

**Office of the Illambazar Panchayat Samity/  
Block Development Officer  
Illambazar. Birbhum.**

TENDER NOTICE: NIT no- 38/I.P.S - 2020-21, Dated: - 02/09/2020

In pursuance of A.S.U.O.P.S.S meeting held on 01/10/2010 and General Body meeting held on 08/10/2010 sealed tenders are being invited from the bonafied / resourceful contractor/ unemployed engineers co-operative as well as labour co-operative as per current approved base of ARCS, Birbhum/ enlisting contractor of Engineering Department of the Government having experience in same nature of work for the following works, details of which are mentioned below:-

Details of works:-

| Sl No | Name of the work  | Name of Fund    | Amount put to tender (Rs) | Earnest Money (Rs) | Cost of Tender Paper (Rs) | Credentials   | Time of Completion | Executing Agency | Remarks  |
|-------|---|-----------------|---------------------------|--------------------|---------------------------|---|--------------------|------------------|--|
| 1     | 2   | 3               | 4                         | 5                  | 6                         | 7   | 8                  | 9                | 10   |
| 1.    | Construction of a toilet within Illambazar Block Office compound. [from TSC fund]". | [From TSC fund] | 2,00,000.00               | 4000.00            | 400.00                    | Having 50% credential of the tender amount on similar nature of single work | 90 days            | E.O./ I.P.S      | Draft in favour of E.O/ I.P.S Payable at Bolpur. |

**Date & time for dropping tender paper: - 10/09/2020 up to 2 pm**

**Tender paper may be accepted through courier service up to 2 pm on 10/09/2020**

**Venue of dropping tender papers: - At the office of Illambazar Panchayat Samity.**

**Date & Time of opening Technical bid:- 10/09/2020 at 2.15 p.m. At the Office of Illambazar Panchayat Samity.**

**Date & time of opening of Financial bid:- 10/09/2020 at 2.30 p.m. At the Office of Illambazar Panchayat Samity.**

**The tender paper along with schedules is available in the Birbhum District website having the following link:-**

**[http://birbhum.gov.in/Tenders/tenders\\_new.htm](http://birbhum.gov.in/Tenders/tenders_new.htm)**

1. The tender paper consists of two parts. Form-A:-Technical Bid, Form-B:-Financial Bid. All relevant papers mentioned in check list (Page 09 of Form A) have to be enclosed with Form-A in a sealed envelope and the Form-B is to be submitted in a separate sealed envelope both Form-A and Form-B and to be submitted in a single sealed envelope and it should be addressed to Executive Officer/B.D.O, Illambazar Panchayat Samity/ Illambazar Dev. Block, Illambazar, Birbhum, Pin-731214, Ph. No- 03463-275224, Fax- 03463-275458, [e-mail-bdoillambazar@rediffmail.com](mailto:bdoillambazar@rediffmail.com)
2. All the sealed cover should be super scribe by name & sl no of work as well as mentioned the Form A or Form B

## Terms and Conditions

1) **Time is the essence** of contract. The successful contractor must complete the work within the stipulated time. No extension of time will be allowed except in special cases. If any contractor fails to complete the work within the stipulated time the work order issued in his favour will be cancelled without assigning any reasons. The excess expenditure if any due to such a step will be recovered from the unpaid bill/ security deposits of the tenderers. This is apart from any other penal measure the undersigned may take including blacklisting of contractors and forfeit of earnest money.

2) **Earnest money noted** against the name of work @ 2% or 2.5% of the value of work will have to be deposited in the form of Bank draft, in favour of the undersigned.

**(A) IN CASE OF FUNDS EXECUTED BY EXECUTIVE OFFICER (E.O), THE DRAFT SHOULD BE IN FAVOUR OF EXECUTIVE OFFICER, ILLAMBAZAR PANCHAYAT SAMITY, PAYABLE AT BOLPUR.**

**(B) IN CASE OF FUNDS EXECUTED BY BLOCK DEVELOPMENT OFFICER (B.D.O), THE DRAFT SHOULD BE IN FAVOUR OF BLOCK DEVELOPMENT OFFICER, ILLAMBAZAR DEVELOPMENT BLOCK, PAYABLE AT ILLAMBAZAR.**

The earnest money will be converted in to security money after acceptance. Balance 8% security money will be deducted from the Bill. Security money will be released as per norms.

3) **The rate should** be quoted in percentage both in figures and words.

4) **Incomplete tender will** be summarily rejected. The successful tenderer will have to execute a formal agreement on a NJS of Rs. 10/- before issue of work order.

5) **Audit report of** last financial year will have to be submitted in case of Engineers Co- Operative and Labour Co-Operative. Credential of similar type of works will have to be produced in case of Engineers Co- Operative and Labour Co-Operative.

6) **All works will** be have to be done according to specification and drawing approved by the authority and as per direction of the S.A.E in charge.

7) **No consumable material** will be supplied to the agency for any work from the office of the undersigned. Agency will be responsible for producing all materials required for proper execution of the work in his own cost.

8) **Bitumen will** be supplied by the contractor with his own arrangement subject to submission of valid document of I.O.C.

9) **For construction of** Black top road power roller of 8-10 ton, hand roller, miller mixture, spot mix plant of 3-5 ton/ hour capacity must be arranged by the contractor on his own cost.

10) **All rates shall** be included of all charges, royalty, toll charges, carriage etc.

11) **Before starting of** work the worksite must be clean and dressed by cutting all sorts of jungle, shrubs etc. for which no extra payment will be made.

12) **Against NIT no:-** 38/I.P.S - 2020-21, Dated: - 02/09/2020 each contractor can submit *in all serial no* of tender document to the office of the undersigned.

13) **The successful tenderer** will have to start the work within 07 days from the date of issue of work order after execution of the formal agreement and will have to complete within stipulated time.

14) **Acceptance of lowest** tender is not obligatory and the undersigned reserves the right to accept or reject any or all tenders without assigning any reason what so ever and also to split up the tendered work to more than one contractor for the interest of scheme execution.

15) **Amalgamation of un- employed** Engineers Co- Operative and Labour Co-Operative in any form should not be allowed towards counting of eligibility in participation of tender.

16) **VAT/IT/Royalty /Cess** at the prescribed rate will be deducted at source. The notice shall perform part of terms and condition of tender and tenderer shall be bound to abide by them.

17) **Before submission of** tender, the contractor must visit the work site to judge the local condition from all corners and no plea/complain about the site will be entertained after wards. It will be assumed that the agency offered the tender rate after reviewing entire position of the work site.

18)a) **Separate tender should** be submitted in similar way for each work or group of work.

- b) **Before submitting tender**, the tenderer must get his signature attested on the contract form by witness failing which his tender liable to be rejected.
- 19) **All working tools** and plants and implements required for the work are to be arranged supplied by successful tenderer at his own cost.
- 20) **The successful tenderer** will have to abide by the provision of West Bengal Contract Labour (Regulation and Abolition of Rules 1972) as will be enforced from time to time.  
If no labour license is obtained and produced by the contractor, payment will be liable to be withheld.
- 21) **If the last date** of submission of tender is declared as holiday the tender will be received on the next day as usual time.
- 22) **Claim for idle** labour from contractor will not be entertained under any circumstances. No claim will be entertained for any increase in railway freight and market price.
- 23) **The tender received** after the due date and time and any change in quotation after opening of the tender will be out rightly rejected. The Office will not be responsible for the loss of tender form or the delay in the postal transit.

**THE UNDERSIGNED RESERVE THE RIGHT TO ACCEPT OR REJECT ANY OR ALL THE TENDERS OR TO SPILT UP THE WORK BETWEEN MORE THAN ONE TENDERS WITHOUT SHOWING ANY REASON THEREOF.**

*02/09/2020*

Executive Officer/ B.D.O  
Illambazar Panchayat Samity/  
Illambazar Dev. Block  
Illambazar. Birbhum.

**Memo no:-** 755(23)/IPS/18      **Dated:-** 02/09/2020.

Copy forwarded for information and with a request for wide publicity to:-

- 1) The District Magistrate, Birbhum, Suri.
- 2) The A.E.O, Birbhum Zilla Parishad, P.O:- Suri, Dist, Birbhum
- 3) The Sub- Divisional officer , Bolpur , Dist, Birbhum
- 4) The District Informatics Officer , NIC, Suri, Birbhum. With a request to upload this notice to official Website of Birbhum district ([www.birbhum.gov.in](http://www.birbhum.gov.in))
- 5-9) The Sabhapati / Sahakari Sabhapati / Karmadakshya, P.K.O.P.S.S/ K.S.O.S.S.S/ J.S.O.P.S.S of Illambazar Panchyey Samity
- 10) The Sub- Assistant Engineer, (B.P/ W.R.D.D/ R.W.S/ R.W.P)
- 11) The Post Master Illambazar, Dist, Birbhum
- 12) A.& H.C , Illambazar Dev. Block
- 13) The Cashier cum Store Keeper , Illambazar Panchayet Samity
- 14-22) To the Prodhan .....(All).
- 23) Office Notice Board

*02/09/2020*

Executive Officer/ B.D.O  
Illambazar Panchayat Samity/  
Illambazar Dev. Block  
Illambazar. Birbhum.

21/09/2020

Signature of Issuing Authority

**Office of the Illambazar Panchayat Samity/Block Development officer**  
**TENDER FOR SUPPLY MATERIALS/LOCAL WORKS**  
**From- A( Technical Bid )**

(Approved in the meeting ASUOPSS meeting dated 01.10.2010 and General Body Meeting dated 08.10.2010)

**PRICE**

- |  |  |
|--|--|
| 1. Estimated Cost/Amount of Tender up to Rs. 50000/-                                 | Rs. 100/-  |
| 2. Estimated Cost/Amount of Tender exceeding Rs. 50,000/- & up to Rs. 1, 00,000/-    | Rs. 200/-  |
| 3. Estimated Cost/Amount of Tender exceeding Rs.1, 00,000/- & up to Rs. 2, 00,000/-  | Rs. 400/-  |
| 4. Estimated Cost/Amount of Tender exceeding Rs. 2, 00,000/- & up to Rs. 3, 00,000/- | Rs. 600/-  |
| 5. Estimated Cost/Amount of Tender exceeding Rs.3, 00,000/- & above                  | Rs 600/- plus proportionate increase of Rs 100/- for every Rs 50,000/- |
- Name of the Supplier/contractor \_\_\_\_\_  
Farm/Concern: \_\_\_\_\_
- Name of work: \_\_\_\_\_ . NIT No: \_\_\_\_\_ . SI No: \_\_\_\_\_
- Amount put to Tender: \_\_\_\_\_

**General Rules and Directions**

1. The tender paper consists of two parts. Form-A-Technical Bid, Form –B-financial Bid. All relevant papers mentioned in check list have to be enclosed with Form-A and in a sealed envelop and the Form-B is to be submitted in a separate sealed envelop both Form-A and Form-B and to be submitted in a single sealed envelop and it should be addressed to Executive Officer/B.D.O, Illambazar Panchayat Samity, Illambazar, Birbhum, Pin-731214, Ph. No-03463-275224, Fax- 03463-275458.
2. The Tender Paper completed in all respect should reach this office within the date & time mentioned in the Notice Inviting Tender. Incomplete and defective tenders would be straight-way rejected.
3. In the event of the Tender being submitted by a farm it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding Power of Attorney authorizing him to do so.
4. Photocopy of valid PAN card, P.Tax and GST registration certificate should be submitted along with the Tender paper. Original certificates have to be produced on demand.
5. Cost of tender paper should be deposited along with tender paper in a separate Bank Draft in favour of Executive Officer/ B.D.O
6. The amount of Earnest money will be 2% or 2.5% of the estimated cost. The Earnest Money should be deposited along with the tender paper in the form of a separate Bank Draft in favour of Executive Officer, Illambazar Panchayat Samity/Block Development Officer, Illambazar dev. Block , payable at Bolpur/ Illambazar as applicable.
7. @10% of the bill amount shall be deducted from the final bill as Security Money, if necessary, and may be released after the security period of six months of the work is satisfactorily completed.
8. 2.06% Income Tax and 2% VAT shall be deducted from the Final Bill. This rate may vary as per Govt. Order.
9. The accepting authority reserves the right to reject all the Tender without assigning any reason any thereof and it will not be bound to accept either the lowest tender or any of the tenders.

## **CONDITIONS OF CONTRACT**

The person whose Tender may be accepted shall, before the date fixed for commencing the work make a declaration on Non-Judicial Stamp Paper worth Rs. 10/ that he shall abide by all the conditions of the contract.

All damages payable by the contractor under the terms of his contract may be deducted by the Illambazar Panchayat Samity from or paid by sale of a sufficient part of his earnest money / security deposit or from the interest of such Govt. security or from any other sums due or which may become due by the Illambazar Panchayat Samity.

The contractor is to deliver the materials on or before the dates mentioned in the tender, failing which he shall be subject to pay 1% of the total amount of the contract for every day not exceeding ten days that he shall exceed his time, as and for liquidated damages.

In every case in which the payment or allowance mentioned in clause 4 shall have been incurred for ten consecutive days ,the Authority shall have the power either to annul the contract altogether, or to have the supply completed without further notice at the contractors' risk and expense as the Authority may deem best suited to their interest and the contractor shall have no claim to compensation for any loss that he may incur in any way.

If the contractor shall hindered in the supply of the materials so as to necessitate an extension of the time allowed in this tender ,he shall apply in writing to the Executive Officer/ B.D.O, Illambazar Panchayat Samity/ Illambazar Development Block who shall grant it in writing if reasonable grounds been shown for it, and without such written authority, the contractor shall not claim exemption from the time leviable under clause 4.

The contractor shall give notice to the Executive Officer/ B.D.O, Illambazar Panchayat Samity/ Illambazar Development Block /SAE-in charge of the work, about his intention of making delivery of materials and on materials being approved receipt shall be granted to him by the authority and no materials will be considered as delivered until so approved.

On the completion of the delivery of materials, the contractor shall be furnished with a certificate to that effect but the delivery will be not considered complete until the contractor shall have removed all rejected materials (if any) and shall have the approved materials stacked or placed in such position as may be pointed out him.

Payment will made to the extent of nice-tenth the quantity delivered during each month. But all such payments made shall be considered as payments on account to be covered by the final bill for the complete supply.

The materials shall be of the best description and in strict accordance with the specification .The contractor shall receive payment for such materials only as are approved and passed by the SAE-in –charge.

In the event of the materials being considered inferior to that described in the specification the contractor shall, on demand in writing, forthwith remove the same at his own charge and cost, and the event of his neglecting to do so within such period as may be deemed fit by the Technical Authority, that officer may have such rejected materials removed at the contractor's risk and expense, the expense incurred being liable to be deducted from any sums due or which may become due to the contractor.

If the contractor or his work people break or deface any building/road/fence/enclosure/grass land/cultivated land he shall repair/make good the same at his who expense, and in the event of his refusing or failing to do so the

damages shall be repaired at his expense the Executive Officer who shall deduct the cost from any sums due or which may become due to the contractor.

The contractor shall supply at his own expense all tools, Plants, implements required for due fulfillment of his contract, and the materials shall remain at his own risk till the date of final delivery, unless it shall have been in the meantime removed for use by the SAE-in-charge.

The contract shall not be sub-let without prior written permission from the authority concerned. In the event of the contractor sub-letting his contract without such permission, he shall be considered to have thereby committed a breach of contract, and his security deposit shall be forfeited and shall have no claim for any compensation for any loss that may accrue from the material he may have collected or engagement entered into.

The decision of the Tender Committee shall be final, binding and conclusive on all questions.

Supplier / contractor will be fully responsible for guarding the materials till those are fully consumed. No measurement will be taken until 60% supply of work each completed.

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*Signature of Tenderer*

Should this tender be accepted, I/We do hereby agree abide by and fulfill all the terms of the above specification and all the conditions of contracts annexed hereto, or in default to forfeit and pay to the Illambazar Panchayat Samity the penalties or sums money mentioned in the said conditions.

Dated:

Tenderer

Signature of the Witness to the Tenderer: \_\_\_\_\_

Address: \_\_\_\_\_

**(For Office use only)**

Check List:

1. PAN Card: Yes/ No
2. IT return : Yes/ No
3. Professional Tax Enrolment Certificate: Yes/ No
4. GST Registration Certificate: Yes/ No
5. Credential Certificate: Yes/ No
6. Bank Draft for Tender Paper Cost: Yes/ No
7. Bank Draft for earnest money: Yes/ No
8. Audit report for last financial year: Yes/ No  
(Applicable for engineers & Labour Co- operative only)
9. Approved current list of ARCS, (Applicable for Engineers & labour Co- operative) only

As per documents submitted by the tender and after verification of the same it has been found that the tender is recommended as technically qualified / disqualified.

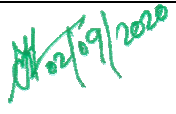
.....  
(Signature of S.A.E)

Signature of Officer & Members of Tender Committee:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.

Accepted / Rejected

Signature of Executive Officer/ B.D.O

  
Signature of Issuing Authority

**Office of the Illambazar Panchayat Samity/Block Development officer**  
**TENDER FOR SUPPLY MATERIALS/LOCAL WORKS**  
**From- B ( Financial Bid )**

(Approved in the meeting ASUOPSS meeting dated 01.10.2010 and General Body Meeting dated 08.10.2010)

Note:- The schedule for the respective work must be enclosed herewith.

- ❖ Name of Supply/ Contractor \_\_\_\_\_
- ❖ Farm / Concern \_\_\_\_\_
- ❖ Name of work \_\_\_\_\_ , NIT No \_\_\_\_\_ Sl no \_\_\_\_\_
- ❖ Amount payment to Tender \_\_\_\_\_

**TENDER FOR WORKS**

1/ We hereby tender for the execution for the Illambazar Panchayat Samity of the work specified in the under written memorandum within the time specified in such memorandum at the rates specified there in, and in accordance in all respects with the specification, designs, drawings and instructions in writing and in all other respects in accordance with such conditions so far as.

**MEMORANDUM**

- i. Name of the Work:.....
- ii. Amount put Tender: Rs-----
- iii. Earnest Money: Rs----- Vide Draft no -----
- iv. Tender Payment cost Rs-----Vide Draft no -----v. Time allowed for the work from date of written order to commence-----
- vi. Rate offered on Percentage Basis (both in figure & word)-----

- I) ATPAR the schedule rate.
- II) -----% less then the schedule rate.
- III) -----% above then the schedule rate.

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Signature of Tenderer



Should this tender be accepted, I/We do hereby agree abide by and fulfill all the terms of the above specification and all the conditions of contracts annexed hereto, or in default to forfeit and pay to the Illambazar Panchayat Samity the penalties or sums money mentioned in the said conditions.

Dated:

Tenderer

Signature of the Witness to the Tenderer: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of Officer & Members of Tender Committee Present at the time of opening:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.