

# MALDA ZILLA PARISHAD

Malda – 732101

## NOTICE INVITING TENDER

NOTICE INVITING TENDER No. 16 of 2011-2012

### A. PREFACE:

On behalf of Malda Zilla Parishad, Sealed Tenders on Percentage – Rate – Basis are hereby invited by the undersigned in prescribed forms of Malda Zilla Parishad from enlisted contractors of Malda Zilla Parishad, for execution of the following works as the case may be.

### B. SCHEDULE:

Sl. No.	Name of the work	Estimated Amount put to Tender [Rs.]	Eligibility of Contractors who can participate in Tender.	Earnest money to be deposited by		Time Allowed for completion	Cost of tender document [Rs.]
				Enlisted Contract or of Malda Zilla Parishad [Rs.]	Bonafide outsider [Rs.]		
1	Construction of I.C.D.S. centre, Village Damdama at Aktaul G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II General Category under Works of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/-
2	Construction of I.C.D.S. centre, Village Jatarpur at Aktaul G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II General Category under Works of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/-
3	Construction of I.C.D.S. centre, Village Dharanda at Baidyapur G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II General Category under Works of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/-
4	Construction of I.C.D.S. centre, Village Rajdol at Mangalpura G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/-
5	Construction of I.C.D.S. centre, Village Sukiakdor at Kanturka G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/-

6	Construction of I.C.D.S. centre, Village Jamirpukur at Aktail G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/
7	Construction of I.C.D.S. centre, Village Jamalpur at Mangalpura G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/
8	Construction of I.C.D.S. centre, Village Kelna at Mangalpura G.P. Under Habibpur Block under I.B. village fund.	2,23,848/-	Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/
9	Construction of M.S.K. Building, Village Nikail at Mangalpura G.P. Under Habibpur Block under I.B. village fund.	3,97,578/-	Class-II under General Works Category of Malda Zilla Parishad.	N.A.	N.A.	Three Months	300/

### C. APPLICATION :

- Tender papers are available from website:-** [www.malda.nic.in](http://www.malda.nic.in) & [www.wbprd.nic.in](http://www.wbprd.nic.in)
- All intending agencies may submit tender document. The tender document will be available on the website of D.M. Malda ([www.malda.nic.in](http://www.malda.nic.in)) & the website of P and RD Deptt. Govt. of W.B. (website: [www.wbprd.nic.in](http://www.wbprd.nic.in)). This facility is available up to the last date of receipt of tender and the same can be downloaded and used as tender document for submission. The tender document (downloaded form), will have to be submitted to the tender box in the office chamber of the Secretary at Malda Zilla Parishad, up to **01/11/2011** before 2.00 P.M.
- Cost of tender document and earnest money have to be deposited with the tender document along with two **current dated bank draft**, which should be issued after date of publication of this NIT (one bank draft for earnest money and other bank draft for cost of tender as per prescribed amount of above schedule) in favour of Malda Zilla Parishad and credential certificate on executed similar nature of work valued not less than 50% (for outsider and enlisted contractors) of a single work not more than 4(four) years.
- The tender document shall comprise of the Technical bid, the Financial bid & respective price schedule of work along with two bank draft with necessary required documents as stated below shall be in an envelope which has to be sealed and marked the name of work with tender serial no & authorized address of the bidder in outer envelope which will be submitted by the bidder in the tender box to be kept as above mentioned place.
- The tender document duly filled in all respects may be sent personally by the agency or submit tender by hand or through registered post, so as to reach this office before 2.00 p.m. (as per office clock) on **01/11/2011** Any sealed cover of bid received after the time set forth will not be entertained and will be returned unopened. The undersigned does not take any responsibility for delay caused by the postal authorities. The tender documents should be received by the undersigned.
- The bidders shall adopt the percentage rate required. The bidders have to quote a percentage above / below /at par of the scheduled rate as specified in the tender schedule (B.O.Q.)
- The acceptance of lowest tender is not obligatory and the undersigned reserves the right to accept or reject any one or all the tenders without assigning any reason whatsoever.
- Duly attested / certified copies of the following documents are to be enclosed in the tender along with the application at his own pad with authorized address & contract details of the bidder. The originals are to be shown at the time of opening of Tender Papers:
  - Trade License/Electrical license for electrical works.
  - PTCC; ITCC & / PAN Card; STCC; Registration certificates of VAT & Enlistment certificate for Enlisted contractors.
  - Credential for Experience of execution of similar nature of work under any Govt. Deptt. or Local Self Govt. authority.

- iv. Partnership Deed/Memorandum & Articles of association in the case of Registered partnership firm / Company or relevant part of the Constitution in the case of Registered Co-operative Societies.
- v. Valid Registration Certificate in the case of Firm / Engineers' co-operative Societies.
- vi. Valid registration of establishment of Contractor/Agency/Firm with the Assistant Labour Commissioner, Malda. as per "The West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Services ) Rule, 2004".

- i. In the event of the application being submitted by a Firm, it must be signed separately by each member of the Board of Directors / Partners or in the event of absence of any Partner, it must be signed on his / her behalf by a person holding a Power of Attorney authorizing him / her to do so.
- j. Each Bidder shall submit only one Bid for one work. A Bidder who submits more than one Bid will cause the proposals with the Bidders participation to be disqualified.
- k. Audit report of last financial year i.e. 2007-2008 will have to be submitted in case of Engineers Co-operative and Labour Co-operatives.
- l. Engineer Co- operative Society & Labour Co- operative Society will not be required to deposit any earnest money.
- m. Tenderers are requested to drop their tender forms along with all relevant documents. Tender forms will be treated as invalid without any relevant documents. No papers will be taken separately at the time of opening of Tenders.

**D. DATE OF SUBMISSION OF TENDER:**

- Date of submission of Tender will be 01/11/2011 upto 2.00 P.M.
- The Tenders must be submitted in sealed cover superscribing the NIT No, Sl. No. & Name of the work and Name & Address of the Tenderer, and, the Tenders should be submitted in the Tender Box, being kept in the office chamber of undersigned at Malda Zilla Parishad, on the date and within the time stipulated without fail.

**E. DATE OF OPENING OF TENDER:**

Tenders, so received on 01/11/2011 upto 2.00 P.M. will be opened on 01/11/2011 at 2.30 P.M. in presence of the available Tenderers.

**F. SPECIAL TERMS AND CONDITIONS:**

- a. Fixing of Informatory Signboard may with brick/cement concrete pillar affixing Marbel Plate with written matter & taking of Photographs at the own cost & effort of the successful Tenderer (Contractor) are precondition of this Tender. No extra payment to these effects will be made to the contractors.
- b. The Contractor should fix the Informatory Signboard at a visible point at the site of work before commencement of the work as per instruction of the undersigned.
- c. The Contractor should take photographs of the work in three phases. First, before commencement of the work by affixing Sign board, Second during execution of the work and finally, after completion of the work at his own cost & effort and submit all the photographs to this office periodically.
- d. In addition to the normal deductions towards taxes, royalties etc. from the bills being paid to the contractors against the work being executed, deduction of additional amount regarding Labour welfare cess @ 1% (At the Rate of One Percent) only of the bill value will be made towards the "Building and other construction workers Welfare Cess Act, 1996" as per order of the Finance Deptt. Govt. of West Bengal.
- e. Detailed Terms and Conditions of the Tender, Specification of Work, Drawings, if any, etc may be seen in the office during office hours.
- f. A retention towards security amounting to 10 (Ten) per cent (including earnest money) of the billed amount shall be made by this office in due course. The agency has to execute and complete the works and rectify any defect therein to the satisfaction of the Engineering-in-charge. After expiry of 1(one) year for bituminous road work, 6(six) months for WBM/GSB of road work & 3(three) months of any Building, Sanitary & Electrical works from the date of completion of the work certified by the respective Sub-Asstt. Engineer & Assistant Engineer, the deducted security money will be repaid to the Agency.
- g. The contract will not attract any arbitration clauses and the contract will not include any clause towards escalation of price. Also before Sub-mission of the tender the Contractor must visit the site to judge the local condition from all corners and no plea/complain about the site will be entertained afterwards. It will be presumed that the agency offered the tender rate after review of entire position of the work site. It should be done at their own cost.
- h. Land for installation machineries have to be arranged by the Agency. However if there the any separable Govt. land, the same may be given for the purpose on rental basis as per rent fixed by L. A collector of the district/ appropriate competent Authority.
- i. During the execution of the works for widening of roads, the agency shall keep at the site reasonably free from all unnecessary obstruction for that purpose if required shall arrange for removal of structures, encroachments etc. at this own cost.
- j. No additional or substituted item of work will be executed by the agency without prior approved of the Engineering-in-charge (E.I.C). Additional or substituted items will be paid at rates as per schedule of rates of PWD/PW (R) Deptt. in vogue at the time of entering into contract. If rates of such item do not appear in the schedule of either PWD/PW (R) Deptt. or can not be derived from them the Secretary will decide the rate on the basis of market rates

of various components with 10% profit & overhead charges and the decision of the Secretary will be final & binding. Also the contractual rate should be applicable in all cases.

- k. The agency is liable to maintain the road and keep the road traffic worthy till handing over the road on completion of the work. No extra cost will be paid on this account.
- l. The agency will submit a work programme (Bar chart) to the E.I.C. within seven days from the date of receive of work order indicating date of completion of various phases of work and strictly comply with the schedule. Before starting of work, one Triplicate site order book, duly signed by the E.I.C. should be kept at works site.
- m. All materials brought to the site must be upto the standard & quality and must have the approved of the E.I.C. Rejected materials must be removed by the agency at his own cost from the site within 24 hours of the issue of order to that effect. The agency shall not be entitled to any claim for loss or damage, which may be caused by such removal.
- n. Before starting of work, work site where necessary, must be properly dressed after cutting, clearing & cleaning all varieties of jungles, shrubs or any undesirable vegetation & all unserviceable materials from the alignment or site of works for which nothing will be paid extra unless specifically provided in "price schedule of probable items with approximate quantities.
- o. All risks an accounts of rail way or road carriage by boat including loss or damage of vehicles, boats, barges, materials or labours will have to be borne by the agency.
- p. The work must have to be completed in all respects within the time specified in notice inviting Tender from the date of work order. Time for completion as specified in the tender shall be deemed to be the essence of the contract.
- q. Monthly running accounts bills may be made satisfactory programme of work.
- r. To rescind the contract (of which rescission notice in writing to the contractor under the hand of the undersigned shall be conclusive evident) and in which case the security deposit of the contractor shall stand forfeited & be absolutely at the disposal of Malda Zilla Parishad.
- s. The successful Tenderer will have to abide by the provisions of West Bengal Contract Labour Rules, 1972 as will be forced from time to time. If no labour license is obtained and produced by the contractor, payment is liable to get withheld.
- t. All consumable materials are to be supplied by the agency at his own arrangement and veiled document (of IOC/and authentic sources) are to be submitted.
- u. All the works are to be executed according to drawing specification approved by the authority & the direction of the E.I.C is to be strictly followed.
- v. Incomplete tender will be rejected summarily. The successful Tenderer will have to execute a formal agreements on a non-judicial stamp paper worth Rs 10/- & West Bengal form no -2911 within 7(Seven) working days from the date of issue of work order.
- w. As per rules framed under the building & other construction workers' Act 1996 and the building & others construction workers' Cess Act 1996 deduction applicable towards payment of Cess will be made from the bill of the agency along with other statutory deduction.
- x. The work order will be issued according to availability of fund.

#### **G. TERMS AND CONDITIONS:**

- i) If the last date of sub-mission & date of opening of tender as holyday, the tender will be received & opened on the next working day at the same time and venue.
- ii) This notice shall form part of terms & condition of the tender and the tendered is bound to abide by them.

#### **H. CLAUSE 2 OF CONDITION OF CONTRACT:**

The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contractor be produced with all the due diligence time being deemed to be the essence of the contract, on the part of the contractor and the contractor shall pay as compensation as amount equal to one percent of such smaller amount as the Secretary (whose decision in writing shall be final) may decide on the amount of the tender amount of the whole work as shown by the tender for every day at the remains uncompleted or unfinished after the proper dates. The contractor shall commence execution of such part of the work as may be notified to him within 7(seven) days from the date of the order of commencement for work and diligently continue such work and further to ensure good progress during the execution of the work, and he shall be bound in all cases in the which the time allowed for any work exceeds one month, to complete one forth of the whole work before one fourth of the whole time allowed under the contract has elapsed. In the event of the contractor failing to comply with any of the condition here he shall be liable to pay a compensation an amount equal to one percent or such smaller amount as the undersigned are (whose decision in writing shall be final) may decide on said tendered amount of the whole work for a every day that the due quality of work remains incomplete provided always that entire amount of compensation to be paid under the provision of this clause shall not exceed 10 percent on the tender amount of the work as shown in tender.

MALDA ZILLA PARISHAD reserves the right to accept or to reject any or all Tenders or can distribute a part or whole of any work to any or among more than one Tenderer without assigning any reason.  
The Notice may be seen in the website [www.malda.nic.in](http://www.malda.nic.in) & [www.wbprd.nic.in](http://www.wbprd.nic.in).

*(M) 30/9/11*  
Additional Executive Officer  
Malda Zilla Parishad

**Memo no: 2648.(28)/ MZP- 11**

**Date: 10-10-11**

Copy forwarded for information to:

1. The Secretary, Malda Zilla Parishad, Malda.
2. P.A. to Sabhadhipati, Malda Zilla Parishad, Malda.
3. The Sahakari Sabhadhipati, Malda Zilla Parishad, Malda.
4. C.A. to the Joint Secretary, to the Govt. of west Bengal. Panchayat & Rural development Department, 63, N.S Road , Kolkata-700001-with request to arrange publicity of this tender Notice & all other allied documents through the e-tendering in website:- [www.wbprd.nic.in](http://www.wbprd.nic.in),
5. C.A. to the District Magistrate, Malda & the Executive Officer, Malda Zilla Parishad, Malda.
- 6 - 7. The Executive Engineer/District Engineer, Malda Zilla Parishad, Malda.
8. The District Informatics officer, National Informatics Centre, Malda Collectorate, Malda-with request to publish this tender notice and all other allied documents in website: -[www.malda.nic.in](http://www.malda.nic.in).
9. The FC & CAO, Malda Zilla Parishad, Malda.
- 10 - 11. The SDO (Sadar), Malda / The SDO, Chanchal Sub-Division, Malda.
- 12 - 20. The Karmadhyaksha, ..... Malda Zilla Parishad, Malda.
21. The Adhyaksha, Malda Zilla Parishad, Malda.
- 22 - 26. ..... Member, Tender committee, Malda Zilla Parishad, Malda.
27. This Office notice Board for wide publicity.
28. Tender file.

*(M) 30/9/11*  
Additional Executive Officer  
Malda Zilla Parishad