



GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF HEALTH & FAMILY WELFARE  
OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH, ALIPURDUAR  
& DISTRICT HEALTH & FAMILY WELFARE SAMITI, ALIPURDUAR  
Telephone No: 03564-257200, Email ID: [cmohapd@gmail.com](mailto:cmohapd@gmail.com)

Memo No.: - DHFWS/APD/25-26/359

Dated-04/7/25

The Chief Medical Officer of Health and Secretary, District Health & Family Welfare Samity, Alipurduar hereby invites e-TENDER NO: DHFWS/APD/CONST/25-26/04 of dated 07.08.25 for each of the following work (For Submission of Bid through online).

Sl Nos	Nle-T No.	Name of work	Type of Work	Estimated amount	Earnest Money	Completion time from of Work	Eligibility of Bidder
				(In Rs.)	(In Rs.)		
1	DHFWS /APD/ CONST/ 25-26/ 04/Sl no 01	Protective Shed for District Drug Store at CMOH Office building in the district of Alipurduar	Civil work	Rs.4,96,217/-	Rs.9,925/-	45days	Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of 40% (forty percent) of the estimated amount during 7(seven) years prior to the date of issue of the tender notice; or, 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 during 7(seven) years prior to the date of issue of the tender notice; or, 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.
2	DHFWS /APD/ CONST/ 25-26/ 04/Sl no 02	Fitting & Fixing of False ceiling,painting work at DMOH(AYUSH Section) & CMOH Conference hall	Civil &Electrical work	Rs.2,34,175/-	Rs.4685/-	45days	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 progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.

The authority reserves the right to reject or cancel any tender at any time without assigning any reason thereof.

During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated/poor performance, that bidder would not allow to participate in the tender and that application will be out rightly rejected without any prejudice.

The Tender Selection Committee reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

*Signature* 04/08/25  
Account's Officer & Treasurer  
District Health & Family Welfare Samity  
ALIPURDUAR

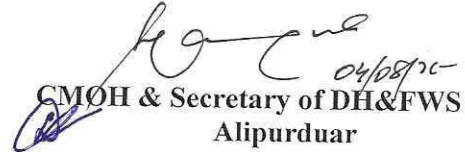
*Signature* 04/08/25  
CMOH & Secretary  
DH & FW Samiti, Alipurduar

Memo No: DHFWS/APD /25-26/359/1(19)

Date: 04/7/25

Copy forwarded for information and wide circulation to: -

1. The Hon'ble Sabhadhipati, Alipurduar Zilla Parishad, Alipurduar
2. The Mission Director, National Health Mission, West Bengal
3. The Director of Health Services, West Bengal
4. The District Magistrate, Alipurduar.
5. The Director-PHP, Dept. Of H&FW to the Govt. Of West Bengal
6. The Program Officer-I/II, NHM & Deputy Secretary to Govt. of West Bengal, West Bengal
7. The Addl District Magistrate, Alipurduar (Health)
8. The Engineer in charge, National Health Mission
9. The Dy. Chief Medical Officer of Health, I/II/DMCHO/DPHNO, Alipurduar
10. The Addl. Labour Commissioner, Alipurduar
11. The AO & Treasurer, CMOH office, Alipurduar.
12. The District Informatics & Cultural Officer, Alipurduar.
13. The ACMOH, Alipurduar.
14. The District Medical Officer (AYUSH), O/o CMOH Alipurduar
15. The DPMU, O/o of CMOH Alipurduar.
16. The Senior Director (IT) & District Informatics officer, NIC, Alipurduar with request to publish the notice in the district website: (<https://alipurduar.gov.in>)
17. The System Coordinator, IT Cell, Dept. of Health & Family Welfare, Swasthya Bhavan, Kolkata with a request for display in [www.wbhealth.gov.in](http://www.wbhealth.gov.in)
18. The DSM is directed to upload in the apd health portal.
19. Office copy

  
CMOH & Secretary of DH&FWS  
Alipurduar



### 1. General Instructions:

In the event of e-filing, intending bidder may download the tender documents free of cost from the website: [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly with the help of Digital Signature Certificate. Earnest money should be deposited online in favour of Chief Medical Officer of Health, Alipurduar, payable at Alipurduar and also to be documented through e-filing.

### 2. Submission of bids:

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed in the [www.wbtenders.gov.in](http://www.wbtenders.gov.in). All papers must be submitted in English language.

### 3. Time Schedules for the e-tender

THE TIME SCHEDULE FOR THE E-TENDER WILL BE AS PER THE LIST PROVIDED BELOW.

### 4. ELIGIBILITY FOR QUOTING:

Any bonafide bidder having essential qualifications as mentioned in this tender document could bid for the tender. The price is to be quoted in Indian Rupees only including all charges. The work should be done as per specified item and drawing. The total liabilities of contractors from this end will be closed after receiving of final bill. The work area should be totally cleaned after completion of work and all contingencies should be removed before submission of final bill.

Any other law or act or rule as may be in force and made applicable to the workmen / supervisor / or other persons as may be deployed by the contractor for planning out the assign job involving use of skilled / semi-skilled / unskilled workers.

Payment for the work will be made on availability of fund.

### 5. SUBMISSION OF THE TENDERS:

The tender is to be submitted in a two Bid System.

[A] Technical Bid:

(a) . Statutory Cover containing the following documents:

BID A:

The Bidder has to upload the duly signed NIT, Documentary Proof in support of Earnest Money Submission should be uploaded:-

Sl No	Category	Sub Category	Sub Category Description
A	Certificates	A1 Certificates	PAN card of the authorized signatory
			Professional Tax Registration Certificate& Current challan.
			GST Registration Certificate
			Trade License (relating to the similar nature of work)
B	Company Details	B1 Company Details	Registration with Registrar of Companies (if applicable)
			Partnership Deed in case of Partnership Firm (if applicable)
			Power of Attorney (if applicable)
C	Credential	C1: Credential Details	Documents on credential of Civil and Electrical work as per BOQ (Same type of job) having done at least of 40% of gross estimated amount of work in last 7 (Seven) years or as per clause Similar nature of works means bidder having experience in New building construction RCC Framed structure building(any storied) N. B. :- The credential certificate(s) for completed work(s) should contain:- (a) Name of the work, (b) Name of the Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order, (e) Actual month and year of completion, (f) Gross bill amount of the completed work / executed value of running work and detail communication address of client must be indicated in the Credential Certificate.

			Extend the validity period of credential for participation in tender vide resolution memo no.725 ENC/23 dt. 02.11.23 of PWD.Validity of this relaxation on credential may valid upto 31.03.2027
D	FINANCIAL INFO	E1: Income Tax Return & Financial Information.	Income tax Return to be submitted for the Assessment year 2022-23, Assessment year 2023-24,Assessment year 24-25.
			Profit loss and Balance sheet for the Assessment year 2022-23, Assessment year 2023-24,Assessment year 24-25 (with the signature of authorized CA With UDIN).
			The bidder should have to submit a bank solvency certificate(mentioning the NIT reference no./scheme details) of at equal or more then the estimated amount. A current bank solvency certificate(mentioning the NIT reference no./scheme details) issued by the appropriate banking authority within 3month from the date of issuing this tender notice.
			Employee Provident Fund Registration Certificate and current Challan copy.
			ESI Registration and current Challan copy

\*\*\*For a civil contractor to undertake an Electrical work, any of the following documents has to be submitted:

- Valid Electrical Contractor license and Valid Electrical Supervisory Certificate of Competency/National Supervisory Certificate of Competency- Part-1, 2, 11 License.
- Or The Bidder (Civil Contractor) has to submit the document showing that the agency has a valid Electrical Supervisor (Certificate of Competency/National Supervisory Certificate of Competency- Part-1, 2, 11 License).
- Or a Memorandum of Understanding (MOU) with an agency, having only valid Electrical Contractor license and Valid Supervisory Certificate of Competency/National Supervisory Certificate of Competency- Part-1, 2, 11 License.

2. COVER "B":

[B] FINANCIAL BID "B":

(i) BOQ for INR (in excel sheet)

The folder as "Financial Bid" shall contain base price in Indian Rupee including all charges

#### 6. Evaluation of the tenders

During the tender evaluation process, the "Bid A" will be opened first. Those Tenderer who have qualified the essential & other requirements will be identified and only their "Bid B" i.e. Financial bid will be opened. The "Bid B" of those Tenderer failing to meet the technical & other requirements of participating in the tender will not be opened and be rejected. The Tenderer offering the item found suitable and as being as per the tender specifications will only be selected.

The Tenderer who has been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.

Those contractors who has been show caused several times or poor performance under the H&FW Deptt. will get cancelled for the above-mentioned tender.

The "Bid B" (Financial Bids) of only these tenderers passing the essential and other requirement test will be opened. If found suitable in the context of above prequalification etc., Tender ere should coat after the Tenderer quoting the lowest rate will be considered as successful. Tenderer should quote the rate after inspection of the respective site.

#### 7. Date & Time Information: -

Sl. No.	Particulars	Date & Time
1.	DATE OF PUBLISHING NIET	07-08-2025 at 1.00 P.M.
2.	DOCUMENT DOWNLOAD START DATE	07-08-2025 at 1.30 A.M.
3.	BID SUBMISSION START DATE	07-08-2025 at 01.30 P.M.
4.	PRE-BID MEETING DATE	08-08-2025 at 1.00 P.M.
5.	ONLINE BID DOCUMENTS DOWNLOAD END DATE	18-08-2025 up to 04.00 P.M.
6.	ONLINE BID SUBMISSION END DATE	18-08-2025 up to 05.00 P.M.
7.	DATE OF OPENING OF TECHNICAL BID	20-08-2025 at 05:00 P.M.
8.	DATE OF OPENING OF THE FINANCIAL BID	To be notified later

CHIEF MEDICAL OFFICER OF HEALTH, ALIPURDUAR RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND CMOH OFFICE, ALIPURDUAR.



**8. Cost of Earnest Money:**

Each tender has to be submitted, unless exempted under the existing orders of the West Bengal Govt. must deposit Earnest Money in online mode by RTGS/NEFT through the ICICI Bank Payment Gateway. The earnest money is to be deposited in the prescribed time before opening of Bid A. The onus of proving that a Tenderer is exempted from Earnest Money will lie on the Tenderer and must be proved by submission of valid documents. The earnest money of the Tenderer will liable to be forfeited if the Tenderer withdraws his tender as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any of all of the items of his accepted tender within the time specified when requested to do so/fails to furnish Security Deposit within the stipulated time. The Earnest Money will be refunded after finalization of the tender or within 3 (three) months from the date of opening of tender whichever is later against the specific prayer of Tenderer.

**9. RATE:**

The price is to be quoted in Indian Rupees only including all charges.

**10. ORDER:**

Work Orders for the said works will be placed with the successful tenderers after the execution of the agreements. The successful tenderer will have to complete the work within the specified time schedule that had been assured at the time of selection as successful bidder

**11. WITHDRAWAL / CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled.

The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.

The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason.

**12. PENALTY CLAUSES-**

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT/ MISLEADING DOCUMENTS:** If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or bidders to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money, Forfeiture of Security Deposit if enlisted as a successful bidder.

**13. APPEAL:**

Appeal against the decision of the Chief Medical Officer of Health, Alipurduar and to impose such a penalty will lie with Tender Selection Committee. Review against the decision of the T.S.C. will lie with Health & F.W. Deptt of the Govt

**14. AGREEMENT:**

On a tender being accepted, intimation of acceptance will be forwarded to the Tenderer by Chief Medical Officer of Health, Alipurduar. After communication of the same, the Tenderer will have to execute agreement in the prescribed form with the Chief Medical Officer of Health, Alipurduar.

The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost during the DLP time (5 years), DLP will be imposed as per memo. No. 56784-PW/ L&A/2M-175/2017 Date-12.09.2017 from the date of completion of the work, if any defect / damage found during the period as mentioned above Contractor shall make the same good at his own cost expense to the specification as per with instant Project work. Failure to do so, penal action against the agency will be imposed by the Department as deem fit. The agency will have to quote his rate considering the above aspect.

In the event of failure to start the work after 15 (Fifteen) days from the date of commencement of the work as per the work order due to fault on contractor's part, a notice will be issued to the contractor and he will be given further 7 (seven) Days to start the work. If the contractor fails to start the work even within the extended period, the contract will be terminated without giving any further notice. In the event of termination of contract under this clause the Earnest Money Deposit of the contractor will be forfeited and he will be barred from applying in any tender of the H&FW Deptt. Alipurduar for two years from the date of termination of the contract. No further correspondences will be allowed in this respect.

15. SECURITY DEPOSIT

The Security Deposit will be mandatory for all bidders and will not be waived in any case. The Security deposit for the work shall be deducted as per govt. terms and condition.

As per G.O. No. 4608-F(Y) dated. 18<sup>th</sup> July, 2018 of the Additional Chief Secretary to the Govt. of West Bengal, Finance Department, Audit Branch, Additional Performance Security @ 10% of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% or less of the Estimate put to tender

16. PAYMENT TERMS:


Payment will be made through e payment system through ECS/RECS/RTGS after execution of the work subject to: On being selected, the successful vendors will have to submit one application to the Chief Medical Officer of Health, Alipurduar, stating name of the payee/ recipient, Bank account no with MICR code, IFSC of the payee/ recipient for making e payment. No manual payment is allowed to be made as far as practicable.

17. PRICE OF TECHNICAL ,FINANCIAL BID DOCUMENTS, WBF 2911 and other Annexure:

The successful vendors will have to submit the the Amount of Rs. 750/- (Seven Hundred Fifty only) in the form of Bank Draft/Demand Draft in favour of DH&FWS, Non NHM, Payable at Alipurduar at the time of agreement which will be deposited to the account section of CMOH, Alipurduar.

18. ENGAGEMENT OF JOB CARD HOLDER :

Mandatory engagement of Job Card Holders as per Gazette Notification 1140 PRD-33011/1/2024- MGNREGA SEC, Dt. 07/03/2024 of Secretary to the Govt. of West Bengal Panchayats and Rural Development Department.

  
Accounts Officer & Treasure  
District Health & Family Welfare Samity  
ALIPURDUAR

  
CMOH & Secretary  
DH & FW Samiti, Alipurdua

CHECK LIST FOR THE BIDDERS: - DHFWS/APD/CONST/25-26/04(sl no )

Sl No	Items	Please put Tick Mark	
		Yes	No
1	Tender Application	Yes	No
2	EMD challan	Yes	No
3	Pan Card	Yes	No
4	Professional Tax Registration Certificate & challan.	Yes	No
5	GST Registration Certificate	Yes	No
6	Trade License(relating to the similar nature of work)	Yes	No
7	Electrical Contractors' License.	Yes	No
8	Electrical Supervisory Certificate of Competency/National Supervisory Certificate of Competency- Part-1, 2, 11 License.	Yes	No
9	Memorandum of Understanding (MOU) if Sl no 7 and sl no 8 is not provided	Yes	No
10	Partnership Deed (if applicable)	Yes	No
11	Power of attorney(if applicable)	Yes	No
12	Credential(relating to the similar nature of work)	Yes	No
13	Income tax Return to be submitted for the Assessment year 2022-23,Assessment year 23-24, Assessment year 24-25.	Yes	No
14	Profit loss and Balance sheet for the Assessment year 2022-23,Assessment year 23-24, Assessment year 24-25(with the signature of authorized CA With UDIN).	Yes	No
15	Bank solvency certificate. The bidder should have to submit a bank solvency certificate(mentioning the NIT reference no./scheme details) of at equal or more then the estimated amount for individual tender. A current bank solvency certificate issued by the appropriate banking authority(mentioning the NIT reference no./scheme details) within 3month from the date of issuing this tender notice.	Yes	No
16	Registration proof in case of firms with registrar of companies (if applicable)	Yes	No
17	Power of Attorney (if applicable)	Yes	No
18	Memorandum of Understanding (MOU) (if applicable)	Yes	No
19.	Employee Provident Fund Registration Certificate and current Challan copy.	Yes	No
20.	ESI Registration and current Challan copy	Yes	No

Signature of the bidder with date & seal

N.B. It is the responsibility of bidder to go through the e-tender document to ensure furnishing of all required documents in addition to above, if any.



ANNEXURE \_I  
APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address, valid E-mail id and contact no etc)

To  
The CMOH & Secretary  
DH & FW Samiti  
Alipurduar

Ref: NOTICE INVITING E-TENDER NO: - DHFWS/APD/CONST/25-26/04(SL no. \_\_\_\_\_ )

Sub: E- Tender for Construction of Madhya Nararthali HWC under Kumargram Block in the district of Alipurduar

I/We have thoroughly read all the terms and conditions of this tender guideline and is ready to execute the said work/works in accordance with that .Missing of any documents in tender authority may cancelled my tender.

I/We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

I/We also understand that the tender selection committee reserves right to accept or reject any bid without assigning any reason thereof.

I/We confirm that we do not stand deregistered/banned/backlisted/showcaused for delaying the project by any Government Authorities/Organization/Institution etc.

I/We confirm that we do not get show caused under H&FW Deptt.

I/We have inspected the site of the work and have made me/us fully acquainted with the local conditions and around the site of the works.

I/We shall be bound by conditions laid down in the Notice Inviting Tenders, special terms and conditions and specifications, specified scheduled and also the I.S.I Code of practice.

I/We shall also uniformly maintain such progress with the work, as may be directed by the Engineer-In-Charge of the work to ensure completion of the same within the stipulated date.

I/We delay the project or not completed the project on time please forfeit my Security money.

Brief of court/legal pending, if any, are following:

We would authorize and request any Bank, Person, Firm or Corporation to furnish pertinent information as deemed necessary and/ or as requested by you to verify this statement.

Bidder to be filled:-

Full Address:

Valid E-mail id:-

Valid contact no.:-

Signature of the bidder/authorized representative with Seal &  
Date