



**Office of the District Magistrate, PaschimMedinipur
Development & Planning Section**

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Notice Inviting Tender No.:- DMPMM/Development & Planning Section/NIT- 04 /2022-23,Dated – 01/06/2022

NOTICE INVITING TENDER

Sealed tenders in the prescribed format are invited by the undersigned in plain paper from the bonafide, experienced and reputed contractors having proper credential for execution of similar type of work.

Terms and Conditions given below:-

1. **DOCUMENTS:-**The documents are to be submitted with tender paper as follows-
 - a) Income Tax, GST Return & GST Certificate and Professional Tax clearance certificate valid upto the date of opening of Tenders. b) Payment certificate in support of the successful execution of Govt. / Public undertaking / Panchayat Samity / Municipality. c) Trade License Certificate. d) All other relevant documents as may be required.
 - b) **In the case of Engineers Co-Op. Society** a) Last year Audit report. b) Bye-Laws c) Current NOC by ARCS d) Last year SARAL for Income tax. e) GST no. f) valid PTCC e) Resolution copy of current Board of Directors (if necessary).g) PAN card h) Payment certificate (if required), i) GST Return of last quarter.
2. **CREDENTIAL: i) 50% of similar type construction work showing by payment certificate. ii) All documents of Machineries (Ownership or Lease or hiring) should be submitted by the applicant with application.**
3. **SUBMISSION OF TENDER:-** Sealed Tender will have to be dropped in the Tender Box kept at the office chamber of the up to **12.00 noon on 09.06.2022** as mentioned in enclosure. No request for extension of time will be allowed. Tender sent by Post or FAX will not be accepted. The name of the work must be mentioned on the envelop.
4. **OPENING OF TENDERS:-** Tenders will be opened by the undersigned at the office chamber. Tenderers may be present at the time of opening tenders.
5. **TIME OF COMPLETION:-** Entire work of construction shall have to completed within stipulated time from the date of issue of work order. Penalty will be imposed on the Agency to whom work order will be issued at a fixed rate decided by the undersigned ifshe/he does not comply with the terms & conditions.
6. **EARNEST MONEY:-** Earnest money as mentioned in the enclosure will have to be submitted through **Demand Draft/call deposit to be drawn infavour of the District Magistrate, PaschimMedinipur on any scheduled Bank @ 2% of tender amount. In case of Reserve category, the Earnest Money will be exempted as per Govt. Rules.**
7. **RATES TO BE QUOTED: -** A tenderer has to quote the rate in percentage basis on the whole work (Tendered amount) clearly in figurers and word including transport charges of materials up to the site and all other expenditure i.e. Income Tax Act / Sales Tax/VAT etc. Corrections, if any should be made clearly with initial and date.
8. **ACCEPTANCE OF TENDER:-** The acceptance of the tender will rest with the undersigned who does not bind himself to accept the lowest tender and reserves the right to accept or reject any or all tenders without assigning any reason what so ever and may distribute the work amongst the formal tenderers if considered necessary. Any clause/conditions of tender may be modified/alterd/dispensed with keeping in mind on the larger interest of public and the successful execution of the work.
9. **CANVASSING:-** Canvassing in connection with tender is strictly prohibited. If canvassing is proved against any tenderer, his tender paper will be cancelled out right.
10. **VISIT OF SITE AND SCHEDULE OF WORKS:-**
 - a) Intending tenderers are requested to see the site of work before hand submission of tender. No tenderers will be allowed to cite any excuses related to any locational problems/Geographical condition or any local problems after the issue of work order. The contractor who will be entrusted with the work order will be solely responsible to execute the work at the site specified and his/her request for any type of extra funding for construction of approached road, removal of any barrier etc. will not be entertained. Once the work order is issued to the contractor getting the work order will be held responsible for all the necessary measures and action regarding the completion of work at the specified site.
 - b) The schedule of works with specification and drawing may be seen by the tenderer on working days during office hours.
11. **ENGAGEMENT OF LABOUR: -** For all item of works labours should be engaged locally, temporary godown for storing other materials and also shelter for labourers would have to be provided by the contractor at his own cost, as and where necessary. Arrangement of drinking water for labourers should be arranged by the contractor at his own cost. Wages to be paid to the labourers will not be less than the wages as defined by Minimum Wages Act, 1948 and rules made there under from time to time.
12. Best item will be chosen by the District Authority.
13. Work Quality has to be maintained properly as directed by the District Authority.

14. **MODE OF PAYMENT:-** The Agency to whom work order is issued, he may submit the bill for payment on the items of works completed to the under signed. Necessary deduction will be made as per Govt. Rules. Payment should be made as per quantity of measurement of the work after completion.
15. **REFUND OF EARNEST MONEY:-** In case of unsuccessful tenders, the earnest money will be refunded after finalization of tender, In case of successful tenderer, the earnest money will be released after six months from the date of completion of the work.
16. **SECURITY MONEY:-** The Earnest Money deposited by a successful Tenderer will be converted into Security deposit and the balance amount for security deposit @1.00% of the bill value will be deducted from the bill at the time of payment to retain 3% of bill value of the total work done (final bill value) from the Security Money for performance of work. No interest on Security Deposit will be paid by the Tender accepting Authority.
17. Successful bidder(s) will/shall have to execute an agreement (as per terms & conditions) over Non-Judicial Stamp paper worth of Rs. 50.00 within 7 days with the undersigned. If he/they fail(s) to submit the same within the stipulated time the work order(s) should be cancelled automatically.
18. **Refund of Security Deposit:** In respect of successful tenderers, the earnest money on acceptance of the tenders shall be converted as a part of security deposit (total security deposit – 3%). Balance part of security deposit will be deducted from each bill so as to make the total amount of Security equivalent to 3(three) % of the total value of work so executed and the same will be released after 6(six) months from the date of completion of the work on due satisfaction of the E.I.C. Earnest Money deposited by unsuccessful tenderers will be refunded automatically through online.
19. The decision of District Authority will final for this tender.

This tender notice along with special terms and conditions of contract, technical specification, price schedule and other relevant papers including corrigendum if any, will be considered as part and parcel of the contract. The tenderers are required to submit all the information as asked for incomplete and ambiguous information.

N. B.:- Work order will be issued only after the execution of an agreement with between successful tenderer and the undersigned. That the said scheme will be completed within the stipulated time from date of issuing of work order as mentioned in the NIT. In case of failure to complete the said scheme within the stipulated time limit the process of black listing will be initiated against the tenderer and a fine, if required will be imposed on the total bill amount, in case of delayed completion of the scheme, which will be determined by the undersigned.

This is issued in the interest of public.

Sl. No.	Name of the Scheme	Estimated Amount (In ₹.)	Earnest money to be deposited through DD/call deposit in favour of District Magistrate, Paschim Medinipur (In ₹.)	Time of completion	Last Date for dropping Tender
1	Construction of Garden in front of the Collectorate Museum in the Paschim Medinipur district	3,36,609.00	6,750.00	30 Days (Thirty Days)	12.00 noon on 9.06.2022

Tender will be opened on 09.06.2022 at 1.00 PM

Memo No. 840/1(9)/Dev.

Copy forwarded for wide circulation to:-

- 1) The Sub-Divisional Officer, Kharagpur/Medinipur Sadar and Ghatal Sub-Division, PaschimMedinipur.
- 2) The DICO, Paschim Medinipur with a request for wide publication of the tender notice as enclosed herewith in the three local Bengali, Hindi & English Newspapers.
- 3) The DIO, NIC, Paschim Medinipur with a request to publish it in district website.
- 4) The District Engineer, Paschim Medinipur Zilla Parisad.
- 5) C.A. to the District Magistrate, Paschim Medinipur.
- 6) C.A to the Addl. District Magistrate (Dev. /P), Paschim Medinipur.


District Magistrate,
Paschim Medinipur

Dated 01/06/2022


District Magistrate,
Paschim Medinipur