Purba Bardhaman Zilla Parishad

Court Compound, 713101
Engineering wing
Email: bzp.dist.engg@gmail.com.

Memo. No:- DE/e-NIT/ 282 Date:- 09/02/2026

NOTICE INVITING PRE-QUALIFICATION CUM-TENDER (TWO COVER SYSTEM) OF THE DISTRICT ENGINEER , PURBA BARDHAMAN ZILLA PARISHAD

e-NIT No.- 148 of 2025-26

The District Engineer, Purba Bardhaman Zilla Parishad on behalf of Purba Bardhaman Zilla Parishad invites ***percentage rate tenders*** for each of the followings works by two cover system from the Bonafide & resourceful Contractors of Government /Semi Government / undertaking /Autonomous body /statutory bodies and local bodies who satisfy the terms and conditions set out in the technical bid documents (TBD) and having registration in the e-procurement portal (www.wbtenders.gov.in.) may submit their bids in the said portal. **The intending bidders must have completed at least one similar nature of work in single contract as prime contractor and value of which is not less than 40% (Forty Percent) of the value put to tender. The work must be completed within last five years from the date of issuance of this NIT.** The prequalification documents are to be uploaded in two separate folders. One of the folders shall contain the entire Technical Documents as stated in the Bid Documents and Financial Bids are to be uploaded in the another folder.

The tenders shall be available for viewing, downloading and submission in the web-site www.wbtenders.gov.in.

List of Works for which tender is invited :-

Sl No	Name of works	Estimated Amount Put to Tender (including GST, Cess) (Rs.)	Amount of Earnest Money (Rs.)	Cost of Tender Fees (Rs.)	Time of completion (Days)	Defect Liability Period (Years)
Re-Tender (3rd Call)						
1	Repair/Upgradation of CC road from Ghagra Football Ground to Nijam Mallick House via Ghagra Dakshin Para under Lowa-Ramkrishnapur GP within Galsi-I Block.	Rs. 2919586.00	Rs. 58400.00	Rs. 5000.00	45 days	2 years
2	Repair/Upgradation of CC road from Swapan Ghosh's house to Football playground under Jyotsriram GP within Jamalpur Block.	Rs. 963083.00	Rs. 19300.00	Rs. 5000.00	30 days	3 years
3	Repair/Upgradation of CC road from Hiru Ghosh's house to Ajay Ghosh's house under Jyotsriram GP within Jamalpur Block.	Rs. 769157.00	Rs. 15400.00	Rs. 5000.00	30 days	3 years
4	Repair/Upgradation of CC road from Kulut Bankar Par to Safarda Masjidtala under Kusumgram GP within Monteswar Block.	Rs. 4494595.00	Rs. 90000.00	Rs. 5000.00	45 days	2 years

1. **Earnest Money Deposit and Cost of Tender Fees Deposit** - The person/persons who intend to participate in the Tender for an Estimated Amount up to Rs. 25 (Twenty Five) Crore shall have to deposit Earnest Money as mentioned in clause 1.1 of GCC of Form No-2911.In the event of e-filing intending bidder may download the document from the web-site directly by the help of digital signature certificate/e-Token.

Earnest Money and Tender Fees Deposit of e-Procurement

Online receipt and refund of Earnest Money Deposit of e-Procurement through State Government e-Procurement portal. The following procedure to be adopted for deposit of EMD/Bid Security and Tender Fees Tender Fess related to e-Procurement

A)Login By bidder :-

a) A bidder desirous of taking part in a tender shall logging to the e-Procurement portal of the Government of West Bengal :-**https:// wbtenders.gov.in.** using his login ID and password.
b) He will select the tender to bid and initiate payment of pre-defined EMD and Tender Fees for that tender by selecting from either of the following payments modes :-
c) Net Banking (any of the Banks listed in the ICICI Bank Payment-gateway) in case of payment through ICICI Bank Payment Gateway.
d) RTGS/NEFT in case of offline payment through bank account in any Bank.

A) Payment Procedure:-

a) Payment by Net Banking (any listed Bank) through ICICI Bank Payment Gateway

b) 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 he wants to do the transaction in Account No.**026401013669**, IFSC Code : **ICIC0000264**.
c) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
d) Bidder will receive a confirmation message regarding success/ failure of the transaction.
e) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling Account maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD and Tender Fees .
f) If the transaction is failure the bidder will again try for payment by going back to the first step.
g) Payment through RTGS/NEFT:-
h) 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.
i) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account.
j) Once payment is made, 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.
k) If verification is successful, the fund will get credited to the respective Pooling account of the maintained with the Focal Point Branch of ICICI Bank at R.N Mukherjee Road, Kolkata for collection of EMD / Tender Fees.
l) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
m) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

B) **Refund/ Settlement Process:-**

a) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful/ unsuccessful which will be made available, along with the details of the unsuccessful bidders to ICICI bank by the e-Procurement portal through web services.
b) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 bank working days, where "T" will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
c) Once the financial bid-evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where "T" will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting Authority. However, the L2 bidder should not be rejected till the LOI process is successful.
d) If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank working days where "T" will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
e) All refunds will be made mandatorily to the any account from which the payment of EMD / (if any) were initiated.

2. **List of Important Dates of Bids: -**

No.	Particulars		Date	Time
1	Published Date	On	10.02.2026	17.00Hrs
2	Documents Download / Sale Start Date	From	10.02.2026	17.30Hrs
3	Documents Download / Sale End Date	To	24.02.2026	16.00Hrs
4	Pre-Bid Meeting	On	13.02.2026	15.00Hrs
5	Bid Submission Start Date	From	10.02.2026	17.30Hrs
6	Bid Submission End Date	To	24.02.2026	16.00Hrs
7	Bid Opening Date (Technical)	On	26.02.2026	16.00Hrs
8	Bid Opening Date (Financial)	After Evaluation of technical Bid		
9	Place of Opening Bid	Purba Bardhaman Zilla Parishad		
10	Officer Inviting Bid	District Engineer		
11	**Last Date of Bid Validity**	**90 days from the date of opening**		

Tender Inviting Authority will not take any responsibility for the delay caused due to non-availability of internet connection or traffic jam etc. for on-line bidding.

3. **Eligibility criteria for participation in tender:**

i) The prospective bidders shall have satisfactorily completed as prime agency at least one similar nature of work having **minimum value of 40% (forty percent)** of the estimated cost for which bid is invited during the last 5(five) years prior to the date of publication of this notice. under Zilla Parishad, P.W.D., C.P.W.D., & similar other Govt. Dept

ii) Credentials for successful completion (certificate for executed work obtained from the officer not below the rank of **Executive Engineer /District Engineer /Block Development Officer /Executive Officer of Panchayat Samity, Municipality, Development Authority or equivalent**) (N.B.- Estimated amount , work done amount, date of completion of work and detailed communicational address of the client must be indicated in the credential certificate) **and Work order mentioning Tender ID, detailed estimate and payment certificate (if available) must be submitted along with work completion certificate.**

iii) Copy of a)Valid PAN Card issued by Income Tax Department b) Professional Tax(current financial year) Receipt (Challans) Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017.d) Trade License. [Statutory Documents].

1. The applicant in the same name and style should have achieved annual turnover in any of the year over the last fiveyears (50% of which is form civil engineering works and equivalent only).
   a. 60% of amount put to bid, in case the amount put to bid is Rs. 200 lakhs and less.
   b. 75 % of amount put to bid, in case the amount put to bid is more than Rs. 200 lakhs.
   c. UDIN to be mentioned at least for the Financial Year which will be considered for qualification in turnover.
   d. Payment certificates (signed by competent authority) to be uploaded in support of turnover.
   e. Form 26 AS will also be considered for determination of turnover and must be submitted . The turnover will be indexed @8% simple interest in a year.

iv) Financial statements for the last 03 (three) years (Audited if applicable).

v) Income Tax return should be submitted for last 3 years.

vi) Neither prospective bidders nor any of constituent partner had been debarred to participate in tender by any Govt. Deptt. during the last 5 (five) years prior to the date of this e-NIT. Such debar will be considered as disqualification towards eligibility.

vii) Registered Unemployed Engineers' co-operative Societies/ Unemployed Labour Co-Operative Societies are required to furnish Valid Bye Law, Valid Register Certificate issued by the Co-operative Department, Current Audit Report, Annual General Meeting along with other relevant supporting papers. [Non Statutory Documents].

viii) A prospective bidder shall be allowed to participate in the 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 applicants will be rejected for that job only.

ix) A prospective bidder (including his participation in partnership) shall be allowed to participate **maximum 03 No of works** as mentioned in the list of schemes. If any bidder apply for more than 03

works then those bidder's first 03 no bids will be evaluated and the **remaining extra bids will be rejected for this nit** at the time of technical evaluation and no claim in this respect will be entertained.

x) The Partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum. [Non Statutory Documents].

xi) Where there is a discrepancy between the rate in figures & words, the rate in words will govern.

xii) Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by quantity, the unit rate quoted shall govern.

xiii) Any change of BOQ will not be accepted under any circumstances.

xiv) Tax invoice(s) needs to be issued by the supplier /agency for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act,2017.

xv) **Bank credit Certificate of 10% of the amount put to Tender should be provide as per format. (Format Attached).**
The date of issue of certificate should not be earlier than the date of publication of NIT.

xvi) The Contractor will have to maintain qualified technical employees and/or Apprentices at site as per prevailing Apprentice Act or as stipulated in the contract.

xvii) All tools and plants required for the work will have to be supplied by the contractor at his own cost. The list of machineries as indicated in clause (xviii) possessed by own/ arranged through lease deed (sample format attached as ANNEXURE-B) along with Authenticated copy of invoice/ Challan as per ITB. (For work valued more than 25.00 Lakh.)

xviii) The bare minimum requirements of machineries for Construction works is as follows (For work valued more than 25.00 lakh)

Sl. No.	Name of the Equipment	Required minimum number (For work valued more than 25.00lakh)
1	Smooth wheeled Road Roller (8-10 T) (For road works only)	1
2	Water Tanker with Sprinklers (For road construction works only)	1
3	Light duty Mobile Mini Hot Mix Plant with separate heating and mixing drum (For road construction works only)	1
4	Concrete Mixture (In case of concrete works)	1
5	Vibrator	1
6	Backhoe/Excavator	1

The list is only indicative. The bidder shall have to arrange for every necessary machineries, tools & plants for the intended job to the full satisfaction of Engineer –in- charge (to be mentioned in the affidavit)

The bidder must upload scanned copies of list of machineries possessed by own /arranged through lease deed along with authenticated copy of invoice /challan (Engine number and /or chesis number of all machineries either owned or leased should be provided).

i) Contractor has to set up necessary laboratory with minimum testing equipments/ apparatus to conduct the various tests as an when required to maintain the quality at site.

ii) Letter head of the agency/contractor containing Name addresses and contact details. During the currency of the project and after completion if the address of the agency/contractor changes, it will be the responsibility of the contractor to intimate the authority regarding such changes.

4. Other Instructions to the bidders: -

i) Work programme should be given by the bidder to complete the work in stipulated time.

ii) Before the deadline for submission of bids, the Employer may modify the bidding documents by issuing addenda.

iii) The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees up to **two decimal places.**

iv) No Mobilization Advance and Advance against purchase of equipments will be paid for the work

v) No secured Advance of any kind will be paid for the work under any circumstances

vi) Under no circumstances Escalation in prices in materials, labour charges, cost of P.O.L. & arbitration will be entertained.

vii) No interest claim will be admissible during refund of earnest money and security deposit.

viii) Uploaded documents of valid successful bidders may be verified with the original in due course. The valid successful bidders have to show the originals to the concerned authority as and when required.

ix) Time allowed for completion of work will be measured from the date of issue of work order

x) If any erroneous printing found after agreement or any time in the SOQ (Schedule of Quantity) Quantity or Rate, the Tender Inviting authority reserve the rights to correct the same as per approved original estimate.

xi) Bidding documents is to be uploaded by the bidder. The bidder has to only agree/ disagree on the conditions in the bidding document. The bidders who disagree on the conditions of bidding document cannot participate in the tender and his /their bid will be treated as informal

xii) ***Even though the bidders meet the qualifying criteria, they are subjected to be disqualified if they have:***

(i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).

(ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

(iii) Participated in the previous bidding for the same work and had quoted unreasonably highlow bid prices and could not furnish rational justification for it to the Employer

xiii) In case of submission of false or misleading documents, the earnest money of the bidder will be forfeited.

xiv) Intending Bidder should read carefully read the Cl No 41 of GCC of Form No-2911 regarding the suspension and debarment policy before participating the tender.

xv) No conditional or incomplete tender will be accepted.

xvi) The bid of any Black listed agency will not be accepted.

xvii) Arbitration will not be allowed in any case.

xviii) Tender inviting authority may be cancel or reject the tender without assigning any reason thereof.

xix) To keep the scheme in good condition during the Defect Liability Periods after the completion of the construction if any additional /excess work is required , the same will be treated as defect liability and the contractor has to do the maintenance work at his own cost.

xx) Tender Inviting authority reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any point of time prior to the issuance of work order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the authority's action.

xxi) The Contractor shall obtain a valid license under the Contract Labour (Regulation and Abolition) Act, 1970, before the commencement of the work, and continue to have valid licenses until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986, Fatal Accident Act, 1855, Personal Injuries (Compensation Insurance) Act, 1970.

xxii) The Contractor shall also comply with the provisions of the 'Building and Other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996' and 'The Building and Other Construction Workers Welfare Cess Act, 1996'. Failure to fulfill these requirements shall attract penal provisions of the contract, arising out of the resultant non-implementation of such provisions

xxiii) "Levy / Taxes Payable by Contractor" GST, Building and other Construction Workers' Welfare Cess or any other tax or Cess in respect of this contract shall be payable by the Contractor and Engineer-in- Charge shall not entertain any claim whatsoever in this respect.

xxiv) The contractor shall deposit Government Royalty and obtain necessary permit for supply of the sand, stone chips, red bajri, sand stone, river bed materials etc. from local authorities, if those are directly procured from quarry sites.

xxv) In case materials are procured from secondary sources, certificates of quarry owners to the effect of payment of royalties and Cess would have to be furnished. In absence of such certificates towards payment of Royalties and Cess such components shall be deducted from the contractor's bills at prescribed rates and deposited through 'GRIPS' portal or otherwise, in the designated Government Treasuries/PAO.

xxvi) Acceptance of the Tender will rest with the Tender Accepting Authority without assigning reason thereof to the bidder. The accepting authority reserves the right to reject any or all of the tenders without assigning any reason thereof to the bidder/contractor.

xxvii) Engineer-in-Charge shall not be held liable for any compensation due to machines becoming idle or any circumstances including untimely rains, other natural calamities, like strikes etc.

xxviii) No Mobilization/Secured Advance will be allowed unless specified otherwise in the contract.

xxix) All working Tools & Plants, Scaffolding, Construction of Vats & Platforms and arrangement of Labour Camps will have to be arranged by the Contractor at his/her own cost.

xxx) A machine page numbered Site Order Book (with triplicate copy) will have to be maintained at site by the Contractor and the same has got to be issued from the Engineer-in-Charge before commencement of work. Instructions given by inspecting officers not below the rank of Assistant Engineer will be recorded in this book and the contractor must note down the action to be taken by him in this connection as quickly as possible.

xxxi) No compensation for any damage done by rain or traffic during the execution of the work will be made.

xxxii) Whenever a work is carried out in municipal area, electric lights or electric danger signals whenever available shall be provided by the contractors on the barriers as well as paraffin lights. Facilities for the electric connection will be made by this Department but the Contractor will bear all the expenses.

xxxiii) The Contractor should quote through rate inclusive of cost of materials and carriage to place of working.

xxxiv) **The Security Deposit :**

(i)Security Deposit will be deducted as per the clause no 1.2 of GCC of Form No-2911.

(a) Compensation of all other sums of money payable by the contractor to the Government under the terms of the contract may be deducted from the security deposit.

(b) After completion of the work, the Contractor may opt for refund of the Security Deposit by replacing equal amount of Bank Guarantee of scheduled Bank valid up to 3 months beyond the defect liability period.

ii) The Security deposit will be refunded to the contractor as follows:-

a) For work with **six** months Defect Liability Period:

(i)Full security deposit shall be refunded to the contractor on expiry of six 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 **5 years** Defect Liability Period :

on the satisfactory completion of the whole of the construction work, 25% of the total amount retained as security deposit will be repaid to the contractor, 12.5% of the total amount retained as security deposit will be repaid to the contractor at the end of 3rd year & 4th year respectively after

completion of the completion work & balance of the amount(i.e- 50%) retained as security deposit will be repaid to the contractor subject to condition that the engineer has certified all defects notified by the engineer to the contractor before the end of period prescribed for repayment have been corrected.

5. **Time of Completion**:- The time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall be reckoned from the date on which the order to commence work is given to the contractor. The work shall throughout the stipulated period of the contract be proceeded with all due diligence. Time being deemed to be the essence of the contract on the part of the contractor, the contractor shall be bound in all cases, to achieve the 'Milestones'.
6. **Time Extension:** Normally no time extension will be granted. In case of prayer for extension of time the Zilla Parishad Authority has the full right reserved to grant it or discard it.
7. **Compensation for delay of work:**
   a) 2% (Two percent) of the tendered value of work arrived for each month of delay to be computed on per day basis subject to the ceiling limit of security deposit already withheld or due to be withheld during imposition of the said clause and minimum payable compensation equivalent to the Earnest Money deposited (EMD)
   b) Provided always, that the total amount of compensation for delay, to be paid under this clause shall not exceed 10% of the tendered value of work or the tendered value of the item or group of items of the work, for which a separate period of completion is originally given.
8. 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 & all other charges etc. Necessary deduction will be made from the contractor's bills as per prevailing Govt. orders and rules towards deposit & other taxes & charges etc.
9. The Agency shall quote their rate in percentage basis i.e. Excess /Less/At par(Both in figures as well as in words) in the given space of Financial Bid Documents only.
10. a) No Mobilization Advance and Secured Advance will be allowed.
    b) No Price Variation will be allowed.
11. Agency shall have to arrange land for creation of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
12. Bids shall remain valid for period not less than90 (Ninety) days from the date of opening of Financial Bid. "Bid valid for a shorter period shall be rejected by the 'Purba Bardhaman Zilla Parishad' as non response".
13. Estimate put to tender includes 18% GST (9% CGST &9% SGST) as applicable at the time of tender for all works contract & 1% Labour welfare cess.
14. Payment is subject to available of necessary fund and deduction of GST, TDS, Income Tax, Security Deposit &Labour welfare Cess, or any other deductions applicable.
15. The contract shall not be assigned or sublet without specific orders from Government in respect of a specified sub-contractor
16. There shall be no provision of Arbitration.
17. Cost of Earnest Money and Tender fees: Documents (Scanned copies of originals) of depositing EMD and Tender fees to be submitted along with the tender documents.
18. 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 e-Notice Inviting Tender, the cost of visiting the site shall be at the Bidder's own expense.
19. The intending Bidders shall clearly understand that whatever may be outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. Purba Bardhaman Zilla Parishad reserves the right 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.
20. **Prospective applications are advised to note carefully the minimum qualification criteria as mentioned in "Instructions to Bidders" before bidding.**
21. In case of Ascertaining Authority at any stage of application or execution of work necessary registered power of attorney is to be produced.
22. **No CONDITIONAL/INCOMPLETE TENDER** will be accepted under any circumstances.

23. In case of quoting rates, no multiple lowest rate will be entertained by the Department.

24. The District Engineer reserves the right to cancel the e-N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

25. Bid from Joint Venture are not allowed.

26. In case of any change of date, corrigenda, addenda, due intimation will be given in web site/ Notice Board

27. 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:-

i) Form No. 2911
ii) e-NIT
iii) Technical Bid
iv) Financial Bid

28. No Departmental materials will be issued for the works from Purba Bardhaman Zilla Parishad.

03/02/2026
District Engineer
Purba Bardhaman Zilla Parishad

Memo. No:- DE/e-NIT/ 282/71 Date:- 09/02/2026

Copy of Tender Notice (**Sl.No.-148 of 2025-26**) forwarded for favour of information with request to kindly display in his Notice Board for giving wide publicity to the:-

1-2)	Sabhadhipati/Sahakari-Sabbhadhipati ,PurbaBardhamanZillaParishad .
3)	District Magistrate ,PurbaBardhaman& Executive Officer , Bardhaman.
4-6)	Additional Executive Officer /Financial Controller & Chief Accounts Officer/Secretary, PurbaBardhamanZillaParishad.
7)	Additional Secretary, Govt. of W. B.,Panchayats& Rural Development Department, Joint Administrative Building,HC-7, Sector-III, Salt Lake,Kolkata-106.
8-19)	Adhyaksha, District Council/ Karmadhakshya (All), PurbaBardhamanZillaParishad.
20-23)	Superintending Engineer , P.W. Directorate , Western Circle-I , PurbaBardhaman / Superintending Engineer , Western Highway Circle No-I, P.W. (Roads) Directorate, PurtaBhawan, PurbaBardhaman./Superintending Engineer , Damodar , Irrigation Circle, I & W.D. Kanainatsal, PurbaBardhaman.
24-27)	Sub-Divisional Officer(All),PurbaBardhaman
28-33)	Executive Engineer, WBSRDA, Bardhaman Division, Bardhaman / Executive Engineer, WBSRDA, Bardhaman -2 Division, Kanksa / Executive Engineer-I, Bardhaman Division , P.W.D./ Executive Engineer-II, Bardhaman Division , P.W.D./ Executive Engineer,BurdwanSouthHighwayDivision,P.W.(Roads) Directt./ Executive Engineer,Burdwan North Highway Division, P.W.(Roads) Directt/ Executive Engineer, Burdwan Division ,PHE Dte, Bardhaman
34-35)	District Programme Co-ordinator, CHCMI, PBZP/ District Coordinator, MNB/Sanitation Cell, PBZP
36-56)	Sabhapati/ Executive Officer, PanchayetSamity (All),PurbaBardhaman
57)	D.I.O. & T.D., NIC, PurbaBardhaman is requested to arrange publication in Web Site http://www.bardhaman.nic.in
58-59)	Dy. Secretary/D.I.A., PurbaBardhamanZillaParishad is requested to arrange publication in Web Site http://www.burdwanzp.org
60-62)	Assistant Engineer (All)/ Assistant Engineer(Estimate Section),PurbaBardhamanZillaParishad.
63-71)	Sub-Assistant Engineer (All) /Sub-Assistant Engineer, Estimate Section/ H.C./ Acctt., PurbaBardhamanZillaParishad
	Notice Board, Engineering Wing, PurbaBardhamanZillaParishad./One Extra Copy to District Engineer, PurbaBardhamanZillaParishad.

03/02/2026
District Engineer
Purba Bardhaman Zilla Parishad

INSTRUCTION TO BIDDERS

SECTION – A

1. ***General guidance 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 **https://wbetenders.gov.in**. (the web portal of P & R.D. Department) the contractor is to click on the link for e-Tendering site as given on the web portal.
3. ***Digital Signature certificate (DSC)/e-Token***
   Each contractor is required to obtain a Digital Signature Certificate (DSC)/ 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.
4. The Contractor can search &download e-NIT & Tender Documents electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate)/ e-Token. This is the only mode of collection of Tender Documents.
5. ***Participation in more than one work***
   A prospective tenderer shall be allowed to participate in the work either in the capacity of individual or as a partner of a firm . If he is found to have applied severally in a single work all his applicants will be rejected for the work.
6. ***Submission of Tenders.***
   General process of submission: - Tenders are to be submitted online through online the website in two folders at a time for each work, one is 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 (transformed into non readable formats)

A. Technical Bid

The Technical Bid should contain scanned copies of the following further in two covers (folders) .

A-1.***Statutory cover containing documents***

i. Prequalification Application (Section-B, Form-I)
ii. Photo copy of EMD and Tender as prescribed in the e-NIT, against each of the serial of work in favour of Purba Bardhaman Zilla Parishad.
iii. Copy of PAN Card & Copy of Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017
iv. STRUCTURE AND ORGANISATION (Section-B, Form-II).**Valid e-mail & mobile no to be mentioned.**
v. Tender Form –No. 2911 &e-NIT ***(properly filled in & upload the same Digitally signed except quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in 2911, the tender is liable to summarily rejected).***

A-2. ***Non statutory cover containing documents***

i. a) Current Professional Tax Receipt Challan b) Current Income Tax acknowledgement Receipt. c) Trade Licence.
ii. Registration Certificate under Company Act(if any)
iii. Registered Deed to Partnership Firm/Article of Association & Memorandum (if applicable)
iv. Power of Attorney (For Partnership Firm /Private Limited Company(if any)
v. Registered Unemployed Engineers' Co-operative Societies /Unemployed Labour Co-operative Societies are required to furnish Valid Bye Law, valid Register Certificate issued by the Co-operative Department, Current Audit Report, Annual General Meeting along with relevant supporting papers.

Sl No	Category Name	Sub- Category Description	Details
A	CERTIFICATES	CERTIFICATES	1. Valid 15-digit Goods & Services Taxpayer Identification Number (GSTIN) under GST Act,2017 2. Valid Pan issued by IT Department Govt. of India. 3. Current Professional Tax Receipt Challann 4. Latest ITReturn Acknowledgement .
B	Company Details	Company Details	***1.*** Proprietorship firm **(Trade License)** ***2.*** Partnership firm (Partnership deed, Trade license) ***3.*** LTD. Company (Incorporation certificate ,Trade license) ***4.*** Society (Trade License) ***5.*** Power of Attorney ***6.*** Valid Bye Law ***7.*** Valid Registration Certificate issued by the Co-operative Department. ***8.*** Current Audit Report ***9.*** Annual General Meeting.
C	Credential	Credential	i) The prospective bidders shall have satisfactorily completed as prime agency at least one similar nature of work having **minimum value of 40% (forty percent)** of the estimated cost for which bid is invited during the last 5(five) years prior to the date of issue of this notice. under Zilla Parishad, P.W.D., C.P.W.D., & similar other Govt. Dept ii) Credentials for successful completion (certificate for executed work obtained from the officer not below the rank of **Executive Engineer /District Engineer /Block Development Officer /Executive Officer of Panchayat Samity, Municipality, Development Authority or equivalent**) (N.B.- Estimated amount , work done amount, date of completion of work, Tender ID and detailed communicational address of the client must be indicated in the credential certificate) **and Work order mentioning Tender ID, detailed estimate and payment certificate (if available) must be submitted along with work completion certificate.**

B. Tender Evaluation Committee (TEC)

i) Opening &Evaluation of Tender :-

ii) Opening of Technical proposal :
Technical proposals will be opened by the District Engineer, Purba Bardhaman Zilla Parishad or his authorized representative electronically from the web site.

iii) Decrypted (transformed in to readable formats) documents of the statutory/ non statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

iv) Pursuant to scrutiny & decision of the Tender Evaluation Committee,the summary list of eligible tenders will be uploaded in the web portals/ Notice Board before opening of financial bid.

v) While evaluation the Committee may summon of the bidders& seek clarification/ information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

vi) Intending tenderers may remain present, if they so desire.

C. Financial Bid

i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). **The Bidder is to quote the rate (on Percentage basis i.e. Excess/ Less/At par) 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.

iii. Intending tenderer may remain present, if they so desire.

7. ***Penalty for suppression/distortion of facts***

Submission of false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for prosecution as per relevant IT Act in vogue.

8. Rejection of Bid

The Purba Bardhaman Zilla Parishad reserves the right to accept or reject any bid and to cancel the bid process and reject all bids at any time prior to the award of contract without there by incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for Zilla Parishad's action.

9. ***Award of Contract***

The Bidder whose bid has been accepted will be notified by Purba Bardhaman Zilla Parishad through Letter of Acceptance cum Notice to proceed with the Work.

The Agreement in Form No.-2911 will incorporate all agreements between Purba Bardhaman Zilla Parishad and the successful Bidder. All the tender documents including e-NIT & BOQ will be the part of the contract document.

10. Additional terms and conditions

a) **Work order will be issued after availability of the fund.**

b) Agency should submit the test report of Quality control.

c) Even though the bidders meet the qualifying criteria, they are subjected to be disqualified if they have: *Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements; and / or record of submission of any false / fake document(s).*

(i) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

(ii) Participated in the previous bidding for the same work and had quoted unreasonably high low bid prices and could not furnish rational justification for it to the Employer

d) Additional Performance Security @ 10.00% (ten percent) of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the estimate put to tender at the time of execution of agreement, in the form of Bank Guarantee from any schedule Bank /Fixed Deposit as per direction as per memo no-4608-F(Y) dated-18/07/2018 of Finance Department, Govt. of W.B.

i) If the bidder fails to submit Additional Performance Security within 7 (seven) working days from the date of LOA/Work Order or the time period as approved by the Tender inviting Authority, his Earnest Money will be forfeited.

ii) If the bidder fails to complete the works successfully, the Additional Performance Security along with Security Deposit lying with the Government shall be forfeited at any time during the pendency of contract period as per relevant Clauses of the Contract.

iii) Necessary provisions regarding deductions of Security Deposit from the progressive bills of the Contractor as per relevant clauses of the contract will in no way be affected/ altered by this Additional Performance Security.

03/07/2018

District Engineer
Purba Bardhaman Zilla Parishad

SECTION –B
FORM- I
PRE-QUALIFICATION APPLICATION

To
The District Engineer,
Purba Bardhaman Zilla Parishad

Tender for (Name of Work)----------

Reference :- e-NIT.No-….of ……,(Sl No---------.)

Dear Sir,

Having examined the Statutory, Non statutory &e-NIT documents, I/we hereby submit all 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/Engineering-in-Charge can amend the scope & value of the contract bid under this project.
(b) Tender Inviting & Accepting Authority/Engineering-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 of applicant including title
and capacity in which application is made.

SECTION –B

FORM-II

STRUCTURE AND ORGANISATION

A.1.i) Name of Applicant
(Proprietor/Secretary/Partner) : _____

ii) Status of Farm
(Proprietorship /Society/Partnership/Ltd Comp.) : _____

A.2 i) Office Address : _____

ii) **E-Mail** (Mandatory) : _____

iii) Telephone No.(Land) (if any) : _____

iv) **Mobile No.** (Mandatory) : _____

v) PAN No : _____

vi) GST

vii) e-Procurement No (UTR No if any)- : _____

A.3.i) Name of Bank : _____

ii) Address of Bank : _____

iii) Account No : _____

iv) IFSC Code : _____

A.4 Attach one organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. : _____

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

_____

Signature of applicant including title
and capacity in which application is made.

SAMPLE FORMAT FOR BANK CREDIT CERTIFICATE (BANK LETTER HEAD WITH ADRESS)

BANK CERTIFICATE

This is to certify that ---------- is a reputed company with a good financial standing. If the contract for the work, namely, _____ (Tender No. & Name of work) is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs. _____ 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 ----------

Stamp of the Bank

Note: Certificate should be on the letterhead of the bank and phone, fax and e-mail address should be written clearly.

ANNEXURE-A

BANK GURANTEE FOR ADDITIONAL PERFORMANCE SECURITY DEPOSIT

To
The District Engineer,
Purba Bardhaman Zilla Parishad

	Account Details
Account Name	
Beneficiary Bank Account No	
IFSC Code	
MICR Code	
Branch Address	

WHEREAS ..... [NAME AND ADDRESS OF CONTRACTOR] (here after called "The Contractor") has undertaken, in pursuance of to execute..... (Hereinafter called "The Contract").

AND WHEREAS it has been stipulated by you in the said contract that the contractor shall furnish you with a Bank Guarantee by a scheduled commercial bank for the sum specified therein for 'ADDITIONAL PERFORMANCE SECURITY DEPOSIT' for compliance with his obligation in accordance with the Contract.

AND WHEREAS we ..... (Indicate the name of the bank branch) have agreed to give the contractor such a Bank Guarantee.

NOW THEREFORE we ..... (Indicate the name of the bank & branch) hereby affirm that we are the Guarantor and responsible to you on behalf of the contractor, up-to a total of Rs..... [amount of guarantee] .....(in words). We undertake to pay you, upon your first written demand and without cavil or argument, a sum within the, limits of

[amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein to the above beneficiary bank account.

We .....(indicate the name of the bank & branch) hereby waive the necessity of your demanding the said debt from the contractor before presenting us with the demand.

We .....(indicate the name of the bank & branch) further agree to pay to you any money so demanded not withstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto. Our liability under this present guarantee is absolute and unequivocal.

The payment / so make by us under this bond shall be a valid discharge of our liability for payment there under and the contractor (s) shall have no claim against us for making such payment.

We ..... (Indicate the name of the bank & branch) further agree that no change or addition to or other modification of the terms of the contract or of the works to be performed there under or of any of the contract documents, which may be made between you and the contractor, shall, in anyway, release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

We, ... (Indicate the name of the bank & branch) also undertake not to revoke this guarantee except with your prior written consent.

The Guarantee shall be valid up to ..... It comes into force with immediate effect and shall remain in force and valid for a period of ..... Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. .....(Rs.....) and unless a claim in writing is lodged with us within the validity period of this Guarantee, i.e. up to ....., all our liabilities under this Guarantee shall cease to exist.

Signed and sealed this day of 20.....at

SIGNED, SEALD AND DELIVERED
For and on behalf of the BANK by

(Signature)
(Name)
(Designation)
(Code Number)
(Address)

NOTES:

(i) The bank guarantee should contain the name, designation and code number of the officer (s) signing the guarantee. The address, telephone number and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

ANNEXURE-B

FORMAT FOR LEASE AGREEMENT

(To be furnished in Non Judicial Stamp paper of appropriate value (Not less than Rs. 50) duly notarized on or after the date of publication of this NIT)

This Agreement is made on..... (Date of Agreement)

Between

1).....(Name of Lessee firm/ Company) represented by ....(Name of authorized signatory) in the capacity of..... (Proprietor/Power of Attorney holder) with office address..... ..... having PAN ....(Proprietor/Power of Attorney holder/ firm/Company) being

LESSEE AS FIRST PARTY

And

2).....(Name of Lessor firm/ Company i.e Owner of the machine) represented by..... ..... (Name of authorized signatory)in the capacity of..... .....(Proprietor/Power of Attorney holder) with office address..... ..... having PAN ..... (Proprietor/Power of Attorney holder/ firm/Company) being

LESSOR AS SECOND PARTY

That the FIRSTPARTY approached the SECOND PARTY for the following machine/ machines to be Leased out and it is mutually agreed by both the parties for such Lease Agreement with a condition that the FIRST PARTY shall pay Rs.....(in words) per month for the machine/machines to SECOND PARTY for completion of the project invited by the Tender Inviting Authority (TIA) vide NIT No.....(Tender ID No.....) till its completion /for.....years.

Machinery Information

Serial No.	Quantity (No)	Capacity	Name of the Machine	Machine No	Chassis No.	Engine No.	HSN Code	No. and date of Invoice	No. and date of Challan	No. of e-Way Bills/ Way Bill(s)	Present Location of Machine	Date of release if engaged
1												
2												

---------- ---------- ----------

(Signature of LESSOR) (Signature of LESSEE) (Signature of IDENTIFIER)

Name and Address of Lessor / Owner of the Machine
1. Owner Name:
2. Detailed address:
3. Mobile No:
4. Email Address:

[NB1: Additional condition may be inserted in the Lease Agreement if necessary.]
[NB2 :i) Attach photocopy of Notorial Certificate
ii) Photocopy of tax invoice, chalan, way bill of the machineries
ii) Photocopy of Pan & Adhar card of signatories (lessor, Lessee & identifier)
iii) POA of signatories of lessor (for partnership firm / company)
[NB 3: In case of lessor firm is a partnership firm then please attach photocopy of partnership deed And in case of company attach photocopy of Article of Association and Memorandum

SAMPLE FORMAT OF AFFIDAVIT (To be submitted in Non-Judicial Stamp Paper and to be Notaried)

(To be submitted in Non-Judicial Stamp Paper and to be Notarised)

I, Sri.....S/o Sri..... aged.....years, Residing at.....Proprietor/ Partner/ Director of ....., PAN NO,.....GST No....., Mob No. ..... E- Mail.-..... do hereby solemnly affirm and declare in connection with .... is as follows :

1. That I, the undersigned do certify that all the information furnished & statements made in the bid documents are true and correct to the best of my knowledge and belief.
2. That the undersigned also hereby verifies that neither any near relations of staff and officers of the department nor any retired gazetted officers are in our employment.
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 and agrees that the bid shall remain open for Acceptance 90 days from the date of opening of financial bid.
5. The undersigned agrees to invest 30% of the contract price of works by cash during the implementation of the works.
6. The undersigned agrees to authorize the authority to seek references from the bankers of the undersigned.
7. If the contract is awarded to us, we will deploy at site all necessary T&P and equipments immediately on receipt of the work order. We would commence the work only on deployment of machineries at site to the full satisfaction of the Engineer-in-Charge. We would be duty bound to use those equipments at site to achieve the best result as per requirement of the contract. We would upkeep and maintain those equipments in running condition till completion of the Project. Any breakdown of any equipment will be replaced immediately. No part of equipment will be shifted to another site without the written permission of the E.I.C.
8. We would establish a site laboratory with minimum testing equipments/ apparatus to conduct the various tests on soil, aggregates and cement concrete to maintain the quality at site. We will upkeep the laboratory set-up in good condition of the project.
9. We would deploy at site all necessary technical personnel for efficient contract management and supervision of works to the full satisfaction of the Engineer in Charge with a view to achieving best quality of works at site.
10. We would carry out all necessary tests of all major items at frequency spelled out in the contract document to the full satisfaction of the Engineer in Charge to achieve the best quality work at site. We will be contract bound to bring to the notice of the EIC any non-compliance of test results along with the action taken report.
11. Any departure whatsoever in any form will be considered as breach of contract. In such situation the department at his liberty may withhold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, Departmental decision will be final and binding.
12. The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.
13. The Credential that I have submitted is authentic and the Tender ID of that work is a) ..... b).....

PURBA BARDHAMAN ZILLA PARISHAD
Bidding Document
REF: e-NIT- 148 OF 2025-26
(Memo. No. DE/e-NIT/ 282 Dated- 09/02/2026)
END OF
TECHNICAL BID
PURBA BARDHAMAN ZILLA PARISHAD
Engineering Wing
Court Compound, P.O.-Bardhaman
Dist.-Purba Bardhaman
PIN- 713101