



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

E-mail: [dplpaschimmedinipur2018@gmail.com](mailto:dplpaschimmedinipur2018@gmail.com) Ph. No.:03222 – 275451

NIT No. 06/20-21

Dated 10.01.2021

**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 undersigned up to **2.00 pm on 18.01.2021** 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 figures and word including transport charges of materials up to the site and all other expenditure i.e. Income Tax Act / Sales Tax/GST 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:** - Security money @ 25% will be deducted from the R.A. Bills and it will be adjusted in the final bill. 8% of total amount of the gross bill will be kept as security deposit for a period of 6 months and it will be released after satisfactory maintenance period.
17. 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.:- 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 Rs.)	Earnest money to be deposited through DD/call deposit in favour of District Magistrate, Paschim Medinipur (In Rs.)	Time of completion	Last Date for dropping Tender
1	Work for cleaning of Drain from Haldardighi to Muslimpara at Ward No. – 02, within Khirpai Municipality	28,822.00	600.00	10 Days (ten Days)	18.01.2021 Up to 2.00 PM

**Tender will be opened on 18.01.2021 at 3.00 PM**

  
Addl. District Magistrate (Dev.),  
Paschim Medinipur.

*Dated 10.01.2021*

*Memo No. 29/1(6)/Dev.*

Copy forwarded for wide circulation to:-

- 1) The Sub-Divisional Officer, Kharagpur / Medinipur Sadar and Ghatal Sub-Division, Paschim Medinipur.
- 2) The DIO, NIC, Paschim Medinipur with a request to publish it in district website.
- 3) C.A. to the District Magistrate, Paschim Medinipur.
- 4) C.A to the Addl. District Magistrate (Dev.), Paschim Medinipur.

  
Addl. District Magistrate (Dev.),  
Paschim Medinipur.