

**NOTICE INVITING TENDER FOR WORKS CONTRACT****Section-6.5****OFFICE OF THE NO-3 Durgapur GRAM PANCHAYAT****P.O.-Durgapur, P.S.-Itahar , Dist;- Uttar Dinajpur, State:-West Bengal****e-NIT No: 5/2025-26/DGP**Memo No: 272/15<sup>th</sup> FC(Untied)/DGP

Date.30/07/2025

For and the behalf of The Pradhan of Durgapur Gram Panchayat, P.O.-Bhupalpur , P.S.- Itahar , Dist;- Uttar Dinajpur, State:-West Bengal a eNIT in two Bid System is hereby invited from the bonafide and resourceful agency/Tenderers by the undersigned for the work mention in the table bellow through electronic tendering (e-tendering).The intending bidder may visit website for the tender notice and others details & submission of bid will be available on the website <http://wbtenders.gov.in>

**List of Scheme:**

| Sl No | Name of the work                                                                                                               | Source of Fund               | Amt. Put to Tender (In Rs.) | Earnest Money (In Rs.) | Required Credential ( Only Completion Certificate Allow) | Participation (In Rs.) | Work completion Period |
|-------|--------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|------------------------|----------------------------------------------------------|------------------------|------------------------|
| 1     | Construction of Children Park at Rajgram FP School at Rajgram Sansad , Activity ID- 114725369 , AAP(2025-26) under Durgapur GP | 15 <sup>th</sup> FC (Untied) | 350000.00                   | 7000.00                | 210000.00                                                | 500.00                 | 45 Days                |
| 2     | Construction of Chandigram Swamshan Chulli and Rest Shed at Chandigram Sansad                                                  | 15 <sup>th</sup> FC (Untied) | 340110.00                   | 6800.00                | 204066.00                                                | 500.00                 | 45 Days                |
| 3     | Construction of Swamshan Chulli at Bagun Sansad                                                                                | 15 <sup>th</sup> FC (Untied) | 340110.00                   | 6800.00                | 204066.00                                                | 500.00                 | 45 Days                |
| 4     | Construction of Bostamtola Swamshan Chulli and Rest Shed at Balapur Sansad                                                     | 15 <sup>th</sup> FC (Untied) | 340110.00                   | 6800.00                | 204066.00                                                | 500.00                 | 45 Days                |

**Date and Time Schedule:**

| Sl No | Particulars                                                                                                                                              | Date & Time                                           |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| 1     | Date of Publish or uploading of NIT and other documents                                                                                                  | 30.07.2025 at 17.00 hours                             |
| 2     | Date of start of downloading the documents, etc.                                                                                                         | From 31.07.2025 at 11.00 hours                        |
| 3     | Date of start of submission of Technical Bid and Financial Bid.                                                                                          | From 31.07.2025 at 11.00 hours                        |
| 4     | Date of Closing of downloading the documents ,etc.                                                                                                       | 18.08.2025 at 11.00 hours                             |
| 5     | Date of closing of submission of Technical Bid and Financial Bid                                                                                         | 18.08.2025 at 11.00 hours                             |
| 6     | Date of Opening of Technical Bid at :- Office of the Pradhan of <b>Durgapur Gram Panchayat, P.O.-- Bhupalpur , P.S.- Itahar , Dist;- Uttar Dinajpur.</b> | 20.08.2025 at 11.00 hours                             |
| 7     | Date of uploading the list of technically qualified bidder                                                                                               | To be informed at the time of Technical Bid Evolution |

|   |                                                                                                                                                     |                          |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 8 | Date of Opening of Financial Bid at Office of the Pradhan of <b>Durgapur Gram Panchayat, P.O.--Bhupalpur , P.S.-Itahar , Dist;- Uttar Dinajpur.</b> | To be informed later on. |
| 9 | Date of uploading of Financial Bid evolution Sheet                                                                                                  | To be informed later on. |

### **Terms and conditions**

1.A bidder desirous of taking part in the tender shall login to the e-Procurement portal of the Government of West Bengal <https://wbenders.gov.in> using his login ID and password and thereafter may download the tender document from the website directly with the help of Digital Signature Certificate.

As per G.O. No. 416(8)-W(C)/1M-291/16 dated 03-08-2016 of the Joint Secretary, Works Branch, PWD in concurrence to G.O. No. 3975-F(Y) dated 28-07-2016 of the Secretary, Audit Branch, Finance Department a bidder should initiate payment of pre-defined **EMD** for the tender by selecting from either of the following payments modes:

**i) Net Banking** (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;

**ii) RTGS/NEFT** in case of offline payment through bank account in any Bank.

Tender document may be download from website & submission of Technical Bid/Financial Bid as per Tender time schedule stated in **(Date & Time Schedule)**.

**The documents submitted by the bidders should be indexed and also should be according to his / their Firm name.**

#### **2. A) Earnest Money Payment procedure:**

##### **a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:**

**i)** On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

**ii)** Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

**iii)** Bidder will receive a confirmation message regarding success/failure of the transaction.

**iv)** If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

**v)** If the transaction is failure, the bidder will again try for payment by going back to the first step.

##### **b) Payment through RTGS/NEFT:**

**i)** On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

**ii)** The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

**iii)** Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

**iv)** If verification is successful, the fund will get credited to the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/PRIs etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

**v)** Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

**vi)** But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

**2. Intending tenderer should have to produced self attested photocopies of credentials as follows:**

**Other terms and conditions of the credentials:-**

**i)Payment certificate will not be treated as credential. ;**

ii)Credential certificate issued by the Executive Engineer, or equivalent competent authority of a state Central Government, State/ Central Government undertaking, statutory /Autonomous bodies Constituted under the Central/ Statute, on the execute value of completed running work will be taken as credential. (vide Notification No. 03-A/PW/O/10C-02/14 , Dated: 12.03.2015 of Principle Secretary to the Govt. of W.B, P.W.D

3) Self attested scanned copy of Pan Card, Trade license, Professional Tax Paid payment Certificate with Challan for the Current year, Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act,2017 With Current Chalan , INDIAN INCOME TAX RETURN ACKNOWLEDGEMENT (AY 2024-25, AY 2023-24, AY 2022-23) with Profit & Loss account & Balance Sheet receipt to be accompanied with the Technical Bid document.

4) For registered Unemployed Engineers' Co-operative Societies / Unemployed Labour Co. - Op. Societies are required to furnish valid Bye Law or societies along with the article of Association and Memorandum, Current Audit Report along with certificate of registration issued by Govt. of W.B Co- opp. Directorate of the concern dist. Of govt. of W.B., Minutes of last A.G.M. [Non Statutory Documents]

5) Registered partnership deed For partnership Firm only) along with power of attorney to sign on the tender document (If required). The limited company shall furnish A) Certificate of incorporation under company act. B) Valid trade license , C) Memorandum and Article of Association , D) Registered power of attorney as per Registration act 1908.

6) Joint venture will not be allowed.

7) A prospective bidder participating in a single job either individually or as a partner of a firm shall not be allowed to participate in the same job in any other form.

8) A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm If found to have applied severally in a single job, all his application will be rejected for that job,

9) "Any intending bidders who have failed to execute more than one works contract under any Directorate of this Department and was terminated by any sub rule under clause 3 of Tender Form No 2911 or terminated under any clause of Standard Bidding Document by the Engineer-in-charge / Employer 'during last 3(Three) years will not be eligible to participate in any bid under any Directorate under this Department for another 2(Two) years from the date of imposition of last termination notice by the Engineer-in-charge Employer.

10) Additional Performance Security: The Additional Performance Security @ 10% of the Tender amount shall be obtained from the successful bidder, if the accepted bid value is 20% or more than 20% less than the estimated amount put to tender. (Ref: No- 1T-06/2017/444-R/PL dt. 18/04/2017 & Corr. No.1T-06/2017/936-R/PL dt. 23/08/2017 of the Pr Sec., PWD).

11) Constructional Labour Welfare Cess 1 (one) % of cost of construction will be deducted from every Bill of the selected agency. GST, Royalty & all other statutory levy/ Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes & cess stated above.

12) No Mobilization Advance and Secured advance will be allowed. Agencies shall have to arrange equivalent land for installation of Plant & Machineries, (specified for each awarded work, storing of material, labour shed, laboratory etc. at their own cost and responsibility.

13) No price preference will be allowed for the work under this NIT (ref fin no- 8648-F(Y), dt: 12.10.12)

14) BID shall remain valid for a period not less than 120 days (One Hundred Twenty Days) from date of opening of the financial proposal. However, extension of bid validity may be suitably considered by the Tender Inviting Authority, if required, subject to obtaining a written confirmation of the contractor/bidder(s) to that effect. If the Bidder withdraws the Bid during the period of Bid validity his Earnest Money Deposit will be forfeited.

15) All materials like Cement, steel, Stone etc. will be supplied by the Contractor.

16) The Bidder. at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.

17) Payment of bill will be made according to availability of fund and mode and procedure of payment will be as per Govt. Rules / Govt. Orders.

18) **Penalty for delays.** The Contractor shall ensure that the services are performed in accordance with the specifications and within the stipulated time frame. Performance of duties and obligations under the Contract not completed within the stipulated period for completion will attract a penalty of one percent (1%) of the Contract Price being deducted per day, for each day of delayed performance and six percent (6%) of the Contract Price being deducted per day, for each day of delayed performance in cases of Scrap sale/delivery agreements.

19) If any contractor fails to start the work within 7 (Seven) days from issuing date of work order/ Formal Tender the Work Order will be treated as cancelled and relevant clauses of the contract shall be deemed to have been executed by the tendering authority. No litigation to this effect shall be entertained by the tender inviting authority, this is incorporated to deliver time bound Public Works.

**20) The lowest bidder (L1) shall submit the Hard copy of the Technical Bid & Financial Bid in Original to the Prodhan, Durgapur Gram Panchayat as given in Table above( page-1). Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose, may be construed as an attempt to disturb the tendering process and will be dealt with accordingly including blacklisting of the bidder {Ref : Notification No.-2254-F(Y) dt 24/04/2014 of The Pr. Sec. Finance Deptt and No-547-W©/1M-387/15 dated 16/11/2015 of the Jt Sec, PWD}.**

## **INSTRUCTION TO BIDDERS**

1. General guideline for e-Tendering:

Instructions/ Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

2. Registration of Contractor:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system; through logging on to <http://wb-tenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

3. Digital Signature certificate (DSC):

Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC ) for submission of tenders, from the approved service provider of the National information 's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to tender participant DSI is given as a USB e-Token.

#### 4. Downloading of Tender Documents

The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Document.

#### 5. Submission of Tenders :

General process of submission, Tenders are to be submitted through on time to the website stated in C 1. 2 in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transferred into non readable formats).

#### 6. Penalty for suppression / distortion of facts:

**If any tender participant fails to produce the original hard copies of the documents (especially Completion Certificated and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tender participant shall be suspended thorn participating in the tenders on e-Tender platform for a 3 (three) years. In addition, his user I D will be deactivated and Earnest money deposit will stand forfeited Beside, the Authority may take appropriate legal action against such defaulting tender participant as per I.T. Rule.**

#### 7. Rejection of bid :

**The Prodhan reserves the right to accept or reject any Bids/Tender and to cancel the Bidding processes and reject all Bids /Tender at any time the prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected bidder or Bidders of the ground for such action from tender inviting authority.. The deceleration by the bidder must be affidavit on a Non Judicial Stamp paper of Rs. 10/- only. Machinery or equipment ownership proof documents ( chaff an / registration certificate) must he submitted along latest calibration or fitness certificate from competent authority. In case of ledge deed, tender reference no. must be mentioned and original documents of machineries must be physically verified at said office before technical evaluation, otherwise treated as invalid Maximum age of all machineries not exceed 5 years from the date of NIT.**

#### 8.Award Of Contract.

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority. The notification of award will constitute the formation of the Contract. The Agreement in W.B.F.No.- 2911/2911(i)/2911(ii) with incorporation of all the required documents, i.e., NIT including all its agenda & corrigenda, Section-A, Section- B, Section-C and Financial Offer on Bill Of Quantities (BOQ) will be executed between the Tender Accepting Authority and the successful Bidder

N.B.: The Bidder whose Bid has been accepted will be notified by the Tender inviting & Accepting Authority acceptance letter / Letter of Acceptance. The letter of Acceptance will constitute the formal ion of the Contract.

#### 7. There shall be no provision of Arbitration.

**8. Defect Liability Period:** (As per Order No. 5784-PW/L&A/2M-175/2017, Dated: 12.09.2017) Construction of new building / new bridge / new culvert, construction of building / bridge / culvert including construction of approach roads for bridge / culvert, Construction of rigid pavement, Reconstruction of rigid pavement, Construction of new flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Widening and strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Improvement of riding quality / Strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, the **Defect Liability Period of the work shall be five years from the actual date of Completion of the work;**

**(d) For work with five years Defect Liability Period:** (I) No security deposit shall be refunded to the contractor for 1ST 3 years from the actual date of completion of the work;

(II) 30% of the security deposit shall be refunded to the contractor on expiry of four years from the actual date of completion of the work.

(III) The balance 70% of the security deposit shall be refunded to the contractor on expiry of five years from the actual date of completion of the work,

**9) a) Job Card holders shall be mandatorily be engaged in the Departmental works where rural unskilled workers can be engaged. Contractor are liable to deposit Karmashree related Form & Anexture Vide memo no-No.1140PRD-33011/1/2024-MGNREGASEC ,Date: 07.03.2024 .**

**b) The contractor / agency executing the work shall also furnish a certificate after completion of work that only Job Card holders were engaged for unskilled works during execution. The certificate shall be countersigned by the Departmental official directly supervising the work. Scrutiny of such certificate will be done by departmental officials before making payment against works.**

**C) Work order will be issued after receiving the fund installation. Those who complete the work first will get paid first. If someone neglects to work, his work order will be cancelled. The EMD will be retained till the work is completed.**

**D) BID CAPACITY:** The available Bid Capacity at the expected time of bidding (to be calculated on the basis of prescribed format **vide Form-IIA** of the prospective applicant shall not be less than the Estimated amount put to tender of intended job. **Form – III A** in this respect is to be duly submitted along with uploaded Document.

**Qualification Criteria:-**

The Tender Inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding:-

| Sl. No | Category Name                        | Sub Category Description | Details (Self attested scanned copy of)                                                      |
|--------|--------------------------------------|--------------------------|----------------------------------------------------------------------------------------------|
| A      | CERTIFICATES                         | CERTIFICATES             | 1. GST Registration certificate.                                                             |
|        |                                      |                          | 2. PAN                                                                                       |
|        |                                      |                          | 3. P Tax Paid payment Certificate with Challan ( 2024-25)                                    |
|        |                                      |                          | 4. Trade License from the respective Municipality/Panchayet etc                              |
|        |                                      |                          | 5. I. Tax RETURN ACKNOWLEDGEMENT ( AY 2024-25, AY 2023-24, AY 2022-23)                       |
|        |                                      |                          | 6. Latest audit report (For Co-operative Society Ltd.)                                       |
| B      | Company Details(in applicable cases) | Company Details          | 1. Proprietorship Firm (Trade License).                                                      |
|        |                                      |                          | 2. Partnership Firm (Partnership Deed, Trade License)                                        |
|        |                                      |                          | 3. Society (Society Registration copy, Trade License)                                        |
|        |                                      |                          | 4. Power of attorney duly registered by competent authority.                                 |
|        |                                      |                          | 5. Registration Certificate from ARCS                                                        |
| C      | Credential(in applicable cases)      | Credential               | 1. Similar nature of work done & completion certificate which is applicable for eligibility. |

|   |           |                         |                                                   |
|---|-----------|-------------------------|---------------------------------------------------|
| D | Financial | P & L and Balance sheet | P & L and Balance sheet (with Annexure (2024-25)) |
|   |           |                         | P & L and Balance sheet (with Annexure (2023-24)) |
|   |           |                         | P & L and Balance sheet (with Annexure (2022-23)) |
|   |           | Form-IIA                | FINANCIAL STATEMENT ( BID Capacity)               |
|   |           | FORM-IIIA               | STRUCTURE AND ORGANISATION                        |

The eligibility of a bidder will be ascertained on the basis of the self attested documents in support of the minimum criteria as mentioned above and the declaration executed through prescribed affidavit (Format attached) in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder/tenderer will be out rightly rejected at any state without any prejudice with forfeiture of earnest money forthwith The Pradhan , **Durgapur Gram Panchayat, P.O.- Bhupalpur , P.S.- Itahar , Dist;- Uttar Dinajpur** reserves the right to reject or cancel any or all prequalification documents and tender documents without assigning any reason whatsoever.

  
**Pradhan**  
**No.-3 Durgapur Gram Panchayat**  
**Durgapur Gram Panchayat**  
**P.O.- Bhupalpur, Itahar, UDinajpur**

Memo No: 272(6) /15<sup>th</sup> FC/DGP

Date.30/07/2025

Copy forwarded for information/necessary action to:

- 1 The Additional Executive Officer, Uttar Dinajpur Zilla Parishad,
- 2 The Sub-Divisional Officer, Raiganj, Uttar Dinajpur.
- 3 The Executive Officer, Itahar Panchayat Samity, Itahar, Uttar Dinajpur.
- 4 Office Notice Board, Durgapur Gram Panchayat
- 5 Website of Uttar Dinajpur Zilla Parishas at <http://www.udzp.in/office>
- 6 website <http://wbenders.gov.in> for Submission of Bid through online

  
**Pradhan**  
**No.-3 Durgapur Gram Panchayat**  
**Durgapur Gram Panchayat**  
**P.O.- Bhupalpur, Itahar, UDinajpur**

## Form-IIA

### FINANCIAL STATEMENT

Name of applicant: \_\_\_\_\_

**Information of audited financial statements for the last year to demonstrate the current soundness of the bidder's financial position:**

1. The bidder's net worth for the last year calculated on the basis of capital, profit and free reserve available to the firm should be positive..
2. Bidders, who meet the minimum qualification criteria, will be qualified only if their available bid capacity at the expected time of bidding is more than the total estimated cost of the works. The available bid capacity will be calculated as under:

Assessed Available Bid capacity =  $(A \times N \times 2 - B)$  = \_\_\_\_\_

where,

where, A= Maximum value of engineering works in respect of projects executed in any one year during the last five years ( updated to the price level of the year indicated in table below under note) taking into account the completed as well as works in progress. The projects include turnkey project/item rate contract/Construction works.

N= Number of years (i.e, year) prescribed for completion of the works for which bids are invited.

[Please refer table for list of scheme at page 1]

B= Financial liability of the bidder to be incurred for existing commitments and ongoing works during the period of the subject contract.

#### To calculate the value of "A"

i) A table containing value of Engineering works in respect to projects (Turnkey projects/item rate contract /Construction works) undertaken by the Bidder during the last 3 years is as follows:

| Serial No | Financial Year    | Value of Engineering works under taken w.r.t.projects(Rs in Crore) | Updation factor. | Value updated to the price level of the year |
|-----------|-------------------|--------------------------------------------------------------------|------------------|----------------------------------------------|
| (1)       | (2)               | (3)                                                                | (4)              | (5)=Col3XCol4                                |
| 1         | (2024-2025)Year-1 |                                                                    | 1.00             |                                              |
| 2         | (2023-2024)Year-2 |                                                                    | 1.05             |                                              |
| 3         | (2022-2023)Year-3 |                                                                    | 1.10             |                                              |

ii) Maximum value of projects that have been undertaken during the F.Y----- out of the last five years and value thereof is Rs ----- Crore(Rupees -----).

iii) Net worth for the Financial year 2024-2025 is (Rs in figure) \_\_\_\_\_ .

.....

.....

Signature, name and designation of Authorised Signatory

For and on behalf of

..... (Name of the applicant)

.....

.....

Name of the Statutory Auditor's Firm/Chartered Accountant

Signature:-

Seal of the Audit/Chartered Accountant Firm:

Name of signatory (in capital) :-

**NB:- All information sought w.r.t. Firm/Chartered Accountant is mandatory.**



**To calculate the value of “B”**

A table # containing value of all the existing commitments and on-going workings to be completed during the next .....years (prescribed time for completion of the works for which bids are invited) is as follows::

[illegible]

.....

Signature, name and designation of Authorised Signatory

For and on behalf of

..... (Name of the Applicant)

Note:

1. All the documents to be submitted in support of above must be duly signed and sealed by the applicant/bidder and authenticated by Statutory Auditor's Firm.
2. Financial Year 2025-2026 will be considered as year- 1.

FORM-III A

STRUCTURE AND ORGANISATION

|                   |    |  |
|-------------------|----|--|
| Name of applicant | :: |  |
| Office            |    |  |
| Address           | :: |  |
| Telephone         |    |  |
| No                | :: |  |
| MobileNo          | :: |  |
| EmailID           | :: |  |
| FaxNo.            | :: |  |