

ALIPURDUAR ZILLA PARISHAD

ALIPURDUAR

Contact No. 03564 255809

NOTICE INVITING PRE QUALIFICATION CUM TENDER (TWO COVER SYSTEM)

(E procurement)

NIT NO- WBZP/15-DE/APD/2025-26

Dated-07-08-2025

For and on behalf of the District Magistrate, Alipurduar & Executive Officer , Alipurduar Zilla Parishad, the District Engineer, Alipurduar Zilla Parishad, invites sealed percentage rate tenders for each of the following works in two cover system. Pre-qualification documents in a separate cover and Bid document with schedule rate in another cover are to be submitted by the qualified contactors who satisfy the terms and conditions set out in pre- qualification document.

Sl No.	Name of the Work	Call No.	Amount Put to Tender (in Rs.)	Earnest Money (in Rs)	Price for each set of Tender Document	Fund
1	CONSTRUCTION OF RI OFFICE BUILDING AT ALIPURDUAR BL&LRO, AIIPURDUAR I PS	1 ST CALL	1336241.00	26,725.00	Rs 2000.00 (Applicable for Successful tenderer	DEPOSIT (LR)
2	CONSTRUCTION OF BOUNDARY WALL OF BL&LRO OFFICE, MADARIHAT, MADARIHAT BIRPARA BLOCK	1 ST CALL	10,08,581.00	20,172.00	Rs 2000.00 (Applicable for Successful tenderer	DEPOSIT (LR)

Intending bidders may download tender documents from State government portals <https://wbtenders.gov.in> & www.wbprd.nic.in from. 18.55 Hours on 07-08-2025 to 18.00 Hours. on 21-08-2025 .The pre-qualification and bid documents duly filled in all respect should be submitted on-line through e-portal before 18.00 Hours (as per server clock) on 21-08-2025. Alipurduar Zilla Parishad does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. for on-line bids. The pre-qualification documents will be opened by the District Engineer at **10.00 hrs on 25-08-2025** in Alipurduar Zilla Parishad in presence of available bidders present.

The financial bid document of the technically qualified bidders will be opened at (**Date & Time will be communicated later on**) for evaluation and selection of qualified bidders and the other bid documents will not be opened. If the dates are changed due to un-avoidable circumstances intimation will be given in website and office notice board. No individual intimation will be issued in this connection

SCHEDULE OF IMPORTANT DATES OF BIDS

SI NO	PARTICULARS	DATE & TIME
1.	Date of Publication of NIT	07-8-2025 Time 18.00 Hours
2.	Period and Time for download of Bidding Documents.	From 07/08/2025 Time 18.00 Hours To 21/08/2025 Time 18.00 Hours
3.	Last Date & Time of Submission of Bid.	From 07/08/2025 Time 18.00 Hours To 21/08/2025 Time 18.00 Hours
4.	Date & Time of Opening of Technical Bid	25/08/ 2025 at 10.00 Hrs
5.	Date of Publication of Technically Qualified Bidders.	Date & Time will be communicated later on.
6.	Date & Time of Opening of Financial Bid.	Date & Time will be communicated later on.
7.	Date, Time & Place of Pre Bid meeting	11/08/ 2025 at 12.00 Hrs at the Meeting Hall of Alipurduar Zilla Parishad.
8.	Place of Opening of Bids.	Alipurduar Zilla Parishad, Alipurduar.
9.	Bid Validity.	180 Days.
10.	Completion Period of the work	FOR SL NO 1 : 120 Days
		FOR SL NO 2 : 180 Days
11.	Maintenance Period	5 (FIVE YEARS)

Eligibility Criteria for Participation in tender & Information to Bidders.

1. The intending bidders should have successfully completed at least one contract of Similar Nature of Work of at least **40%** value of the proposed contract within last 5 years from the date of publication of the notice. Such work executed should be in the Government Sector, Zilla Parishad , Public Sector undertaking. Dully signed Credential/Payment issued by competent authority not below the rank of the **District / Executive Engineer or District Level Officer.**
2. **The Bidders should submit Income Tax Return (Last 3 year), Pan Card, GST, Professional Tax Clearance Certificate, Valid Trade licence must be uploaded in appropriate folder.** During scrutiny of Technical Bid/Tender document if it is found that any information is incorrect the technical bid/tender documents will be rejected without assigning any reason thereof. The Tender Committee of Alipurduar Zilla Parishad will have sole discretion to decide the eligibility of the Contractors on the basis of his submitted documents and reserves the right to reject the Bidder without assigning any reason thereof and the decision of the Alipurduar Zilla Parishad Authority will be final in this respect. All papers will be verified with original papers as and when required.
3. The prime contractor should have necessary bid capacity to execute the work (Documentary evidence in proof of the above should be enclosed).
4. **For all bidders required to submit the soft copy (Scanned PDF File) of requisite EMD using the online payments mode. Accordingly, the net banking option shall have to be availed with any of the Banks listed in the ICCI Bank Payment gateway & the option of RTGS/NEFT through Bank A/C in any bank have to procure with the payment gateway of ICICI Bank by the e-procurement portal through web services. As qualification documents, the EMD amount paid by the bidder will get credited to the respective pooling A/C maintained by the Focal point Branch of ICICI Bank vide order no 3975-F(Y) dt 28-07-2016 of Govt of West Bengal.**
5. The indenting bidders should know the fact 'that the rates in the BOQs are **inclusive** all duties, taxes, royalties, cess, Deduction of Income tax, GST, Construction Workers' Welfare Cess, P.Tax etc. Deductions will be made at Source from the running bills in accordance with the existing rules/orders. No separate claim in any circumstances will be allowed.
6. In this tender no arbitration will be allowed.
7. All the related documents are to be produced **IN ORIGINAL** to this office as and when asked for.
8. No Mobilization/Secured advance will be allowed.
9. Running payment for work will be made to the agency **as per availability of fund** and as per norms
10. The bidders at their own responsibility and risk is encouraged **to visit and examine the site of works** and its surrounding and obtain all information that may be necessary for preparation of the bid and entering into contract for the work mentioned in the Notice. The Cost of visiting the site shall be at bidder own expense.
11. Alipurduar Zilla Parishad authority reserves the right to reject any or tender **without assigning any reason** thereof. It is also to be mentioned that if any bidder have found participating tender with false or forged documents necessary penal action will taken against them.

Documents to be enclosed along with the Tender :

- i. Work order of the Submitted Credential
- ii. Credential details in **Form I** (Annexed)
- iii. Credential Issued by competent authority of similar nature of work.
- iv. BOQ/SOQ signed by the TIA of the Submitted Credential.
- v. Income Tax Return/acknowledgment receipt (Last **3 Year**).
- vi. Pan Card.
- vii. Upto Date Professional Tax Clearance Certificates.
- viii. Upto Date valid Trade license
- ix. Up to Date E.P.F & ESI (updated Last three Months challan)
- x. Valid 15 digit Goods & Services Taxpayer identification Number (GSTIN) under GST Act. 2017.
- xi. The intending Bidder have to submit Affidavit in a non judicial stamp as enclosed format mentioning work name and NIT no & SI No clearly. **(Annexure A)**
- xii. In case of Partnership Firm / Registered Company, the intending Bidders are requested to submit the copy of the DEED of Partnership / relevant document in support of proof of so.
- xiii. Scanned copy of Bid Capacity calculation in his/her own letter head. (Calculation to be done as prescribed Annexure enclosed) **(FORM II)**
- xiv. The intending bidder have to submit have to submit Average Annual Turnover for the last 3 (Three) Financial Years from engineering construction works and to be supported by the documents. **(Form-III)**

- 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.

Terms and Conditions:

1. This Notice Inviting Tender will be treated as part of the Tender Document.
2. "In case of any day" meant for this tender, appears to be an unscheduled holiday, the next working day will be treated as scheduled / prescribed day for the same purpose.
3. No material, Tools & Plants etc. will be issued by Alipurduar Zilla Parishad.
4. No preconditioned tender will be accepted.
5. All the rates of works are inclusive of all taxes, cess, levy, octroi, royalties, transportation, etc including all other incidental charges therein.
6. The Contractor, whose tender is accepted shall within 15 (fifteen) days of issue of an intimation to that effect by this office obtain additional one set of contract documents and submit the same duly signed by him to this office for formal agreement. If the contractor fails to perform the formalities as mentioned within the specified period, acceptance of the tender will be liable to be cancelled and the earnest money will be forfeited.
7. **The Successful Tenderer, herein after called the Contractor, will have to execute an agreement on a Non Judicial Stamp worth Rs. 100/- only.**
8. Time & Cost over-run will not be permitted. In case of any work not being completed by the contractor within the stipulated time-frame, necessary Penal Measure, in the tune of deduction of an amount, as decided by the **Artha-Sanstha-Unnayan-O-Parikalpana Sthayee Samity of Alipurduar Zilla Parishad**, will be imposed.
9. Necessary deduction towards, Income Tax and Welfare Cess etc. will be made as per Govt. norms. The Earnest Money will form the Security Deposit. The Earnest Money deposited by the unsuccessful bidders will be returned in due course.
10. Additional Performance security should be submitted @ 10 % of Amount Put to tender amount by the successful bidder if the accepted bid is 80 % or less of the tendered amount. The Additional Performance Security shall be submitted by in form of Bank Guarantee/ Fixed Deposit. This will be valid up to end of the contract period and will be renewed accordingly if required.
11. MGNREGA job card holders for unskilled portion of the works to the maximum possible extent should be engaged.
12. **The ALIPURDUAR ZILLA PARISHAD AUTHORITY reserves the right not to allow the agency to participate in future tenders under the following circumstances.**
 - i) Delay in completion of job.
 - ii) Poor performance in terms of quality of materials and workmanship
13. **Termination of Contract/ Work Order :**
The authority may terminate the contract/work order due to the following reasons.
 1. Poor Progress of work.
 2. Poor Quality of work.
 3. Adoption of any unfair means during execution of work.
 4. Violation/Non-compliance of any instructions of the authority.
 For termination of the contract/work, the authority will issue a 7 days' notice to the agency/contract to make up the discrepancy/shortfall of the work as instructed by the authority, failing which the contract/work order will be terminated with forfeiture of E.M.D., S.D., Performance Security etc
14. **Discretion of the authority inviting tender:** The tender inviting authority reserves the right to accept or to reject any or all applications/tenders without assigning any reason whatsoever. On matters of dispute authority decision shall be final and binding. The quantity of work indicated in BOQ is provisional and should not be taken as firm. The extent to which the work would be actually executed will depend on the final decision of the District Engineer, Alipurduar Zilla Parishad. He however reserves the right to reduce the quantity even substantially without assigning any reason thereof and take up the same otherwise for which no compensation is payable under any circumstances
15. The successful contractor shall have to submit 3 (three) copies of application in the prescribed form for license (Form No VI) duly filled and signed by the contractor along with the tender. The license fee in terms of Rule – 26(2) and the Security Deposit of Labour in terms of Rule – 24 of West Bengal Contract & Labour (Regulation & Abolition) Act, 1972 should be separately deposited to the Local Treasury under the Head of Account - : 843 Civil Deposit – Deposit under various central and State Acts deposit under the contract Labour (Regulation and Abolition) Act, 1970.
16. Price Escalation claimed by the Agency will not be entertained by the Authority.

17. Work Execution:

- I) The successful Tenderer shall have to start the work at site within 7 days after receipt of the work order failing which work order shall be cancelled with forfeiture of earnest money deposited with ALIPURDUAR ZILLA PARISHAD without assigning any reason.
- II) After receipt of the Work Order, the successful Tenderer shall submit the work programme, Bar chart of execution of the work, establish site office and deploy Site Engineers. He shall also maintain Work Order Copy, Drawings, schedule of work and tools & tackles at site to assist Engineers to carry out necessary checking and supervision of the work
- III) **Sub-letting** of the job is not permissible and the Tenderer must submit one undertaking that he will not sub-let the job under any circumstances. If the authority comes to know that the agency has sub-let the work then action shall be taken to terminate the contract and the SD money will be forfeited and in addition the contractor shall not be entitled to recover or be paid for any work there for actually performed under the contract.
- IV) All materials & workmanship shall be as per the approved quality and methodology.
- V) Agency should possess the requisite and relevant equipment's and machineries for the work. If equipment's and machineries are not deployed as per the undertaking given by the contractor, the Engineer in charge is authorized to stop the work and direct the contractor to deploy them immediately. If the contractor fails to carry out the direction, then the authority may take appropriate action including forfeiture of Earnest Money Deposit (EMD) and cancellation of the work order.
- VI) The contractor shall collect **photography/video photography** of the site firstly before the start of the work, secondly mid-way in the execution of different stages of work and lastly after the completion of the work. The photographs shall have digital date printed over it. A minimum of **10 such** photographs should be submitted at the time of submission of claim for payment. No separate payment will be made to the contractor for this purpose. Payment shall not be made without submitting the photographs/video photographs. Some photographs will have engineers inspecting the site, machinery working, measurement etc.

VII) All other clause(s) applicable as per W.B. Form No. 2911 (Standard bid document)

18. Any Typographical mistake in case of unit, Rate, Quantity, Amount, any type of nomenclature in items of works/items itself including description etc. whatsoever as stated in BOQ, That can't be claimed during agreement or so. In that case sanctioned estimate will be binding criteria.
19. **DEFECT LIABILITY PERIOD:-** The Defect Liability period will be decided as per nature of work.
 - a) 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.
 - b) 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.
 - c) 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.
 - d) 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.


District Engineer
Alipurduar Zilla Parishad 

1. The Sabhadhipati, Alipurduar Zilla Parishad.
2. The Sahakari-Savadhipati, Alipurduar Zilla Parishad.
- 3_12 The Karmadhyaksha, Sthayee Samity, Alipurduar Zilla Parishad (All).
13. The Superintending Engineer, North Bengal Circle, P& RD Department. Jalpaiguri.
14. The District Magistrate & The Executive Officer, Alipurduar Zilla Parishad
15. The Additional Executive Officer, Alipurduar Zilla Parishad
16. The F.C & CAO, Alipurduar Zilla Parishad
17. The Secretary, Alipurduar Zilla Parishad.
18. The Sub-Divisional Officer (Sadar), Alipurduar.
- 19-20. The Assistant Engineer, Alipurduar Zilla Parishad.
- 21-26. The Block Development Officer & Executive Officer.....Dev Block/Panchayat Samity
27. The District Informatics Analyst, Alipurduar Zilla Parishad is requested to publish the NIT.
34. The Additional Deputy Secretary, Alipurduar Zilla Parishad.
35. The Pradaip Kr Roy, J.E(P&RD) requested to present at time of Uploading & Technical Bid Opening of this NIT.
36. DA with a request to preserve the Tender Document.
37. The Accountant, APDZP.
38. Notice Board.


District Engineer
Alipurduar Zilla Parishad 

FORM - I

CREDENTIAL CERTIFICATE

(100% PHYSICAL COMPLETION)

1	Name of the work :	
2	Name of the client :	
3	Amount put to tender :	
4	Awarded cost :	
5	Date of commencement of work :	
6	Date of completion as per work order :	
7	Actual date of completion :	
8	Final gross value of the bill :	

Note: *In case of completion of multiple natures of works in a single tender, then the value of work as specified in the NIT shall only be taken for the eligibility of the bidder.*

I hereby declare that all the statements made above are true to my knowledge. I also understand that any discrepancy found in the above statement will render me liable for cancellation of my tender.

(Signature of the Bidder)

Note:

1. *Completion Certificate for fully (100%) completed works will only be considered.*

ANNEXURE-A

SAMPLE FORMAT OF AFFIDAVIT

I, Sri....., S/o Sri..... aged..... years, Residing
at..... Proprietor/Partner/Director of....., do hereby solemnly affirm and declare in connection
with work name..... under NIT NO

_____ SI No _____ 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 DE/SE/AE/SAE 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 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 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 with hold our payment till we rectify the defects or fulfil 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.

(Signature of the Bidder with Date)

Form – II,

A PROFORMA FOR BID CAPACITY

B/II/1 Name of Applicant :

B/II/2 Annexure-A Information of audited financial statements for the last year to demonstrate the current soundness of the Bidder's financial position:

1. The Bidder's Net worth for the last year calculated on the basis of capital, profit and free reserve available to the firm should be positive.

2. Bidders, who meet the minimum qualification criteria, will be qualified only if their available bid capacity at the expected time of bidding is more than the total estimated cost of the works. The available bid capacity will be calculated (by the bidder/authorized signatory of the bidder) as under:

Assessed Available Bid capacity= $(A \times N \times 3 - B)$ where A= Maximum value of engineering works in respect of projects executed in any one year during the last five years (updated to the price level of the year indicated in table below under note) taking into account the completed as well as works in progress. The projects include turnkey project/ item rate contract/ Construction works.

N= Number of years (i.e., _____ year) if Completion time is more than 6 months then N=1, N=0.5 if completion time is less than equal to six months..

B= Financial Liability of the bidder to be incurred for existing commitments and on-going works during the period of the subject

To calculate the value of "A" i) A table containing value of Engineering Works in respect to projects (Turnkey projects/item rate contract/ Construction works) undertaken by the Bidder during the last 5 years is as follows:

Sl. No	Projects (Rs. In Crores)	Maximum value of projects that have been undertaken during the F.Y. _____ out of the last 5 years and value thereof is Rs. _____ Crores Rupees).
1.	2020-21	
2.	2021-22	
3.	2022-23	
4.	2023-24	
5.	2024-25	

ii) Maximum value of projects that have been undertaken during the F.Y. _____ out of the last 5 years and value thereof is Rs. _____ Crores Rupees). Further, value updated to the price level of the year indicated in Table is as follows :Rs. _____ Crores x _____ (updatation Factor as per Table annexed) = Rs. _____ Crores (Rupees)

Table indicating the factor for the year for updatation to the price level is indicated as under:

Sl. No	Financial Year	Updatation factor
1.	2020-21	1.2
2.	2021-22	1.15
3.	2022-23	1.1
4.	2023-24	1.05
5.	2024-25	1.0

iii) Net worth for the last year of _____ (name of the company) is Rs. Thus,

available assessed Bid Capacity stands as : $(A \times N \times 3 - B) = \dots = \text{Rs.} \dots$

To calculate the value of “B”

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

Sl. No .	Name of Work/ Project	Name of the Employer	Percentage of participation n of Bidder in the project	Stipulated period of completion as per Agreement / LOA with the start date	Value of contract as per Agreement / LOA	Value of work completed	Balance value of work to be completed	Anticipated date of completion	Financial liability to be incurred for the said work/ project during the period of the subject contract

Note: All the documents to be submitted in support of Annexure must be duly signed and sealed by the applicant/ bidder and authenticated by Statutory Auditor's firm.

Form – III,**STATEMENT ON ANNUAL TURNOVER ENGINEERING CONSTRUCTION WORKS**

This is to certify that the following statement is summary of the audited Balance sheet arrived from contractual business in favour of _____ for the last three consecutive years.

Sl No	Financial Year	Turnover (rounded of)	Remarks
1	2022-23		
2	2023-24		
3	2024-25		
Total :			
Average Turnover:			

Note:

1. Average turnover is to be expressed in lakhs of rupees, rounded up to two digits after decimal.
2. Average turnover for 3 Years is to be obtained by dividing the total turnover by 3 (three).

(Signature of the Bidder)

