



GOVERNMENT OF WEST BENGAL

OFFICE OF THE SUPERINTENDING ENGINEER, WEST CIRCLE  
MUNICIPAL ENGINEERING DIRECTORATE  
PATAL BAZAR, 3<sup>rd</sup> FLOOR, TINKONIA  
PURBA BARDHAMAN, PIN-713101

[e-mail sewestmed@yahoo.com](mailto:e-mail sewestmed@yahoo.com)

Memo. No. MED/ SE (W) / 279 / W-281/2024 Pt.I

Date 24.06.2026

## **NOTICE INVITING e-TENDER**

### **Notice Inviting e-Tender No. 02 of SE (WC) / MED / 2026-27**

The Superintending Engineer, West Circle, Municipal Engineering Directorate, Government of West Bengal, on behalf of the Hon'ble Governor of West Bengal, invites e-tender on Percentage rate basis from bonafied and resourceful contractors fulfilling the eligibility criteria as mentioned below for the work(s) detailed in the following table.

(Submission of Bid through online <https://tenders.wb.gov.in>)

1.

Sl. No	Name of the Work	Amount Put to Tender (Rs.)	Earnest Money (Rs.)	Period of Completion	Name of the Concerned Division	Defect Liability Period
(i)	House Service Water Connection with saddle to 1536 Nos. of Premises at <b>different wards</b> up to private property line with 20mm OD HDPE (PE100, PN16) with necessary connection accessories and restoration of damages of road/pavement etc. for Water Supply Scheme at <b>Zone-I</b> including. 4 Years Operation and Maintenance Works after ONE Year comprehensive Operation & Maintenance under AMRUT 2.0 within Memari Municipality	90,17,125.00	1,80,343.00	90 days	O/O Executive Engineer, Burdwan Division.	05 (five) years.
(ii)	House Service Water Connection with saddle to 3844 Nos. of Premises at <b>different wards</b> up to private property line with 20mm OD HDPE (PE100, PN16) with necessary connection accessories and restoration of damages of road/pavement etc. for Water Supply Scheme at <b>Zone-III</b> including 4 Years Operation and Maintenance Works after ONE. Year comprehensive Operation & Maintenance under AMRUT 2.0 within Memari Municipality	2,25,66,918.00	4,51,338.00			
(iii)	House Service Water Connection with saddle to 1718 Nos. of Premises at <b>different wards</b> up to private property line with 20mm OD HDPE (PE100, PN16) with necessary connection accessories and restoration of damages of road/pavement etc. for Water Supply Scheme at <b>Zone-IV</b> including 4 Years Operation and Maintenance Works after ONE. Year comprehensive Operation & Maintenance under AMRUT 2.0 within Memari Municipality	1,00,85,837.00	2,01,717.00			

**N.B. Number of House Connection may vary zone wise as per site condition**

2.	Scope of Work	<p>For New HSC without metering arrangement for supply of water:</p> <ol style="list-style-type: none"><li>(1) Supplying, fitting, fixing 10mm Brass ferrule, 20mm OD HDPE (PE100, PN16) (up to 10 m length and above 10 m to 20 m) of length (0- 10 metre &amp; 10-20 metre) &amp; necessary fittings, Bib-cock and stop-cock including 15 mm dia. GI pipes (TATA medium) of 2 m length within the consumer's premises. Work also includes excavation/dismantling of existing road crust upto the bottom of the distribution pipe and re-filling &amp; repairing the pit/road by Plain cement concrete, repairing of damages of drain including 25mm G.I conduit pipe to be provided for drain crossing and existing water supply line etc caused for providing house service connection.</li><li>(2) Dismantling and Restoration work have been considered for the roads , drains, culverts etc. while providing connection.</li><li>(3) 4 Years Operation and Maintenance Works of House Service Connection has been considered in which periodic cleaning of Ferrule for <b>mentioned</b> nos. of HSC shall be done after One year Comprehensive Operation &amp; Maintenance works including.</li><li>(4) Initial one year O &amp; M shall be done comprehensively for which no payment shall be done.</li><li>(5) Casing pipe of G.I (medium-25 mm dia.) shall be provide while crossing any drain.</li><li>(6) There 5 years Defect Liability Period is considered after completion of the work in all respect</li></ol>
3.	Location of Work:	At 3 nos. of Zones (as mentioned in Clause-(1) within Memari Municipality
4.	Eligibility to participate in the Bid	<p>A. For 1<sup>st</sup> call of e- NIT:</p> <p><b><u>(Cumulative Credential shall be assessed if a bidder applies for more than One work)</u></b></p> <p>(i) Intending tenderers should produce credentials of a similar nature of Completed work of the minimum value of 40% (Forty percent) of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice;</p> <p style="text-align: center;">OR,</p> <p>(ii) Intending tenderers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of 30% (thirty percent) of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice;</p> <p style="text-align: center;">OR</p> <p>(iii) Intending tenderers should produce credentials of one single running Work of similar nature which has been completed to the extent of 80% (eighty percent) or more and value of which is not less than the desired value at (i) above;</p> <p><i>In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in</i></p>

			<p><i>progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.</i></p> <p>B. Annual Turn Over: Any one year (in 3CB/3CD format or similar) of at least 40% of amount put to tender in preceding/last 5 financial years from the publication of this NIT.</p> <p>C. Bank Solvency: Certificate not less than 40% of amount put to tender and should be issued from Nationalized/Scheduled Banks during one year prior to the last dates of submission of the tender.</p> <p>D. <b>EPF,ESI, PAN Card</b>, Valid Professional Tax Deposit Certificate, Valid Trade License, Valid 15-digit Goods and Service Tax payer Identification Number (GSTIN) under GST Act. 2017, IT Return for last 3 years with relevant document(s) and any other(s), if applicable, to be accompanied with the Technical Bid document section</p> <p><b>N.B. – 1. No joint venture, consortium etc. will be accepted. Work completed as sub-contractor will also not be accepted as credential.</b></p>
5.	Documents to be produced in support of Credential – Bid Part-I Prequalification Documents)		A successful performance and completion certificate have to be furnished and should be supplemented with work order along with tender schedule issued by the competent authority in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 4 :Eligibility to participate in the Bid). Besides this, following documents shall have to be furnished:
		a.	Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm
		b.	Valid GST, P. Tax Clearance Certificates and receipts (current), PAN Card (including preceding three years IT return), Trade license, ESI and EPF registration etc.
		c.	Valid Bank solvency Certificate
		d.	Valid documents in support of Audited Annual Turnover in full 3CB & 3CD or similar format
		e.	Experience and address, fax & telephone nos., mobile no., & e-mail, ID nos. of the firm.
			<b>All documents in original to be produced in due course of time as &amp; when asked by the Bid Inviting Authority.</b>
6.	Earnest Money	a.	Initial earnest money is to be deposited with bid proposal and may be remitted by selecting from either of the following payments modes: i) Net Banking: (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway. Bank Acknowledgement Slip to be uploaded during online bid submission: ii) RTGS / NEFT in case of offline payment through bank account in any bank and also to be documented through e-filling.
7.	Cost price of Bid documents		Only successful bidder has to purchase 4(four) Sets tender documents from the concerned Division at the time of agreement as per order no-452-A/PW/O/10C-35/10 DT 26.7.2011.

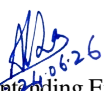
8.	Date and Time Schedule :-		<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Particulars</th> <th>Date and Time</th> </tr> </thead> <tbody> <tr> <td>a)</td> <td>Date of uploading of NIEB. And Bid Documents online) (Publishing Date)</td> <td>25.06.26 at 11.00 A.M.</td> </tr> <tr> <td>b)</td> <td>Documents download/sell start date (Online)</td> <td>26.06.2026 at 11.00 AM.</td> </tr> <tr> <td>c)</td> <td>Date of Pre Bid Meeting with the intending bidders in the Office of the Superintending Engineer, West Circle, M.E.Dte.</td> <td>08.07.2026 at 01.00 P.M.</td> </tr> <tr> <td>d)</td> <td>Bid submission start date (On line)</td> <td>27.06.2026 at 10.00 A.M.</td> </tr> <tr> <td>e)</td> <td>Bid Submission closing (On line)</td> <td>21.07.2026 at 05.00 P.M.</td> </tr> <tr> <td>f)</td> <td>Bid opening date – Technical Proposals (Online)</td> <td>24.07.2026 at 11.00 A.M.</td> </tr> <tr> <td>g)</td> <td>Date of uploading list – Technically Qualified Bidders (online)</td> <td>To be notified later</td> </tr> <tr> <td>h)</td> <td>Date and Place – opening of Financial Proposal (Online)</td> <td>To be notified during uploading of Technical Evaluation Sheet of Bidders</td> </tr> <tr> <td>i)</td> <td>Date of uploading of list of qualified bidders along with the offer rates through (on line),</td> <td>To be notified later.</td> </tr> <tr> <td>j)</td> <td>Date of rate negotiation through offline with L1 bidder only (if necessary).</td> <td>To be notified later.</td> </tr> </tbody> </table>	Sl. No.	Particulars	Date and Time	a)	Date of uploading of NIEB. And Bid Documents online) (Publishing Date)	25.06.26 at 11.00 A.M.	b)	Documents download/sell start date (Online)	26.06.2026 at 11.00 AM.	c)	Date of Pre Bid Meeting with the intending bidders in the Office of the Superintending Engineer, West Circle, M.E.Dte.	08.07.2026 at 01.00 P.M.	d)	Bid submission start date (On line)	27.06.2026 at 10.00 A.M.	e)	Bid Submission closing (On line)	21.07.2026 at 05.00 P.M.	f)	Bid opening date – Technical Proposals (Online)	24.07.2026 at 11.00 A.M.	g)	Date of uploading list – Technically Qualified Bidders (online)	To be notified later	h)	Date and Place – opening of Financial Proposal (Online)	To be notified during uploading of Technical Evaluation Sheet of Bidders	i)	Date of uploading of list of qualified bidders along with the offer rates through (on line),	To be notified later.	j)	Date of rate negotiation through offline with L1 bidder only (if necessary).	To be notified later.
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9.	Time of completion	90 days																																		
10.	Site inspection & general information	<p>Intending Bidders are required to inspect the site of the Project with particular reference to location and infrastructure facilities. They are to make a careful study with regard to availability of materials and their sources and all relevant factors as might affect their rates and prices. They are also acquainted with relevant IS specifications with latest amendments, CPHEEO manuals, Clauses &amp; Sub Clauses of the Bid documents, prevailing Govt. circulars &amp; orders and to have fully acquainted with all details of work front, communications, underground utility services, seasonal weather and its variation, labours, water supply, existing &amp; proposed site levels, position and diversion of transportation and barricading , if required, electricity and any other general information including topological condition &amp; existing level and level pertaining to and needed – the work to be completed in time properly.</p> <p>The road crossings and cutting of permanent road shall be carefully inspected.</p>																																		
11.	Bid documents	<p>A full set of Bid documents consists of 2 Parts. These are</p> <p>PART I :-Containing all documents in relation to the name of the firm applied – and credential possessed along with all documents as depicted in Sl. No. 4 along with this NieB and its all corrigenda's.</p> <p style="text-align: center;"><b>And</b></p>																																		

			<p><b><u>PART II</u></b>:-Containing the Following Document.</p> <p>Bid Price / Price Schedule.(.xls format)</p>
12.	Validity of Bid		A Bid submitted shall remain valid for a period of 180 ( <b>one hundred &amp; eighty only</b> ) calendar days from the date of opening of Bids. Any extension of this validity period if required will be subject to concurrence of the Lowest Bidder.
13.	Withdrawal of Bid		A Bid once submitted shall not be withdrawn within the validity period. If any Bidder/Bidders withdraw his/their Bid(s) within the validity period then Earnest Money as deposited by him/them will be forfeited.
14.	Acceptance of Bid		The Superintending Engineer, West Circle, M.E. Directorate. will accept the Bid on recommendation of the appropriate authority of MED or SLTC, AMRUT or UDMA Department. He does not bind himself to accept otherwise the lowest Bid and reserves to himself/herself the right to reject any or all of the Bids received without assigning any reason thereof.
15.	Intimation		The successful Bidder will be notified in writing of the acceptance of his Bid. The Bidder then becomes the "Contractor" and he shall forthwith take steps to execute formal Contract Agreement in appropriate " <b>W.B. form-2911</b> " with the "The Superintending Engineer, West Circle, M.E. Directorate" and fulfil all his obligations as required by the Contract.
16.	Escalation of Cost		There will be no escalation in cost for materials or labour and the contract price mentioned in the contract stands valid till completion of the contract, and other obligation, if any.
17.	Name & address of Engineer-In-Charge (EIC) of the Work		The Executive Engineer, Burdwan Division, Municipal Engineering Directorate, Urban Development and Municipal Affairs Department, 5 <sup>th</sup> Floor, Purta Bhavan, Sripally, Purba Bardhaman, PIN-713103.
18.	Execution of Work		The Contractor is liable to execute the whole work as per direction and instruction of the Executive Engineer, Burdwan Division of Municipal Engineering Directorate who is the "Engineer-in- Charge" of the work under the control of "The Superintending Engineer, West Circle, M.E. Directorate."

19.	Payment Terms	<p>Payment will be made to the successful Bidder by the Executive Engineer, Burdwan Division of Municipal Engineering Directorate. Any type of payment would be made on the basis of completed work(s) only:-</p> <table border="1" data-bbox="502 427 1406 1321"> <tr> <td colspan="3" data-bbox="502 427 1406 546">Date of completion to be treated when the works completed as mentioned in the BOQ(for one <b><i>Terms of Payment : Item wise break up</i></b>)</td> </tr> <tr> <td colspan="3" data-bbox="502 546 1406 584"><b>HOUSE SERVICE CONNECTION</b></td> </tr> <tr> <td data-bbox="502 584 598 770"><b>1</b></td> <td data-bbox="598 584 1262 770"><b>Providing House Service connection from the existing CI/DI/UPVC/HDPE/GI/AC distribution pipeline by supply, fitting &amp; fixing of 10 mm NB Brass Ferrule conforming to IS 2692:1989 with latest amendments on the said pipeline with supply, fitting &amp; fixing of all other accessories like saddle piece of ..... (As per BOQ items)</b></td> <td data-bbox="1262 584 1406 770"></td> </tr> <tr> <td data-bbox="502 770 598 837"></td> <td data-bbox="598 770 1262 837"><b>Break up :</b></td> <td data-bbox="1262 770 1406 837"><b>% of payment</b></td> </tr> <tr> <td data-bbox="502 837 598 943">A.</td> <td data-bbox="598 837 1262 943">On Completion of the House service connection all complete in working condition as per BOQ along with restoration works.</td> <td data-bbox="1262 837 1406 943">85%</td> </tr> <tr> <td data-bbox="502 943 598 1070">B.</td> <td data-bbox="598 943 1262 1070">Testing of leakage, others etc. of House service connection line from supply point to delivery point of the beneficiary.</td> <td data-bbox="1262 943 1406 1070">10%</td> </tr> <tr> <td data-bbox="502 1070 598 1108">C.</td> <td data-bbox="598 1070 1262 1108">One Year Comprehensive Operation &amp; Maintenance</td> <td data-bbox="1262 1070 1406 1108">1%</td> </tr> <tr> <td data-bbox="502 1108 598 1279">D</td> <td data-bbox="598 1108 1262 1279">4 Year Operation and Maintenance works of House Service Connection after 1<sup>st</sup>. Year Comprehensive Operation and Maintenance Works incl. all cost and complete <b>including</b> periodic cleaning of ferrule connection for house service connections as required.</td> <td data-bbox="1262 1108 1406 1279">4%</td> </tr> <tr> <td data-bbox="502 1279 598 1321"></td> <td data-bbox="598 1279 1262 1321" style="text-align: right;"><b>Total</b></td> <td data-bbox="1262 1279 1406 1321"><b>100%</b></td> </tr> </table>	Date of completion to be treated when the works completed as mentioned in the BOQ(for one <b><i>Terms of Payment : Item wise break up</i></b> )			<b>HOUSE SERVICE CONNECTION</b>			<b>1</b>	<b>Providing House Service connection from the existing CI/DI/UPVC/HDPE/GI/AC distribution pipeline by supply, fitting &amp; fixing of 10 mm NB Brass Ferrule conforming to IS 2692:1989 with latest amendments on the said pipeline with supply, fitting &amp; fixing of all other accessories like saddle piece of ..... (As per BOQ items)</b>			<b>Break up :</b>	<b>% of payment</b>	A.	On Completion of the House service connection all complete in working condition as per BOQ along with restoration works.	85%	B.	Testing of leakage, others etc. of House service connection line from supply point to delivery point of the beneficiary.	10%	C.	One Year Comprehensive Operation & Maintenance	1%	D	4 Year Operation and Maintenance works of House Service Connection after 1 <sup>st</sup> . Year Comprehensive Operation and Maintenance Works incl. all cost and complete <b>including</b> periodic cleaning of ferrule connection for house service connections as required.	4%		<b>Total</b>	<b>100%</b>
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20.	Influence	Any attempt to exercise undue influence in the matter of acceptance of Bid is strictly prohibited and any Bidder who resorts to this will render his Bid liable to rejection.																											
<b><u>Following clauses are to be adhering to by the concerned Bidder during the process of Bidding.</u></b>																													
21.	In case office faces sudden closure owing to reason beyond the scope and control of "The Superintending Engineer, West Circle, M.E. Directorate.", any of last date/dates as schedule in Sl. No 8 may be extended up-to/to next and following working day without issuing further and separate notice should the "The Superintending Engineer, West Circle, M.E. Directorate.", feels it to be necessary and exigent.																												
22.	Persons having authenticated and having registered Power of Attorney may be considered lawfully becoming to be acting on and for behalf of the Bidder.																												
23.	Sufficient care has been taken to avoid variance in between the contents of the listed Documents in the Bid document. However, if there is any variance between the contents of different documents, the provision of documents appearing earlier in the list shall prevail over the same provided in the contents coming later.																												
24.	Imposition of any duty/tax/rule etc. owing to change /application in legislations/enactment shall be considered as a part of the contract and to be adhering to by the Bidder/Contractor strictly.																												
25.	Bid Acceptance Authority is the "The Superintending Engineer, West Circle, M.E. Directorate."																												

26.	In case of any dispute arising from any clauses of similar nature between bid documents and “ <b>W.B. form-2911</b> ” the decision of the Superintending Engineer, West Circle, M.E. Directorate, will be final and binding.
27.	All usual deductions for taxes as applicable i.e. GST, IT, and Labour welfare cess etc. as applicable will be made from the bills from time to time.
28.	No conditional Bid shall be entertained.
29.	In the event of e-Filing intending bidder may download the Bid document from the website <a href="http://wb.tender.gov.in">http://wb.tender.gov.in</a> directly by the help of Digital Signature Certificate & necessary cost of Bid document (if any) may be remitted through online mode & same may be documented along with earnest money Deposit through e-Filling, (scanned copy to be submitted) (Details of which has been narrated in “Instruction to Bidders”). Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website <a href="http://etender.wb.nic.in">http://etender.wb.nic.in</a> . Bid document may be downloaded from website & submission of Technical Bid/Financial Bid as per Bid Schedule.
30.	The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Bid, the cost of visiting the site shall be at the Bidder’s own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.
31.	Prospective applicants are advised to note carefully the minimum qualification criteria as Mentioned in ‘Instructions to Bidders’ before bidding.
32.	During scrutiny, if it is come to the notice to Bid inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that Bidder will not be allowed to participate in the Bid and that application will be out rightly rejected without any prejudice.
33.	Before issuance of the work order, the Bid inviting authority may verify the Credential & other documents with the original of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufacture or false, in that case, L.O.A./ work order will not be issued in favour of the L1 bidder under any circumstances.
34.	If any discrepancy arises between two similar clauses on different notifications, the decision of the TIA on recommendation of the Superintending Engineer, West Circle, M.E.Dte. is final & binding.
35.	Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970(b) Apprentice Act. 1961 and (c) minimum wages Act.1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
36.	Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any Bid for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to upload such Bid. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.
37.	Any legal matter will be settled within the jurisdiction of Hon’ble District Judges Court at Burdwan, dist.-Purba Bardhaman, West Bengal.
38.	Bidder would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the conditions of the Bid documents be-e the Bid Inviting Authority in writing 48 hours prior to Pre-Bid Meeting, beyond such period no representation in that behalf will be entertained by the Bid Inviting Authority.
39.	The successful Bidder will remain liable for following with West Bengal Contract Labour (Regulation & Abolition) Act 1970 and necessary certificates from appropriate authority to be submitted within 07 (seven) days from the date of issue of work order, otherwise the work order will be cancelled.
40.	Payment will be as per the BOQ of work. Security Deposit @ 8%(Eight Percent)/ as per prevailing Govt. Norms, will be deducted from each and every running bill in addition to Earnest Money deposit of 2% The entire deducted amount will be refunded without any interest only after successful completion of the whole work in all respect as after full satisfaction of E.I.C. 30% of the Security Deposit money shall be refunded on expiry of 4 (four) years and balance 70% shall be refunded after

	expiry of 5 (five ) years from the date of completion of the work as par Notification No. 5784-PW/L&A/2M-175/2017 dt. 12.09.2017 of Principal Secretary, PWD and relevant clause of Form no. 2911. The running bill shall be paid on the basis of fully completed connections
41.	In case if there be any objection regarding Prequalification of the Agency, that should be lodged to the tender inviting authority within 2 days from the date of publication of list of qualified agency and beyond that time schedule no objection will be entertained.
42	If any agency allotted two or more work, he has to mobilize man / machinery at each place and all works will be taken simultaneously and completed at per respective time period of tender stipulation.
43	The tender inviting authority reserves the right to deny or accept or reject any or all the applications and to annul the tendering process, at any point of time without any obligation & assigning any reasons what- so-ever.
44.	A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If it found to have applied severally in a single job, all his application will be rejected for that job.
45.	TIA may call for any document at any stage of tendering process through online shortfall notice. The document(s) in possession of bidder on the date of submission of original tender only can be placed to the TIA through online mode only. Any type of generation of document after the date of original tender submission shall not be accepted.
46	a) The brand of the HDPE pipe shall be approved by the Superintending Engineer, West Circle MED on recommendation of E.I.C and conformity to relevant IS Specifications.
47	<b>Joint Ventures will not be allowed</b>
48	Partnership Firm, Company Limited Firm, Private Company Limited Firm shall be registered by the respective competent authority from the Registrar of Firms, Society, Non-Trading Corporation, Registrar of Companies etc. & copy of Registration Certificate (with allotment of Registration No.) will have to be submitted, otherwise the Technical Bid will not be considered for qualification & Financial Bid shall not be opened.
49	No Mobilisation Advance and Secured Advance will be allowed Agencies shall have to arrange required land for installation of Plant & Machineries, (specified for each awarded work, storing of materials, labour shed, laboratory etc. at their own cost and responsibility nearest to the work site. The agencies will have to install the above machineries on the site within 45 (forty five) days from this end positively with application of Tender.
50	There will be no provision of Arbitration. In this connection vide No.215(Law)/UDMA-15011(99)/17/2023-LS-UD ,dated 10th.March 2023 order of the Principal Secretary , Deptt. of UD&MA shall be followed if otherwise not mentioned anything else. However ; Clause 25 of WBF 2911 will be followed for Settlement of Disputes and Arbitration :- "Except where otherwise provided in the contract all question and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever, in any way arising out of relating to the contracts designs, drawings, specifications, estimate, instructions, orders or these conditions or otherwise concerning the works, or the executions or failure to execute the same, whether arising during the progress of the work, or after the completion or abandonment thereof shall be dealt with as mentioned hereinafter; If the contractor considers any work demanded of him to be outside the requirements of the contract, or disputes any drawings, record or decision given in writing by the Engineer-in-Charge on any matter in connection with or arising out of the contract or carrying out of the work, to be unacceptable, he shall promptly within 15 (fifteen) days request the Chairman of the Dispute Redressal Committee in writing for written instruction or decision. Thereupon, the Dispute Redressal Committee shall give its written instructions or decision within a period of three months from the date of receipt of the contractor's letter

  
 Superintending Engineer  
 West Circle, M.E.Dte.

INSTRUCTION TO BIDDERS/BIDDERS  
SECTION – A-I

**1. General guidance - e-Bidding**

Instructions/ Guidelines - bidders - electronic submission of the Bids have been annexed - assisting them to participate in e-Bidding.

**2. Registration of Bidder**

Any Bidder willing to take part in the process of e-Bidding will have to be enrolled and registered with the Government e-procurement system, through logging on to <https://wb.tender.gov.in> The Bidder is to click on the link - e-Bidding site as given on the web portal.

**3. Digital Signature certificate (DSC)**

Each Bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) - submission of Bids, from the Contractor of the National Information's Centre (NIC) or any other bonafide Contractor on payment of requisite amount. Details are available at the Web Site stated in Clause 2 of Guideline to Bidder. DSC is given as a USB e-Token.

**4. The contractor can search and download NIEB and Bid Documents**

Electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Bid Documents.

**5. Submission of Bids.**

General process of submission, Bids are to be submitted through online to the website stated in Cl. 2 in two folders at a time - each work, one in Technical Proposal and the other is Financial Proposal be-e the prescribed date and time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (trans-med into non readable -mats).

**A. Technical proposal**

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

*A-1. Statutory Cover Containing*

1. Prequalification Document
  - i. As per Sl. No. 4
  - ii. Prequalification Application (Sec-B, Form – I)
  - iii. Scanned Copy of earnest money (EMD) payment as prescribed in the NIE-B
2. NIEB (download and upload the same Digitally Signed)
3. *Technical Document (To be filled, scanned & digitally signed)*
  - i. Financial Statement (Section – B, form – II).
  - ii. Affidavits (Ref:-Declaration Of The Bidder )
  - iii. Bank Solvency Certificate.
  - iv. Form III & IV of Section B.
  - v. Declaration by the Bidder.

*A-2. Non statutory Cover Containing/My Documents*

- i. Registration Certificate under Company Act. (if any).
- ii. Registered Deed of partnership Firm/ Article of Association and Memorandum
- iii. Power of Attorney (- Partnership Firm/ Private Limited Company, if any)
- iv. Tax Audit Report in **3 CB and 3CD Form** along with Balance Sheet and Profit and Loss A/c - the last five years(year just preceding the current Financial Year will be considered as year – I)
- v. Clearance Certificate - the Current Year issued by the Assistant Registrar of Co-Op(S) (ARCS) bye laws are to be submitted by the Registered labour Co-Op(S) Engineers' Co.-Opt.(S)
- vi. List of machineries possessed by own/arranged through lease deed along with authenticated documents of lease / sub-lease / hire basis etc.
- vii. List of technical staff along with structure and organization (Section – B, Form – III).

Note: - Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the Bid liable to be summarily rejected.

**Intending Bidders should upload Non-Statutory documents as per following folders in My Document:**

<b>E-Bidding system of Government of West Bengal</b>			
<b>Bidder Document Sub Category Master</b>			
<b>Sl. No.</b>	<b>Category Name</b>	<b>Sub Category Name</b>	<b>Sub Category Description</b>
A	CERTIFICATES		
		A1. CERTIFICATES	1. GST Registration P.F/PAN / P. Tax Clearance Certificate 2.E.S.I & EPF Registration Certificate.
B	COMPANY DETAILS		
		B1. COMPANY DETAILS 1	1. Proprietorship Firm (Trade License). 2. Registered Deed of partnership Firm and Trade License. 3. Registration Certificate under Company Act. (if any). Ltd. Company (Incorporation Certificate , Trade License) 4. Power of Attorney (- Partnership Firm/ Private Limited Company, if any) 5. Society (Society Registration copy, Trade License)
C	CREDENTIAL		
		C1. CREDENTIAL1	Similar nature Work & Completion Certificates issued by competent authority (as per Sl. No. 4 of NIEB)
D	EQUIPMENT		
		D1.LABOURTARY	1. List of Machineries and equipment necessary - field as well as laboratory test of all materials as per NIEB
		D2. CIVIL MACHINERIES	
		D2. ELECTRICAL MACHINERIES	

		D2. MECHNANICAL MACHINERIES	
		D2. MISCELLENEOUS MACHINERIES	
E	FINANCIAL INFO		
		E1. P/L & BALANCE SHEET	P/L & BALANCE SHEET (As per NIeB)
		E2. PAYMENT CERTIFICATE 1	
		E3 PAYMENT CERTIFICATE 2	
F	MANPOWER		
		F1. TECHNICAL PERSONNEL	1. List of sufficiently qualified technical person (as per Sl. No. 4 of NIeB)
		F2. TECHNICAL PERSONNEL ON CONTRACT	1. List of technical personnel employed under the organisation (or on contact basis ) in details with name, qualification, experience and, address with contact number.
G	DECLARATION	DECLARATION 1	1. Bank Solvency Certificate (As per NIeB)
		DECLARATION 2	2. Valid Document in support of annual turnover (As per NIeB)
		DECLARATION 3	3. Corrigendum and additional document (if any).

**Note:-** Failure of submission of any of the above mentioned documents (as stated in A1 & A2) will render the Bid liable to summarily rejected for both statutory & non statutory cover. All Corrigendum & Addendum Notices, if any, have to be digitally signed & uploaded by the contractor in the Declaration Folder of My Documents.

### ***B. Bid Evaluation***

i. Opening and evaluation of Bid :- If any Bidder is exempted from payment of EMD, copy of relevant Government order needs to be furnished

(applicable in case of Registered Labour Co-Operative Society).

ii. Opening of Technical proposal :- Technical proposals will be opened by the Bid Inviting Authority electronically from the website using his/ her Digital Signature Certificate.

iii. Cover (folder) of statutory documents (vide Cl. No. 5.A-1) should be opened first and if found in order, cover (Folder) - non-statutory documents (vide Cl. No. – 5.A-2) will be opened. If there is any deficiency in the statutory documents the Bid will summarily be rejected.

iv. Decrypted (transformed in to readable formats) documents of the non-statutory cover will be downloaded and handed over to the Bid Evaluation Committee. Scrutiny of technical proposal and recommendation thereafter and processing of comparative statement for acceptance etc. will be prepared by the **Municipal Engineering Directorate, under the Urban Development and Municipal Affairs Department , Govt. of West Bengal**. Comparative Statement may be forwarded to appropriate authority depending on the value of the work as applicable as per existing norms and guidelines under AMRUT programme.

v. Uploading of summary list of technically qualified bidders.

vi. Pursuant to scrutiny and decision of the screening committee the summary list of eligible Bidder and for which their proposal will be considered and uploaded in the web portals.

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

### ***C. Financial proposal***

As per Sl. 11 , Bid Price / Price Schedule. To be uploaded Digitally signed by the Bidder.

**6. Financial capacity** of a Bidder will be judged on the basis of working capital and available bid capacity as mentioned in the NIEB to be derived from the information furnished in – **FORM -I and II** (Section-B) i.e., Application (for Pre-qualification) and Financial Statement. If an applicant feels that his/their Working Capital beyond own resource may be insufficient, he/they may include with the application a letter of guarantee issued by a first class Bank to supplement the applicant. This letter of guarantee should be addressed to the Bid Inviting/ Accepting Authority and should guarantee duly specifying the name of the project that in case of contract is awarded to the Bidder, the Bidder will be provided with a revolving line of credit Such revolving line of credit should be maintained until the works are taken over by the Authority.

The audited Balance sheet for the last five years, net worth bid capacity etc. are to be submitted which must demonstrate the soundness of Bidder financial position, showing long term profitability including an estimated financial projection of the next two years.

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

Submission of false document by Bidder is strictly prohibited and in case of such act by the Bidder the same may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

## 8. Bid Evaluation Committee (BEC):

A Bid Evaluation Committee (BEC) has been constituted under the The Superintending Engineer, West Circle, M.E.Directorate who is the tender inviting authority for the works.


The members of Bid Evaluation Committee would be:-

1.	The Superintending Engineer, West Circle, M.E.Directorate	- Chairperson & Convener
2.	Executive Engineer, West Circle, M.E.Directorate	- Member
3.	Assistant Engineer, West Circle, M.E.Directorate	- Member
4.	Junior Engineer, West Circle, M.E.Directorate	- Member

## 9. Rejection of Bid

The Employer (Bid accepting authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (Bid accepting authority) action. The Bidder whose Bid has been accepted will be notified by the Bid Inviting and Accepting Authority through acceptance letter/ Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Contract.

The Agreement in Printed Bid Form (form no. 2911) will incorporate all necessary documents, e.g. NIE-B., all addenda-corrigendum, different filled-up forms (Section -B), Price Schedule and the same will be executed between the Bid Accepting Authority and the successful Bidder.

  
Superintending Engineer  
West Circle, M.E.Dte.

SECTION – B

Form –I

**PRE-QUALIFICATION APPLICATION**

To  
The Superintending Engineer,  
West Circle, MED  
West Bengal,

Ref: - Bid - \_\_\_\_\_

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

\_\_\_\_\_ NIEB No.:

Dear Sir,

Having examined the Statutory, Non statutory and NIEB documents, I /we hereby submit all the necessary information and relevant documents - 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 - Application and - completion of the contract documents is attached herewith.

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

We understand that:

- (a) Bid Inviting and Accepting Authority can amend the scope and value of the contract bid under this project.
- (b) Bid Inviting and Accepting Authority reserves the right to reject any application without assigning any reason.

**Encl:- 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**

**FINANCIAL STATEMENT**

**B.1** Name of Applicant :

**B.2** Summary of assets and liabilities on the basis of the audited financial statement of **the last five financial years.**  
(Attach copies of the audited financial statement of the last five financial years)

	1st Year (Rs. In lakh)	2nd Year (Rs. In lakh)	3rd Year (Rs. In lakh)	4th Year (Rs. In lakh)	5th Year (Rs. In lakh)
a) Current Assets :  (It should not include investment in any other firm)					
b) Current liabilities :  (It should include bank over draft)					
c) Working capital : (a) – (b)					
d) Net worth :  (Proprietors Capital or Partners Capital or Paid up Capital + Reserve & surplus )					
e) Bank loan/ Guarantee :  (As per clause G.2. with all sub clauses)					

**B.3** Annual value of construction works undertaken :

Work in hand i.e. Work order issued	As on	As on	As on	As on	As on	As on

Signed by an authorized officer of the firm

\_\_\_\_\_

Title of the officer

\_\_\_\_\_

Name of the Firm with Seal

Date\_\_\_\_\_

**Declaration of the Bidder**

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Rs. 10/- and enclosed with the Bid documents which is required to be submitted in time duly)

I, ....., son of  
.....  
....., aged about ..... years by  
occupation ..... do hereby solemnly affirm and confirm as follow:

1. That, I am the ..... Of  
..... have duly authorized by and competent to affirm this affidavit on  
behalf of the said Bidder.

2. That, I have inspected the site of work covered under NIEB (NIEB No ) circulated  
through Office memo bearing No -----dated ----- and have made myself fully  
acquainted with the site conditions existing level/proposed level and local conditions in and around  
the site of work. I have also carefully and meticulously gone through the Bid documents. Bid of the  
above named Bidder is offered and submitted upon due consideration of all factors and if the same is  
accepted, I on and - behalf of the a-e said Bidder, being lawfully and duly authorized, promise to  
abide by all the covenants, conditions and stipulations of the Contractual documents and to carry out,  
complete the works to the satisfaction of the Bid accepting Authority of the Work and abide by all  
instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake  
to abide by the provisions of Law including the provisions of Contract Labour (Regulation &  
Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would  
be applicable to the Contractor upon entering into -mal Contract / agreement with the Bid  
Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Bidder has  
been suppressed in the Bid documents.

4. That the statement above made by me is true to my knowledge.

Deponent  
Solemnly affirmed by the said  
.....

before me.

.....  
(1st class Judicial Magistrate / Notary Public)

**SECTION – B-**

**-FORM- III**

**STRUCTURE AND ORGANISATION**

**A.1** Name of applicant :

**A.2** Office Address :

Telephone No. and Cell Phone No. :

Fax No. :

E mail :

**A.3** Attach an 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.

**SECTION – B**

**-FORM – IV**

**C. DEPLOYMENT OF MACHINERIES (in favour of owner / lessee):-**

(Original document of own possession arranged through lease deed to be annexed)

(If engaged be-e Certificate from E.I.C. to be annexed in respect of anticipated dated of release of Machineries.)

Name of Machine / Instrument	Make	Type	Capacity	Motor / Engine No.	Machine No.	Possession Status		Date of release If Engaged
						Idle	Engaged	

- each item of equipment the application should attach copies of

(i) Document showing proof of full payment, (ii) Receipt of Delivery,


(iii) Road Challan from Factory to delivery spot, is to be furnished.

**Signature of applicant including title**

and capacity in which application is made.

*Copy Forwarded for information and wide circulation to:*

1. The State Mission Director, AMRUT, ILGUS Bhawan, Sector-III, Bidhannagar, Kol.-106
2. The Chief Engineer( South Zone ), MED, Bikash Bhavan, Salt Lake, Kol.-91
3. The District Magistrate, Purba Bardhaman
4. The Executive Engineer, Burdwan Division, M.E.Dte.
5. The Administrator, Memari Municipality.

  
24.06.26  
Superintending Engineer  
West Circle, M.E.Dte.

**SECTION – A**  
**GENERAL SPECIFICATIONS OF MATERIALS TO BE USED FOR HOUSE CONNECTIONS**

**DI Strap Saddle required for providing house service connections on DI/CI mains/ Electrofusion saddle ( HDPE ).**

**General specification:**

DI/CI/ Electrofusion saddle/Saddle with strap, protection rubber with necessary fitting & fixing to be done according to IS standard as per direction of EIC.

**HDPE Pipe for House Service Connection:**

Pipes shall be made out of HDPE raw materials, the pipes shall be conforming to IS:4984-2016, 20mm OD, PE-100, PN 16 and as directed by the Engineer In Charge.

Manufacturers test certificate along with raw materials manufacturer's test certificate is mandatory. Random inspection for pipe, fittings, will be carrying out.

**COMPRESSION FITTINGS FOR HDPE PIPES:**

90 DEG COMPRESSION ELBOW WITH METAL INSERT (Male/Female)

90 DEG COMP ELBOW with COMPRESSION JOINT BOTH ENDS

FEMALE / MALE THREADED ADAPTER With METAL OFFTAKE

The Compression fittings shall be tested as per below

Type test	Standard
Dimensions of the threads	ISO 7/1
Tightness of the joints	ISO 3458
Tightness of the joints when subjected to bending	ISO 3503
Resistance to pull-out	ISO 3501
Internal under-pressure test	ISO 3459
Long term pressure test	ISO/DIS 14236

**FERRULE for House Service connection:**

10 mm dia Brass ferrule of ISI marked material approved by EIC upto 450mm long with plumbing joint, brass over C.P. coupling at both ends with cap Confirming to IS 2692/1994(reaffirmed 2005).

**GI PIPE**

G.I pipe of TATA make (medium duty) of 2 metre length with all necessary specials to continue from the end of the HDPE pipe & upto 1.0 m. above ground within the premises of household as per direction of EIC.

**BIB Cock & STOP cock**

Bib/Stop Cock to be made of **alloy iron with Brass Spindle** ISI marked material approved by EIC. Bib/Stop cock to be tested 21kg/m<sup>2</sup>.

**ELBOW,NIPPLE,UNION SHORT PIECE ETC. FOR CONNECTION EXISTING HSC**

All accessories should be ISI marked material (GI) approved by EIC.

### **15mm CPVC BALL VALVES (STOP TAP) FOR EXISTING HSC**

The product shall confirm to IS-15778: 2007 and fitting, fixing should be done as per direction of EIC.

### **Detailed specifications are attached below for strict compliance in execution.**

#### **PROCESS AND SPECIFICATION FOR HOUSE SERVICE CONNECTIONS**

Before providing House Service Connections, Contractor shall collect a list of authorized consumers from the client on monthly basis. After getting such list from the client, Contractor shall have to identify each consumer at site and a notice shall have to be served by the Contractor to each consumer at site and a notice shall have to be served by the Contractor to each consumer at least 30 days in advance stating that new service connection shall be provided at their respective premises. / Making holding list, In case of any difficulty to locate any consumers at site by the Contractor, client representative shall have to be accompanied with the Contractor to locate the client at site .

All the damages made on the roads, the compound walls for providing service connection shall have to be restored by the contractor as per direction of EIC. Any damages made on the Road, floor / PCC / tiled / mosaic etc. **shall be restored by the Contractor with Plain Cement Concrete (PCC 1:2:4) and neat cement finish as per direction of EIC.** No tiles / mosaic shall be replaced by the Contractor.


**Ferrule cleaning (if required on special exigencies) within one (1) year after completion of work to be done by the agency as per direction of EIC.**

Before starting job at site for providing House Service Connection, Contractor shall impart training to all employees on following subject:

- Safety Awareness
- Environment Management System Awareness
- Customer Orientation
- Safe working procedure

Once above trainings are imparted then schedules are prepared and following actions shall be taken:

- Housekeeping Plan of the job,
- Job Safety Plan
- Method statement

  
24.06.26  
Superintending Engineer  
West Circle, M.E.Dt.

**Signature Not Verified**

Digitally signed by ASIM KUMAR DAS  
Date: 2026.06.24 21:38:16 IST  
Location: West Bengal-WB