



**GOVERNMENT OF WEST BENGAL**  
**Department of Health & Family Welfare**  
**Office of the Chief Medical Officer of Health, &**  
**District Health & Family Welfare Samiti, Bankura**  
**Machantala, Tamlibandh, Patpur Road**  
**Tele-Fax No. 03242-254963**

Memo. NO.-2296

Dated :-19.05.2023

**NOTICE INVITING e-TENDER**

Notice Inviting e-Tender No. **CMOH/BANKURA/NieT- 09(01)/2023-24(2<sup>nd</sup> Call)**  
of The Secretary District Health & Family Welfare Samity & Chief Medical Officer of Health,  
Patpur Road, Bankura, Government of West Bengal

The Secretary District Health & Family Welfare Samity & Chief Medical Officer of Health, Patpur Road,  
Bankura, Government of West Bengal invites e-tender for the work detailed in the table below.

(Submission of Bid through online)

1.

Sl No.	Name of the Work	Estimated Amount in Rs.	Earnest money in Rs.	Earnest Money deposit in favour of	Period of Completion	Eligibility for contractor	Defect Liability Period
1	Repair & renovation work of SC (G.F.) and new const. of 1st FLOOR with EI work to established of HWC at SANBANDHA SC under BANKURA-II BLOCK, office of the CMOH BANKURA.	Rs. 1169801.00	Rs. 23396.00	Online RTGS/ NEFT or Net Banking through ICICI Bank gateway in favour of District Health & Family Welfare Samity, Bankura.ra.	90 Days from the date of commencement	Bonafied eligible contractor	12th months (for the date when work is completed satisfactorily ) as per order No. 5784- PW/L&A/2M-175/2017 Dated: 12.09.2017

2. In the event of e-filing intending bidder may download the tender documents from the website [www.etender.wb.nic.in](http://www.etender.wb.nic.in) in directly by the help of digital signature certificate and the earnest money has to be deposit by online RTGS/ NEFT or Net Banking through ICICI Bank gateway in the e- tender procurement system. (As per G.O. No. 2365-F(Y), dt 12.04.2018 and G.O. No. 3975- F(Y), dt 28.07.2016.

3. The Draft for Earnest Money not allowed.

4. The EMD (Earnest Money Deposit) Online RTGS/ NEFT or Net Banking through ICICI Bank gateway in favour of District Health & Family Welfare Samity, Bankura.

5. Eligibility criteria for participation in tender:

5.1 Requirement of Credentials

5.1.1 For 2nd Call of NieT:

5.1.1.1 Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 30% (thirty percent) of the estimated amount during 5 (five) years prior to the date of issue of the tender notice.

5.2 Other terms and conditions of the credentials:

5.2.1. Payment certificate will not be treated as credential;

5.2.2. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed / running work will be taken as credential. **No credential will be considered as valid unless it is supported by work order, price schedule or BOQ of work and completion certificate mentioning the date of completion issued by the competent authority not below the rank of Executive Engineer or equivalent or competent authority of a State / Central Government, State / Central Government undertakings, Statutory / Autonomous bodies constituted under the Central / State Statute.** The completion certificate should indicate the value of the work (equal to booked expenditure).

N.B. The credential certificate for completed works should contain (a) Name of work (b) Estimated Amount(c) Tendered amount, (d) Value of executed work (e)Date of Completion of project along with telephone number &detail address for communication of client must be indicated in the Credential Certificate.

[Non Statutory Documents]

5.2.3. **Only these documents are submitted**

- a. Tread License for the current year;
- b. Professional Tax Deposit Challan for the current year.
- c. PAN Card;
- d. Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s),
- e. I.T. with Audit Balance Sheet including UDIN number for three years has to be accompanied with the technical Bid.
- f. **The Civil Agency should be uploaded the Electrical License with agreement (Mou) with the EI Agency (in Annexure-A).(To be furnished in Non-Judicial Stamp Paper of appropriate value duly notarized)**

[Non Statutory Documents]

5.2.4. The prospective bidders or any of their constituent partner(s) should not have abandoned more than one work. Not more than one of their contracts should have been rescinded during the last 3 ( three) years from the date of publishing of this NIEI. Such abandonment or rescission will be considered as disqualification towards eligibility (a declaration in this respect through Affidavit will have to be furnished by the prospective bidders without which the technical bid will be treated as non - responsive. Neither prospective bidder nor any of constituent partner(s) should have been debarred to participate in tender(s) by the P.W. & P.W. (Roads) Department, Government of West Bengal during the last 2 (two) years prior to the date of this NIEI. Such debarment will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format without which the Technical Bid shall be treated non-responsive).

5.2.5. 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.

5.2.6. The available Bid Capacity (to be calculated on the basis of prescribed format) of the prospective applicant at the expected time of bidding should be more than the Estimated Amount put to Tender.

5.2.7. In case of Proprietorship and Partnership Firms and Company the Tax Audited Report in 3CD Form to be furnished along with Balance Sheet and Profit and Loss Account and all schedules forming the part of Balance Sheet and Profit & Loss Account. Tax Audited Report, Balance Sheet and Profit & Loss Account including all schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant.

N.B:- Estimated amount, date of completion of project and details communicational Address of the client must be indicated in the Credential Certificate.

6. Completion Certificate of similar nature of job of value stated from Engineer-in-Charge mentioning Actual Date of Completion not below the rank of **Executive Engineer** and same ranking officer (without date of completion, the same will not be entertained).

7. Declaration regarding Structure and Organization duly signed by the applicant.
8. Registered Labour Co-Operative Societies Ltd. are required to furnish valid Bye Law, Current Audit Report, along with other relevant supporting papers.
9. There shall be no provision of Arbitration. Hence Clause 23 of. 2911 (ii) is hereby omitted.
10. Constructional Labour Welfare Cess @ 1(one) % of cost of construction will be deducted from every Bill of the selected agency, GST & 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.
11. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost for a **Defect Liability Period** (As per Order, vide Memo No. 5784-PW/L&A/2M-175/2017 Dated: 12.09.2017 & details in Sl. No. 34) from the date of completion of the work, if any defect / damaged to found during the period as mentioned above Contractor shall make the same good at his own cost expense to the specification at per with instant Project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
12. The executing agency (successful bidder) may not get a running payment unless the gross amount of running bill is 49 (Forty-Nine) lakh or 33.33% ( thirty-Three +point Three-Three percent) of the tendered amount whichever is less. Provisions in Clause(s) 7, 8, & 9 contained in West Bengal Form No. 2911(ii) so far as they relate to quantum and frequencies of payment are to be treated as superseded. The payment will be made as and when fund is available from the concerned source. No claim whatsoever for delay in payment, if any, will be entertained. Retention money towards performance Security amount to 10% (ten percent) of the value of the work will be deducted from the running account bill of the tender as per prevailing order. no interest will be paid on security deposit.
13. Agencies shall have to arrange required land for installation of Machineries, (specified for each awarded work, storing of materials, labour shed, etc. at their own cost and responsibility nearest to the work site. The agencies will have to install the above machineries on the site within 30 (Thirty) days from this end positively with application of Tender.
14. Bids shall remain valid for a period not less than 120 (one hundred twenty) days from the last date of submission of Financial Bid / Sealed Bid. In case of inadvertent typographical mistake found in the specified schedule of rates / BOQ, the same will be treated to be so corrected as to conform with the relevant schedule of rates prevailing at the time of floating of tender and / or technically sanctioned estimate. No claim whatsoever for such inadvertent typographical mistake will be entertained.
15. The agency must be uploaded colour photo copy of all Non statutory documents to "to be received" pocket.
16. The amount of Bank Solvency is required of 80% for those particular work. *The photo copy of Original Bank Solvency must be uploaded to the to be received pocket. The certificate should be on the letter head on the Bank with live-email address for verification. The Sample Format in Annexure-Y*
17. As per order vide Memo No:- 314 dated 31.01.2022 from the end of the Chief Medical Officer of Health, Bankura. The Dispute Redressal /Tender Committee in each of the works Departments shall be constituted with the following officials as members:
18.

Secretary DH & FWS and CMOH, Bankura	Chairman
Dy. CMOH-I, Bankura	Member & Nodal Officer
District Tuberculosis Officer, Bankura	Member
Treasurer DH&FWS and AO, CMOH Office, Bankura	Member & Financial Adviser
Asstt. Engg. CMOH Office, Bankura	Member & Technical
Dealing Assistant, Tender, CMOH Office, Bankura	Member
19. 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. Issuance of letter of acceptance / Work Order may be delayed and / or work may be

financially restricted upto the limit of existing administrative approval until receipt of administrative approval / revised administrative approval from the competent authority ( in applicable cases). Also issuance of letter of acceptance / work Order may be delayed and / or work may be restricted in some stretches till necessary land for the same is made available and / or encroachments are removed (in applicable cases). No claim, whatsoever, for such delay in issuance of Letter of Acceptance / Work Order and / or restriction of work will be entertained. Intending bidders may keep these criteria in mind while participating in tender and / or while quoting their rates.

20. Before issuance of Letter of Acceptance / Work Order, again the tender inviting authority may verify the credentials & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer are either manufactured or false, in that case Letter of Acceptance / Work Order will not be issued in favour of that tenderer under any circumstances and further penal action may be taken against him as per rule.

21. Date & Time Schedule:-

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT and other documents (s)	19.05.2023 at 17:00 Hours
2	Date of start of downloading the documents, etc.	19.05.2023 at 17:00 Hours
3	Date of Pre-Bid Training	22.05.2023 at 12:00 Hours
4	Date of start of submission of Technical Bid and Financial Bid	19.05.2023 at 17:00 Hours
5	Date of closing of submission of Technical Bid and Financial Bid.	03.06.2023 at 17:00 Hours
6	Date of opening of Technical Bid at Office of the C.M.O.H. Office, Bankura.	05.06.2023 at 17:00 Hours

22. 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.
23. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Engg-In-Charge or Secretary DHFWS, Bankura reserves the right to reject any application for Bid documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at the stage of Bidding.
24. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before bidding.
25. The Security deposit for the work shall be 10% of the Contact Value. This is in addition to the performance guarantee. The Earnest money deposited shall from the part of the security deposit. The rate of recovery shall be 8% of the bill amount till the full security deposit has been recovered; Security Deposit shall be refunded after twelve months of successful completion of work to the satisfaction of Engineer-in-Charge.
26. In case of Ascertaining Authority at any stage of application or execution of work necessary registered power of Attorney is to be produced.
27. NO CONDITIONAL/ INCOMPLETE TENDER will be accepted under any circumstances.
28. The Asstt. Engineer on behalf of Secretary DHFWS, Bankura reserves the right to cancel the N.I.T. due to unavoidable Circumstances and no claim in this respect will be entertained.
29. During scrutiny, if it comes to the notice to Tender Inviting Authority that the credential or any other

papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that Application will be out rightly rejected without any prejudice.

30. Before issuance of the work order, the Tender Inviting Authority may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is either manufacturer or false in that case, work order will not be issued in favour of the tenderer under any circumstances & E.M.D will stand forfeited without any reference to the bidder.
31. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later. Notification will supersede former one in following sequence:-
- (a) NIT, Special Terms & Condition & all Corrigendum & Addendum.
  - (b) Form No. 2911(ii)
  - (c) Financial bid

The eligibility of a bidder will be ascertained on the basis of the digitally signed in support of the minimum criteria as mentioned above. If any document submitted by a bidder is either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice.

32. The Bid Evaluation Committee will do the technical and financial evaluations of the bidders for different types of works and make recommendation to the tender accepting authority . The bidders will have to meet all the minimum criteria regarding:-
- (a) Financial Capacity
  - (b) Technical Capability comprising of personnel & plant & equipment capability
  - (c) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of his digitally signed documents in support of the minimum criteria as mentioned in (a), (b), (c) above with the help of his DSC and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such case the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice and further penal action may be taken against him as per rule.

Affidavit

(Ref:- format for affidavit shown in "X" and Declaration "Y" In Section.)

33. **Penalty for suppression / distortion of facts:**

Submission of false document, by tenderer is strictly prohibited & if found the matter may be referred to the appropriate authority for prosecution as per relevant IT Act / other relevant Acts and further penal action may be taken against him as per rule.

34. **Penalty for suppression / distortion of facts:**

Submission of false document, by tenderer is strictly prohibited & if found the matter may be referred to the appropriate authority for prosecution as per relevant IT Act / other relevant Acts and further penal action may be taken against him as per rule.

**Defect Liability Period:-** (Noted as Memo No. 5784-PW/L&A/2M-175/2017 Dated: 12.09.2017)

(a) For work with three months Defect Liability Period:

(i) Full security deposit shall be refunded to the contractor on expiry of three months from the actual date of completion of the work.

(b) For work with one year Defect Liability Period:

(i) Full security deposit shall be refunded to the contractor on expiry of one year from the actual date of completion of the work.

(c) For work with three years Defect Liability Period:

(i) 30% of the security deposit shall be refunded to the contractor on expiry of two years from the actual date of completion of the work;

ii) The balance 70% of the security deposit shall be refunded to the contractor on expiry of three 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 less than 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.

**Explanation :**

The word 'work' means and includes road work, bridge work, building work, sanitary and plumbing work, electrical work and/or any other work contemplated within the scope and ambit of this contract. For

(i) The work of patch repair or patch maintenance in nature or a combination thereof, the Defect Liability Period of the work shall be three months from the actual date of completion of the work.

(ii) Thorough Bituminous Surfacing work with bituminous thickness less than 40 mm, Repair & Rehabilitation of any road / bridge / culvert / building / Sanitary & Plumbing work, the Defect Liability Period of the work shall be one year from the actual date of completion of the work;

(iii) Extension of building / bridge / culvert, Construction of new flexible pavement up to bituminous level which has been designed for a period of 3 years or more, Widening and strengthening of flexible pavement designed for a period of 3 years or more, Improvement of riding quality / Strengthening of flexible pavement designed for a period of 3 years or more; Providing only mastic asphalt layer over existing bituminous surface without providing bituminous profile corrective course / bituminous base course, the Defect Liability Period of the work shall be three years from the actual date of completion of the work;

(iv) Construction of new building / new bridge / new culvert, Reconstruction 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;

## AFFIDAVIT – "X"

(To be furnished in Non-Judicial Stamp Paper of appropriate value duly notarized)

1. I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted is proved to be false or concealed, the application may be rejected and no objection / claim will be raised by the undersigned.
2. The undersigned also hereby certifies that neither our firm \_\_\_\_\_ nor any of its constituent partners have failed to executed more than one works contract under any directorate of Government/Semi-Government Department and that neither our firm \_\_\_\_\_ nor any of its constituent partners was terminated by any sub-rule under Clause 3 of Tender Form No. 2911 and that neither our firm \_\_\_\_\_ nor any of its constituent partners was terminated under any clause of Standard Bidding Documents by the Engineer-in-Charge / Employer during last 3 (three) years.
3. The undersigned would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender vide NIeT bearing No CMOH/BANKURA/NIeT-02(61)/2022-2023(1st call) of The Secretary District Health & Family Welfare Samity& Chief Medical Officer of Health, Patpur Road, Bankura, Government of West Bengal in the capacity of individual/ as a partner of a firm & I have not applied severally for the same job and also not applied more than two works anywhere per set of required machineries.
6. The undersigned also hereby certifies that the Bid shall remain valid for a period not less than 120 (one hundred twenty) days, after the dead line date for Bid submission.
7. I / we do hereby certify that I shall bring all requisite technical personnel and /or plants/ testing machineries / equipment for all the items of works as per relevant IS / IRC codes of practice and as per BOQ and as per direction of the Engineer -in-Charge at the time of execution of work at site even if upon technical evaluation I am declared as "qualified" without having all the requisite technical personnel and /or plants/ testing machineries / equipment at the time of submission of tender.

Date:

Signature, name and designation  
Of Authorized Signatory.

For and on behalf of  
(Name of the Applicant)

### SPECIAL TERMS AND CONDITIONS:-

1. The specifications for the works, mode of execution of measurement will be governed by the specification laid down in current schedule and relevant provision of I.S. Code and as per base practice according, to the direction of Engineer-in-Charge.
2. The work should be carried out strictly according to schedule of work and should follow the stipulated technical specification. No extra or supplementary work should be undertaken nor any deviation from specification and drawing should be made without written permission of the Engineer-in-Charge.
3. The rate shall be inclusive of all incidental charge and fees i.e. Royalties, Octoroi, Tax on materials, electricity and other charges of Municipalities or Statutory bodies, Sales Tax, Income Tax etc. inclusive of all necessary expenditure as well as cover all incidental factors like location, condition, approachability of site and no extra claim on any account ;will be entertained. No claim for idle labour would be entertained under any circumstances.
4. Water for construction in purpose, use of labour should be arranged by the contractor and no claim on this regard will be entertained. The contractor shall arrange for transport of tools and plants implements and material etc. at his own cost.
5. All provision of labour laws including any amendment thereof should be followed by the contractor strictly. No child labour should be engaged. Proper working condition for the labour should be maintained and minimum stipulated facilities to the labourers should be arranged by the contractor. Local labourers should be engaged and minimum wages should be paid to them accordingly.
6. No departmental materials like cement/steel will be supplied. Cement and steel required for the work should be procured by the contractor and should be got approved by the Engineer-in-Charge before use. Cement should be of good quality, fresh and free from clod. M.S. rod required for the work should be free from rust and should be uniform in size. Preferably Portland Slag cement is to be used for the works.
7. All materials to the supplied by the contractor should be got approved by the Engineer-in-Charge or his authorized representative before use. Rejected materials should be cleared from the site within 48 hours of rejection.
  - a. All departmentally supplied materials should be stored properly at the site of work and any damage or less of any materials already issued shall be the contractor's liability
  - b. Any loss or damage of man and materials either at the time of construction at the site shall be contractors risk and responsibility.
  - c. The contractor shall keep an accurate record of the use of Govt. materials used on the work in a prescribed manner.
  - d. The departmental materials other than cement once issued will be taken back, it not fully consumed in work, provided the materials are found in good condition and contractor shall return such surplus materials to the sub-divisional go down at his own cost. If the contractor fails to return the surplus materials in good condition after completion of work, the Engineer-in-Charge may charge him for such surplus materials not returned at double the issue rate.
8. The contractor shall make their own arrangement for storage of materials at go down for their tools and plants, material including departmentally supplied materials. All shed, vats, platforms etc. constructed by the contractor for structural purpose shall have to be removed by them on completion of works at their own cost and ground restored to its original condition to the satisfactions of the Engineer-in-Charge. Before using any Govt. land for the purpose, prior approval of the Engineer-in-Charge is to be obtained.
9. The contractor shall remove all unserviceable materials at the place as directed. He should level and dress up the work site after completion of work as per direction of Engineer-in-Charge. No extra payment will be paid on this account unless specially provided in the priced schedule.
10. Site order book with machine numbered pages in triplicate should have to be maintained in the site by the contractor at his own cost. Direction or instruction from departmental officers to be issued time to time at site to the contractor will be entered (in triplicate) in the site order book. The contractor or his authorized representative shall regularly note the entries in the site order book and also record therein, the action taken or being taken by him complying with the said direction.
11. **MATERIALS:-** (a) All stone materials and stone chips shall be black colour, trap in quality, free from any yellow shurge, stones shall be hard, course grain and rough. Material shall be free from clay, dust, dirt or any foreign matter.



- (b) Gravel should be free from any dead stone, clean and washed of uniform size.
- c) All jhama metal shall be free from dirt, obtained by breaking good quality of well burnt, through and heavy kiln burnt brick, burnt from clayey soil and of dark red colour. Any spongy or under burnt metal shall not be accepted.
- d) Bricks shall be of approved quality well burnt kiln, sound, hard true to shape and of the standard dimension.
- e) All sand shall be clean sharp and free from clay, lean, organic or any other foreign matter and shall be obtained from approved sources. The contractor shall get the samples of sand to be used in different kinds of work approved by the Engineer-in-Charge before using the same in work.
- f) Cube Test of concrete used at the site is to be done as per I.S. Specification and the test results are to be submitted under the supervision of Engineer – in- Charge or Departmental authorized officials. Cube test cost will have to be born by the respective agency.

DECLARATION BY THE CONTRACTOR :-

I/We have inspected the site of work and have made me/us fully acquainted with the local conditions and around the sites of works. I/we shall be bound by conditions laid down in the Notice Inviting Tenders, special terms and conditions and specifications, specific schedule and also West Bengal Form No.2911(i)/(ii) in force, Departmental schedule of Water Investigation and Development Department, Government of West Bengal and also the I.S.I. Code of practice. I/We shall also uniformly maintain such progress with the work, as may be directed by the Engineer-in-charge of the work to ensure completion of same within the stipulated date.

*Postal Address.*

*Signature of the Tenderer.*

Application

To  
The Secretary, DHFWS,  
& Chief Medical Officer of Health, Bankura

Ref: - Tender for \_\_\_\_\_

\_\_\_\_\_ (Name of work) \_\_\_\_\_

**N.I.e.T. No.:** .....of The Secretary District Health & Family Welfare Samity & Chief Medical Officer of Health, Patpur Road, Bankura, Government of West Bengal

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of \_\_\_\_\_ In the capacity \_\_\_\_\_ duly authorized to submit the order. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

**We understand that:**

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

**Enclo:- e-Filling:-**

- 1. Statutory Documents
- 2. Non Statutory Documents

Date: -

.....  
Signature, name and designation  
of Authorized Signatory.

For and on behalf of.....  
(Name of the Applicant)

**SECTION - B**  
**FORM - III**  
**STRUCTURE AND ORGANISATION**

A. 1 Name of Applicant:-

A. 2 Office Address:-

Telephone No.:-

Mobile No.:-

Fax No.:-

Email:-

A. 3 Name and Address of Bankers:-

A. 4 personnel and technical staff with Bio-Data (if any)

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

Date: -

.....  
Signature, name and designation  
of Authorized Signatory.

For and on behalf of.....  
(Name of the Applicant)

SAMPLE FORMAT FOR EVIDANCE OF ACCESS TO OR AVAILABILITY OF CREDIT FACILITIES BANK CERTIFICATE

This is to certify that M/s..... is reputed company with good financial standing, if the contract for the wok, Namely.....

....., Notice Inviting e-Tender No.

....., SI No..... is awarded to the above firm, we shall be able to provide over draft/ credit facilities to the extent of Rs.....

(Rupees..... Only) to meet their working capital requirements

for executing the above contract.

Signature of Senior Bank Manager.....

Name of the Senior Bank Manager.....

Address of the bank.....

Provided the E-mali Id or phone number for verification

stamp of the BANK

**AGGREMENT : -**

I, Shri.....(Name of Civil Agency) hereby declare that Mr.  
.....(Name of Electrical Agency) will do all Electrical items in the above  
work. I will have all responsibility for this work and I will finished all work both Civil and  
Electrical with the stipulated time which is mentioned as per NIeT. CMOH/BANKURA/NIeT-

\_\_\_\_\_  
Electrical License No:- .....

.....  
Signature of Civil Agency with Date

.....  
Signature of Electrical Agency with Date

Attested by:-

.....  
Signature of Civil Agency with Date

**Instruction to Bidder**  
**Section-A**

1. **General guidance for e-Tendering**  
Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed or 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 <https://wbtenders.gov.in> (the web portal of North Bengal Development Department) the contractor is to click on the link for e-Tendering site as given on the web portal.
3. **Digital-Token**  
Each contractor is required to obtain an e-Token for submission of tenders, from the approved service provider of the National Information Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to Tenderer as a USB e-Token.
4. The contractor can search & download Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the e-Token. This is the only mode of collection of Tender Documents.
5. **Submission of Tenders.**  
General process of submission, Tenders are to be submitted through online, stated in Cl. 2 in two folders at a time for the work, one in Application with Supporting Paper & the other is Financial Proposal before the prescribed date & time using the e-Token the documents are to be uploaded virus Scanned copy duly e-Token Signed. The documents will get encrypted (transformed into non-readable formats). Hard copy for uploaded document should be submitted physically to this Department.
6. **Technical proposal**  
The Technical proposal should contain scanned copies of the following further two covers (folders).

A-1

**Statutory Cover Containing**

- (i) NIT, Special Terms and Condition, all Corrigendum & Addendum  
(Properly downloaded & uploaded the same Digitally Signed)
- (ii) Tender form no. 2911(ii) (Properly download & upload the same Digitally Signed  
(Except quoting rate, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case of quoting any rate in 2911(ii) the tender liable to summarily rejected).
- (iii) Scanned Copy of Demand Draft towards cost of tender documents and Earnest Money (EMD) as prescribed in the NIT, against each serial of work in favour of District Health and Family Welfare Samity, Bankura.

Non statutory Cover Containing

- (i) Tread License for the Yr. 2021-22 & 2022-23;
- (ii) Professional Tax Deposit Challan for the year 2021-22
- (iii) PAN Card;
- (iv) Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s),
- (v) I.T. with Audit Balance Sheet including UDIN number for any three years consecutive/continuous ( F.Y. Yrs. 2017-18, 2018-19, 2019-20 & 2020-21 or Assessment Year 2018-19, 2019-20, 2020-21, & 2021-22 has to be accompanied with the technical Bid.
- (vi) Scanned copy of Original Credential Certificate as stated in NIT.
- (vii) Intending Tenderers having good Credential in similar nature of work in Government/Semi- Government Department during last 5 years, having successfully executed at least one single project at least 40% of Tender Amount.

Sl No.	Category Name	Sub- Category Name	Sub-Category Description
A.	Certificates		
		Al. Certificate	I. Tread License for the Yr. 2021-22 & 2022-23; II. Professional Tax Deposit Challan for the year 2021-22 III. PAN Card; IV. Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017 with relevant document(s), V. I.T. with Audit Balance Sheet including UDIN number for any three years consecutive/continuous ( F.Y. Yrs. 2017-18, 2018-19, 2019-20 & 2020-21 or Assessment Year 2018-19, 2019-20, 2020-21, & 2021-22 has to be accompanied with the technical Bid
B.	Company Details		
		Bl. Company Details 1	(i) Registration Certificate under Company Act (If any). (ii) Registered Deed of partnership Firm/ Article of Association & Memorandum (if any).
C.	Credential		
		C 1. Credential 1	(i) Intending Tenderers having Credential in similar nature of work in Government/Semi- Government Department during last 5 years, having successfully executed at least one Project at least 40% of Tender Amount. (ii) Scanned copy of Original Credential Certificate as stated in NIT Working Experience Certificate in Health Department in West Bengal ( if any)

Note:- Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the tender liable to summarily rejected for both statutory & non statutory Cover. Tender Documents will be open by the Secretary District Health and Family Welfare Samity, Bankura or His authorized representative electronically from the web site stated in Cl. No. 2 using their Digital Signature Certificate.

1. Uploading of summary list of qualified tenderers.
2. Pursuant to scrutiny & decision of the Secretary District Health and Family Welfare Samity, Bankura the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

**B. Financial proposal**

- i.) The Financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate Presenting Above (+)/ below (-)/ at per (+0.00) online through



computer in the space marked for quoting rate in the BOQ.

- ii) Only downloaded copies of the above documents are to be uploaded virus scanned Digitally Signed by the contractor.

Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of any documents on demand of the Tender inviting Authority i.e. Secretary District Health and Family Welfare Samity, Bankura 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 of documents, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Department may take appropriate legal action against such defaulting tenderer.

(viii) **REJECTION OF BID**

The Tender Inviting Authority i.e. Secretary District Health and Family Welfare Samity, Bankura reserve the right to accept or reject any Bid or cancel Bidding processes and reject all Bids at any time prior to the award of Contract without assigning any reason thereof. No claim in this regard by the bidder(s) for such action will be entertained by the Tender Inviting Authority i.e. Secretary District Health and Family Welfare Samity, Bankura or the Tender Inviting Authority will have no liability for the same.

(ix) **AWARD OF CONTRACT**

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter. The notification of award will constitute the formation of the Contract. The Agreement in W.B.F.No.-2911(ii) will incorporate all agreements between the Tender Accepting Authority and the successful Bidder. All the tender documents including NIT will be the part of the Contract Document. Successful bidder should have execute agreement in WBF Form No. 2911(i) as stipulated in clause of the tender from the respective office within the period mention in the Work Order failing which the tender shall stand liable for termination with forfeiture of the Earnest Money.

Sd/-  
Secretary, DHFWS,  
& Chief Medical Officer of Health, Bankura

Memo. No:- 2296/1(15)

Dated :- 19.05.2023

Copy forwarded for favour of information & with a request to arrange for wide publicity to: -

1. The District Magistrate, Bankura.
2. The Additional District Magistrate (ZP), Bankura.
3. The Dy. C.M.O.H.-II, CMOH Office, Bankura.
4. The Dy. C.M.O.H.-III, CMOH Office, Bankura.
5. The Accounts Officer, CMOH Office, Bankura.
6. The Assistant Engineer, CMOH Office, Bankura.
7. The District Information & Cultural Officer, Bankura.
8. The District Informatics Officer, NIC, Govt. Of India., with a request to kindly publish the Tender Notice at [www.bankura.gov.in](http://www.bankura.gov.in)
9. The D.P., D.H. & FW.S., CMOH Office, Bankura.
10. The Sub-Assistant Engineer, CMOH Office, Bankura.
11. The Sub-Assistant Engineer (Electrical), CMOH Office, Bankura.
12. The D.A.M., D.H. & FW.S., CMOH Office, Bankura.
13. The P. A. to the Sabhadhipati, Bankura, with the request to place it before the Hon'ble Sabhadhipati, Bankura Zilla Parisad.
14. The P.A. to the District Magistrate, Bankura with the request to place it before the District Magistrate, Bankura.
15. Notice Board, CMOH Office, Bankura

Sd/-  
Secretary, DHFWS,  
& Chief Medical Officer of Health, Bankura