



Government of West Bengal
Directorate of Micro & Small Scale Enterprises
Office of the Officer-in-Charge
Sub-District Industries Centre
Siliguri
Phone no. 0353-2542408/2548239.

Memo No. 424(8)/1 /DIC/Slg

Dated :23/10/2013

*SHORT NOTICE INVITING TENDER NO. 01 of 2013- 14 of
General Manager , District Industries Centre, Darjeeling & Officer-In-Charge, Sub- District Industries Centre,
Siliguri,*

General Manager , District Industries Centre, Darjeeling & Officer-In-Charge, Sub- District Industries Centre, Siliguri, invites Sealed Tenders from the experienced & resourceful contractors for the work detailed below: -

1. Name of Work : As furnished in the table. (ref: P-5)
2. Specification of Work : As furnished in the table. (ref: P-5)
3. Name and Address of the concerned Divn. & Sub-Divn. : As furnished in the table. (ref: P-5)
4. Eligibility of Contractors for submission of Tender : Bonafied outside prime contractors, Enlisted Class 1 (R&B) contractors of PWD, Regd. Engineer's Co-operative Degree or Diploma holders, Lab. Co-op. Soc, duly registered firm formed by the combination of appropriate no. of contractors enlisted in PWD (of different Class), and as per G.O. The contractors having their own resources Machineries with ability to supply all materials for the work and experience in timely and satisfactory completion of at least one work of similar nature, (with credential as mentioned in below) in respect of estimated Amount put to tender, during the last 5 (Five) Years from the date of issue of this N.I.T, will be allowed to participate in the tender. Preference will be given to the applicant who are experienced in similar type of Architectural work . The applicants are requested to go through the drawings placed at the office before applying for the work.

Credential shall be Rs. 5042016.00

but in case of firm formed by the combination of appropriate no. of contractors enlisted in PWD, the aggregate for total accumulated credential value (in a single contract in the last 5 years) in terms of financial limits of the contractors forming the combination should not be less than the value of the work tendered for. In all cases the authentic supporting documents in respect of experience, resources, financial solvency, technical personnel and machinery plant and equipment's must be produced, failing which application shall be treated

as ineligible/ disqualified.

5. Estimated Amount put to tender : As stated in page no. 5 tender.
6. a) Earnest money : @ 2.00 % (As stated in the table in page No. 5) of the Estimated amount put to Tender in the shape of Bank Demand Draft / Pay Order Bank /DCR from any nationalised Bank drawn in favour of "Siliguri Storage Battery Cluster Services Pvt. Ltd", and against the work, to be deposited along with the tender as Earnest Money. This clause applicable for all categories of applicants except those are exempted as per Government Order No. 1110-F, Dated-10.02.2006 of Special Secretary, Finance Department, Govt. of West Bengal.
7. Printed form in which tender is to be submitted : West Bengal Form No. 2911 (ii)
8. Price per copy of the Printed Tender Form [WBF 2911 (ii)] : Rs. 5.00 (Rupees five) only.
9. Cost of other Tender Documents per set. : Rs. 2500.00 (Rupees two thousand five hundred) only.
10. Departmental Schedule will mean. : PWD(WB) Schedule of Rates for building works materials and labour with errata effective from 1st August 2010 upto 4th. Corrigendum.
11. Time allowed for completion of the work. : As stated in table shown in page No. 5
12. Last date , time and place for application for obtaining permission to purchase tender documents. : 11/11/2013 upto 14.00 hrs . From the office of the *Officer-In-Charge, Sub- District Industries Centre, Siliguri,*

N.B: All the applicants are requested to present himself/Authorized personal duly authenticated by registered power of attorney before the scrutinizing committee with all necessary documents in this regard in original on 11/11/2013 at 16.00hrs . It will always be preferable in qualification aspects to present personally/any one of the director in case of company where all the rest members of that company/firm, have to give power of attorney to the said person

13. Last date, time and place of Purchase of Tender documents. : 13/11/2013 upto 16.00 hrs .From the office of the *Officer-In-Charge, Sub- District Industries Centre, Siliguri,*
14. Last date, time and place for submission of Tender : 18/11/2013 upto 13.00 hrs in the Tender submission of Tender. Boxes lying in the chambers of the *Officer-In-Charge, Sub- District Industries Centre, Siliguri,*
15. Date, time and place for opening of the tenders . : 18/11/2013 at 15.00 hrs at the chamber of the *Officer-In-Charge, Sub- District Industries Centre, Siliguri,* all concerned participants are requested to be present.
16. Any further information/ clarification in respect of the above works are available from the office of the undersigned during the office hours of all the working days.

In case due to unforeseen and unavoidable circumstances the office remain closed on the last date of application/purchasing tender form/ receipt of tender/ opening of tender, the next working day will be considered as the last of application/purchasing tender form/ receipt of tender/ opening of tender at the schedule hour.

17. All intending eligible, contractors are requested to produce valid certificate of Income Tax and Current Professional Tax Clearance Certificate (all in original) for being entitled to get permission for purchasing tender forms.
18. Authentic documents in support of experience, resources and financial solvency in the shape of payment certificates are to be produced in original before the scrutinizing committee.
19. Applications without original letter head and original documentary evidence will not be entertained. Certificate signed by the officers below the rank of Executive Engineer of Construction, Division will be treated as invalid. Please mention the present Phone & Fax No. of the Officer who issued the Credential. In case of proprietorship firm the application and the documents should be signed by the proprietor with his full name and current address of his firm.
19. The prospective applicant should have technical personnel, at least one Civil Engineering Degree Holder and one Civil Engineering Diploma Holder for supervision the proposed work.
20. Attested photo copy of valid Professional Tax Clearance Certificate, VAT, Pan Card and other related documents to be accompanied with the application. (Non Refundable). Successful tenderer should have to produce VAT clearance certificate with in proper form within 7 (seven) days from the date of acceptance and shall have to execute formal agreement in WBF no-2911(ii) in quadruplicate.
21. a) Intending Tenderers shall have to be present themselves either personally or by their authorised representative for submission of the application.
b) Related documents in original are to be shown for verification before the scrutinizing committee, failing which the application submitted by him/Agency/Contractors will not be entertained. Photocopies of all enclosure must be signed by the Tenderer. The applicants shall have to mention the name of the Division in their applications from where they desires to purchase the tender forms.
c) A prospective bidder shall be allowed to participate in the job either in the capacity at individual or as a partner of a firm. If found to have applied severally his applications will be rejected.
22. Registered Co-Operative Societies shall have to produce current Documents of Registration, No Objection Certificate issued by A.R.C.S. of concerned district and also the current Audit Report, documents for education fund clearance, Valid Bye laws etc.
23. The intending applicants have to submit a declaration of his/ their Partner(s) neither have suspended/ abandoned any work nor any of their contract should have been rescinded. The applicant is to submit accurate information on any litigation or arbitration or seizure of Plant and Machineries relating to any contracts. The applicant must submit the above information through "Affidavit"(shall be registered by Executive Magistrate) in Non Judicial Stamp and described Format. Such abandonment / rescission / suspension / litigation / disproportionate progress of work and bad performance of past works will be considered as disqualification towards Eligibility.
24. a) If the materials Cement, Steel etc... are to be procured and supplied by the Firm at his / their own cost from approved reputed Firm/Dealer, with the prior permission of the E-In-Charge. The Authentic evidence for purchase of Steel, Cement, etc are to be submitted along with Challans and Test Certificates. The Department has the right to test materials so brought to the site through an independent testing Laboratory or its own Laboratory. The result will be binding on the agency.
b) In case the required materials and machineries are to be supplied and procured by the Agency the clauses attached with the additional conditions, incorporated in specifications West Bengal 'Form No. 2911 (ii) in connection with the issue of Departmental materials and machineries, will not be applicable in such cases.
c). Price Adjustment as per G.O. No 23-CRC/2M-61/2008 dt. 13.03.09 & 38-CRC/2M-61/2008, Dt- 20.04.2009 of Principal Secretary, P.W. &P.W. (Roads) Deptt. where applicable.

- d) Time/ Cost over-run and consequent cost escalation for any materials, labour etc will not be allowed.
25. If any ancillary work / works of temporary measures are required to be undertaken during execution of work for maintaining flow of normal traffic, the same should be done by the agency at his own cost.
 26. Arbitration to the work will be admissible as per Clause No. 25 of W.B. Form No. 2911(ii)
 27. It is to be noted very carefully that prominent and clear rates quoted by Contractors / Agencies on the body of the tender forms (supplied by the Department) shall only be taken into consideration. Nothing either in the shape of separate letter or any other form, will be considered in this respect.
 28. The agency is liable to maintain the road etc and keep the same usable till handing over of the construction and completion of the same, no extra cost will be paid on this account.
 29. *The prospective applicant should possess necessary plant and machineries for execution the work(s).*
 30. The running payment of proposed executed work may be made to the executing agency as per availability of fund, and no claim whatsoever in this regard will be entertained. Provisions in clauses 7,8 & Clause 9 contained in West Bengal Form No. 2911 (ii) so far as they relate to quantum and frequency of payment are to be treated superseded.
 31. No application shall be entertained without the complete postal address, phone nos. printed on the letter pad of the Agency / Firms and Engineers Co-Operative Societies.
 32. Permission for purchasing tender form by the contractors will have to be obtained from the *General Manager , District Industries Centre, Darjeeling & Officer-In-Charge, Sub- District Industries Centre, Siliguri*, reserves the right to Issue or Refuse the Issuance of Tender Forms to any applicant without assigning any reason thereof. Similarly for enlargement of participation he may also exercise discretion of issuing tender. The decision of *General Manager , District Industries Centre, Darjeeling & Officer-In-Charge, Sub- District Industries Centre, Siliguri*, in both the above cases shall be final and binding to all the applicants.
 33. *General Manager , District Industries Centre, Darjeeling & Officer-In-Charge, Sub- District Industries Centre, Siliguri*, also reserve the right to cancel the Notice Inviting Tender due to unavoidable circumstances and no claim in this respect will be entertained.
 34. Intending tenderers shall obtain Tender Forms well in advance and no complaint will be entertained for not getting Tender Forms due to unavoidable absence from the head quarters of the officer giving permission and on issuing Tender paper to others.
 35. The estimated amounts may be reduced considerably as per actual execution at site and for same no claim shall be entertained.
 36. Any documents found with incorrect information on verification shall debar the agency from tenders process and earnest money shall be forfeited.
 37. Requisite earnest money will have to be deposited in the form of BANK DRAFT/PAY ORDER/DCR duly drawn in favour of "Siliguri Storage Battery Cluster Services Pvt. Ltd" as the case may be, failing which the tender will be treated as informal. N.S.C. or other type of Instrument or Bank guarantee shall not be entertained.
 38. Detailed N.I.T., Price Bid documents, special terms and conditions, schedule of items of works and other details may be seen from the office of the Officer-In-Charge, Sub-District Industries centre, Siliguri.
 39. The enlisted contractors are required to produce the copy of original Govt. order regarding their enlistment along with other connected papers relating to their fixed security deposit etc.

40. The Tenderers should take into consideration the following points before quoting the rate.
 - a) The work may be required to be executed at night also. Accordingly sufficient lighting arrangement to be made by the tender at his / their own cost.
 - b) Proper measure for ensuring security of lives and properties should be taken by the tenderers.
 - c) Intending Contractors are at liberty to inspect the site prior to quoting their rate in the Tender Bid.
 - d) Intending Contractors should study the Tender Priced Schedule (Specially Complete rate for individual item) prior to quoting their rate in the Bid as "all the materials and all machineries are to be procured and supplied by the Firm at his / their own cost .
41. Mobilization/Secured advance in any shape for the work will not be admissible under any circumstances.
42. No Conditional tender will be considered and the same shall be rejected outright without any further correspondence. Accordingly the participating tenderer must not quote any terms and conditions of their own along with their relevant tender documents. The rate to be quoted should be inclusive of all charges, taxes etc. complete in all respect.
43. The work order in the shape of credentials shall not be considered and entertained as credential until related completion certificate and also payment certificate from the competent authority (not below the rank of Executive Engineer) is produced in original along with the attested photo copies.
44. No price preference will be admissible but during evaluation of Tender rates, the concession as laid down in the Finance Department Audit Branch notification no. 1110-F dt. 10.02.2006 will be observed.
45. Construction Labour Welfare Cess 1 (One) % of cost of construction will be deducted from every Bill of the selected agency.
46. Period of Validity: Tender once submitted will not be allowed to be withdrawn within 120 days from the date of submission and the offered rate will also to be kept alive for the said period of 120 days unless otherwise asked by the Department. Failure to fulfill above obligation will cause forfeiture of the Earnest Money deposited along with the Tender. In case of tenders exempted from depositing the Earnest Money, an amount @ Rs. 2% of Tendered Amount will be realized from the Permanent Security Deposit of the tenderer or by any means that may be deemed necessary. The defaulting tenderers will also make themselves liable to be debarred from submitting any tender for works under this Deptt, for a minimum period of one year in addition to other steps as per Rules and norms.
47. In case of inadvertent typographical mistake/ omission found in the -specific priced schedule of rates, the same will be so corrected as to conform with the prevailing relevant schedule of rates/ technically sanctioned estimate.

Brief of the work

NIT NO.	Name of the Work	Estimated Amount (In Rs.)	Earnest Money (In Rs.)	Min ^m Fixed security Deposit	Cost of Documents (In Rs.)	Period of completion	Name of the concerned Division & Sub-Divn
01.	Construction of buildings for setting up of common facility centre for Siliguri Storage Battery Cluster at Lambutari, Phansidewa , Siliguri.	10084031.00	201681.00	156250.00	2505.00	3(three) Months	Officer-In-Charge, Sub-District Industries centre. Siliguri.

General Manager, DIC, Darjeeling
&
Officer-in-Charge ,
Sub-District Industries Centre ,
Siliguri

Memo No. – 424(8)/1 /DIC/Slg

Dated :24/10/2013

Copy forwarded to:-

1. The Principal Secretary , M&SSE &T, Govt. of WB, Writers' Buildings, Kolkata- 700 001 for kind information.
2. The Director of Information,, Department of Information & Cultural Affairs. Writers Buildings, Kolkata-700.001 for information with the request to kindly cause the tender notice to be inserted as possible papers as he deems fit for wide circulation amongst the prospective tenderers.
3. The Director , M&SSE , Govt. of WB, New Secretariat Buildings , Kolkata- 700 001 for kind information.
4. The Director & member Secretary , WBEPS, Govt. 2,Church Lane , (4th floor), Room no 401,Kolkata- 700 001 for kind information.
5. The District Magistrate, Darjeeling. with the request to please display the tender notice on the notice Board
6. The Additional District Magistrate (Siliguri), Darjeeling. with the request to please display the tender notice on the notice Board
7. The Executive Engineer (PWD), NBDC, Siliguri. with the request to please display the tender notice on the notice Board
8. The Sub-Divisional Information Officer, for information, with the request to please display the tender notice on the notice Board

General Manager, DIC, Darjeeling
&
Officer-in-Charge ,
Sub-District Industries Centre ,
Siliguri