

**NORTH 24 – PARGANAS ZILLA PARISHAD**  
**RISHI BANKIM SARANI, KOLKATA – 700124**  
 PH. No : (033) 2552 3005, 2562 – 4593/94/96/98,2584-3103/90

NTT NO.: NPG/N- 35 /18-19(Eng.) (Offline)

Dated:- 06/02/2019

**NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER (TWO COVER SYSTEM) for  
 the work as detailed below**

| Sl.No | Name of the work   | Fund                                | Amount put to Tender | Earnest Money   @ 2% of the estimated amount put to Tender] (Rs.) | Completion Time |
|-------|--|-------------------------------------|----------------------|---|-----------------|
| 1.    | Construction of Jatri Pratikshalaya at Landmark:- Beside Petrol Pump. Place of Jatri Pratikshalaya :- Bealiaghata Bridge. Name of Gram Panchayat :- Nurnagar, Block:- Deganga under District:- North 24 Parganas.              | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 2.    | Construction of Jatri Pratikshalaya at Landmark:- Infront of Julfikar's Shop. Place of Jatri Pratikshalaya :- Anantapara More. Name of Gram Panchayat :- Sobai Shatpur, Block:- Deganga under District:- North 24 Parganas.    | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 3.    | Construction of Jatri Pratikshalaya at Landmark:- 0. Place of Jatri Pratikshalaya :- Chandraketugarh Tinmaha More. Name of Gram Panchayat :- Hadipur Bhikira - 1. Block:- Deganga under District:- North 24 Parganas.          | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 4.    | Construction of Jatri Pratikshalaya at Landmark:- 0. Place of Jatri Pratikshalaya :- Sirajpur Ghosh Para More. Name of Gram Panchayat :- Chakla, Block:- Deganga under District:- North 24 Parganas.                           | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 5.    | Construction of Jatri Pratikshalaya at Landmark:- 0. Place of Jatri Pratikshalaya :- Subarnapur Koloni More. Name of Gram Panchayat :- Chakla, Block:- Deganga under District:- North 24 Parganas.                             | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 6.    | Construction of Jatri Pratikshalaya at Landmark:- 0. Place of Jatri Pratikshalaya :- Infront of Dehaloya Rathala Primary School, Name of Gram Panchayat :- Baruchapa - II, Block:- Deganga under District:- North 24 Parganas. | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |

| Sl.No | Name of the work   | Fund                                | Amount put to Tender | Earnest Money [ @ 2% of the estimated amount put to Tender] (Rs.) | Completion Time |
|-------|--|-------------------------------------|----------------------|---|-----------------|
| 7.    | Construction of Jatri Pratikshalaya at Landmark:- 0, Place of Jatri Pratikshalaya :- Godar More. Name of Gram Panchayat :- Barachapa - 1, Block:- Deganga under District:- North 24 Parganas.                | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 8.    | Construction of Jatri Pratikshalaya at Landmark:- 0, Place of Jatri Pratikshalaya :- Infront of Jibonpur Bazar, Name of Gram Panchayat :- Chowrasi, Block:- Deganga under District:- North 24 Parganas.      | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 9.    | Construction of Jatri Pratikshalaya at Landmark:- 0, Place of Jatri Pratikshalaya :- Infront of Kolsur Gram Panchayat, Name of Gram Panchayat :- Kolsur, Block:- Deganga under District:- North 24 Parganas. | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 10.   | Construction of Jatri Pratikshalaya at Landmark:- 0, Place of Jatri Pratikshalaya :- Kamdevkati Rabinbabu Hat, Name of Gram Panchayat :- Kolsur, Block:- Deganga under District:- North 24 Parganas.         | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |
| 11.   | Construction of Jatri Pratikshalaya at Landmark:- 0, Place of Jatri Pratikshalaya :- Sandipukur Bazar, Name of Gram Panchayat :- Amulia, Block:- Deganga under District:- North 24 Parganas.                 | Deposit Fund (Transport Department) | 356587.00            | 7132/-  | 2(Two) Months   |

For and on behalf of the Executive Officer, North 24 Parganas Zilla Parishad, the Addl. Executive Officer, North 24 Parganas Zilla Parishad, invites **Percentage rate tender** for the following work mentioned as above, from resourceful contractors either enlisted of this Zilla Parishad or bonafied outsiders. Govt. contractors registered with P.W.D./ Irrigation and Water Ways Department / Housing Deptt./ C.P.W.D. & enlisted contractors of other Engineering Deptt. of the Govt. having experience in same type of works.

**Basic Qualification Criteria :**

**(A) Credential :** The applicant, in the same name and style, as prime contractor should have successfully completed at least one contract of same type of work at least **one-third** value of the proposed contract within the last 3(three) years. (i) Credential of same name and style for building construction or renovation of building with concrete work as one of the important item of work. (ii) The PVC pipes are to be procured of ISI mark (such as Ori-plast brand etc.)

**Only one credential certificate need to be submitted which satisfies the work criteria. In case of multiple credential only the 1<sup>st</sup> credential submitted will be considered for evaluation.**

**(B) Turnover :** The bidder should have achieved in any one year during last five years in the same name and style (excluding current financial year) a minimum turnover as certified by chartered accountant and at least 50% of which is from civil engineering construction works) equivalent to amount given below. **Payment certificate must be submitted to corroborate the figure of Audit Report. In case the payment certificate submitted is found to be less than value mentioned in Audit Report,**

the less value will be considered as turn over for Bid Capacity calculation after indexing @ 8% . In that case turnover will be taken as double the indexed value based on [redacted] payment certificates.

- i) 100% of amount put to bid in case of the amount put to bid is up to Rs. 25 lakh and
- ii) 75% of Amount put to bid in case of the amount put to bid above Rs. 25 lakhs for which bid has been invited. The turnover will be indexed at the rate of 8% for a year for each previous year other than the last year.

**(C) Documents & Certificates:** Self Attested copies of IT Return (for the last 3 years), P.Tax, [redacted] Registration Certificate must be produced by all bidders and for registered Engineers Co-Operative Society & Registered labour Co-Operative Society including submission of Bye-Laws, valid audit report

for the last three (3) years, valid ARCS certificates and other papers & submit the same with full address of their and authorized person to sign on tender documents along with Technical Bid papers.

**Additional Qualification Criteria:** Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity for construction work is equal to or more than the total bid value. The available bid capacity will be calculated as under:

**Assessed Available Bid capacity = (A\*N\*M - B) Where**

A = Maximum value of civil engineering works executed in any one year during the last five years (updated to the price level to the last year at the rate of 8 percent a year) taking into account the completed as well as works in progress, N = Number of year prescribed for completion of the work for which bids are invited (period upto 6 months to be taken as ½ and more than 6 months as 1 in a year, M = 3, B = Value, at the current indexed @ 8% per Annual price level, of existing commitments and on-going works to be completed during the period of completion of the works for which bids are invited.

**N.B.** The statements showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for each of the works listed should be countersigned by the Engineer in charge, not below the rank of an Executive Engineer or equivalent. Otherwise those Certificates will not be considered in the Evaluation process.

**Disqualification Criteria:** Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- (i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).
- (ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
- (iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer.
- (iv) All the supporting documents i.e. list of completed works etc. should preferably be typed not hand written to avoid disqualification due to illegibility.

**Bids from joint ventures - Not allowed**

**Sub-contract for works not allowed.**

**Rejection Criteria:** During scrutiny of Technical Bid / Tender documents, or any time prior to opening of financial bid, if it is found that any information in any supportive document is false or incorrect/misleading to that extent, that it frustrates the very basis of submission of that document, then the tender of the concerned bidder will be rejected, without assigning any reason whatsoever. If it is found that there is continuous poor performance and inordinate delay in execution of the works already awarded to them, The Executive Officer / Addl. Executive Officer, North 24 Parganas Zilla Parishad will have sole discretion to decide the eligibility of the Contractors on the basis of his submitted

documents and evaluation thereof and reserve the right to refuse any explanation to Contractor or to refuse issuance of tender to any applicant without assigning any reason thereof and the decision of the Zilla Parishad in this respect will be final.

### **Special Terms & Condition:**

1) 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 satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.

2) Payment certificate will not be treated as credential.

3) Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/Central Government, State/ Central Government undertaking, Statutory / Autonomous bodied constituted under the Central / State statute on the executed value of completed /running work will be taken as credential. Clarification: Certificate of Work completion within India only will be considered as credential.

4) Valid Trade Licence , Tax Challan, Pan Card, GST Registration Certificate No., Income Tax Acknowledgement Receipt for AY 2014-15/2015-16 to be accompanied with the Technical Bid Documents to be submitted. [Non statutory Documents].

5) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern .

6) No mobilization /secured advance will be allowed.

7) Bids shall remain valid for a period not less than 180 days (One Hundred Eighty) from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

8) Agencies shall have to arrange for storage of materials, labour shed etc. at their own cost and responsibility.

9) Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency.

10) Documents Related to Appointment to a one Diploma holder in Civil Engineering.

Note: -Failure of submission of any of the above mentioned documents (as stated in A1 & A2) if applicable to a bidder, will render the tender liable to summarily rejected for both statutory & non statutory cover. B. Financial proposal i) The financial proposal should contain the following documents in one cover(folder) i.e., Bill of quantities (BOQ) the contractor is to quote the rate (percentage above/below/at par) online through computer in the space marked for quoting rate in the BOQ. ii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

11) Penalty for suppression / distortion of facts Submission of false document by tenderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

12) **REJECTION OF BID** The tender accepting authority reserves the right to reject any or all the tenders without assigning any reason and will not be bound to accept either the lowest tender or any of the tenders as per the general guidelines and directions for guidance of contractors laid down in 2911.

13) **AWARD OF CONTRACT** After issuing provisional work order to the successful bidder, the bidder have to purchase 2911(ii) & schedule from the respective Division office and submit the same after filling up properly within stipulated period mentioned in Provisional order for agreement with The Government. Award of Contract will be issued accordingly.

**Additional Performance Security:** Additional Performance Security when the bid rate is 80% or less of the Estimate put to tender and no increase in scope of work of projects during execution phase.

1. In tenders for Government works, bids are sometimes received at a much lower rate than the Estimated Amount put to tender. In such cases, to ensure the quality and proper execution of the work in public interest, the Governor is pleased to decide that Additional Performance Security @ 10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the Estimate put to tender.



2. The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per NIT like blacklisting of the Contractor etc, may be taken. The Bank Guarantee shall have to be valid up to end of the Contract Period and shall be renewed accordingly, if required.

3. The Bank Guarantee shall be returned immediately on successful completion of the Contract. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor. Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract shall in no way be altered/affected by provision of this Additional Performance Security.

4. Henceforth, necessary provision shall be incorporated in all Notice Inviting Tenders and shall be part of the Contract Agreement.

5. This order will take immediate effect and necessary amendment in the West Bengal Financial Rules shall be made in due course.

**Unbalanced Bid:** The bid in which the offered rate is 10% below SOR extra 5% security deposit above normal 10% Security Deposit will be deducted from bill of contractor i.e. to say that 15% Security Deposit will be retained in case of imbalance bid (Ref: As per decision of Arha Sthayee Samity on 19/02/15).

**Forfeiture of Earnest Money:** Apart from Disqualification and Rejection of tender the **Earnest Money** deposited by the bidder will be **forfeited** if they submit **false/fake/forged** documents in respect of Credential and Turnover.

Earnest Money will be deposited through- Saving Account No.:- 32246674972 (IFS Code SBIN0000024) of North 24 Parganas Zilla Parishad maintained for this purpose with the State Bank of India, Barasat through NEFT / RTGS. Xerox copy of receipt of RTGS / NEFT should be submitted along with Technical Bid. Without requisite Earnest Money Technical Bid will be rejected.

**Strictly No Cash Deposit** will be allowed in the account. Cheque deposit by any bidder will be treated as cash deposit. The bids in which cash/cheque deposits are detected will be declared as informal & bids will not be scrutinized further.

Intending bidders should submit bid in two cover system. The 1<sup>st</sup> cover will be called Technical Bid. The 2<sup>nd</sup> cover will contend Financial Bid.

Technical bid will contain, Credential Certificates, Turn over (Audit Report), Previous payment certificates, PAN, ~~GST~~ PT, List of Technical personnel, Copy of Tender Fee. (deposit through NEFT/RTGS) and Original Bank Draft of Earnest money.

Financial bid cover will contain the Financial offer in the following format \* I agree to execute the work namely "Name of the work :- ----- @ ----- % Below/At Par /Above Schedule Rate". Only one option from above i.e. Below/At Par/ Above should be there in the quoted Rate. The agency should quote his offer in his Agency's Pad. Successful bidder will be given Tender Form on maturity of offer to write the bid offered & make agreement.

**N.B.:-** The two sealed covers should be put in another cover and sealed properly. The final sealed cover is to be dropped in the tender box kept in the office of District Engineer from the date & time mentioned in Annexure till the last date & time.

No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given no individual intimation will be given. Name of the qualified

bidders will be displayed in the Office Notice Board. If the date happens to be a holiday the bid will be opened on next working day. Time being fixed.

The Addl. Executive Officer / Executive Engineer, North 24 Parganas Zilla Parishad reserves the right to reject or cancel any or all pre-qualification documents and bid document or the entire tender process without assigning any reason whatsoever.

### **Check List :**

The following documents are to be uploaded at the time of submission of tenders through tendering Process.

1. GST Registration No. ....
2. Completion certificate along with certificate of payment received for works of similar type and of values as mentioned above individually for the above tenders from an officer not below the rank of Executive Engineer / DDO of the concerned Department.
3. Professional Tax enrollment & updated Professional tax challan. Please check your turnover & submit Professional Tax accordingly.
4. Annual Profit & Loss Account & Balance Sheet from chartered accountant for last 3 (three) financial years for works upto 25 lakhs & for works beyond 25 lakhs audited balance sheets must be submitted for the last five financial years. The registration number of Chartered Accountant must be prominently shown in the Audit Report.
5. a.) Affidavit from the bidders must be submitted as per sample proforma provided.
6. 30% as solvency certificate from any Scheduled Commercial Bank.

### **SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR AVAILABILITY OF CREDIT FACILITIES**

#### **BANK CERTIFICATE**

This is to certify that M/s ..... is a reputed company with a good financial standing bearing account no. .... with our branch.

If the contract for the work, namely ....., NIT No..... dated:....., Sl No. .... is awarded to the above firm, we shall be able to provide over draft/credit facilities to the extent of (.....%) Rs .....(Rupees.....) only to meet their working capital requirements for executing the above contract, if he fulfill our terms & condition of Loan / O.D.

Signature of Bank Manager

Address of the Bank:-

*N.B.:-Certificate should be on the letter head of the bank.*

**Certificate should be issued on date after publication of Tender.**

1. Credential and Turnover as per Basic Qualification Criteria mentioned above.
2. PAN Card No.
3. a) List of ongoing works and ongoing progress certificate with up-to-date financial status to be issued not below the rank of Executive Engineer of the concern department.
4. List of ongoing works in format Table A in Cl. 13.
5. The contractor should have sufficient technical manpower, tools and plants to complete the work with a proper constructional methodology against it which need to be submitted at the time of online submission.

6. The Number of Technical personnel, Qualifications and Experience will be as follows for each respective Bid. The Technical Personnel are:

| Technical Personnel                    | Number ( At least) | Experience in Building works etc.                             |
|--|--------------------|---|
| A. Diploma Holder in Civil Engineering | 1 (One )           | At least 5 (five) years in construction in the similar works. |
| B. Others (Specify) Supervisor         | 1 (One )           | At least 3 (three) yrs. in the similar works.                 |
| C. Science Graduate                    | 1 (One )           | At least 2 (two) yrs in the similar works.                    |

**NB:** For works upto 25 lakhs the bidder should have at least 1(one) diploma Engineer to supervise the project.

#### 7. Qualification Information

##### Notes on Form of Qualification Information

The information to be filled in by bidders in the following pages will be used for purposes of pre and post qualification. This information will not be incorporated in the Contract. Attach additional pages as necessary.

#### 5. Qualification Information

##### Notes on Form of Qualification Information

The information to be filled in by bidders in the following pages will be used for purposes of pre and post qualification. This information will not be incorporated in the Contract. Attach additional pages as necessary.

#### Individual Bidders

|     |   |                       |                       |
|-----|---|-----------------------|-----------------------|
| 1.1 | Constitution or legal status of Bidder<br>Place of registration:<br>Principal place of business:<br>Power of attorney of signatory of Bid   | <i>{Attach copy}</i>  |                       |
| 1.2 | Total annual volume of civil & Electrical engineering construction work executed and payments received in the last five years preceding the year in which bids are invited. (Attach certificate from Chartered Accountant)  | <b>Financial Year</b> | <b>(Rs. In lakhs)</b> |
|     |   | 2013-2014             | .....                 |
|     |   | 2014-2015             | .....                 |
|     |   | 2015-2016             | .....                 |
|     |   | 2016-2017             | .....                 |
|     |   | 2017-2018             | .....                 |
| 1.3 | Work performed as prime Contractor (in the same name and style) on construction works of a similar nature and volume over the last five years for works above 25 lakhs. For works less than 25 lakhs bidder are to submit the same for last three years. Attach certificate from the Engineer-in-charge /Employer |                       |                       |

Information on Bid Capacity (works for which bids have been submitted and works which are yet to be completed) as on the date of this bid.

**Existing commitments and on-going construction works as per this Table A:**

| Description of Work | Place & State | Contract No & Date | Name & Address of Employer | Value of Contract (Rs. In Lakhs) | Stipulated period of completion | Value of works remaining to be completed* (Rs. Lakhs) | Anticipated Date of completion |
|---------------------|---------------|--------------------|----------------------------|----------------------------------|---------------------------------|---|--------------------------------|
| 1                   | 2             | 3                  | 4                          | 5                                | 6                               | 7   | 8                              |
|                     |               |                    |                            |                                  |                                 |   |                                |

**N.B. Suppression of any fact regarding work-in-hand will be liable for non-responsive/cancellation of bid**

**\* Enclose certificate(s) from Engineer(s)-in-charge for value of work remaining to be completed.**

**Works for which bids already submitted: (Work-order not issued)**

| Description of Work | Place & State | Name & Address of Employer | Estimated Value of Works (Rs. Lakhs) | Stipulated period of completion | Date when decision is expected | Remarks, if any |
|---------------------|---------------|----------------------------|--------------------------------------|---------------------------------|--------------------------------|-----------------|
| 1                   | 2             | 3                          | 4                                    | 5                               | 6                              | 7               |
|                     |               |                            |                                      |                                 |                                |                 |

15. Before submission of Tender the Bidder must inspect the site and should submit a Certificate that he/they have inspected the site and quoted rate accordingly. The bidders shall submit the details of completed works during the last five years and existing commitments as per the format mentioned above otherwise the bids shall be summarily be rejected.

16. Proposed work Programme in the form of Bar Chart (for all value of works) & constructional methodology (for works above 25 lakhs) to be submitted along with the Bidding documents for completion of the work in the schedule time.

17. Payment Certificate should be issued from the concerned department only after the expiry of the relevant Financial Year and countersigned not below the rank of DDO of the Dept. concerned.

**APPENDIX-"A"**

I/We .....S/O.....Partners/Authorized persons M/S.....applicant of .....for pre-qualification hereby declare that following person(s) in my/our regular employment as the post and from the dates mentioned against them.

| Sl. No | Name & Address | Technical Qualification | Post held Regular | Date of Employment | Details of Experience |
|--------|----------------|-------------------------|-------------------|--------------------|-----------------------|
|        |                |                         |                   |                    |                       |

13. Proposed work Programme in the form of Bar Chart to be submitted along with the Technical Bid for completion of the work in the Schedule Time.



## 18. SAMPLE FORMAT FOR AFFIDAVIT

I, Sri....., S/o Sri....., aged... Years, Residing at.....  
Proprietor/Partner/Director of.....do hereby solemnly affirm and declare in  
connection with the work vide NIT No. .... Sl. No.....as follows:-

1. That I, the undersigned, do certify that all the information furnished & statements made in the bid documents are true and correct to the best of my knowledge and belief.
2. That the undersigned also hereby certifies that neither any near relations of DE/EE/SE/AE/SAE of the Department nor any retired gazetted officers are in our Employment
3. The undersigned would authorize and request any bank, person, firm or corporation to furnish pertinent information as deemed necessary and or as requested by the Department to verify this statement.
4. The undersigned understands and agrees that the bid shall remain open for Acceptance 180 days from the date of opening of financial bid.
5. The undersigned agrees to invest 30% of the contract price of works by cash during the implementation of the works.
6. The undersigned agrees to authorize the authority to seek references from the Bankers of the undersigned.
7. If the contract is awarded to us, we will deploy at site all necessary T&P and equipments as listed in the ITB of the bidding document immediately on receipt of the work order. We would commence the work only on deployment of machineries at site to the full satisfaction of the Engineer-in Charge. We would be duty bound to use those equipments at site to achieve the best result as per requirement of the contract. We would upkeep and maintain those equipments in running condition till completion of the Project. Any breakdown of any equipment will be replaced immediately. No part of equipment will be shifted to another site without the written permission of the E.I.C.
8. We would establish a site Laboratory with minimum testing equipments / apparatus as listed in the ITB to conduct the various tests on soil, aggregates, cement concrete to maintain the quality at site. We will upkeep the Laboratory set-up in good condition of the Project.
9. We would deploy at site all necessary technical Personnel for efficient contract management and supervision of works with a view to achieving best quality of works at site.
10. We would carry out all necessary tests of all major items at frequency spelled out in the contract document / MORD Specification book / SP 20/SP 72 to achieve the best quality work at site. We will be contract bound to bring to the notice of the EIC any non-compliance of test results along with the action taken report.
11. Any departure whatsoever in any form will be considered as breach of contract. In such situation the Department at his liberty may with hold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, Departmental decision will be final and binding.
12. The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.
13. The undersigned inspected the site and quoted the rate accordingly.

## 19. LIQUIDATED DAMAGES

- |   |  |
|---|--|
| (A) Amount of liquidated damages for<br>Delay in completion of works        | For Whole of work<br>1 percent of the Initial Contract Price, rounded off<br>to the nearest thousand, per day. |
| (B) Maximum limit of liquidated damages for<br>delay in completion of work. | 10 per cent of the Initial Contract Price rounded<br>off to the nearest thousand.                              |

### b) To Keep the work in good condition ( security period ):

Security period means 1(One) year after completion of the construction / renovation works and it will be 3( three) years and after each year 1/3 of security money will be released subject to verification of physical condition of mentioned BOQ works and certification from E.I.C.

- i) No Mobilization Advance and Advance against purchase of equipment will be paid for the work.

ii) No Secured Advance will be paid for the work under any circumstances. Under no circumstances Escalation in prices will be entertained.

iii) 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills if applicable. Royalty in case of Earth Work will be deducted as per Govt. norms.

## 20) Preparation of Bids/Tender Documents

a) Language of the Bid/ Tender documents will be in English.

b) **Documents Comprising the Bid/ Tender documents.**

i) The Bid submitted by the Bidder shall be in two separate parts :

**Part I-** This shall be named **Technical Bid** and shall comprise of.

1) **Bidding documents (Technical Bid) and Earnest money.** Tender with all other documents along with BOQs, brief description, rates, schedule of works, drawings etc. of work.

2) **Authorised address and contact details of the bidder having the following information:-**

Address of communication:-

Telephone No(s) Office:- , Mobile No:-, Facsimile (FAX) No:-, Electronic Mail Identification (E-mail ID):-

3) **Schedule of Quantities**

Bidding Document

4) **Bid Validity** - Undertaking that the bid shall remain valid for a period of **180 (one hundred eighty) days** from the date of opening of financial bid. A bid valid for a shorter period **shall be rejected by the under signed as non responsive bid.**

**Part II.** It shall be named **Financial Bid** and shall comprise of:

(i) **Bill of Quantity** [The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.]

## 6) **Content of Bidding Documents**

The set of bidding documents comprises the documents listed below

1) Notice Inviting Tender 2) Conditions of Contract 3) Specifications (Schedule of Quantity)

4) Drawings 5) Bill of Quantities

The agency (Bidder) must engage at its own cost at least one degree & one diploma holder Engineer who will supervise the works of the agency and specify his name in the tender form clearly. The name of his authorized representative who will supervise the day-to-day activities during construction should also be specified in the tender form. A work Order Book with triplicate pages must be kept at the site office of the agency issued by the EIC for the work and day to day instruction, whenever required, will be recorded by the site engineers of the Zilla Parishad in connection with the work.

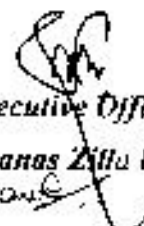
21. (a) Completion certificates issued by competent authority will normally be considered as credentials of the Bidder. Credentials of works executed under Public Works Department & Public Works ( Roads) Department, Irrigation & Water ways Department, Public Health Engineering Departments, Sundarban affairs Department & other state Government Departments, Zilla Parishad, WBHIDCO, WBSEDCL, KMDA, KMW&SA, KMC, HRBC. Engineering Departments of Central Government Organizations like Railways, KOPT and under taking organization like Mackintosh Burn Ltd. Westinghouse Saxby Farmer Ltd. & Britannia Engineering Ltd. may also be considered. Completion certificates are to be countersigned by the Executive / Divisional Engineers of the respective State / Central Government Departments, or Officer of the equivalent rank, if those are issued by some other authority / for work executed as Sub - contractor from Makintosh Burn Limited, Westing House Saxby Farmer Limited & Britannia Engineering Limited. It may be noted that Makintosh Burn Limited, Westing House Saxby Farmer Limited & Britannia Engineering Limited and any other undertaking organisations working as prime contractors and issuing credentials to their sub-contractors, shall be considered as the credentials of sub-contractors only to the extent of 25 % of the total value of work done.

Over and above the completion certificates, certificate from the competent authority regarding payment received so far for the work (even if the full payment might not have been received), supported by Bank Statement showing that the corresponding amount of payment has actually been deposited in the Bank, will have to be produced in the cases of works executed under any Departmental / Organizations other than Irrigation & Waterways Department, Public Works Department & Public Works ( Roads) Department, Irrigation & Water ways Department, Public Health Engineering Departments, Sundarban affairs Department & other state Government Departments, Zilla Parishad, WBHIDCO, WBSEDCL, KMDA, KMW.& SA, KMC, HRBC, Engineering Departments of Central Government Department & Organizations like Railways, KOPT etc. failing which the payments certificates may not be considered .

  
Addl. Executive Officer,  
North 24 Parganas Zilla Parishad

**List of Important Dates of Bids**

1. **Date of Issue of Notice Inviting Bid** Date: **06**, Months: **02**, Year: **2019**
2. **Time & Date of Pre-bid meeting** Date : **08**, Month: **02**, Year: **2019**  
Time: **12-00 Hours**
3. **Time of Submission Bids**  
**From** : Date: **06**, Month: **02**, Year: **2019**  
Time: **18-30 Hours**  
**To** : Date: **15**, Month: **02**, Year: **2019**  
Time: **18-00 Hours**
4. **Time and Date for opening Technical Bid/Bids** : Date: **18**, Month: **02**, Year: **2019**  
Time: **14-00 Hours**
5. **Tentative Time and Date of opening Financial Bids** : Date: **22**, Month: **02**, Year: **2019**  
(Subject to Decision of Tender Committee/NZP) Time: **12-00 Hours**  
[72 hours after submitting of  
Technical evaluation. ]
6. **Place of opening bids** : North 24 Parganas Zilla Parishad
7. **Last Date of Bid Validity** : 180 days from the date of opening  
of Financial Bid.
8. **Officer inviting Bids** : Designation: - Addl. Executive Officer,  
Address: North 24 Parganas Zilla Parishad

  
*Addl. Executive Officer,*  
*North 24 Parganas Zilla Parishad.*



Copy forwarded for information with a request to please display the notice in the Office board for wide circulation to the:

1. Shri D. Bhattacharya, Special Secretary, to the Govt. of West Bengal, Panchayat & Rural Development Department, Joint Administrative Building ( 9<sup>th</sup> floor ) Floor, Salt Lake City, Sector-III, H.C.-7, Kolkata-700 106.
2. Executive Engineer (P&RD)/WBSRDA (Bst & Bht Divn.), North 24 Parganas Zilla Parishad.
3. District Engineer, North 24 Parganas Zilla Parishad.
4. Finance Controller, North 24 Parganas Zilla Parishad.
5. Secretary, North 24 Parganas Zilla Parishad.
6. The Executive Engineer, P.W.D./Assistant Engineer, CMDA. Sub-division XII. P.W.D./Executive Engineer, Highway Division P.W.(R)D./Executive Engineer, I & W / Ways Deptt./Assistant Engineer, I & W/Ways Deptt. .... Sub-Division. - with request to display in notice board for wide publication.
7. District Information Analyst, North 24 Parganas Zilla Parishad - He is directed to take necessary steps for publication of the notice in e-tender website.
8. Assistant Labour Commissioner, Govt. of West Bengal, K.S.Roy Road Kolkata-700001.
9. Sri Barun Mukherjee, Assistant Engineer , North 24 Parganas Zilla Parishad - he is requested to take necessary steps for evaluation of bids under supervision of District Engineer, North 24 Parganas Zilla Parishad.
10. Sri B.B.Show, Sub-Assistant Engineer(Electrical)- he is requested to take necessary steps for evaluation of bids under supervision of District Engineer, North 24 Parganas Zilla Parishad
11. Sri Dipankar Chatterjee, Dealing Assistant - he is directed to take necessary steps for up-keeping the file and take necessary initiative for opening of technical bid and financial bid in consultation with District Engineer, North 24 Parganas Zilla Parishad. He is requested to maintain the tender register in appropriate form & take steps for publication of the abridged notice in News Paper & maintain Guard File in consultation with District Engineer/ Executive Engineer, North 24 Parganas Zilla Parishad .
12. Sri Dulai Das, Dealing Assistant - he is directed to take necessary steps for up-keeping the file and take necessary initiative in consultation with District Engineer, North 24 Parganas Zilla Parishad.
13. C.A to District Magistrate North 24 Parganas and Executive Officer, North 24 Parganas Zilla Parishad.
14. R. Khatun, Computer Operator, North 24 Parganas Zilla Parishad - she is requested to prepare soft copy for uploading the Notice in Website.
15. D. Mallik, Computer Operator(Engaged by Agency) - to update progress report.
16. Office Notice Board.
17. Guard File.

  
Addl. Executive Officer,  
North 24 Parganas Zilla Parishad  


To  
The District Engineer/ Executive Engineer  
North 24 Parganas Zilla Parishad

**Sub : - Prayer for release of Earnest Money**

Sir,

I had participated in tender as detailed below and was an unsuccessful bidder .My Earnest Money may kindly be released.

- 1) a) Name of Work .....
- 2) N.I.T. No ..... 3) S.L. No. ....
- 3) a) Name of Bank ..... b) Branch .....
- c) Draft No. ....d) Date. ....
- 7) Amount Rs. ....

Yours faithfully,

Signature with Seal

For Office Use \_\_\_\_\_

Advice by District / Executive Engineer to Concerned Dealing Assistant.

Please return the Bank draft as detailed above to the applicant with due receipt the Draft release Register and on this letter.

District Engineer/ Executive Engineer  
North 24 Parganas Zilla Parishad

The draft is released. The Sl. No in Draft release register is:.....

\_\_\_\_\_  
Received the draft as detailed above:

❖ Dealing Assistant \_\_\_\_\_

Signature of the Agency

❖ Please keep this document in a separate file for future record.