

# OFFICE OF THE EXECUTIVE OFFICER

Diamond Harbour-I Panchayat Samiti

Diamond Harbour, South 24-Parganas

## NOTICE INVITING TENDER

NIT NO: 077/DH-I PS DATE: 15.11.2019

1. Sealed & separate tenders/quotations in printed tender form as specified are invited for the works named below in annexed list from eligible contractors as per particulars and will be received by the Executive Officer, Diamond Harbour I Panchayat Samiti upto 15.00 hours on 21.11.2019 Intending tenderers will have to produce valid certificate of upto date clearance of Income Tax, GST Return, PAN Card, G.S.T. Registration Certificate, Trade license Certificate, P. Tax and 50% Credential of estimated cost (above Rs.80,000.00) (valid for last three financial year) put to tender and satisfy the Executive Officer, Diamond Harbour I Panchayat Samiti with documentary evidence about their financial and other resources, bonafidness and past experience in the similar nature and magnitude in one work involve for being entitled to receive Tender document etc.

- B. 1. Last date and time for receiving application up to 3.00p.m on 21.11.2019  
2. Last date and time for purchasing and issue of tender paper up to 3.00p.m on 26.11.2019  
3. Last date and time for receiving tender paper up to 3.00p.m on 29.11.2019  
4. Tender will be opened on 03.12.2019 at 12.00p.m in presence of Tenderers or their authorized representative in the chamber of the undersigned.  
5. The details notice, Specification, Schedule of work etc. may be seen in the office of the undersigned up to 21.11.2019 during any working day on and from 11.00a.m to 2.00p.m.

2. The tenders will be opened by the authority receiving tenders or by his authorized representative 1 hour after the closing time of receipt of tenders or as soon as possible thereafter the closing time of receipt of tenders or as soon as possible thereafter, in presence of such tenderer(s) or their representative as may be present. Executive Officer may call open bid after opening of the tenders to lower down the rate further, if it is required. No object in this respect will be entertained raised by any participant who will not be present during opening of tenders.

3. Eligibility Criteria for issuing tender papers:

Issue of tender papers will be restricted to the bonafide contractors who are eligible contractors having experience in similar nature and magnitude in one work. The intending tenderer while applying for tender shall have to furnish a list of work of similar nature and 50% Credential of estimated cost put to tender and magnitude executed within stipulated period by the applicant during the last 3 (three) years (Completion certificate / Payment certificate). The bonafide outside contractors intending to participate in the tender shall have to produce evidence in respect of bonafidness. Valid certificate of upto date clearance of Income Tax Return of 2019-2020, GST Return, Trade License and P. Tax clearance, PAN Card, G.S.T Registration Certificate and and 50% Credential of estimated cost put to tender (last three financial year). Xerox copy should be duly attested.

4. The bonafide contractors must declare in his/her/their applications if there is any other firm which he/she/they are Proprietor/Partner/Director and have no common for or identical interest. For partnership firm partnership deed must be submitted at the time of permission.

5. Contract document shall consist of :-

- (a) The notice calling of tenders or hear in after rendered to any tender notice.  
(b) Tender form/papers  
(c) Schedule of times , quantities etc. (approx quantity)

6.No tender Form will be issued on the date of fixed for opening the tender.

7.The tenderers shall quote the rate both in figures and in words. The consolidated rates in percentage below; at par or above the schedule for the whole work. The tender which contains over-writing or manipulation is liable to be rejected. All corrections should be attested under the dated initials of the tenderers.

8.When a contractor signs a tender in an Indian language the total amount tendered should be attested by a witness. In the event of tender being submitted by a firm of a person holding power of attorney registered under Indian Partnership Act.



9. The acceptance of the tender will rest with the Executive Officer, Diamond Harbour I Panchayat Samiti, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all the tenders received without assignment of any reason. He further reserves the right to distribute the work among more than one contractors.

10. All the specifications of supply of materials works and the measurement will be as per printed current specification of the work of P.W.D./P.W.D.(Roads), Govt. of West Bengal which may be seen from the office before submitting Tender.

11. The contractor should examine the drawing schedules in the Panchayat Samiti office hours, before submitting his tender so as to have a clear idea of the work to be done. Any change of alignment, design etc. during execution of work will not vitiate the contract and entitle the contractor any claim. Before tendering the intending tenderers should thoroughly acquaint himself with the proposed work by local inspection of the site and take into consideration of difficulties they are likely to be involved in the execution for the work. No claim whatsoever will be entertained afterwards for communication difficulties / climatic conditions, nature of soil etc. non-availability of materials and labour etc

12. All working tools and plants are to be arranged and supplied by the contractor.

13. The intending tender must produce original valid G.S.T Registration Certificate and Return, Trade Licence, Income Tax Return of 2019-20 & P.Tax clearance certificate from the appropriate authorities at the time of issue of tender form to him. In case of xerox copy of each certificate should be self attested. Outside contractors shall in addition have to satisfy the Executive Officer, Diamond Harbour I Panchayat Samiti about their financial resources, past experiences in the same type of work involved and about their having in employment technically qualified personnel to look after the work satisfactorily. Credentials should be attached with the application for tender form. They shall have to apply well in time to the said Executive Officer. No tender paper will be issued without orders from the Executive Officer.

14. All papers received with the tender form such as schedule items of work, copy of notice inviting tender, additional terms and specifications; if any, should be submitted along with the tender duly signed by the tenderer as a token of acceptance.

15. The Contractors shall arrange all transport.

16. The time of completion of the work shall be deemed to the essence of contract on the part of the contractor. If the work does not complete in stipulated period the penal measure will be taken as per Govt. norms.

17. Canvassing in connection with the tender is strictly prohibited and the tender submitted by any canvassing contractor will be rejected.

18. No claim would be entertained for any increase in Railway freight and market price.

19. Tender paper will not be issued to such contractor who are not considered fit for the work. The decision of Tender Committee in this regard will be final.

20. If proportionate work is not done within the proportionate time the balance work may be withdrawn at any time from the contractor, without compensation and the work will be given to others.

21. Intending tenderers shall have to deposit Earnest money of the work from which tender has been called for as per work detail table and receipt copy of RTGS/NEFT should be submitted physically to the office. The earnest money should be deposited to the 'EXECUTIVE OFFICER, DIAMOND HARBOUR I P.S.', A/C No.50170015303112 of Bandhan Bank, Diamond Harbour Branch, IFSC- BDBL0001086.

22. In respect of the successful tenderers the above deposited earnest money at 2% (two percent) of the estimated value of the work, the earnest money, on acceptance of the tenderers shall be deposited as a part of the security money.



23. A tender is to quote in figures as well as in words his rates 'at par' percentage below or above the rates shown in the 'specific priced' schedule of principal items with approximate quantities / current schedule of rates P.W.D. / P.W.D. (Roads) J.G.S.Y./SGRY.

a) I/We agree to carry out the work mentioned on the memorandum at

..... % (..... Percent)

above / below or at par the rates shown in the specific priced schedule of probable items with approximate quantities.

24. All materials except where specifically mentioned otherwise, labour, tools & plants and equipments required for execution of the work will have to be supplied by the contractor at his own cost.

25. The contractors are bound by the terms and conditions of the contract documents specified in Tender Form & Tender Notice.

26. Before submitting tenders, tenderers are to satisfy themselves by the actual visit to the site as regards the prevailing conditions, any tenderers submitting tender shall be deemed to have done so and no complaint and claims about natural difficulties of the job will be entertained.

27. The contractors are bound by the terms and conditions of the contract documents specified and for those not covered by the above they will have to abide by the terms and conditions and specifications of Govt. of West Bengal in all circumstances.

28. Those of purely extra item not covered by any of the above schedule the rates will be arrived at the market rate of labour and materials. The rate of all extra item must however be settled prior to the taking of such work and the decision of the Executive Officer, in this matter must be final and the binding on the successful tenderers. Any subsequent claims will not be entertained for any such work done without setting the rates.

29. All valid tenders received by the due date of times specified shall remain irrecoverable from the time for a period of 3 months.

30. If any tenderer withdraws his tender its acceptance or refusal to work or wait for work within a month's time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for making any tender to this deptt. for such minimum period of one year, and his case will be reported to Govt. for orders as to what further action will be taken against him.

31. All rates quoted are to be inclusive of all charges e.g. Royalties, Sales Tax, Octroi, and other incidental charges etc. except where specially mentioned otherwise.

32. Tender which do not fulfill the above condition or are incomplete in any respect will be liable to rejection.

33. Payment of work done will be made to the contractors concerned on availability of fund and after deduction of GST, IT & cess as per Government norms.

34. In case of misappropriation / loss of Govt. articles issued to the contractor, the recovery at double the issue rate will be made.

35. Claim for idle labour from contractors will not be entertained for any circumstances. No claim would be entertained for any increase in Railway freight and market price.

36. Issuance of tender paper solely rest on the decision of the Tender Committee Diamond Harbour - I Panchayat Samiti.

**37. In respect of any work, if lowest rates offered by the different contractors firms happen to be identical. The Executive Officer may select only one lowest tenderer for the entire job taking into consideration various pertinent factors.**

38. Any type of payment will be made as per work done measurement by the J.E. in charge of the respective scheme and subject to approval of the Executive Officer and Payment Authority also.




39. Security money (where applicable) will be deducted as per existing tender rules.

40. All other contract which are not mentioned in this notice will remain same as per existing tender rules.

41. Before receive the work order an Agreement (in case of work order for rupees one lakh and above) to be signed on non judicial stamp paper @ Rs.10.00 (Rupees ten) only.

42. Work order will be issued as per fund available.

43. If the work is not started within the stipulated time as per work order then the work order will be treated as cancelled without assigning any reason thereof.


  
Executive Officer  
Diamond Harbour - I Panchayat Samiti  
South 24 Parganas

Memo No: 812 (14) / PS

Date: 15.11.2019


Copy forwarded for information to:

1. The Additional District Magistrate (Dev.), South 24 Parganas, Alipore, Kolkata-700027.
2. The Sub-Divisional Officer, Diamond Harbour, South 24 Parganas.
3. The Hon'ble MP Dr. Santanu Sen (RS).
- 4-6. The Executive Officer, Diamond Harbour-II/Falta/Magrahat-I/Magrahat-II Panchayat Samiti, South 24 Parganas.
7. The Assistant Labour Commissioner, Diamond Harbour, South 24 Parganas.
8. The Chairman, Diamond Harbour Municipality, South 24 Parganas.
9. The Savapati / Saha Savapati, Diamond Harbour -I Panchayat Samiti.
10. The Karmadhyakshma, Purto Karjyo- o Paribahan Sthayee Samiti, Diamond Harbour-I Panchyat Samit.
11. The Karmadhyakshma, Janoswastho o Paribesh Sthayee Samiti, Diamond Harbour-I Panchyat Samit.
12. D.I.O., NIC, South 24 Parganas with request to upload the matter to the office WEBSITE, South 24 Parganas Zilla Parishad.
13. The UD(PS), Diamond Harbour – I PS; Please arrange to publish in daily newspaper
14. Office Notice Board.

  
Executive Officer  
Diamond Harbour - I Panchayat Samiti  
South 24 Parganas

## ANNEXTURE

Sl. No	Name of Works	Location	Estimated Cost put to tender	Earnest Money	Value of tender paper	Time of Completion	Fund
1	2	3	4	5	6	7	8
1.	Construction work at Kuleswar Shamsul Shriti Bidyapith	Dearak G.P.	4,00,000/-	8,000/-	800/-	90 days	MPLAD
2.	Construction work at Moruiberia F. P. School	Basuldanga G.P	4,00,000/-	8,000/-	800/-	90 days	
3.	Construction work at Mohanpur F.P. School	Harindanga G.P.	4,00,000/-	8,000/-	800/-	90 days	
4.	Construction work at Lalbati F.P. School	Bolsiddhi Kalinagar G.P.	4,00,000/-	8,000/-	800/-	90 days	
5.	Construction of 12 Nos Twin Pit Pour Flush Toilet unit at ICDS centers and Repairing of 18 Nos SSK Toilet	Diamond Harbour I P.S.	4,20,000/- [12x20000 + 18x10000]	8,400/-	840/-	30 days	TSC
<p><b>Name of ICDS Centers:-</b></p> <ol style="list-style-type: none"> <li>1. Uttar Laxmipur near House of Ansar at Basuldanga G.P. (AWC code: 19343200821)</li> <li>2. Dakshin Laxmipur F.P. School at Basuldanga G.P. (AWC code: 19343200720)</li> <li>3. Nopara F.P. School at Basuldanga G.P. (AWC code: 19343200802)</li> <li>4. Purbo Durgapur F.P. School at Basuldanga G.P.(AWC code: 19343200812)</li> <li>5. Uttar Kuleswar at Dearak G.P. (AWC code: 19343200217)</li> <li>6. Radhaballavpur at Dearak G.P. (AWC code: 19343200207)</li> <li>7. Uttar Kuleswar Laskar Para at Dearak G.P. (AWC code: 19343200214)</li> <li>8. Ghatu at Masat G.P. (AWC code: 19343200108)</li> <li>9. Boro Kanaigachi at Masat G.P. (AWC code: 19343200013)</li> <li>10. Choto Kanaigachi at Masat G.P. (AWC code: 19343200011)</li> <li>11. Chousa at Netra G.P. (AWC code: 19343200618)</li> <li>12. Purbo Kamalpur at Netra G.P. (AWC code: 19343200623)</li> </ol>							
<p><b>Name of SSK :-</b></p> <ol style="list-style-type: none"> <li>1. Madhya Panchagram SSK at Basuldanga G.P.</li> <li>2. Uttar Lakshmipur SSK at Basuldanga G.P.</li> <li>3. Uttar Panchagram SSK at Basuldanga G.P.</li> <li>4. Uttar Ambalhara SSK at Basuldanga G.P.</li> <li>5. Chanda SSK at Basuldanga G.P.</li> <li>6. Lalbati Bhuniapara SSK at Bolsiddhi Kalinagar G.P.</li> <li>7. Hanskhali SSK at Bolsiddhi Kalinagar G.P</li> <li>8. Bolsiddhi Ganhat SSK at Bolsiddhi Kalinagar G.P</li> <li>9. Uttar Kuleswar Laskarpara SSK at Dearak G.P.</li> <li>10. Radhaballavpur SSK at Dearak G.P.</li> <li>11. Ramgobindapur Purbapara SSK at Harindanga G.P.</li> <li>12. Parbatipur Muslimpara SSK at Harindanga G.P.</li> <li>13. Bardrone SSK at Kanpur Dhanberia G.P.</li> <li>14. Kankura SSK at Masat G.P.</li> <li>15. Madhya Mashat SSK at Masat G.P.</li> <li>16. Bendal SSK at Masat G.P.</li> <li>17. Dk. Seordaha SSK at Netra G.P.</li> <li>18. Kalicharanpur SSK at Parulia G.P.</li> </ol>							

  
**Executive Officer**  
**Diamond Harbour - I Panchayat Samiti**  
**South 24 Parganas**