Government of West Bengal

Office of the Superintending Engineer
Panchayats and Rural Development Department

Joint Administrative Building, 6th Floor, HC- 7, Sector –III, Salt Lake, Kolkata 700 106
Ph- 033-23346162, email: chiefengg.prd@gmail.com

No. 17/RD-P/RIDF/IS-06/2022 **Dated: 31.01.2023**

NOTICE INVITING PRE-QUALIFICATION - CUM – TENDER

(TWO COVER SYSTEM) FOR RIDF PROJECTS (E-Procurement)

NIT No. 41/RIDF-XXVII/Jalpai/2022-23

4th Call

For and on behalf of Panchayats and Rural Development Department, Govt. of West Bengal, the Superintending Engineer (P&RD), HQ invites **E-Tender in percentage rates for each of the following RIDF works by two cover system. Resourceful and Bona-fide contractors of** Government / Semi Government/ Undertaking/ Autonomous Bodies / Statuary Bodies and Local Bodies who satisfy the terms and conditions set out in pre-qualification document and having registration in e-procurement portal (www.wbtenders.gov.in) under Govt. of West Bengal **may submit their bids. The intending contractors must have completed at least one work of similar nature in a single contract as a prime contractor within last five years** from the date of issue of this NIT, **value of which is not less than 40% of the amount put to tender.** The pre-qualification documents are to be uploaded in two separate folders. One of the folders shall contain Technical documents. Financial Bids are to be uploaded in another folder. The Tenders shall be available for viewing in our website www.wbtenders.gov.in

Table- 1: List of Works

Sl. No.	District	Name of the work under Administrative Block	Length (in Kms.)	Estimated Cost put to Tender (Rs. in Lakh)	Bid Security (Rs. in Lakh) The bid security is two percent of the Estimated Cost, rounded to the nearest thousand	Cost of Bid Document (Rs.)	Time allowed for Completion (including rainy season)	Defect Liability Period
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
1	Jalpaiguri	**Construction of road from Kahora para Zilla Parishad road Ainul Haque more to Bhutia Khola Abbas more via Kahora para Karfi ram more, Kahora para Masjid and Fatkibari Madrassa in Goralbari G.P. within Sadar Block Under RIDF-XXVII**	7.0	**407.41**	**8.15**	NIL	12 Months	5 (Five) Years (from the date of completion)

- Intending bidders may download tender documents from e-procurement portal of our website: www.wbtenders.gov.in **from 01/02/2023 17:00 Hours to 24/02/2023 (upto 16:00 Hours).** The pre-qualification bid documents duly filled and digitally signed in all respect may be submitted online before **17:00 hrs. (as per server clock) on 24/02/2023.**
- Tender Inviting Authority will not take any responsibility for the delay caused due to non-availability of internet connection or traffic jam etc. for on-line bidding.

- **Earnest Money /Bid Security:**

Earnest Money Deposit (EMD) shall be deposited by online mode only following memorandum of the Finance Department Audit Branch Meno No. 3975-F(Y) dated. 28.07.2016 (GRIPS) as reproduced below:

1. Login by bidder:

a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc. shall login to the e-Procurement portal of the Government of West Bengal https: wbtenders.gov.in using his login ID and password.
b) He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender Fees for that tender by selecting from either of the following payments modes:

i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;

ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

2. Payment procedure:

a) <u>Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:</u>

i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

iii. Bidder will receive a confirmation message regarding success/failure of the transaction.

iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/local Body/PRIs, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) <u>Payment through RTGS/NEFT:</u>

i. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

ii. The bidder will print the challan and us the pre-filled information to make RTGS/NEFT payment using his Bank account.

iii. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time 0 enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

iv. If verification is successful, the fund will get credited to the respective Pooling account of the State Government /PSU/ Autonomous Body/Local Body/PRls, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

v. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

3. <u>Refund/Settlement Process:</u>

i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.

ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective Bidders' bank accounts from which they made the payment transaction. Such re und will take place within T+2 Bank Working Days where T will mean the date 0 which information on rejection of bid is uploaded to the e-Procurement portal y the tender inviting authority.

iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1and L2bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days

where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

iv. If the L1bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1bidder is uploaded to the e-Procurement portal by the tender inviting authority.

v. As soon as the L1bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –

a) EMD of the L1bidder for tender of State Government offices will automatically get transferred from the pooling account to the State Government deposit head 1/8443-0 -103-001-07" through GRIPS along with the bank particulars of the L1 bi der.

b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRIs, etc. will automatically get transferred from the pooling account to their respective inked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which t e Award of Contract (AOC) is issued.

vi. The Bank will share the details of the GRN o. generated on successful entry in GRIPS with the E-Procurement portal for updation.

vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head 1/0070-60- 800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc. tenders.

viii. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.

Earnest Money deposited through any other mode shall render the bid invalid as per Government of West Bengal, Finance (Audit) Department Memo No. 2365-F(Y) dated 12/04/2018.

- The pre-qualification (Technical Bids) documents will be opened on **27/02/2023 at 11:00** hours by the authorized officers.
- Tender Inviting authority reserves the right to call for original document for verification from successful bidder(s) only in case of exceptional circumstances.
- The results of the technical evaluation shall be made public on e-procurement systems following which there will be a period of **05 (Five) working days** during which any bidder may submit **complaint** which shall be considered for resolution before opening the financial bid.
- **Clarification of Bid/Shortfall Documents:** During evaluation and comparison of bids, the TIA may, at his discretion, ask the bidder for clarifications on the bid. The request for clarification shall be given in online mode only (**No tenderer in any circumstances will be asked to come physically to submit clarification**), asking the tenderer to respond by a specified date, and also mentioning there in that, if the tenderer does not comply or respond by the date, his tender will be liable to be rejected. Depending on the outcome, such tenders are to be ignored or considered further. No change in prices or substance of the bid including specifications, shall be sought, offered or permitted. No post-bid clarification at the initiative of the bidder shall be entertained. The shortfall information/ documents should be sought only in case of historical documents which pre-existed at the time of the tender opening and which have not undergone change since then. These should be called only on basis of the recommendations of the TC. (Example: if the Permanent Account Number, GSTN number has been asked to be submitted and the

tenderer has not provided them, these documents may be asked for with a target date as above). So far as the submission of documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents should be asked for and considered. For example, if the bidder has submitted a contract without its completion/ performance certificate, the certificate can be asked for and considered. However, no new contract should be asked for so as to qualify the bidder.

- The Financial bid of the technically qualified bidders will be opened for evaluation and the financial bid of non-qualified bidders will remain unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given on-line only.
- Tender Inviting authority reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any point of time prior to the issuance of work order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the authority's action.
- Acceptance of Tender (AOT) will be issued after approval of competent authority.
- Cess, Taxes and Duties if any at applicable rates will be deducted from the bill of the contractor.
- **L1 Bidder to submit Rs. 5000/- (for two sets) for formal agreement cost at Executive Engineer office to execute the formal agreement.**

- **Additional Performance Security in Road Projects**
  - The Additional Performance Security shall be obtained from successful bidder, if the accepted bid value is more than or equal to 20% less than the estimated amount put to tender, vide order no 4608-F(Y) dated 18-07-2018 of finance dept. Govt. of West Bengal.

- **The Security Deposit** money of successful bidders will be released after expiry of 05 (Five) years defect liability period from the actual date of completion of the work

  Any damages occurred during **defect liability period** will have to be done by the contractor at his own cost.
- The intending Bidders should satisfy himself about the alignment of the proposed road site and other site condition before quoting their rates.

A) The eligibility criteria are given below:

1. The applicant in the same name and style should have achieved annual turnover in any of the year over the last five years (excluding current year) (50% of which is from civil engineering construction works and equivalent and to be supported by payment certificates).
   a) 60% of amount put to bid, in case the amount put to bid is Rs.200 lakhs and less.
   b) 75% of amount put to bid, in case the amount put to bid is more than Rs. 200 lakhs.
2. The applicant in the same name and style as prime contractor should have successfully completed at least one contract of same type of work at least 40% value of the proposed contract within the last 5 years.
3. The contractor should have sufficient technical manpower, tools and plants as mentioned in ITB to complete the work.
4. The prime contractor should have necessary bid capacity to execute the work (Documentary evidence in proof of the above should be enclosed).
5. Financial statements for the last 05 (Five) years (Audited).
6. Income Tax return should be submitted for last 5 years.
7. GST registration Certificate, Latest submitted GST return& Professional Tax registration certificate with latest challan, Pan Card (Income Tax), Trade license should be furnished.
8. Joint venture will not be allowed
9. Proposal for sub-contracting is not allowed
10. No CONDITIONAL/INCOMPLETE TENDER will be accepted under any circumstances.
11. The bid of Any Black listed agency will not be accepted.

12. Arbitration will not be allowed in any case.
13. Prospective applicants are advised to note carefully the **documents to be uploaded** for qualification as mentioned in the "Instruction to Bidder' before bidding.

The amount of **earnest money** is 2% of the estimated cost of construction.

All duties, GST, taxes, royalties, Cess, [including 1% Cess under W.B. Road/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.

To keep the constructed road/building in good condition during the next 05(Five) years after the completion of the construction if any work is required for routine maintenance, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.

B) List of Important Dates of Bids: -

Sl No.	Particulars		Date	Time
1	Published Date	On	**01/02/2023**	17:00 Hrs.
2	Documents Download / Sale Start Date	From	**01/02/2023**	17:30 Hrs. (as per Server Clock)
3	Documents Download / Sale End Date	To	**24/02/2023**	16:00 Hrs. (as per Server Clock)
4	Bid Submission Start Date	From	**01/02/2023**	17:30 Hrs. (as per Server Clock)
5	Bid Submission End Date	To	**24/02/2023**	17:00 Hrs. (as per Server Clock)
6	Bid Opening Date (Technical)	On	**27/02/2023**	11:00 Hrs. (as per Server Clock)
7	Bid Opening Date (Financial)		After Evaluation of technical Bid	
8	Place of Opening Bid	Office of the Superintending Engineer, Panchayats and Rural Development Department Government of West Bengal, Joint Administrative Building, Sector III, Salt Lake, Kolkata 700106		
9	Officer Inviting Bid	Office of the Superintending Engineer, Panchayats and Rural Development Department Government of West Bengal, Joint Administrative Building, Sector III, Salt Lake, Kolkata 700106		
10	**Last Date of Bid Validity**	120 days from the date of opening of Financial Bid		

No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given on-line. No individual intimation will be given.

Instructions to Bidders (ITB)

A. **Scanned copies of the following documents to be up-loaded in PDF format in e-portal website https://www.wbtenders.gov.in**

CHECKLIST filling in .xls is mandatory.

1. GST registration certificate (GSTIN) & Latest Challan of GST as per GSTR Rule/Order/Circular.
2. Pan card (IT)
3. Trade license (latest valid)
4. Income tax return for last 5 years
5. Professional Tax registration certificate and latest challan
6. (A) Valid Registration Certificate with EPF Organization under EPF and Misc. Provision Act 1952 & Latest Challan.
   (B) ESIC Registration Certificate.
7. Balance sheet & Financial Statement of last 5 years (i.e. 2017-18, 2018-19, 2019-20, 2020-21, 2021-22 etc. Audited). UDIN should be invariably mentioned in the document if applicable (For Turn over more than 1.0 Crore) for all reports submitted beyond 1st July 2019. Form 3CA/3CB/3CD as applicable should also be provided by the bidder if annual turnover is more than 1.0 Crore as per Rule section 44 AB of I.T. Act. The turn-over on the basis of which the Bid Capacity is calculated by the agency must have Audit Report, UDIN No. & Payment Certificates of Civil Engineering works for that particular year. For FY 2017-18 UDIN no. is not mandatory.
8. Payment certificates (Signed by Competent Authority) in support of Turnover. The turnover will be indexed at the rate of 8 percent simple interest for a year.
9. Credentials for successful completion (certificates from the officer not below the rank of Executive Engineer / or equivalent) of at least one contract of same type of work in the same name and style as prime contractor having a magnitude of at least **40% of the amount put to tender** of the proposed contract within the last 5 years.
10. List of machineries possessed by own/arranged through lease deed along with authenticated copy of invoice/challan as per ITB. (*Engine number and/or chesis number of all machineries either owned or leased should be provided*)
11. List of ongoing works in hand and the Physical and financial progress of those works & the works for which bids are submitted as per **Annexure-C (a) & (b)**
12. Scanned copy of Bid Capacity calculation in his/her own letter head. (Calculation to be done as prescribed **annexure -B**)
13. Necessary Laboratory equipment along with authenticated copy of invoice/challan as per ITB
14. Tender form and NIT with all addendum and corrigendum to be uploaded will be (download and digitally signed. Quoting rate will only encrypted in the B.O.Q under financial bid. In case quoting any rate in printed tender form, the tender will be summarily rejected)
15. Special terms and conditions and specifications of work
16. Partnership firm shall furnish **registered partnership deed**, registered Co-operative society shall furnished By-Law and the company shall furnish the Article of Association and Memorandum. Private Limited Company should provide Registration Certificate of Company.
17. The registered cooperative societies should submit the registration certificate, Current Renewal Certificate of their co-operative from the competent authority with the technical bid.
18. Power of attorney (in case of Partnership firm /Registered Co-Operative Society) and for company certified copy of board resolution to be uploaded.
19. Details of the technical personnel proposed to be employed for the Contract having the qualifications as per ITB. Qualification Certificate of the technical personnel to be uploaded.
20. Bank Credit Certificate of 10% of the Amount put to Tender should be provided as per format. (Format Attached as **annexure D**). Deviation in any form in respect to the attached format will

not be accepted. The date of issuance of certificate should not be earlier than the date of publication of 1st call of NIT.

21. Affidavit regarding non-employment of any Government official under him, deployment of machineries, technical personnel, correctness of certificates, and investment of minimum cash up to 30% of estimated cost. As per **annexure-A.**
22. Letter head of the agency/contractor containing Name addresses and contact details. During the currency of the project and after completion if the address of the agency/contractor changes, it will be the responsibility of the contractor to intimate the authority regarding such changes.
23. Work program in terms of bar chart to be submitted
24. Others (if any)

B. Bare Minimum requirements of machineries for road construction works is as follows. This list is only indicative. The bidder shall have to arrange for every necessary machinery, tools & plants for the intended job.

Sl. No	Name of Machineries	Required Minimum number (For work value up to Rs 5.00 Cr.)	Required Minimum number (For work value greater than Rs 5.00 cr.)
1	Light-Duty Mobile HMP with separate heating & mixing drum	1	1
2	Smooth Wheeled Roller (8-10 Tonne).	1	2
3	Concrete Mixer	1	2
4	Vibratory Roller	1	1
5	Backhoe/Excavator	1	2

Note: All machineries either owned or leased should have independent Engine Number and/or Chesis Number. Documentary Evidence in this regard should be submitted.

C. Bare Minimum requirements of laboratory equipments for road construction works is as follows. Contractor has to set up field laboratory at his own cost. He has to arrange all necessary Laboratory Equipment as and when necessary. The indicative list of Lab instruments are as follows. The agency has to arrange the instruments required if any as per direction of Engineer In Charge.

Sl. No	*Name of Equipment*	*Quantity*
1	*Bitumen Extractor*	*1*
2	*IS Sieve Sets*	*1*
3	*Core Cutter*	*1*
4	*AIV instrument*	*1*
5	*Digital Balance 25Kg*	*1*
6	*Digital Balance 5Kg*	*1*
7	*Standard Proctor Test Instrument Set*	*1*
8	*Sand Replacement test set*	*1*
9	*Oven*	*1*
10	*Casagrande Equipment for LL/PL*	*1*

D. The Number of Technical personnel, Qualifications and Experience will be as follows:
The Technical Personnel are:

Technical Personnel	Number	Experience
A. Degree Holder in Civil Engineering / Experienced Diploma Holder in Civil Engineering	One/ One or more as per requirement	Experience 3 (three) yrs./ 10 (ten) years in construction
B. Diploma Holder in Civil Engineering	1 no	3 (three) yrs. Experience
C. Supervisor	1nos.	4 (four) yrs. Experience

E. Other instructions

- Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing addenda.
- The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees up to **two decimal places.**
- No Mobilization Advance and Advance against purchase of equipments will be paid for the work
- No Advance of any kind will be paid for the work under any circumstances
- Under no circumstances Escalation in prices in materials, labour charges, cost of P.O.L. & arbitration will be entertained.
- The Employer requires the bidders / Contractors to strictly observe the laws against fraud and corruption in force in India, namely, Prevention of Corruption Act, 1988.
- There will be no price preference to any bidder.
- No interest claim will be admissible during refund of earnest money and security deposit.
- Uploaded documents of valid successful bidders may be verified with the original in due course. The valid successful bidders have to show the originals to the concerned authority as and when required.
- Any bill (running account/final) payment of proposed executed work may be made to Agency as per availability of fund under RIDF.
- The engaged contractor will have to get registered under BOCW (RECS) act and shall have to contribute towards " The West Bengal Building and other Construction Workers' welfare fund" @ 1% (One percent) of the gross amount of the work by way of deduction from Running and /or final bill.
- **Earnest Money & Security Deposit:** The Earnest Money (2% of amount put to tender) will be released to L1 bidder / contractor subject to submission of Performance Security (P. S.) (2.5 % of Tendered Amount) acceptable to the Employer (Executive Engineer concerned) in the form of an unconditional Bank Guarantee or Fixed Deposit Receipt in favour of Executive Engineer concerned from a scheduled Commercial bank. The remaining 7.5% / 0.5% (as per current order enforced till 31.03.2023) S.D. Money will be deducted from running account (R.A.) bills, so that the total amount of S.D/P.S. will become 10% (Ten Percent) / 3% (Three Percent) of the Contract Price, retained at the end the Employer at the time of settlement of Final Accounts on completion of Construction.

- The Performance Security (P.S.) should have validity of covering the Work Order period initially. The Performance Security should be extended by the bidder in a way so as to cover 5 years from the date of completion. The claim period of the PS if in the form of Bank Guarantee should be 5 years and 45 days from date of completion of the work.
- **The Security Deposit / Performance security will be released two the contractor in two steps on the basis of performance. On expiry of 4 Years from the date of actual completion 30% of total security retained will be refunded to the Contractor subject to full satisfaction of DLP works. Balance 70 % will be refunded to the Contractor on expiry of 5 years from the date of actual completion of the work subject to full satisfaction of DLP Works.**
- Time allowed for completion of work will be measured from the date of issue of work order.
- If any erroneous printing found after agreement or any time in the SOQ (Schedule of Quantity) Quantity or Rate, the Tender Inviting authority reserve the rights to correct the same as per approved original estimate.
- Bidding documents (NIT and SBD) is to be uploaded by the bidder. The bidder has to only agree/ disagree on the conditions in the bidding document. The bidders who disagree on the conditions of bidding document cannot participate in the tender and his /their bid will be treated as informal.
- ***Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:***
  (i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).
  (ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.
  (iii) Participated in the previous bidding for the same work and had quoted unreasonably high or low bid prices and could not furnish rational justification for it to the Employer.
- In case of submission of false and misleading document, the **earnest money** of the bidder will be forfeited and he may be black listed for next Two years.
- Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity for construction work is equal to or more than the total bid value. The available bid capacity will be calculated as per **annexure -B**:
- <u>Labour license</u>: The contractor has to obtain labour license from the office of Labour Commissioner of the concerned district in which the location/Site of the work falls under the provision of **West Bengal Contract Labour (Regulation and Abolition rules 1972)** and a copy of the said license has to be submitted to this office within 30 days of the issuance of Work order failing which the undersigned will in no case be held responsible for any action initiated by labour department. The under signed being the principal employer for the work, will however issue a certificate in prescribed proforma of labour department in form V for doing the needful by the labour commissioner.
- The successful bidder shall have to abide by all the labour related and other rules, regulations and laws of the land and the Tender Inviting Authority in no way shall be held responsible for financial or any other consequences arising out of non-his noncompliance of the same.
- **Intending Bidder should read carefully read the Cl No 41 of GCC regarding the suspension and debarment policy before participating the tender.**
- <u>Tax Invoice needs to be issued by the agency</u>/contractor for raising claim showing separately the tax charged in accordance with the provisions of GST Act, 2017.
- The Contractor at his cost shall provide, in the joint names of the Employer (Executive Engineer) and the Contractor, insurance cover (**Contractor All Risk Insurance, CAR**) of the Work from the start date of work to the end date of successful completion of the work.

- **Priority of Documents:** The documents forming the contract are to be taken as mutually explanatory of one another. For purpose of interpretation, the priority of the documents shall be in accordance with the following sequence.
  a. Notice to Proceed with the works;
  b. Letter of acceptance;
  c. Notice Inviting Tender
  d. Special Conditions of Contract and General Conditions of Contract
  e. Specifications;
  f. Drawings;
  g. Bill of Quantities; and
  h. Any other document listed in the Contract Data as forming part of the Contract.
  i. For clarity and understanding of bidders the checklist in xls. file is prepared. Each bidder should fill the data in checklist so as to avoid any missing documents.

Superintending Engineer (P&RD)
Panchayats and Rural Development Department
Government of West Bengal

No. 17/1(17)/RD-P/RIDF/IS-06/2022 **Dated: 31.01.2023**

Copy forwarded for kind information and wide publication to: -

1. Sabhadhipati, Jalpaiguri ZillaParishad.
2. Sri D. Bhattacharya, Additional Secretary to the Govt. of West Bengal, P&RD Dept. (HQ)
3. Chief Engineer, P&RD Dept. (HQ)
4. Financial Advisor, Govt. of West Bengal, P&RD Dept. (HQ)
5. Superintending Engineer, RRNMU Barasat Circle/ North Bengal Circle / RRNMU Malda Circle/ RRNMU Bardhaman Circle/RRNMU Paschim Medinipur Circle/ SQC/Maintenance/Bridge
6. District Magistrate, Jalpaiguri and Executive Officer Jalpaiguri ZillaParishad.
7. Addl. Executive Officer, Jalpaiguri ZillaParishad.
8. Executive Engineer, Vetting Cell (P&RD Dept. HQ)
9. Executive Engineer (P&RD), Jalpaiguri Division; He is instructed to hand over a copy of the NIT to the Karmadhakya, Purta of Jalpaiguri, Zilla Parishad.
10. District Engineer, Jalpaiguri Zilla Parishad.
11. Financial Controller, WBSRDA, P&RD Dept. (HQ)
12. PS to HMIC, P&RD
13. PS to ACS, P&RD
14. District Information and Cultural Officer, Jalpaiguri District
15. RIDF Cell.
16. MIS Cell of this Dept. They are requested to upload this NIT in the Department's Website.
17. Office Notice Board.

Superintending Engineer (P&RD)
Panchayats and Rural Development Department
Government of West Bengal

ANNEXURE-A

SAMPLE FORMAT OF AFFIDAVIT

I, Sri.....,S/o Sri.....aged.....years, Residing at.....Proprietor/Partner/Director of.....,do hereby solemnly affirm and declare in connection with Construction of road from .....

.....is 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 verifies that neither any near relations of DE/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 120 days from the date of opening of financial bid.
5. The undersigned agrees to invest 30% of the contract price of works by cash during the implementation of the works.
6. The undersigned agrees to authorize the authority to seek references from the bankers of the undersigned.
7. If the contract is awarded to us, we will deploy at site all necessary T&P and equipments immediately on receipt of the work order. We would commence the work only on deployment of machineries at site to the full satisfaction of the Engineer-in-Charge. We would be duty bound to use those equipments at site to achieve the best result as per requirement of the contract. We would upkeep and maintain those equipments in running condition till completion of the Project. Any breakdown of any equipment will be replaced immediately. No part of equipment will be shifted to another site without the written permission of the E.I.C.
8. We would establish a site laboratory with minimum testing equipments/ apparatus to conduct the various tests on soil, aggregates and cement, concrete to maintain the quality at site. We will upkeep the laboratory set-up in good condition of the project.
9. We would deploy at site all necessary technical personnel for efficient contract management and supervision of works with a view to achieving best quality of works at site.

10. We would carry out all necessary tests of all major items at frequency spelled out in the contract document to achieve the best quality work at site. We will be contract bound to bring to the notice of the EIC any non-compliance of test results along with the action taken report.
11. Any departure whatsoever in any form will be considered as breach of contract. In such situation the department at his liberty may with hold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, Departmental decision will be final and binding.
12. The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.

ANNEXURE-B

Assessed Available Bid capacity = (A*N*M – B)

Where,

A = Maximum value of civil engineering works executed in any one year during the last five years (updated to the price level of the last year at the rate of 8 percent simple interest a year) taking into account the completed as well as works in progress.

N = 1, if Completion time is more than 6 months, N=0.5 if completion time is less than equal to six months.

M = 3

B = Value, at the current price level, of existing commitments and on-going works to be completed during the period of completion of the works for which bids are invited.

ANNEXURE-C

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

a) Existing commitments and on-going works

Description of Work	Place & State	Contract No & date	Name of Address of employer	Value o contract (Rs. In Lakh)	Stipulated period of completion	Value of works remaining to be completed (Rs. Lakhs)*	Engine Number and chesis number of the Mechinery	Anticipated date of Completion
1	2	3	4	5	6	7		8
							a) Smooth Wheeled roller: b) Mobile HMP: c)Concrete mixer:	

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

* Enclose certificate from EIC/DDO for value of work remaining to be completed

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

Description of Work	Place & State	Name and Address of employer	Estimated Value of Work (Rs. In Lakh)	Stipulated period of completion	Date when decision is expected	Remarks if any
1	2	3	4	5	6	7

ANNEXURE-D

SAMPLE FORMAT FOR BANK CREDIT CERTIFICATE (BANK LETTER HEAD WITH ADRESS)

BANK CERTIFICATE

This is to certify that ---------- is a reputed company with a good financial standing.

If the contract for the work, namely, _____ (Tender No. & Name of work) is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs. _____ to meet their working capital requirements for executing the above contract.

Signature of Senior Bank Manager _____
Name of the senior Bank Manager _____
Address of the Bank ----------

Stamp of the Bank

Note: Certificate should be on the letterhead of the bank and phone, fax and e-mail address should be written clearly & not older than 03 Months.

ANNEXURE-E

BANK GURANTEE FOR ADDITIONAL PERFORMANCE SECURITY DEPOSIT

To
The Executive Engineer

	Account Details
Account Name	
Beneficiary Bank Account No	
IFSC Code	
MICR Code	
Branch Address	

WHEREAS ..... [NAME AND ADDRESS OF CONTRACTOR] (here after called "The Contractor") has undertaken, in pursuance of to execute..... (hereinafter called "The Contract").

AND WHEREAS it has been stipulated by you in the said contract that the contractor shall furnish you with a Bank Guarantee by a scheduled commercial bank for the sum specified therein for 'ADDITIONAL PERFORMANCE SECURITY DEPOSIT' for compliance with his obligation in accordance with the Contract.

AND WHEREAS we ..... (indicate the name of the bank branch) have agreed to give the contractor such a Bank Guarantee.

NOW THEREFORE we ..... (indicate the name of the bank & branch) hereby affirm that we are the Guarantor and responsible to you on behalf of the contractor, up-to a total of Rs..... [amount of guarantee] .....(in words). We undertaken to pay you, upon your first written demand and without cavil or argument, a sum within the, limits of

[amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein to the above beneficiary bank account.

We .....(indicate the name of the bank & branch) hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We .....(indicate the name of the bank & branch) further agree to pay to you any money so demanded not withstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto. Our liability under this present guarantee is absolute and unequivocal.

The payment / so make by us under this bond shall be a valid discharge of our liability for payment there under and the contractor (s) shall have no claim against us for making such payment.

We ..... (indicate the name of the bank & branch) further agree that no change or addition to or other modification of the terms of the contract or of the works to be performed there under or of any of the contract documents, which may be made between you and the contractor, shall, in anyway, release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

We, ... (indicate the name of the bank & branch) also undertake not to revoke this guarantee except with your prior written consent.

The Guarantee shall be valid up to ..... It comes into force with immediate effect and shall remain in force and valid for a period of **One year and Six months** (Construction period claim period of six months). Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. .....(Rs.....) and unless a claim in writing is lodged with us

within the validity period of this Guarantee, i.e. up to ....., all our liabilities under this Guarantee shall cease to exist.

Signed and Sealed this day of 20.....at

SIGNED, SEALD AND DELIVERED
For and on behalf of the BANK by

(Signature)

(Name)
(Designation)
(Code Number)
(Address)

NOTES:

(i) The bank guarantee should contain the name, designation and code number of the officer (s) signing the guarantee.

The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

.....**END**.....