

Office of the  
**Bharatpur-I Panchayat Samity**  
P.O: Bharatpur, Dist: Murshidabad

**NOTICE INVITING e -TENDER**  
**NOTICE INVITING PRE-QUALIFICATION - CUM - TENDER (TWO COVER SYSTEM)**

Memo No. : 683/Bh-I P.S.

Date:- 12/12/2025

N.I.e-T. No. : 15/2025-26/ 15<sup>th</sup> F.C.

Online percentage rate tenders for the following works are hereby invited by the undersigned from the resourceful, bona fide, experienced Contractors, Suppliers, Registered Societies formed by unemployed Engineers and Labour Co-operative and either enlisted of any Panchayat Samity/ Block or bonafied outsiders, Govt. Contractors, Suppliers registered with P.W.D./ Irrigation and Water Ways Department / Housing Deptt./ C.P.W.D. & enlisted contractors of other Engineering Deptt. of the Govt. Having experience of works (as per eligibility criteria\*\*) by two covers system. The work(s) detailed in Annexure-A/following list. They have to abide by the following conditions:

The applicant in the same name and style as prime contractor should have successfully completed at least one contract of work at least following mentioned Percentage (%) value for following Sl. Nos. in Annexure- A of the proposed contracts as per eligibility criteria\*\*for each Sl. No. within the last 5 years. In supporting of the credential all bidders are requested to submit the copies of work order, schedule of work, payment certificate & completion certificate issued by competent authority and In case of payment certificate & completion certificate issued by any Gram Panchayat, the same shall be duly authenticated by the Block Development Officer / Jt. Block Development Officer of concerned Block. A bidder is allowed to participate in the tender with same or separate credential for each work.

All documents must be produced for registered Engineers Co-Operative Society & Registered labour Co-Operative Society including valid audit report for the last three (3) years certificates and other papers & submit the same with full address of their and authorized person to sign on tender documents along with Technical Bid papers. During scrutiny of Technical Bid / Tender documents if it is found that any information is incorrect the Technical Bid / Tender documents will be rejected without assigning any reason thereof. The Block Development Officer, Bharatpur- I Development Block will have sole discretion to decide the eligibility of the Contractors on the basis of submitted documents and evaluation thereof and reserve the right to refuse any explanation to Contractor to refuse issuance of tender to any applicant without assigning any reason thereof and the decision of the Development Block in this respect will be final. **Work Order / Supply Order/ L.O.A / A.O.C will not be given to particular firm for more than Seven works against tender notice.** The details can be had from the web site: <https://tenders.wb.gov.in>.

**Necessary Earnest Money and Cost of Tender Paper will be deposited by the bidder electronically: Online – through his net banking enabled bank account, maintained at any bank or Offline through any Bank by generating NEFT/RTGS challan from the e tendering portal (<https://tenders.wb.gov.in>) in favour of: “EXECUTIVE OFFICER BHARATPUR-I PANCHAYAT SAMITY”, [Bank A/C No. 1465104000122306], IFSC No. “IBKL0001465” through RTGS/NEFT/CBS system only. The Package number and UTR number should be clearly mentioned on the deposit challan. Payment made otherwise will be rejected. Intending Bidder will get the Beneficiary details from e- tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No. Amount, Beneficiary Bank name (ICICI) & IFSC code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidder are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of payment of EMD. Bidder eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder.**

- ❖ The Testing Report will be carried out at own cost of the Agency / L1 bidder to maintain quality and control of the work / materials, consequently the Report must be submitted to the Tender Inviting Authority before application or prepare of bill.
- ❖ The Un-Skilled labours who will be working under these schemes must have valid job cards.
- ❖ It is earnestly requested that All the formal documents are to be submitted in Stipulated folder at the e-Tender site.

### Annexure- A

Sl. No.	Name of Scheme	Amount Put to Tender (in Rs.)	Earnest money (in Rs.)	Source of fund	Tender /Processing fees in Rs.	Time Allowed of the work in Days	Required % Value of Amount Put to Tender for Credential	**Eligibility criteria of credential
1	Construction of concrete road from Balaram Nandi house to Biswnath Nandi house at Masla village under Alugram GP.AAP SI No-46 , Activity code 116021585. Location - Balaram Nandi house to Biswnath Nandi house at Masla village under Alugram GP.	1,45,519.00	2,910.00	15th F.C (2025-26) (UNTIED)	218.00	20 Days	60%	Similar Nature
2	.Construction of concrete road at sijgram village under Sijgram GP.AAP SI No-53, Activity code 116036020. Location - Subir Mandal House to Bappa Bose House , Sijgram .	2,75,063.00	5,501.00	15th F.C (2025-26) (UNTIED)	413.00	20 Days	60%	Similar Nature
3	Construction of concrete road at PS-20 under Bharatpur GP.AAP SI No-61, Activity code 116046208. Location - Bagan para Alauddin Sk House towards Sentu Sk House & Sona Sk House .	1,40,684.00	2,814.00	15th F.C (2025-26) (UNTIED)	211.00	20 Days	60%	Similar Nature
4	Construction of Concrete ghat at PS-9 area under Alugram GP.AAP SI No-63, Activity code 116185732. Location -Near Bapi Ghosh House , Sehelai Koibatpukur ghat , Alugram GP.	1,76,403.00	3,528.00	15th F.C (2025-26) (UNTIED)	265.00	30 Days	60%	Similar Nature
5	CONSTRUCTION OF CONCRETE ROAD UNDER BHARATPUR BLOCK AREA.AAP SI No-65, Activity code 116193716. Location -Sripatipur Dangapara Laxmitala to Dayal Das House.	2,92,194.00	5,844.00	15th F.C (2025-26) (UNTIED)	438.00	20 Days	60%	Similar Nature
6	CONSTRUCTI ON OF CONCRETE ROAD UNDER BHARATPUR BLOCK AREA.AAP SI No-66, Activity code 116194593. Location -Kandi Bharatpur Main Pitch Road To Bharatpur Rural Hospita .	2,92,888.00	5,858.00	15th F.C (2025-26) (UNTIED)	439.00	20 Days	60%	Similar Nature
7	Construction of concrete Drain from subrata Sing house to Shyam Kundu Pukur under Amali GP.AAP SI No-20, Activity code 115889379. Location -from subrata Sing house to Shyam Kundu Pukur under Amali GP.	1,98,575.00	3,972.00	15th F.C (2025-26) (TIED)	298.00	30 Days	60%	Similar Nature



8	Construction of Toilet at Dangapara Masjid under Bharatpur GP.AAP SI No-25, Activity code 115909643. Location -at Dangapara Masjid under Bharatpur GP.	1,26,250.00	2,525.00	15th F.C (2025-26) (TIED)	189.00	60 Days	60%	Similar Nature
9	Construction of Toilet at Bharatpur-I Block Premises.AAP SI No-34, Activity code115997699. Location -Block Office premises near Food Supply Office.	1,45,673.00	2,913.00	15th F.C (2025-26) (TIED)	219.00	60 Days	60%	Similar Nature
10	Construction of concrete road from PMGSY road to Budu sk house under Amlai GP.AAP SI No-47, Activity code116022679. Location - from PMGSY road to Budu sk house under Amlai GP.	1,27,880.00	2,558.00	15th F.C (2025-26) (UN TIED)	192.00	20 Days	60%	Similar Nature
11	Construction of Concrete Drain at Mirpara from Tomas Sk house to Masjid Toilet. under Bharatpur GP.AAP SI No-26, Activity code115915677. Location - from Mirpara from Tomas Sk house to Masjid Toilet.	68,067.00	1,361.00	15th F.C (2025-26)(TIED)	150.00	30 Days	60%	Similar Nature
12	Construction of concrete Drain at Bhaluipara from Narayan De house to Madanmohan Nandi house under Amlai GP.AAP SI No-29, Activity code115934305. Location -Bhaluipara from Narayan De house to Madanmohan Nandi house under Amlai GP.	68,067.00	1,361.00	15th F.C (2025-26) (TIED)	150.00	20 Days	60%	Similar Nature
13	Construction of concrete road from Sahahossain Sk house to Mosaraf sk house under Godda GP.AAP SI No-43, Activity code116018014. Location -from Sahahossain Sk house to Mosaraf sk house under Godda GP.	1,48,982.00	2,980.00	15th F.C (2025-26) (UN TIED)	223.00	20 Days	60%	Similar Nature
14	Construction of concrete road from Panamaha sk house to hanif sk house under Amlai GP.AAP SI No-48, Activity code116029441. Location -from Panamaha sk(Panmahammad ) house to hanif sk house under Amlai GP, Sonadanga.	1,51,976.00	3,040.00	15th F.C (2025-26) (UN TIED)	228.00	20 Days	60%	Similar Nature
15	Construction of concrete road from Nemai de house to Bibek de house at Bhaluipara under Amlai GP.AAP SI No-49, Activity code116030695. Location -from Nemai de house to Bibek de house at Bhaluipara under Amlai GP.	94,072.00	1,881.00	15th F.C (2025-26) (UN TIED)	150.00	20 Days	60%	Similar Nature

16	Construction of concrete road from shushil nandi house to champukur ghat at bhaluipara under Amlai GP.AAP SI No-50, Activity code 116032035. Location -from shushil nandi house to champukur ghat at bhaluipara under Amlai GP.	64,962.00	1,299.00	15th F.C (2025-26) (UN TIED)	150.00	20 Days	60%	Similar Nature
17	Installation of Solar Submersible Pump at different plases of Bharatpur-I Block Area.AAP SI No-13, Activity code115878391. Location -Installation of 16 nos Submersible Pump(Electrical ) with pipeline and water purifier at different plases of Bharatpur-I Block Area.Per Unit Estimated Cost 1.25 Lakh.	19,43,216.00	38,864.00	15th F.C (2025-26) (TIED)	2,915.00	45 Days	40%	Similar Nature
18	Construction of Community Toilet at Promodinit Jr. High School under Sijgram GP.AAP SI No-21, Activity code115878391. Location -Near Sijgram Sanimandir , Rs 1.50 Lakh Model.	1,45,673.00	2,913.00	15th F.C (2025-26) (TIED)	219.00	60 Days	60%	Similar Nature
19	Construction of Community Toilet at Different School under Bharatpur-I Block Area ..AAP SI No-30, Activity code115949636. Location -1. Kanakpara Primary School (2.50IAKH Model ). 2)Kolla MSK ,(2.50 Lakh Model ).	4,85,468.00	9,709.00	15th F.C (2025-26) (TIED)	728.00	60 Days	60%	Similar Nature
20	Construction of Community Toilet at Different School under Bharatpur-I Block Area ..AAP SI No-31, Activity code115950890. Location -1. at Plastic Waste Mangement Unit under Bharatpur-I Panchayat Samity .(3.50 Lakh Model ) 2)Near Alia High School near Bharatpur Youth Club ,(1.50 Lakh Model ).	4,85,559.00	9,711.00	15th F.C (2025-26) (TIED)	728.00	60 Days	60%	Similar Nature
21	Construction of concreted Drain at different places of Bharatpur-I Block Area 3 Nos...AAP SI No-33, Activity code115956326. Location -1.Alugram Suresh Ds House to Mukit Miya Land , Alugram 2)Bharatpur Alia High School Math To Surpara Kabarsthan, Bharatpur 3)Gangerda Saltala to Shiburam House , Gunduria GP .	8,82,060.00	17,641.00	15th F.C (2025-26)(TIED)	1,323.00	30 Days	50%	Similar Nature
22	Plastic Waste Management Unit AAP SI No-52, Activity code 90037891. Location -Store Room at Block Level Plastice waste Management Unit under Bharatpur-I Panchayat Samity .	3,02,568.00	6,051.00	15th F.C (2024-25) (TIED)	454.00	60 Days	60%	Similar Nature



23	Construction of Solar Street light (5 Pieces.) at P.S -11 under Alugram G.P., Activity code 70781589.	1,86,010.00	3,720.00	15th F.C (2023-24) (Un-TIED)	279.00	20 Days	60%	Similar Nature
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### Annexure-B (Top Sheet)

- ❖ THE FOLLOWING ESSENTIAL FORMAT HAS TO BE FURNISHED WITH **appropriately filled (Viz. Correct Page No. with Folder Name)** AT THAT TIME OF BID SUBMISSION WITH DULY SIGNED BY THE BIDDER IN THE STIPULATED FOLDER NAMED "ANNEXURE-B" IN THE E-TENDER SITE.

Name of Bidder with Address :				
Contact No. & e-Mail Id:		Mobile No.:	e-Mail Id:	
Name of work with Sl. No.:				
Reference of N.I.e-T :				
Tender Id:				
Sl. No.	Essential Document's mentioned in N.I.e-T	Folder Name	Specific Page No.	For Official Use only
1	Trade License for current financial year.			
2	G.S.T Registration Certificate			
3	Updated GST Return ('JULY- SEPTEMBER 2025-26' / 'OCTOBER 2025-26').			
4	PAN Card No.			
5	Up to date Professional Tax challan (as per current G.O.).			
6	IT return for the last consecutive three financial years.			
	Financial Year 2021-2022 (Assessment Year 2022-23)			
	Financial Year 2022-2023 (Assessment Year 2023-24)			
	Financial Year 2023-2024 (Assessment Year 2024-25)			
	Financial Year 2024-2025 (Assessment Year 2025-26)			
7	Annual Profit & Loss Account & Balance Sheet along with Audit Report for last consecutive 3 (three) financial years verified by a Chartered Accountant / Govt. Auditor in case of Co-Operatives.			
	Audit Report:			
	2021-2022			
	2022-2023			
	2023-2024			
	2024-2025			
	Annual Profit & Loss Account & Balance Sheet:			
	2021-2022			
	2022-2023			
	2023-2024			
	2024-2025			
8	Credential: Work order, schedule of work, payment certificate & completion certificate as per Eligibility criteria of credential mentioned in N.I.e-T. [ In case of payment certificate & completion certificate issued by any Gram Panchayat, the same shall be duly authenticated by the Block Development Officer / Jt. Block Development Officer of concerned Block.]			
	Type of Work:	Work order		
		Schedule of work		
	Name of the Office:	Payment certificate		
		Completion certificate		
9	Earnest money (in Rs.)	Amount: Rs.		
10	Tender /Processing fees in Rs.	Amount: Rs.		
11	SAMPLE FORMAT FOR AFFIDAVIT (Must be Rs.10/- India Non-Judicial Stamp Paper from Notary Public):			
12	Any Other Essential Documents excluding above documents mentioned in N.I.e-T has to be furnished respectively: for Electric /Solar Light works :Own Electrical License /			



Electrical supervisory License or Certificate / Engagement of Minimum Diploma in Electrical Engineering certificate.			

❖ If any documents not found as per filled "Annexure-B", then my bid tends to cancel.

Participated Bidder's Signature with Date  
(with/without Seal)

➤ It is mandatory to submit duly filled in of above mentioned Annexure-B (Top Sheet) format in the stipulated folder named "Annexure-B" in the e-tender site otherwise their bid will not be accepted and If any documents not found as per filled "Annexure-B", then the bid may be treated as cancelled and no claim will be entertained, In this regard the decision of the Tender Inviting Authority will be final.

Intending bidders may download tender documents from e-procurement portal of the website: <https://tenders.wb.gov.in> **from 15/12/2025 at 11:00 Hours to 31/12/2025 up to 14:00 Hours**. The pre-qualification and bid documents duly filled in all respect should be submitted on-line through the aforesaid e-portal **before 14:30 Hours (as per Server clock) up to 31/12/2025**. Bharatpur-I Panchayat Samity does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc.

The pre-qualification documents alone will be opened on 02/01/2026 at 14:35 Hours or next available date and time as soon as possible by the Executive Officer, Bharatpur-I Panchayat Samity. The intending bidders may remain present at the time of opening. If no Contractor / Agency is present during opening the tenders / quotations will be opened in their absence.

The financial bid document of the technically qualified bidders will be opened for evaluation and selection of qualified bidders on 06/01/2026 at 14:00 Hours or next available date and time as soon as possible and the other bid documents will be unopened. No separate intimation will be given for this, unless the above date is changed. In case of change of date, due intimation will be given in News dailies and website. No individual intimation will be given. Name of the qualified bidders will be displayed in the office notice board.

❖ Each Bidder shall submit maximum **Seven bids in each N.I.e-T**. A Bidder who submits more than **Seven bids as individual or Partner for One N.I.e-T** will cause the proposals with the Bidder's participation to be disqualified for the bid submitted against higher serial.

❖ The Executive Officer, Bharatpur-I Panchayat Samity reserves the right to reject or cancel any or all prequalification documents and bid document or the entire tender process without assigning any reason whatsoever.

A. The Eligibility criteria are given below:

B. To qualify for Technical evaluation, the following documents must be submitted by each bidder at the time of submission of bid(s) through e-tendering Process:

a. Completion certificate along with the copies work order, schedule of work, certificate of payment received for works as per eligibility criteria\*\* for each Sl. No. and values as mentioned above individually for the above tenders from issued by competent authority.

b. Affidavit regarding the Bidder will be able to invest 30% (Thirty percent) Cash during implementation of the work, Affidavit regarding correctness of certificates, Affidavit regarding non - employment of any Development Block official under him, Affidavit regarding non - employment of retired (within 2 years) Departmental / Govt. Officers / Engineers under him.

c. Trade License for current financial year.

d. PAN Card.

e. Up to date Professional Tax challan (as per current G.O.).

f. G.S.T Registration Certificate with GST submission receipt of latest financial year ('JULY- SEPTEMBER 2025-26' for quarterly payer/ 'OCTOBER 2025-26' for monthly payer).

g. IT return for the last consecutive three financial years (2021-22,2022-23,2023-24 / 2022-23,2023-24,2024-25).

h. Annual Profit & Loss Account & Balance Sheet along with Audit Report for last 3 (three) financial years verified by a Chartered Accountant / Govt. Auditor in case of Co-Operatives (2021-22,2022-23,2023-24 Or 2022-23,2023-24,2024-25).

i. Properly filled "Annexure-B".



j. Clearance from Asstt. Register of Co-operative Societies, in case of Co-operative Societies.

k. This is hereby notified that supporting papers as given below should be attached with bid documents while submitting tender bid for any above mentioned Electric /Solar Light works:

Own Electrical License / Electrical supervisory License or Certificate / Engagement of Minimum Diploma in Electrical Engineering certificate.

2. The contractor should own/hire/lease sufficient technical manpower, tools and plants to complete the work.

3) Even though the bidders meet the above qualifying criteria, they are subject 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 high or low bid prices and could not furnish rational justification for it to the Employer.

4) Bids from joint venture are not allowed.

5) A bidder is allowed to participate in the tender with same or separate credential for each work.

6) **SAMPLE FORMAT FOR AFFIDAVIT (Must be Rs.10/- India Non-Judicial Stamp Paper from Notary Public):**

I, Sri....., S/o Sri....., aged...Years, Residing at....., Proprietor/Partner/Director of....., do hereby solemnly affirm and declare in connection with.....as follows:-

a. 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.

b. That the undersigned also hereby certify that neither any near relations of DE/EE/SE/AE/SAE of the Department nor any retired gazette officers are in our Employment.

c. 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.

d. The undersigned understands and agrees that the bid shall remain open for Acceptance 180 days from the date of opening of financial bid.

e. The undersigned agrees to invest 30% of the contract price of works by cash during the implementation of the works.

f. 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 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.

7). We would be bound to carry out the necessary tests on soil, aggregates, cement, concrete, bitumen as per specifications to maintain the quality at site.

8) We will be contract bound to bring to the notice of the E.I.C any non-compliance of test results along with the action taken report.

9) 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.

10) 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.

11) The undersigned would not sub-lease/sub-let the work in part or full in any firm. In case, such event occurs the penal action as decided by the competent authority will be binding.

**B.Additional information to the Bidders:**

1) Drawings and Photographs of the Works:

Before submission of the tender/bid the contractor must visit the work site to judge the local condition from all corners and no plea / complain about the site will be entertained after wards. It will be presumed that the agency offered the tender after reviewing entire position of the work site. No extra claim will be entertained such as re-carriage, road diversion, de-watering etc. during work period. The contractor shall do video photography of the site firstly before the start of the work and lastly after the completion of the work. Before starting the work, the work site must be dressed and cleared by cutting all sorts of jungle, shrubs etc. No separate payment will be made to the contractor for this. The Contractor shall not disclose details of Drawings furnished to him and works on which he is engaged without the prior approval of the Engineer in writing. No photographs/ Video photography shall be published or otherwise circulated without the approval of the Engineer in writing.

2) Notwithstanding the provisions made in the related BOQ any item of the work which can legitimately be considered as not stipulated in the Specific Schedule of probable items of work but has become necessarily as a reasonable contingent item during actual execution of the work will have to be done by the contractor if so directed by the engineer-in-Charge in writing obtaining prior approval of the tender accepting authority and the rates will be fixed in the manner as stated below.

a) The rate of Supplementary item shall be analyzed to the maximum extent possible from rates of allied item of



works appearing in the "Specific Priced Schedule of Probable Items".

b) To complete the analysis, if necessary, the rates appearing in the Schedule of Rates of PWD (Samity Plumbing). Department's schedules of rates in force for the working area at the date of acceptance of the tender. Value of the supplementary tender / substitute Supplementary tender shall not be more than 10% (ten percent) of the tender amount / contract value accepted provided that total work value together with the Supplementary tender / substitute Supplementary tender (along with excess work if any) shall not exceed the Sanctioned Value of the work or Estimated Amount put to the tender +5% whichever is less.

3) The successful bidder will have to start the work within seven days from the date of issue of work order after execution of formal agreement as per rule and will have to complete the work within the time allowed for completion, failing which penalty will be strictly enforced as per rule without prior communication to the Agency.

(a) Milestones to be achieved during the contract period

(i) 1/8th of the value of entire contract work up to 1/4th of the period allowed for completion of construction.

(ii) 3/8th of the value of entire contract work up to 1/2 of the period allowed for completion of construction.

(iii) 3/4th of the value of entire contract work up to 3/4th of the period allowed for completion of construction.

(iv) Full value of entire contract work up to full period allowed for completion of construction.

4) To Keep the Roads / Building in good condition (security period):

Security money will be returned after the retention period from completion of work i.e. 6(six) month. Any defect/maintenance arising within this 6(Six) months (defect liability period) shall be rectified by the Contractor at his own cost. i) No Mobilization Advance and Advance against purchase of equipment will be paid for the work.

ii) No Secured Advance will be paid for the work under any circumstances. Under no circumstances Escalation in prices in materials, labour charges, cost of P.O.L. will be entertained.

iii) All duties, taxes, royalties, cess, [including 1% Cess under W.B. Building and other Construction. Workers (Regulation of Employments & Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder. 1% Cess under W.B. Building and other Construction. Workers (Regulation of Employments & Condition of Service) Welfare Cess Act, 1996 will be deducted from the running bills.

5) Preparation of Bids/Tender Documents:

a) Language of the Bid / Tender documents will be in English.

b) Documents Comprising the Bid/ Tender documents.

i) The Bid submitted by the Bidder shall be in two separate parts:

Part I This shall be named Technical Bid and shall comprise of:

i.i) Bidding documents (Technical Bid), Tender document purchase fee and Earnest money.

[Tender with all other documents along with BOQs, brief description, rates, schedule of works, drawings etc. of work including Tender documents can also be downloaded from Govt. of West Bengal e-tendering Web site :<http://wbttenders.gov.in>

i.ii) Authorized address and contact details of the bidder having the following information:-

Address of communication:-

Telephone No(s) Office:-

Mobile No:- Facsimile (FAX) No:- Electronic Mail

Identification (E-mail ID):-

i.iii) Schedule of Quantities.

i.iv) Bidding Document.

i.v) Bid Validity - Undertaking that the bid shall remain valid for a period of 180 (one hundred eighty) days after the deadline for financial bid date for bid submission. A bid valid for a shorter period shall be rejected by the under signed as non-responsible bidder.

Part II. It shall be named Financial Bid and shall comprise of:

i.i) Bill of Quantity [The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees.]

i.ii) Content of Bidding Documents. The set of bidding documents comprises the documents listed below:

a) Notice Inviting Tender.

b) Conditions of Contract.

c) Specifications (Schedule of Quantity)

d) Drawings.

e) Bill of Quantities.

6) Tenderer/Bidder may inspect the respective site of work and go through the set of tender papers BOQs, rates, brief description, rates, schedule of works, drawings, all other details & related documents kept in the office establishment of the Executive Officer of the Panchayat Samity from 15/12/2025 to 31/12/2025 during office hours except holidays.

7) The Authorized representative of bidder who will supervise the day-to-day activities during construction should also be specified in the tender form. A work Order Book with triplicate pages must be kept at the site office of the agency the work and day to day instruction, whenever required, will be recorded by the site engineers of the Panchayat amity in connection with the work.

8) Time is the essence of contract. The successful contractor must complete the work within the time specified for completion. No extension of time will be allowed except in special case. If any contractor fails to complete the work within the stipulated time, the work order issued in his favour will be cancelled without assigning any reason therefore. The undersigned may also proceed to get the balance work completed by any other means including through other contractors. The excess expenditure, if any due to such a step



would be recoverable from the unpaid bills/ security deposit of the bidder. This is apart from any other measure the undersigned may take include blacklisting of the contractors for future or forfeited the deposited earnest money.

9) Earnest money noted against the name of work @ 2.00% of the value of work will have to be deposited in the form of Online submission – through his net banking enabled bank account, maintained at any bank or Offline through any Bank by generating NEFT/RTGS challan from the e tendering portal (<https://wbenders.gov.in>) in favour of the undersigned. The earnest money will be converted into security money after acceptance. Balance 8.00% security money will be deducted from the bill to constitute 10.00% security money. The security money will be released as per norms. Labour's co-operative societies will not be required to deposit any earnest money.

10) The rate should be quoted in percentage both in figures as well as in words properly; otherwise the tender may be cancelled. The quoted rate up to 2(two) decimal will be allowed.

11) Incomplete tender will be rejected summarily. **The successful bidder will have to execute a formal agreement on a Non judicial stamp worth Rs. 20 /- (twenty) within 5 (five) working days from the date of issuance of letter of acceptance, otherwise the authority has right to take penal action against him/ her & his/her work-order will be cancelled and the E.M.D amount will be forfeited in favour of Executive Officer, Bharatpur-I Panchayat Samiti's Own fund.**

12) No consumable materials will be supplied to the agency for any work from the office of the undersigned. Agency will be responsible for procuring all materials required for proper execution of work at his own cost.

13) For construction of road, power roller of 8 to 10 ton, Hand roller & Miller Mixer/ Spot Mix plant of 3-5 ton / hour capacity must be arranged by the contractor on his own cost.

14) The successful bidder will have to abide by provisions of West Bengal contract labour (Regulation and abolition) Rules, 1972 as will be force from time to time. If no labour license is obtained and produced by the contractor payment will liable to be with held.

15) Claim for idle labour from contractor will not be entertained under any circumstances. No Claim will be entertained for any increase in Railways, ferighat and market price.

16) The earnest money deposited of the unsuccessful bidders will be released in due time.

17) ) **If any successful bidder does not receive the work order within 5(Five) days without any cause OR In case of unwillingness of the successful bidder (s) to accept the work order at his / their tendered rate the authority has right to take penal action against him/her & his/her work-order will be cancelled and the E.M.D amount will be forfeited in favour of Executive Officer, Bharatpur-I Panchayat Samiti's Own fund.**

18) For "Specification of work "the general specification as laid down in the P.W.D. central circle schedule of rates for work are to be strictly observed and binding on the bidder.

19) The materials brought at site for execution of work by the Agency/Contractor should be approved by the undersigned or by S.A.E. Concerned before use.

20) Rejected materials if any should be removed from the site forthwith at the own cost of bidder.

21) The contractor will have to clear the site after completion of work as per direction.

22) The amount of the work may increase or reduce as per necessity and availability of fund for which contractor will have no extra claim.

23) Measurement of materials will be as per specification of schedule and payment will be on net volume, rate should be quoted for net volume per unit of the materials.

24) **Work Order / Supply Order/ L.O.A / A.O.C will be issued after allotment of Fund, Location and/or after getting the vetting estimate from higher authorities for each work. Payment will be made after completion of schemes in all respect subject to the availability of fund.**

**25) Important Instructions:**

a) **If the quoted percentage rate of lowest bidder [L1] is equal or more than '20% below' of Amount put to Tender, 10% of Awarded cost should be deposited by the bidder as Additional Security Deposit by bank draft in favour of Executive Officer, Bharatpur-I Panchayat Samity.**

b) **Withdrawal of bid:** None of the bidder shall be allowed to withdraw the bid once submitted. If any bidder attempts to withdraw bid at any stage of the bidding process or decides to withdraw after issuance of L.O.A /work order /A.O.C, then the E.M.D shall be forfeited and process shall be initiated for either black listing the bidder or prohibiting participation in any tenders of Bharatpur-I Panchayat Samity for a period of one year.

c) If the Tender Amount (Amount put to Tender) will change ( less or above) after getting the vetting estimate from higher authorities or any technical mistake, the Amount of E.M.D and Tender Processing fee will not to be changed. The lowest bidder [L1] shall bound to do the work at his quoted percentage rate of actual tender amount and the work order/ /A.O.C will be awarded accordingly.


26) Arbitration will not be allowed in any case.

27) General / special terms and condition if any will be applicable simultaneously.

**C. List of Important Dates of Bids:**

- ❖ Name of Work: As stated.
- ❖ Place of opening bids: Bharatpur-I Panchayat Samity.
- ❖ Bid Validity Days: 180 Days from the date of opening of financial bid.
- ❖ Officer inviting Bids: Designation: - Executive Officer, Address: Bharatpur-I Panchayat Samity.

Sl. No.	Desceiption	Date and Time
1	Date of Publish of Notice Inviting e-Tender :	15/12/2025
2	Period and time for download of Bidding Documents and submission Bids:	
	From Date:	Date: 15/12/2025; Time: 11:00 Hours.
	To Date:	Date: 31/12/2025; Time: 14:30 Hours.
3	Time and Date for opening Technical Bid/Bids :	Date: 02/01/2026; Time: 14:35 Hours. or next available date and time as soon as possible.
4	Time and Date for Technical Evaluation:	Date: 06/01/2026; Time: 12:30 Hours. or next available date and time as soon as possible.
5	Time and Date of opening Financial Bid/Bids Date:	Date: 06/01/2026; Time: 14:00 Hours. or next available date and time as soon as possible.
6	Time and Date for Financial Evaluation Date:	Date: 07/01/2026; Time: 12:30 Hours. or next available date and time as soon as possible.


  
Executive Officer  
Bharatpur-I Panchayat Samity  
Bharatpur, Murshidabad

Memo No:683/1(18)/En. /Bh-I P.S.

Date: 12/12/2025

**Copy forwarded for information and wide publicity to:-**

- 1) The District Magistrate, Murshidabad.
- 2) The Additional Executive Officer, Murshidabad Zilla Parisad.
- 3) The Secretary, Murshidabad Zilla Parisad.
- 4) The District Information & Cultural Officer, Murshidabad.
- 5) The Sub-Divisional Officer, Kandi Sub Division.
- 6) The Sabhapati, Bharatpur-I Panchayat Samity.
- 7) The Karmadhakshya, Purto Karya-O-Paribahan sthayee Samity, Bharatpur-I Panchayat Samity.
- 8-11) The Executive Officer, Bharatpur-II / Burwan / Khargram / Kandi, Panchayat Samity.
- 12) The Jt. Executive Officer, Bharatpur-I Panchayat Samity.
- 13) The Officer In- Charge, Bharatpur-I Police Station.
- 14-15) The Sub Assistant Engineer (RWS& WRDD), Bharatpur-I Development Block.
- 16) Head Clerk cum A/C of Bharatpur-I Panchayat Samity / Bharatpur-I Development Block.
- 17) Cashier, Bharatpur-I Bharatpur-I Panchayat Samity / Bharatpur-I Development Block.
- 18) The Office Notice Board.

  
Executive Officer  
Bharatpur-I Panchayat Samity  
Bharatpur, Murshidabad