

**OFFICE OF THE EXECUTIVE OFFICER**  
**BARRACKPORE-II PANCHAYAT SAMITY**  
 KARNAMADHABPUR, MURAGACHA, BARRACKPORE :: NORTH 24 PARGANAS  
 Ph. No. 033-25376098 Fax No. 033-25373278  
 Email Id: barrackpore2.block@gmail.com

DATE-11-01-2024

Memo No.:39/BKP-II PS

**NOTICE INVITING e-TENDER / e-BID**

e-tender / e-Bid No. WBN24/BKP II/EO/NIT- 103/2023-24 of The Executive Officer, Barrackpore-II Panchayat Samity, North 24 Parganas.

The Executive Officer, Barrackpore-II Panchayat Samity, North 24 Parganas invites online percentage rate tender (e-Tender / e-Bid) for the work detailed in the table below.

(Submission of Bid through online)

Name of works:

Sl. No.	Name of the works	Fund	Estimated Amount (Rs.)	Earnest money	Period of Completion
1	INSTALLATION OF WATER ATM AT VIDYASAGAR VIDYAPITH SCHOOL SANSAD-XXIV MOUZA-CHAKKANTHALIA UNDER MOHONPUR G.P.	15 FINANCE COMMISSION	Rs4,44,000.00	Rs. 8,880.00	60 Days
2	INSTALLATION OF WATER ATM AT PATULIA KHARBAGAN PLAY GROUND SANSAD-XXII MOUZA-DANGADIIGHILA UNDER PATULIA G.P.	15 FINANCE COMMISSION	Rs4,44,000.00	Rs. 8,880.00	60 Days
3	INSTALLATION OF WATER ATM NEAR CHOTOKANTHALIA PRIMARY SCHOOL, MOUZA-CHOTOKANTHALIA, SANSAD NO-V, UNDER SEWLI GP.	15 FINANCE COMMISSION	Rs4,44,000.00	Rs. 8,880.00	60 Days

**1. As per Memorandum No.3975-F(Y) Dt.28.07.2016 issued by The Secretary to Govt. West Bengal, Finance Department**

In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of earnest money deposits (EMD) & processing fees may be deposited through on line ICICI BANK portal.

It is suggested that all the bidders making payment via RTGS/NEFT are required to make the payment at least one day in advance to the last day of Bid Submission as certain amount of time is required for settlement, after the payment is made, and to avoid any technical issues in the last minute.

It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan. The bidder will not be able to get a successful response, if the following fields are not entered or wrongly entered:

- a) Beneficiary Name:
- b) Account no:
- c) IFSC Code:
- d) Amount:
- e) Bank:
- f) Branch:

2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>
3. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No.-15.



4. The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL BID of the tenderer is found qualified by the 'Tender Evaluation Committee' of Barrackpore-II Panchayat Samity, Barrackpore, North 24 Parganas. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

**5. Eligibility criteria for participation in the tender.**

- i. Resourceful, bonafide & Experienced contractors having credential during the last 5 (five) years from the date of issue of this Notice of at least one work of similar nature as a prime agency under authority of State / Central Government, State / Central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 40% (forty percent) of the amount put to tender.
- ii. EMD & Other Document : , Affidavit , Income Tax Acknowledgement Receipt for Assessment year Valid IT return of A.Y. , 2021-22, 2022-23, 2023-24, GST return for - upto date, P.Tax clearance of 2023-24, (Trade licence--2023-24), GST Registration certificate, PAN Card, Credentials or Payment certificate with work order., In case of Partnership Firm shall furnish partnership deed and company shall furnish the Article of Association and Memorandum with power of attorney to be uploaded., PERMANENT CERTIFICATE OF ENLISTMENT (Trade licence- 2023-24) are to be accompanied with the Technical Bid Documents.
- iii. The prospective bidders in the same name or style as prime contractor or any of their constituent partner should have completed any work of similar nature during the last 5 (five) years and shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)
- iv. The prospective bidders should own or arrange, the required plant and machineries through their own arrangement.
- v. Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- vi. Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Minutes of last A.G.M. , valid certificate from A.R.C.S. along with other relevant supporting papers.
- vii. **Joint Ventures will not be allowed.**
- viii. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason there of.

6. Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 50% of the tendered amount.

**7. Escalation of prices in respect of items shall not be considered.  
No mobilisation advance and secured advance will be allowed.**

**8. Security Deposit:**

Retention money towards performance Security amounting to 10% (ten percent) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.

9. Agencies shall have to arrange land for keeping delivery vehicle, storing of materials, etc. at their own cost and responsibility.

10. All materials required for the proposed work including cement and steel shall be of specified grade and approved brand inconformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with challan and test certificate. If required by the Engineer-in-Charge, further testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.

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

12. Bid shall remain valid upto the last day of submission of Tender. If the bidder withdraws the bid during the period of dropping , the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

13. The Executive Officer, Barrackpore-II Panchayat Samity will have sole discretion to decide the eligibility of the Contractors on the basis of his submitted documents and evaluation thereof and reserves the right to refuse any explanation to Contractor to any applicant without assigning any reason thereof and the decision of the tender committee Barrackpore-II Panchayat Samity in this respect will be final.

**14. Date and Time Schedule: (As per server clock)**

Sl. No.	Particulars	Date	Hour
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	11-01-2024	At
2	Document Download / Sale Start Date (Online)	11-01-2024	At
3	PreBid Meeting Date	12-01-2024	At
4	Bid submission start date (Online)	11-01-2024	At
5	Bid Submission closing Date (Online)	29-01-2024	Upto
6	Bid opening date for Technical Proposals (Online)	31-01-2024	At
7	Bid Opening Date (Financial)	After Evaluation of technical Bid	
8	Place of Opening Bid	Barrackpore-II Panchayat Samity	
9	Office Inviting Bid	Executive Officer, Barrackpore-II Panchayat	
10	Last Date of Bid Validity	90 days from the date of opening of Financial	



Barrackpore-II Panchayat Samity does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. No individual intimation will be given to any of the participating agencies. Any changes/information/intimation what so ever with regard to the e-tender/e-bid will be uploaded in <http://wbtenders.gov.in> and in the office notice board. Name of the qualified bidders will be uploaded in the office notice board.

The Executive Officer, Barrackpore-II Panchayat Samity 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.

15. The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 12 (twelve) months from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Executive Officer, Barrackpore-II Panchayat Samity, as deemed fit. The contractor may quote his rate considering the above aspect.

**Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned above for 12 (twelve) months from the date of completion of the work.**

16. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
17. **Earnest Money:** The amount of Earnest Money @ 2% (two percent) of the Estimated Amount put to tender as per **Govt. order no.3975-F(Y), dated-28.07.16.**
18. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all informations that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
19. The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable. The Executive Officer, Barrackpore-II Panchayat Samity, reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
20. Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of the Executive Officer, Barrackpore-II Panchayat Samity shall be refunded after completion of tender formalities, as per Govt. order no.3975-F(Y), dated-28.07.16.
21. **Conditional / Incomplete tender will not be accepted under any circumstances.**
22. **The intending tenderers are required to quote the rate/percentage online.**
23. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.
24. **Guiding Schedule of Rates:** Rates have been taken from the latest P.W.D. (W.B.) Schedule of Rates for "Building Works/Road Works/Plumbing Works".
25. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
26. **The tender evaluation and accepting authorities reserve the right to reject any or all of the tenders without assigning any reasons and he/she will not be bound to accept either the lowest tender or any of the tenders.**
27. **Qualification criteria:**  
The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:  
1) Financial Capacity,  
2) Technical Capability comprising of personnel & equipment capability,  
3) Experience / Credential,  
The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.
28. The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.
29. Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.
30. Contractor should have to ensure the engagement of JOB CARD holders as unskilled workers for execution of awarded work/s.



### 31. Instruction to Bidders for uploading only the particulars following prominent documents:

**A. Fee / Prequal / Technical**

Cover Containing the following documents:

- Application for NIT in Agency/Firm/Company "LETTER HEAD PAD" with signed mentioning address and contact details of the bidder having the following information:-Address of communication:- Telephone No(s) Office:- , Mobile No:-, Electronic Mail Identification (E-mail ID), Bank details:-
- EMD & Other Document :
- Affidavit
- GST Return upto date
- GST Registration certificate.
- IT return (Assessment year 2021-22, 2022-23, 2023-24).
- P. Tax Certificate of Enrolment (Form IIA) [ Sec rule 4/6A]
- P.Tax payment certificate of 2023-24 [See Rule 13A] .
- PAN Card.
- Credentials or Payment certificate with work order.
- In case of Partnership Firm shall furnish partnership deed and company shall furnish the Article of Association and Memorandum with power of attorney to be uploaded.
- PERMANENT CERTIFICATE OF ENLISTMENT (Trade licence- 2023-24)

**B. Financial Cover:** BO Q(Bill of Quantity)

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 (Which should be uploaded along with e- bid).

An affidavit as per following format should also be filled in and uploaded along with e-bid (Signed hard copy of the same should be submitted on the day of Technical bid opening, before bid opening otherwise the e-bid will be rejected).

**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 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 20% 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 immediately on receipt of the work order. 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 undersigned.
8. We would be bound to carry out the necessary tests on soil, aggregates, cement, concrete, bitumen as per specifications to maintain the quality at site.
9. We would deploy at site all necessary technical Personnel for effective supervision of works with a view to achieving best quality of works at site.
10. We will be contract bound to bring to the notice of the undersigned 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 withhold 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 would not sub-lease/sub-let the work in part or full in any form. In case, such event occurs the penal action as decided by the competent authority will be binding.
14. That the undersigned also hereby declares that he/she is not a member of three-tier P.R. Bodies and other local Bodies

**Additional information to the Bidders:-**

**1) Drawings and Photographs of the Works:**

The contractor shall do photography / video photography of the site firstly before the start of the work, secondly mid-way in the execution of different stages of work and lastly after the completion of the work. No separate payment will be made to the contractor for this.

The Contractor shall not disclose details of Drawings furnished to him and works on which he is engaged without the prior approval of the Engineer in writing. No photographs/ Video photography shall be published or otherwise circulated without the approval of the Engineer in writing.

- 2) Notwithstanding the provisions made in the related BOQ any item of the work which can legitimately be considered as not stipulated in the Specific Schedule of probable items of work but has become necessarily as a reasonable contingent item during actual execution of the work will have to be done by the contractor if so directed by the Executive Officer in writing obtaining prior approval of the tender accepting authority and the rates will be fixed in the manner as stated below.
- a) The rate of Supplementary item shall be analyzed to the maximum extent possible from rates of allied item of works appearing in the "Specific Priced Schedule of Probable Items".
- b) To complete the analysis, if necessary, the rates appearing in the Schedule of Rates of PW ( Roads / Buildings) Department's schedules of rates in force for the working area at the date of acceptance of the tender.

Value of the supplementary tender / substitute Supplementary tender shall not be more than 10% (ten percent) of the tender amount / contract value accepted provided that total work value together with the Supplementary tender / substitute Supplementary tender (along with excess work if any) shall not be exceed by the Sanctioned Value of the work or Estimated Amount put to the tender +3% whichever is less.

- 3) To Keep the Constructed Road / Building or work in good condition (security period):

12 (twelve) month after completion of the construction / renovation. If any additional / excess work is required for the maintenance work, the same will be treated as defect liability and the Contractor will have to do the maintenance work at his own cost. Routine maintenance shall be done as per specification at the discretion of Engineer in charge.

- 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 in materials, labour charges, cost of P.O.L. will be entertained.
- iii) All duties, taxes, royalties, cess, [including 1% Cess under W.B. Building and other Construction Workers (Regulation of Employments & Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 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. Royalties & Cess of Minor Minerals such as sand, stone, earth shall be realized from the bills of the awarded contractor vide Notification No. 809/CI/O/MM/84/11 dt. 01.12.2011 of West Bengal Minor Minerals Rules 2002.

**4) Preparation of Bids/Tender Documents**

- a) Language of the Bid / Tender documents will be in English.
- b) Documents Comprising the Bid/ Tender documents.
- c) Bid Validity - Undertaking that the bid shall remain valid for a period of 180 (one hundred eighty) days after the deadline for financial bid date for bid submission. A bid valid for a shorter period shall be rejected by the under signed as non responsible bidder.
- d) The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.
- e) 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



Tenderer may inspect the respective site of work before submitting tender and go through the set of tender papers BOQs, rates, brief description, rates, schedule of works, drawings, all other details & related documents kept in the office establishment of

the Executive Officer, Barrackpore-II Panchayat Samity from 11-01-2024 to 29-01-2024 from 12 noon to 3 p.m. on working days.

5) **Dispute Redressal System**

If any dispute or indifference of any kind whatsoever arises in connection with or arising out of this Contract or the execution of works or maintenance of the works there under whether before its commencement or during the progress of works or after the termination, abandonment or breach of the contract it shall, in the first instance, be referred for settlement to the competent authority, i.e. Executive Officer, Barrackpore-II Panchayat Samity. The competent authority shall within the period of 45 days after being requested in writing by the contractor to do so, convey his decision to the contractor. Such decision in respect of every matter so referred, subject to review as herein after provided, be final and binding upon the contractor. In case the work is already in progress, the Contractor shall proceed with the execution of works, including maintenance thereof, pending receipt of the decision of the competent authority as aforesaid, with all due diligence.

6) **Arbitration**

There will be no arbitration for the settlement of any dispute between the parties.

**IMPORTANT INTRUCTION TO BIDDERS**

**Completion Certificate**

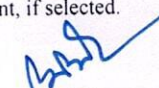
i) Completion Certificates for fully (100%) completed works during the current year and last three financial years will only be accepted. Certificates issued for partly completed work will not be considered.

ii) Completion Certificate of work executed in other Departments of Central & State Government or organizations, like Public Works & Public Works(Roads) Department, Public Health Engineering Department, Sundarban Affairs Department and various other State Govt. Departments, Zilla Parishads, Panchayat Samity, Municipality, West Bengal Housing Infrastructure Development Corporation Limited (WBHIDCO), West Bengal State Electricity Distribution Company Limited (WBSEDCL), Kolkata Metropolitan Development Authority (KMDA), Kolkata Metropolitan Water Sanitation Authority (KMWSA), Kolkata Municipal Corporation (KMC), Hooghly River Bridge Commissioner (HRBC), Engineering Departments of Central Government and Organization, like Farakka Barrage Project (FBP) Authority, Railways, Kolkata Port Trust (KPT), Completion Certificates are to be issued by an officer not below the rank of Executive Officer / Executive Engineer/Divisional Engineer/District Engineer/Project Manager of other state/Central Govt. Departments/Organizations and issued by competent authorities of Zilla Parishad/Panchayat Samity or Gram Panchayat.

iii) The attested copy of payment Certificate must be submitted for evaluation of amount of Civil Engineering work done.

iv) No bidder is allowed to sub-let/sub-contract/sub-lease the works in any form part or full stated in the above NIT as per decision of the competent authority.

The Agency has to submit CBS enabled bank account no. along with IFSC code and details of Bank & Branch in which he wishes to receive the bill amount (RA / Final). Photocopy of the Bank Pass book needs to be uploaded at the time of submission of bid. RTGS / NEFT/ NET Banking should be done from that very account in which the Bidders willing to receive the bill amount, if selected.

  
Executive Officer  
Barrackpore-II Panchayat Samity  
North 24 Parganas

Dated: 11-01-2024

Memo No.:39/1(15)/BKP-II PS

Copy forwarded for information with a request to please display the notice in the Office :-

- 1) The District Magistrate, North 24 Parganas
- 2) The Additional District Magistrate (Dev.), North 24 Parganas
- 3) The District Informatics Officer, North 24 Parganas
- 4) The Sub - Divisional Officer, Barrackpore, North 24 Parganas.
- 5) The District Panchayat & Rural Development Officer, Barasat, North 24 Parganas.
- 6) The Sabhapati, Barrackpore-II Panchayat Samity.
- 7) The Karmakdhakshya, Purta Karya - O - Paribahan Sthayee Samity, Barrackpore-II Panchayat Samity.
- 8-13) The Pradhan, Mohanpur / Sewli / Patulia / Bandipur / Bilkanda-I / Bilkanda-II Gram Panchayat.
- 14) Office Notice Board.
- 15) Office File

  
Executive Officer  
Barrackpore-II Panchayat Samity  
North 24 Parganas