent) on balance of each" such bill so that the total deduction together with 2% (two percent) Security already deposited constitute 10% (ten percent) for the first Rs. 1,00,000/- and 7½ % (seven and half percent) for the next Rs. 1,00,000/- and 5% (five percent) on the balance of the total value of work.
9. The contractor whose tender is accepted shall within 7 days of issue of a notice to that effect by the Executive Engineer, Salt Lake Construction Divn. obtain contract document as mentioned in clause 4 above in duplicate on payment of usual charges and enter into an agreement failing which acceptance of tender will be considered as automatically cancelled and deposited earnest money forfeited.
10. The rates quoted in the tender remain open for acceptance within 3 (three) months from the date of tender.
11. The tenders who will sign in the tender on behalf of the company or the firm must produce the registered document within 7 days from the tender in support of their competency to enter into an agreement on behalf of the Co. or the firm failing which their tenders will not be considered and their deposited earnest money 2% (two percent) will be forfeited.
12. No tender form will be issued unless the upto date Income Tax and Sales Tax Clearance Certificate are produced.
13. The acceptance of a tender will rest with the authority noted above who does not bind himself to accept the lowest tender and reserved to himself the right to reject any or all of the tenders received, without the assignment of any reasons. All tenders in which any of the prescribed conditions are not fulfilled will be rejected.

(3)

14. Tenders which do not fulfil any of the above conditions or are incomplete in any respect are liable to summary rejection.
15. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the contractor who resort the canvassing will be liable to summary rejection.
16. The rates should be for complete items of work and include all charges, such as Sales Tax, carriages etc.
17. Time of completion - The time allowed for completion of work in mentioned above from the date of work order. Time is essence of contract.
18. Before tendering the intending tenderers should thoroughly acquaint himself with the proposed work by local inspection of the sites and take into consideration the difficulties likely to be involved in the execution of the work. Communication of facilities, Climatic conditions, Nature of soils availability by local labour and rates prevailing in the locality. all those factors should be taken into consideration before quoting rates as on claims whatever will be entertained in any of these account afterwards.
19. If any tenderer withdraws tender before its acceptance on refusal within a reasonable time without giving any satisfactory explanation for such withdrawal, shall be disqualified for making any tender to this Department or minimum period of one year and his earnest money will be forfeited.
20. The successful contractor/s on receipt of the work order/s should submit a programme/s for: is/their work showing the date of commencement and completion with different phase of work/s for approval of the Engineer - in - Charge and no deviation would be allowed from the programme/s unless duly approved by the Engineer-in-charge.
21. The Contractor/s shall be required to attach the following particulars in the form of a statement with the tender form/s which will be a part and parcel of the tender/s.

**STATEMENT**

Name of the Contractor/s with official address	Statement of works done during the last 2 years and the estimated value thereof	Credential of performance certification of the works As in Col.2 mentioned	REMARKS
1.	2.	3.	4.

22. The contractor shall be requested to furnish a statement at the time of submission of the tender showing the technical staff to be maintained for this work with technical qualification against.

Sub - Divisional Officer  
Salt - Lake Water Supply Sub - Division

Memo No ..... 21 (14) .....

Dated ..... 06/01/2017 .....

Copy forwarded to :

1. Chief Engineering Adviser, Salt Lake Project.
2. Special Engineer, Salt Lake Recl. & Dev. Circle in duplicate.
3. Executive Engineer, Salt Lake construction Division.
4. Executive Engineer, Salt Lake Reclamation Division.
5. B.M.S Divn./Central Mech. Divn./ design Sub - Division.
6. S.D.O. / Roads / Sewerage / Reclamation Sub. Division I & II
7. S.D.O. / Salt Lake Drainage Sub-Division.
8. S.D.O./Store Sub -Division.
9. Sub -Divisional Office Notice Board, Salt Lake Water Supply Sub Division, for wide circulation by posting in his Notice Board.

Sub - Divisional Officer  
06/01/17

Salt -lake Water Supply Sub - Division.

Sech Bhavan

06/01/17