

COOCH BEHAR ZILLA PARISHAD
COOCH BEHAR-736101

NOTICE INVITING TENDER

Memo No. 944 /WBZP/G/DE-MT/COB/16-17 NIT No. WBZP/95/DE-MT/COB/2016-17

Dated:05 /04/2017

For and on behalf of the Executive Officer, Cooch Behar Zilla Parishad, the Addl. Executive Officer, Cooch Behar Zilla Parishad invites sealed tender in percentage of rates for the following work by two bid system from resourceful & bonafide contractors as mentioned in **ANNEXURE-I TO NIT NO. WBZP/95/DE-MT/COB/2016-17**. The documents are to be dropped in a big sealed cover containing two separate envelopes. One of the sealed envelope super scribed as '**Technical Bid**' shall contain Technical documents as asked for in this notice along with the original copy of deposited earnest money and the other sealed envelope super scribed as '**Financial Bid**' shall contain the percentage of rates in prescribed tender form issued by this office on purchase basis. Each envelope shall be super scribed clearly the number of NIT and also the name of the work. The Technical bid and the financial bid should be sealed by the bidder in separate cover duly super scribed and both the sealed covers are to be put in a bigger cover which should also be sealed and super scribed. The detailed Tender Notice and other relevant documents and further particulars may be accessed at the office of Cooch Behar Zilla Parishad.

ANNEXURE-I TO NIT NO. WBZP/95/DE-MT/COB/2016-17:

Sl. No	Head of account.	Name of the work.	Estimate No.	Estimate amount put to tender	Amount of Earnest Money @ 2% on Tendered Amount.	Eligibility	Date of completion.
01.	Deposit A.R.C.S.	Electrification for construction of Godown for Jamaldah S.K.U.S. Ltd. at Jamaldah Gram Panchayat within Mekhliganj Block	76/16-17	48,975.00	980.00	40% of similar type of single work within last 5 financial Years.	30 days.

- Tender along with issued Tender Document will have to be dropped in the Tender Box kept at the chamber of District Engineer, Cooch Behar Zilla Parishad.
- All the important date, time & venue are being stated in ANNEXURE-II TO NIT NO. WBZP/95/DE-MT/COB/2016-17 of Cooch Behar Zilla Parishad.
- The earnest money mentioned in **ANNEXURE-I TO NIT NO. WBZP/95/DE-MT/COB/2016-17** must be deposited by all the tenderers in form of D.C.R. / Bank Draft / Banker's Cheque only in favour of F.C. & C.A.O. of Cooch Behr Zilla Parishad. Payment made otherwise, it would be rejected.
- The tender inviting authority reserves the right to reject or cancel any documents without assigning any reason what so over.
- 1% cess under W.B building and other construction works (Regulation of Employment & Conditions of Service) welfare cess Act. 1996 will be deducted from the running and final bills.
- The Security Deposit money of successful bidders will be refunded after 1 (one) year of completion of work.
- Time allowed for completion of work is as mentioned in **ANNEXURE-I TO NIT NO. WBZP/95/DE-MT/COB/2016-17** from the date of issue of the work order.
- The intending bidders must inspect the proposed site condition before quoting their rates.
- All the related documents are to be produced **IN ORIGINAL** to this office as and when asked for.

Any concealment of fact will be seriously viewed and all tender papers submitted by the agency will be treated as informal and his/her earnest money will be forfeited.

TWO BID SYSTEM :

The following documents to be contained in a sealed envelope super scribed the NIT No and also the name of the work on the body of the envelope for qualification in Technical Bid :

1. Trade License.
2. PAN Card.
3. Up to date Professional Tax.
4. Income Tax return of current year.
5. VAT registration certificate.

6. Credential certificate, Payment certificate of the work which the tenderer intend to furnish as support of proof of experience certificate from the Employee/Head of office.
7. Work order of the works against which the payment certificate is being submitted.
8. Supervising Certificate of Company as per rule.
9. License issued by Licensing Board, Govt. of West Bengal.
10. The intending tenderer in the same name and style should have achieved average annual turnover during **last 3 (three) years** for 50% of work value of proposed contract.

AND the other sealed envelope to be contained the percentage of rates in prescribed tender form issued by this office on purchase basis.

The Technical bid and the financial bid should be sealed by the bidder in separate cover duly super scribed and both the sealed covers are to be put in a bigger cover which should also be sealed and super scribed.

Opening of Tender:

- I) All important date, time & Venue in connection with this Tender are being stated in **ANNEXURE-II TO NIT NO. WBZP/95/DEMT/COB/2016-17** of Cooch Behar Zilla Parishad.
- II) All participating Tenderers are requested to remain present at the time of opening of Bid. No objection in this regard will be entertained raised by any participant who will not be present during opening of tender.
- III) Firstly the technical bids shall be opened by the competent authority for necessary evaluation of the documents.
- IV) At the second stage, financial bids of only the technically acceptable offers shall be opened for furnishing value and ranking before finalization and awarding of the contract. After evaluation the lowest rate (L 1) financial bid from among the technically qualified bidders shall be accepted

Terms & Conditions:

- a. All the intending Tenderers are requested to visit the sites of works prior to the submission of tender at their own effort and interest.
- b. This Notice Inviting Tender will be treated as part of the Tender Document.
- c. A Bid for which quoted percentage rate, is lower than 15% of the provided price schedule rate, the bid will be considered as unbalanced bid. Moreover no bid will be accepted for which quoted percentage rate is more than the provided price schedule rate. Additional performance secure for unbalanced bid has to be deposited at the time of executing formal agreement @ 2 % of the tendered amount.
- d. In case of any day meant for this tender appears to be an unscheduled holiday, the next working day will be treated as scheduled / prescribed day for the same purpose.
- e. No materials, tools & plants etc. will be issued by Cooch Behar Zilla Parishad.
- f. No preconditioned tender will be accepted.
- g. All the rates of works are inclusive of all taxes, cess, levy, royalties' transportation, loading-unloading, stacking etc. including all other incidental charges therein.
- h. The successful Tenderer, herein after called the Contractor, will have to execute an agreement on a Non-Judicial Stamp as per rules and will purchase two additional copies of Tender Document as per rules from this office, duly signed and submit to this office which will be treated as part of the Agreement.
- i. Compensation in case of delay shall be payable by the contractor as per provisions of chapter- XIII, West Bengal Panchayat (Zilla Parishad and Panchayat Samiti) Accounts and Financial Rules,2003. Any unexplained stoppage of work shall be construed as delay unless allowed by the Executive Officer, Cooch Behar Zilla Parishad or the Additional Executive Officer, Cooch Behar Zilla Parishad
- j. Necessary deduction towards VAT, Income Tax Welfare Cess etc. will be made as per Govt. norms and security deposit @ 8% of the value of work will be deducted from each progressive Bill. The earnest money will form part of the Security Deposit.
- k. Each Bonafide outsider tenderer irrespective of the fact whether he/she is Degree or diploma holder must have in his/her employment at least one Degree holder & one Diploma holder in Civil engineering and to be posted at site, and the document in this effect to be submitted along with tender, unless he dedicates himself at work site and an affidavit must be furnished in this respect as and when applicable.

- l. The successful contractor shall have to submit 3 (three) copies of application in the prescribed form for license (Form No. VI) duly filled and signed by the contractor along with the tender. The license fee in terms of Rule-26(2) and the Security Deposit of Labour in terms of Rule-24 of west Bengal Contract & Labour (Regulation & Abolition) Act 1972 should be separately deposited to the Local Treasury under the Head of Account 843 Civil Deposit-Deposit under various central and State Acts deposit under the contract Labour (Regulation and Abolition) Act,1970.
- m. Any bill (running account/ final) payment of proposed executed work may be made to Agency as per availability of fund.
- n. The registered cooperative should submit the registration certificate, current renewal certificate of their cooperative from competent authority with Technical bid.
- o. Price / Cost escalation claimed by the Agency will not be entertained by Authority.
- p. The authority reserves the right to accept or reject any or any time quantity or Rate, the Tender inviting authority reserves the rights to correct the same as per approved original estimate.
- q. Dispute Redressal Mechanism shall be as per West Bengal Panchayat (ZP & PS) Finance & Accounts Rules,2003.


**Addl. Executive Officer
Cooch Behar Zilla Parishad
Cooch Behar**

ANNEXURE-II TO NIT NO. WBZP/95/DE-MT/COB/2016-17

LIST OF IMPORTANT DATES OF TENDER

1.	Name of Work:	As mentioned in ANNEXURE TO NIT NO. WBZP/95/DE-MT/COB/2016-17
2.	Date of Publication of Tender:	Date: 10 Month: 04 Year: 2017
3.	Last Date of Bid submission in Tender box kept in this office (Tender dropping)	Date : 19 Month: 04 Year : 2017 Time : (up to 3.00 P.M.)
4.	Tender to be dropped :	In the Tender Box kept at the chamber of DE, Cooch Behar Zilla Parishad
5..	Date of opening of Tender :	Date: 19 Month: 04 Year:2017 Time : At 4.00P.M.
6.	Date of evaluation of Tender Documents :	Date: 21 Month: 04 Year: 2017 Time : (at 3.00 P.M.)
7.	Place of opening of Tender :	In the office chamber of DE Cooch Behar Zilla Parishad Office
8.	Authority of opening of Tender :	Addl. Executive Officer, Cooch Behar Zilla Parishad


**Addl. Executive Officer
Cooch Behar Zilla Parishad
Cooch Behar**

Copy of Detailed Tender Notice forwarded for favour of information with request to kindly display in his Notice Board for giving wide publicity to the :-

1. Sabhadhipati , Cooch Behar Zilla Parishad
2. Sahakari Sabhadhipati , Cooch Behar Zilla Parishad
3. District Magistrate, Cooch Behar & Executive Officer, Cooch Behar Zilla Parishad
4. District Engineer, Cooch Behar Zilla Parishad
5. Karmadhakshya, Purta Karya – O – Paribahan Sthayee Samity, Cooch Behar Zilla Parishad
6. Adhyakshya, District Council, Cooch Behar Zilla Parishad
7. Smt. Mamta Begum, Member, Tender Selection Committee , Cooch Behar Zilla Parishad
8. F.C. & C.A.O. , Cooch Behar Zilla Parishad
9. Secretary, Cooch Behar Zilla Parishad
10. Executive Engineer (RD) , Cooch Behar Zilla Parishad
11. Project Director, District Rural Development Cell, Cooch Behar Zilla Parishad, Cooch Behar.
12. Executive Engineer, P.W.D, Cooch Behar
13. Executive Engineer, P.W. (Roads), Cooch Behar
14. Executive Engineer, P.W.D. , (Tista Bridge Construction) , Mekhliganj, Cooch Behar
15. Executive Engineer, I & W.D. , Cooch Behar
16. Secretary, Cooch Behar Contractor Association, Cooch Behar
17. Secretary, Cooch Behar Zilla Parishad Contractor Association, Cooch Behar
18. Secretary, Registered Un-employed Engineers' Co-operative Society, Cooch Behar
19. Secretary, Registered Un-employed Labour Co-operative Society Association, Cooch Behar.
20. Sri Sajal Chandra Paul, A.E., Cooch Behar Zilla Parishad
21. Sri Tapan Chakraborty, A.E., Cooch Behar Zilla Parishad
22. Sri Avijit Barman, A.E., Cooch Behar Zilla Parishad
23. Sri Annay Mandal, A.E., Cooch Behar Zilla Parishad
24. D.I.O., NIC, Cooch Behar with request to uploading the Notice in the Website of the district
25. D.I.A., Cooch Behar Zilla Parishad
26. Office Superintendent, Cooch Behar Zilla Parishad
27. Cashier, Cooch Behar Zilla Parishad is request to preserve the earnest money & tender documents.
28. Sri Subrata Guha, UDA, Engg. Section, Cooch Behar Zilla Parishad is requested to give attention specifically on publishing the NIT in widely circulated daily & take necessary action in this regard.
29. Office Copy/ CZP


Add. Executive Officer
Cooch Behar Zilla Parishad
Cooch Behar
