



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE SUPERINTENDING ENGINEER**  
**NORTH CIRCLE, HOUSING DIRECTORATE,**  
M-6, Building, Hill Cart Road,  
Pradhan Nagar, Siliguri-734003  
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e-MAIL: senorth.ntc@gmail.com

**Memo No. 137/T-1(P-I)**

**Date: 20.02.2019**

**e-NOTICE INVITING TENDER No. 23 OF 2018-2019 of  
THE SUPERINTENDING ENGINEER, NORTH CIRCLE, HOUSING DIRECTORATE  
TENDER REFERENCE NO. WBHOUSING\_SE\_NORTH\_e-NIT-23**

The Superintending Engineer North Circle, Housing Directorate, invites e-Tender for the work detailed in the table below. (Submission of Bid through online)

Name of work	Estimated Amount put to Tender	Earnest Money	Cost of Documents Including W.B.F. 2911(ii)	Time of completion	Eligibility of Bidder
	(in Rs.)	(in Rs.)	(in Rs.)		
Construction of two nos. A-Type (i.e. Type-I each 8 nos. flat) Building and one no. D-Type (i.e. Type-IV each 16 nos. flat) Building total = 32 nos. flat at Alipurduar Town (Court Rice Mill Complex) District Alipurduar.	<u>For Civil Portion</u> Rs. 74060741.00  <u>For Electrical Portion</u> Rs. 5976707.00  <b>Total Amount</b> <b>Rs. 8,00,37,448.00</b>	In the shape of Net Banking or RTGS / NEFT.   <b>Rs. 16,00,749.00</b>	Rs. 5,005.00 (per set) <i>[As per order no. 199-CRC /2M-10/2012 Dt.21.12.2012 of PWD only applicable for the successful bidder at the time of Formal Agreement]</i>	<b>540 (Five Hundred Forty) Days</b>	<b>NIT Clause No. 05</b>

1. In the event of e-filling, intending bidder may download the tender documents from the website: <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & necessary cost of Earnest Money will be deposited through NET BANKING or RTGS / NEFT from any nationalized bank in favour of **Executive Engineer, Siliguri Division, Housing Dte. payable at Siliguri.**

On-line receipt and refund of EMD of e-Tender through State Govt. e-Tender Portal. The documents submitted by the Bidders should be indexed and also should be according to his/their firm name.

2. Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non- Statutory) and financial folder concurrently duly digitally signed in the website wbtenders.gov.in
3. The Technical document and Financial Bid submitted online on and from 22.02.2019 after 6:05 p.m.
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL Document** of the tenderer found qualified by the Superintending Engineer, North Circle, Housing Directorate. The decision of the Superintending Engineer, North Circle, Housing Directorate will be final and absolute in this respect. The both list of Qualified Bidders will be displayed in the website and also in the Notice Board of the office of Superintending Engineer North Circle, on the scheduled date and time.



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

- i. Out Side Bonafied Contractors having resourceful financially sound and having experience in similar nature work of State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, with Credential of value not less than **40 %** of the estimated amount put to tender **(for Civil Portion)** in a single work during last 05 (five) years Prior to the date of issue of this NIT; or

Intending Tenderers should produce Credentials of 02 (two) similar nature of completed work, each of the minimum value of **30 %** of the estimated amount put to Tender **(for Civil Portion)** during 05 (five) years prior to the date of issue of Tender Notice; or

Intending Tenderers should produce Credentials of 01 (one) single running work of similar nature which has been completed to the extent of 80 % or more and value of which is not less than the desired value **(for Civil Portion)**.

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.

**Note: Similar Nature of works means RCC Framed Structure (with S&P) Works.**

### **For Electrical works:-**

- a) The bidder must have valid Electrical Contractor License with full time engagement of an Electrical Supervisor holding Supervisor competency on the parts 1, 2, 3, 4, 5, 6(A), 6(B), 7(A), 7(B), 11 & 12 or equivalent National Supervisors' Certificate of Competency. [Self-attested scan copy of valid "Electrical Contractors License", "Supervisors' Certificate of Competency", & Authentic Notarised documents regarding engagement of Electrical Supervisor as submitted to the Licensing Board, Govt. of West Bengal required as Non statutory Documents].

Or

- b) Civil Contractor may be allowed to submit an agreement in Non-Judicial Stamp Paper on requisite value with an Electrical Contractor for execution of Electrical Works. In that case the electrical contractor will have to qualify for all requirements set forth in the NIT **(For Electrical Part)** for Electrical works including credential, Electrical Supervisor holding Supervisor competency on the parts 1, 2, 3, 4, 5, 6(A), 6(B), 7(A), 7(B), 11 & 12 or equivalent National Supervisors' Certificate of Competency. [Self-attested scan copy of valid "Electrical Contractors License", "Supervisors' Certificate of Competency". However, the owners and full responsibility for execution of total works (Civil & Electrical) will be on the Civil Contractor.

**The prospective Tenderers shall have satisfactorily completed at least one work of similar nature, Civil Construction Work with S&P work.**

**N.B.:- Completion Certificate issued by the Executive Engineer or Equivalent or competent authority will be treated as valid credential. The credential should be supported by Work Order, Price Schedule, or BOQ of Work Order and Completion Certificate mentioning (a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order (e) actual month and year of completion and detail communication address along with contact number & email address of the Client. Only Work order and Payment Certificate will not be treated as credential.**

- ii. The prospective bidders shall have in their full time engagement experienced technical personnel, the minimum being 01 (one) Civil Engineering Degree and 01 (one) No Civil Engineering Diploma holder as per rule (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation.) [Non statutory Documents]
- iii. Net worth of bidder's for the last year, calculated on the basis of Capital, profit and free reserve available to the firm should be positive.
- iv. The working capital shall not be less than 15% (fifteen percent) of the amount put to tender out of which minimum 10% (ten percent) shall be of applicant's own resource.  
The available Bid capacity (to be calculated on the basis of prescribed format (ANNEXURE-A) of the prospective applicant shall not be less than the estimated amount put to tender.



**Bid capacity =  $[A \times N \times 2 - B]$  as illustrated in Annexure - A attached at Section A (kindly note that u. Annexure - A must be submitted duly signed & sealed by the applicant / bidder & authenticated by Statutory Auditor's Firm with registration no failing which this application / bid will be rejected).**

Each and every field of this section must be filled up properly by the applicant and the Chartered Accountant as given in the said form and signature with seal & registration no. otherwise the bid will be treated as cancelled.

- v. All categories of prospective Tenders shall have to submit Valid updated status Trade Licence, Professional Tax Clearance Certificate along with up to date Challan, Company Registration Certificate, Registered Partnership Deed along with Power of Attorney, Pan Card issued by Income Tax Department, Copy of latest I.T. Return (Last five Years), Audit Report (Last five years), EPF Code No. with up to date Challan, **GST Registration Certificate** with up to date return which should be valid up to the date of opening of tender and credentials document (along with postal address, present phone number, Fax No. and e-mail ID of authority concerned who has issued such credentials) should be documented through e-filing. [Non-statutory Documents]
- In case of Proprietorship, Partnership Firms and Company, the Tax Audited Report in 3CD Form to be furnished along with Balance Sheet, Profit & Loss Account and all schedules forming the part of Balance Sheet and Profit & Loss Account.

In addition In case of Registered Un-employed Engineers' Co-operative Societies / Labour Co-operative Societies are required to furnish the following documents: [Non statutory Documents]

- a) Certificate of Registration and Certificate of Validity of Registration from respective Assistant Register of Co-operative Societies, Bye Law.
- b) Current "No Objection Certificate" from the Assistant Registrar of Co-operative Societies.
- c) The Engineers co-operative Society also has to submit documents of the society consist at least 10 (ten) members out of which at least 60 % should hold degree or diploma in any branch in Engineering.
- d) Supporting documents showing area of operation.
- e) Name with address and signature of the present Board of Directors of the Co-operative Society.
- f) Minutes of last Annual General Meeting and Audit Report of the Co-operative Society with the evidence of submission of the same to the concerned Authorities. [Non-statutory Documents]

- vi. Declaration regarding Experience profile duly digitally signed by the applicant to be submitted along with application including submitting all the forms in prescribe format.
- vii. No exemption of EMD is allowed for any Company / Firm / Society except 3 (three) nos. State Government Enterprises viz. Mackintosh Burn limited, Westinghouse Saxby Farmer Limited and Britannia Engineering Limited as per order no 430(3)-W(C) /1M-208/15 dated 31.08.2015 (with Finance Department, Audit branch Memorandum No. 6417-F(Y) dated 26.08.2015) and exemption of EMD is allowed only for Labour Co-operative Societies as per memorandum no. 6718-F(Y) dated 08.09.2015. It should be superseded all earlier orders with reference to fixed deposit submitted in department or special exemptions for Co-operative societies.
- viii. No fresh Joint Venture specially constituted exclusively for this work against the NIT under reference will be allowed. Joint Venture Company having previous experience and credentials full filling NIT requirement can participate.
- ix. 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.
- x. Prevailing safety norms have to be followed.
- xi. The evaluation committee will have sole discretion to decide eligibility of the contractor on the basis of e-filing documents and reserves the right to refuse any explanation to contractors found ineligible after scrutiny. In case of any need of verifying the documents (uploaded soft copies) the hard copies should be produced instantly as and when demanded within 24 hrs. in working days.



6. No mobilization /secured advance will be allowed.
7. Agencies shall have to arrange land for erection of Plant & Machineries, storing of material labour shed, Laboratory etc. at their own cost and responsibility.  
The prospective Tenderer shall establish field – testing laboratory equipped with requisite instruments and Technical staff according to the requirements of works to be executed.  
The prospective bidders should own or arrange through lease hold register agreement the required plant and machineries. Conclusive proof of ownership in favour of owner or leaser of plant and machineries in working condition shall have to be submitted along with the application.
8. All materials such as cement, steel are to be procured at his own cost Quality of material should be maintained as per relevant B.I.S. Code with necessary test report.  
Authenticated evidence for purchase of Cement & Steel (Reputed brand as approved by the Engineer-in-Charge) is to be submitted along with challan and Test Certificate. In the event of further testing opted by the Engineer-in-Charge, then such testing from any Government approved Testing Laboratory shall have to be conducted by the agency at their own cost.
9. Issuance of Work Order as well as Payment will be depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment. Intending tenderers may consider this criteria while submission of Tender and Quoting their rates.
10. Recovery of 1% cess on construction cost in accordance with the buildings and other construction worker's (Regulation of Employment & conditions of service) Act. 1996 will be implemented in this Tender.
11. In connection with the work, Arbitration will not be allowed. The Clause No. of WBF No. 25 of 2911(i)/2911(ii) is to be considered as deleted vide Gazette Notification No. 558/SPW dated 13<sup>th</sup> December, 2011 of the Secretary, P. W. Department.
12. Bids shall remain valid for a period not less than 180 (One hundred eighty) days after the dead line date for Financial Bid submission. Bid valid for a shorter period shall be rejected by the Bid Evaluation Committee as non-responsive. If the bidder withdraws the bid during the validity period of bid the earnest money as deposited will be forfeited forth with or without assigning any reason thereof.  
***Declaration must be submitted in favour of bid validity.***
13. Guiding schedule of Rates: Schedule of rates of P.W.D. (W.B.) with effect from 01.11.2017 for Building, Sanitary & Plumbing works.

#### **14.- Important information:**

##### **Date & Time schedule**

Sl. No.	Particulars	Date & Time
1	Date of Publishing of N.I.T. Documents (Online).	20.02.2019 at 06.00 pm
2	Date of Pre-Bid Meeting (1:00 pm to 2:00pm)	22.02.2019 at 01.00 pm
3	Date of Publishing Pre-Bid Meeting Document (Online)	22.02.2019 at 03.00 pm
4	Documents download start date (Online)	22.02.2019 after 06.05 pm
5	Documents download end date (Online)	20.03.2019 up to 06.00 pm
6	Bid submission start date (Online)	22.02.2019 after 06.05 pm
7	Bid Submission closing (Online)	20.03.2019 up to 06.00 pm
8	Bid opening date for Technical Proposals (Online)	25.03.2019 after 11.00 am
9	Date & Time for opening of Financial Proposal (Online)	To be notified later on
10	Also if necessary for further negotiation through offline for final rate	To be notified later on

#### **15. LOCATION OF CRITICAL EVENT**

##### **Bid Opening►**

Office of THE SUPERINTENDING ENGINEER  
NORTH CIRCLE, Housing Directorate  
M-6 Building, Hill Cart Road, Pradhan Nagar, Siliguri - 734003



The Undersigned/Competent Authority reserves all the rights for cancelation of any application or applications without assigning any reason after scrutiny of the applications.

16. The Agency will be liable to maintain the work at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
17. All Bidders are requested to present in the Office of The Superintending Engineer, North circle, during opening the financial bid. The Superintending Engineer, North Circle may call **Open Bid / Seal Bid** after opening of the said bid to obtain the suitable rate further, if it is required and felt needed by the competent authority. No objections in this respect will be entertained raised by any Bidder who will be present during opening of bid, or from any Bidder who will remain absent at the time of opening of Financial Bid. No informal tender will be entertained to Bid further.
18. Site of Work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
19. **Earnest Money:** Earnest money @ 2% of the estimated amount except and otherwise Exempted vide order No. 430(3)-W(C) /1M-208/15 dated. 31.08.2015 (with Finance Department, Audit branch Memorandum No. 6417-F(Y) dated. 26.08.2015). Amount of Earnest Money have mentioned in attached sheet of this NIT. Balance Earnest Money if required will have to be submitted through Net Banking or RTGS / NEFT along with submission of Tender documents for formal agreement. The bidders participating in the e-Tender shall have to deposit the EMD @ 2% of the estimate amount put the tender electronically through their respective internet banking enabled account maintained at any bank to the State Govt. Department as open by the State Govt. In case the bidder has a net banking account as SBI he will add this account for fund transfer. In case the bidder has net banking account in other banks he will add this account for NEFT/RTGS fund transfer.
20. The Bidder, at his own responsibility, risk and cost must visit the site of works before submitting offer with full satisfaction. No condition or claims at a later date will be entertained in regards to any issues of difficulties.
21. Conditional/ Incomplete tender will not be accepted.
22. The intending Tenderers are required to quote the rate on line considering all kinds of taxes including GST.
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 (d) The West Bengal Building & other Construction Works Act and other laws relating EPF, ESI & Misc. Fund Act if applicable or any other laws relating thereto and the rules made and order issued there under from time to time.*
24. Any objection regarding shortlisted agency (qualified / disqualified both) should be brought to the notice inviting authority i.e. The Superintending Engineer, North Circle immediately (within 48 hrs. even online object is valid) from the date of publication of list of qualified / disqualified agencies and beyond that time schedule no objection will be entertained by the Superintending Engineer, North Circle.
25. After opening of the Financial Bid of the qualified bidders during financial evaluation by the e-Tender inviting authority will verify the credential and other documents of the lowest bidder in original or other bidders if required which should be produced on notifying demand immediately within 24 hrs. of working days. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said tenderer under any circumstances. Till then the tender remain alive until further notice declaring the tender cancelled.



26. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence.
- Form No. 2911(ii) & NIT
  - Special terms & conditions.
  - Technical Bid.
  - Financial Bid
27. The prospective tenderers or any of their constituent partner 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. An undertaking regarding above to be submitted.
28. The prospective tenderers should own/ lease/ arrange the required plant and machinery as listed in Annexure. Conclusive proof of machinery in working condition if required shall have to be submitted.  
(Non-Statutory documents)
29. **Qualification criteria.**  
The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum regarding.
- Financial Capacity and Bid capacity as per rule.
  - Technical Capability comprising of personnel & equipment capability.
  - Experience/Credential

All the documents should be sign properly with date by the tenderer including special Terms and Conditions. The eligibility of a bidder will be ascertained on the basis of the digitally signed documents and submitted Bid in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by bidder is either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice.

## **For Electrical Part**

### **30. ELIGIBILITY CRITERIA FOR PARTICIPATION IN THE TENDER:-**

- Out Side Bonafied Contractors having resourceful financially sound and having experience in similar nature work of State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, with Credential of value not less than **40 %** of the estimated amount put to tender **(for Electrical Portion)** in a single work during last 05 (five) years Prior to the date of issue of this NIT; or

Intending Tenderers should produce Credentials of 02 (two) similar nature of completed work, each of the minimum value of **30 %** of the estimated amount put to Tender **(for Electrical Portion)** during 05 (five) years prior to the date of issue of Tender Notice; or

Intending Tenderers should produce Credentials of 01 (one) single running work of similar nature which has been completed to the extent of **80 %** or more and value of which is not less than the desired value **(for Electrical Portion)**.

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.

**N.B:- Completion certificate should contain (a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order, (e) Actual month and year of completion, (f) Actual amount of work done, (g) Completion Certificate should signed by the officer not below the rank of Executive Engineer.**

- The prospective bidders must have valid up to date clearance of GST No./Income Tax return/Professional Tax Clearance Certificate/P.T (Deposit Challan of requisite amount/Pan Card/Voter ID Card/Adhaar Card for self-identification and Income Tax Acknowledgement Receipt for latest assessment year.
- The contractor who have been delisted or debarred by Housing Directorate shall not be eligible in any way. [An undertaking should be given stating thereby that the Firm has not been debarred or penalized for any reasons out of work by any Housing Directorate, in Non-Judicial Stamp paper of appropriate value duly notarized i.e. in form "Y"]



- d). Valid up to date self-attested documents of GST Certificate, Income Tax Return, up to date Professional Tax Deposit Challan, Pan Card, Voter ID/Adhaar Card for self- identification to be accompanied with the Technical Bid Documents, Income Tax Acknowledgement Receipt for latest assessment year to be submitted. [Non-Statutory Documents all documents must have self-attestation]
- e). In case of proprietorship, partnership Firms, The company Tax Audit Report in 3 CD For (where applicable) are to be furnished mandatory along with the balance sheet and profit and loss account, and all the schedules forming the part of Balance Sheet and profit & Loss Account in favour of applicant. If the bidder is not liable for company Tax audit, as per his/their financial transaction value and as per rule/law in force, an undertaking should be given to that effect in Non-Judicial Stamp paper of appropriate value, duly notarized. However, the Balance Sheet, profit & Loss Account and all related schedules must be examined and signed by a competent Chartered Accountant, failing which the bid will be liable for rejection. No other name along with applicant name, in such enclosure will be entertained. [Non-Statutory documents]
- f). Registered Partnership Deed (for partnership Firm only) along with registered power of Attorney to be submitted [Non-Statutory Documents.]
- g). The prospective Bidder shall have in their full time engagement experienced technical personnel, the minimum being on Electrical Engineering Diploma holder. [Authenticated documents in respect of qualification and engagement shall have to be furnished in (in Non-Judicial stamp paper of appropriate value, duly notarized) Non Statutory documents for Technical Evaluation.]
- h). The prospective Bidder or any of their constituent partner 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 form "Y" in this respect through affidavit has to be furnished as Non Statutory Documents by the prospective BIDDER without which the Technical Bid shall be treated non-responsive.]
- i). (a) A prospective Bidder participating in a single job either individually or as partner of firm or in Joint Venture shall not be allowed to participate in the same job in any other form.  
(b) A prospective Bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm or in Joint Venture. If found to have applied severally in a single job, all his applications will be rejected for that job.
- j). Registered unemployed Engineers Co-Operative Societies/Unemployed Labour Co-Op-Societies are required to furnish valid bye Law, Current Audit Report, Valid Clearance Certificate from A.R.C.S. for the current year, if applicable, and also submit documents of the society consists at least 10 (ten) members out of which at least 60% should hold degree or diploma in any branch in engineering as per memo No. 44-A/4M-11/2001 dated 09.01.2004 of deputy Secretary-III, PWD [Non-Statutory Documents]
- k). The available Bid Capacity (to be calculated on the basis of prescribed format) of the prospective applicant shall not be less than the estimated amount put to tender.
- l). The Bidder must have valid Electrical Contractors License with Electrical Supervisors having certificate of competency on the parts 1, 2, 3, 4, 5, 6, (A), 6, (B), 7, (A), 7, (B), 10, 11, & 12 or equivalent National Supervisors Certificate of competency. [Self-attested scan copy of valid Electrical contractors License and documents of appointment/engagement regarding electrical Supervisor and acceptance of the same by the supervisor in non-Judicial stamp duly notarized along with documents regarding intimation of engagement and acceptance to the West Bengal licensing board. (Required to be submitted as Non-Statutory Documents)]
- m). The contractors who have been delisted or debarred by Housing Directorate shall not be eligible in any way.
- n). Bidders have to produce original copy of uploaded documents before Technical Evaluation if required.
- 31. 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.
- 32. Prevailing safety norms has to be followed so that LTI (Loss of Time due to Injury) is zero.
- 33. Declaration regarding Structure and Organization duly signed by the applicant to be submitted along with application.
- 34. The prospective Bidder shall establish field testing laboratory, if required, equipped with requisite instruments and technical staff according to the requirements of works to be executed.
- 35. No mobilization/secured advance will be allowed.



36. Bids shall remain valid for a period not less than 120 days (one Hundred Twenty Days) 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.
37. Agencies shall have to arrange for storing of materials, labour shed etc. at their own cost and responsibility.
38. Labour Welfare Cess @ 1% (one percent) of Gross Bill Value will be deducted from every Bill of the selected agency as per Government rule time to time.
39. In connection with the work, Arbitration will not be allowed. The Clause No. 25 of 2911 (ii) is to be considered as deleted clause vide gazette Notification no. 558/SPW-13th December, 2011. That appropriate service level of the work is kept during progress of work and a period, as applicable, accordingly from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge may be considered towards release of full Security Deposit. Full Security Deposit will be disbursed as per existing departmental norms from the date of full completion of the work at the appropriate satisfaction of engineer-in-Charge vide Notification No. 874-W@/1M/192/2014 dated 27.11.2014 issued by principal secretary PWD A retention towards performance security amounting to 10% (ten percent) including 2% earnest money of the billed amounts shall be made by the Executive Engineer from 1st R.A bill to final bill. No interest will be paid on the performance security Deposit.
40. All Bidders are requested to present in the office of the Executive Engineer, Electrical Division No. 1, Housing Directorate during opening the financial bid. Executive Engineer, Electrical Division No. 1, Housing Directorate may call open Bid/Sealed Bid/2nd Call after opening of the said bid to obtain the suitable rate further, if it is required. No. objections in this respect will be entertained raised by any Bidder who will present during opening of bid or from any Bidder who will absent at the time of opening of Financial Bid. No information Bidder will be entertained in the Bid further.
41. Site of work and necessary drawing (if any) and Layout of work may be handed over to the agency phase wise. No claim in this regards will be entertained. However, if the stipulated period of completion of work is mentioned to be counted from the date of layout, the same will be considered from the first date of layout. Stipulated period for completion of work should be strictly adhered to, subject to availability of site.
42. For e-Filing the intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate & Earnest Money may be remitted as per guideline of Para-17.
43. During e-Filing, No tender fee should be sent. Tender Fee need to be deposited only by the successful bidder during the time of agreement.
44. The documents submitted by the bidders should be properly indexed & digitally signed.
45. The FINANCIAL OFFER of the prospective Bidder will be considered only if the Bidder qualifies in the Technical Bid. The decision of the EXECUTIVE ENGINEER, HOUSING ELECTRICAL DIVISION NO.-1, HOUSING DIRECTORATE will be final and binding on all concerned and no challenge against such decision will be entertained. The name of Qualified Bidders will be displayed in the website on the scheduled date and time as specified above.
46. Bids shall remain valid for a period not less than 120 (one hundred twenty) days after the dead line date for Financial Bid Submission.
47. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information 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.
48. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in> within the time as specified above.
49. The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. EXECUTIVE ENGINEER, HOUSING ELECTRICAL DIVISION NO.-1, HOUSING DIRECTORATE reserves the right to reject any or all the application(s) for purchasing Bid Documents and/or to accept or reject any or all the offer(s) 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.
50. The Earnest Money of all the unsuccessful Tenderer will be refunded automatically as per Memo No .3975-F(Y) dated 28/7/16 issued by the Finance Department (Audit Branch), Government of West Bengal.
51. The intending Tenderer is required to quote the rate online only. No offline tender will be entertained.



52. 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 thereto and the rules made and issued there under from time to time.
53. During the scrutiny, if it comes to the notice to the tender inviting authority that the Credential(s) and/or any other paper(s) has/have been of any bidder found incorrect/manufactured/fabricated, that bidder will not be allowed to participate in the tender and that application will be rejected outright. Executive Engineer, Electrical Division No. 1, Housing Directorate reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
54. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential(s) and /or other document(s) of the lowest tenderer, if found necessary. After verification, if it is found that the document(s) submitted by the lowest tenderer is / are either manufactured or false, the work order will not be issued in favour of the said tenderer.
55. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:-
  - a. Form No. 2911(ii) with latest Agenda & Corrigendum.
  - b. NIT
  - c. Special Terms & Condition
  - d. Technical Bid
  - e. Financial Bid,
  - f. EMD
56. If the dates fall on holidays or on day's bandh or natural calamity, the dates defer to next working days.
57. All Tenderer are requested to be present online during opening of tenders positively. In no case his/their absence will stand against holding the same.
58. In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to be so corrected as to conform to the prevailing relevant schedule of rates and / or technically sanctioned estimate.
59. The intending Tenderer is required to quote the rate in figures as well as in words as percentage above / below than or at par with the relevant price schedule of rates.
60. Conditional/Incomplete tender will not be entertained.
61. The accepting authority reserves the right to reject any or all tenders without assigning any reason whatsoever and he will not be bound to accept either the lowest tender or any of the tenders.
62. Issuance of Work Order as well as payment will depend on availability of fund and no claim what so ever will be entertained for delay of issuance of work order as well as payment, if any. Intending Tenderer may consider this criterion quoting their rates.
63. If any Tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified for submitting tender to this Circle, Division and Sub-Division under this Circle for minimum period of 1 (one) year.
64. Clause-25 Of the conditions of contract of the West Bengal Form No. 2911/2911(ii) may be treated to be omitted and there is no provision for arbitration for resolution of disputes that may arise out of the contracts to be entered into by the Department with the contractors for the purpose of carrying out execution of public works as per G.O No. 558/SPW dated 13-12-2011 Of P.W.D.
65. Successful Tenderer will be required to observe the following conditions strictly:
  - a) Employee's Provident Fund and Miscellaneous Provision Act, 1952 and Employees State Insurance Act, 1948 should be strictly adhered to wherever such Acts becomes applicable.
  - b) Minimum wages to the workers shall be paid according to the rates notified and/or revised by the State Government from time to time under the Minimum Wages Act, 1948 in respect of scheduled employment within the specified time as per law. Payment of bounds, whenever applicable, has to be made.
66. Where an individual person holds a Digital Certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall while uploading any tender for and on behalf of such company of firm, invariably upload a copy of registered Power of Attorney showing clear authorization in his favour by the rest of the directors of such company or the partners of such



firm to upload such tender. The Power of Attorney shall have to be registered in accordance with the provisions of the Registered Act., 1908.

67. Guiding schedule of rates: As per PWD (electrical schedule of works). The term "GS" in the BOQ means "Schedule of rates for Electrical Works, Govt. Of West Bengal, Public Works Department (Volume-I)"
68. The successful bidder will be liable to abide by the clause laid in Order No. 177-CRC/2M-57/2008 dated 12.07.2012 of secretary to the Govt. Of West Bengal & Order No. 177/1(15)-CRC/2M-47/2008 dated 12.07.2012 of Technical Secretary, Public Works Department.
69. As the work will be executed in a government premises and users are also Government Department, provision of service tax is not considered.
70. Release of Security Deposit will be done as per guide line contained in GO No. 874-W(C)/1M-192/2014 dated 27.11.2014.

### **INSTRUCTION TO BIDDERS**

#### **1. General Guidance for e-Tendering:**

Instructions/Guidelines for tender for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-tendering.

#### **2. Registration of Contractor:**

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in> (the web portal Housing Directorate the contractor is to click on the link e-Tendering site as given on the web portal.

#### **3. Digital Signature Certificate (DSC):**

Each contractor is required to obtain Digital Signature Certificate (DSC) for submission of tenders, from approved service provider of the National Informatics Centre (NIC) on payment of requisite amount detail are available at the Web Site stated in Clause-2 of Guideline to Tenderer DSC is given as a USB e-Token.


- a. The contractor can search & download NIT & Tender Document electronically from computer on logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- b. A prospective bidder shall be allowed to participate in the job either in the capacity of individual partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.



**SUPERINTENDING ENGINEER,  
NORTH CIRCLE,  
GOVERNMENT OF WEST BENGAL**




Copy in duplicate forwarded to the Deputy Director of Information & Cultural affairs Department, Govt. of West Bengal with a request for circulation.

  
**SUPERINTENDING ENGINEER,  
NORTH CIRCLE,  
GOVERNMENT OF WEST BENGAL**

Copy forwarded for favour of kind information to:-

- 1) The Chief Engineer, Housing Directorate.
- 2) The Joint Secretary, Housing Department for display on the Website of Housing Department.
- 3) The Superintending Engineer, South Circle / West Circle, Housing Directorate.
- 4) The Executive Engineer, Malda / Siliguri Division, Housing Directorate.
- 5) The Assistant Engineer, Malda / Raiganj / Siliguri / Jalpaiguri/ Coochbehar Sub-Division.
- 6) The Superintending Engineer, (P.W.D.), Northern Social Sector, Siliguri / The Superintending Engineer, P.W. (Roads), Highway Circle No. IV, Saktigarh, Siliguri./Malda with request for wide circulation through his Notice Board.
- 7) The Executive Engineer, P.W.D. / PW (Roads) / North Bengal Construction division, /P.W (CB)/NH Darjeeling/ Siliguri / Jalpaiguri / Raiganj, Uttar Dinajpur /Balurghat, Dakshin Dinajpur/ Malda / Malbazar/ Cooch Behar / Alipurduar with request for wide circulation through his Notice Board.
- 8) The Assistant Engineer PWD, / PW (Roads)/PW (CB) /NH, Siliguri/ Darjeeling/Malda / Raiganj, Uttar Dinajpur/ Balurghat Dakshin Dinajpur/ Coochbehar/ Alipurduar/ Jalpaiguri/ Malbazar/ Siliguri Construction Sub- Divn.with request for wide Circulation through his Notice Board.
- 9) The District Magistrate Darjeeling / Dakshin Dinajpur/ Uttar Dinajpur/ Jalpaiguri/ Coochbehar / Alipurduar/ Malda with request for wide circulation through his Notice Board.
- 10) The Sub-Divisional Officer, Siliguri
- 11) The District Information& Cultural Officer, Siliguri, Darjeeling / Balurghat, Dakshin Dinajpur/ Raiganj, Uttar Dinajpur/ Jalpaiguri/ Coochbehar / Alipurduar / Malda with request for wide circulation through his Notice Board.
- 12) The Sub-Divisional Information & Cultural Officer, Siliguri.
- 13) The Divisional Accountant / Cashier, Siliguri Division, Siliguri / Malda Division, Karnajora.
- 14) Estimating Branch of this office.
- 15) The Notice Board of this Division.

  
**SUPERINTENDING ENGINEER,  
NORTH CIRCLE,  
GOVERNMENT OF WEST BENGAL**