

OFFICE OF THE ADMINISTRATOR OF BARASAT MUNICIPALITY

RISHI BANKIM CHANDRA CHATTERJEE ROAD
BARASAT, KOLKATA - 700 124.



Phone : 2552 3211
2562 3535

Fax : 2562 6900

Email: - barasat_05@yahoo.com

Web site: - www.barasatmunicipality.org

Memo No. 69- BM/ WWD/NIT/2026 - 2027

Date: 07/09/2026

NOTICE INVITING TENDER

Administrator on behalf of the Administrator of Barasat Municipality invites Sealed Tender in the West Bengal Form No-2911 through offline for the following works from the eligible and resourceful Companies/Firms/Contractors having sufficient credential and financial capability for execution of works as depicted hereunder for participating in the tender.

Table - 1 :- Name of works

Sl. No.	Name of the work	Estimated amount put to Tender (in Rs.)	Earnest Money (in Rs.)	Cost of Tender Documents	Time for completion of work (in days)	Defects Liability Period	Fund
1	Supplying, fittings & fixing of pipeline with specials & installation of water storage tank with pump motor at Vivekudyan park in ward no. 24 under Barasat Municipality.	64939.00	1299.00	250.00	15 Days	1 (One) Year	15 th FC (untied)
2	Sinking of 01 no. cylinder hand tube well depth up to 124 meters for 40 mm dia. tube well with top enlargement of 100 mm dia. at Talpukur, near Vivekananda Abasan in ward no. 21 under Barasat Municipality.	93943.00	1879.00	250.00	15 Days	1 (One) Year	15 th FC (untied)

Table - 2 :- Date and Time Schedule

Sl No	Particulars	Date & Time
i)	Last date & time of receipt of application.	15/09/2026 up to 3:00 pm
ii)	Checking of Eligibility criteria & prequalification documents on production of original documents by this office.	16/09/2026
iii)	Start Date & time of purchase of Tender Documents	17/09/2026 up to 12:00 pm
iv)	Last Date & time of Dropping of Tender Documents	19/09/2026 up to 2:00 pm
v)	Date & time of opening of Tender Documents.	19/09/2026 at 3:00 pm

Table - 3

Eligibility Criteria	i) Having experience and technical acumen in Executing, Construction & Completion of similar nature of work. (a) With a work value not below 40% of the estimated amount put to tender in a single contract during the last 5 (five) financial years. OR (b) Two similar natures of completed work, each of the minimum value of 30% of the estimated amount put to tender during the last 5(five) financial years. OR (c) One single running work of similar nature which has been completed to the extent of 80 % or more and value of which is not less than the desired value above. All the above credentials should be from any Government Department/Board/Semi-Govt./Corporation/Statutory Authority/Undertaking etc. <i>(copies of Completion certificate, work order, price schedule & payment certificate issued by the competent authority shall have to be furnished)</i> ii) Having valid GST registration certificate with up-to-date GST return (GSTR-3B/1, whichever applicable). iii) Having valid PAN Card and last assessment year Income tax return. iv) Having valid P. Tax clearance Certificate. vi) Having up to date Trade Permission. vii) Other certificates if any. <i>(Copies of all the above-mentioned documents shall have to be furnished)</i> All documents in the original to be produced in due course of time as & when asked by the TIA.
Tender documents to be submitted by the tenderer.	A full set of Tender documents consists of filled up and signed tender form 2911 along with price schedule (BOQ) and other related documents, issued in favour of Tender. And original Bank Draft as earnest money for each individual work separately and attached with each Tender in a separate envelope, whole tender documents should be submitted at water dept. Tender Drop box in a closed and sealed envelope which addressed to The "Chairman Barasat Municipality" and mentioned NIT No & Sl. No. of the tender on top of envelop.
Earnest Money: -	The Earnest Money (2% of estimated amount put to tender), as specified in ANNEXURE shall be remitted by Bank Draft, in favour of "CHAIRMAN, BARASAT MUNICIPALITY" payable at Barasat. This purchased on and from the date of publication of concerned NIT, from any Nationalized Bank/W.B. State co-operative Bank. Any tender without such earnest money (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled.
Security Deposit & other taxes: - (G.O No. 5784-PW/L&A/2M-175/2017, Date: 12.09.17)	All usual deductions for taxes as applicable i.e. GST, IT, and Labour welfare cess etc. as applicable will be made from the bills time to time. Additional Security Deposit @ 8% (Eight percent) will be deducted from each and every running bill. The amount of such 10% (ten percent) of Security Deposit (Initial 2% EM + additional 8%) will be refunded without any interest only as mentioned below, <u>As Per Defect Liability Period against each individual work mentioned in the annexure.</u> <u>a) For work with three months Defect Liability Period:</u> i) Full security deposit shall be refunded to the contractor on expiry of three months from the actual date of completion of the work. <u>b) For work with one year Defect Liability Period:</u> i) Full security deposit shall be refunded to the contractor on expiry of one year from the actual date of completion of the work. <u>c) For work with three-year Defect Liability Period:</u> i) 30% of the security deposit shall be refunded to the contractor on expiry of two years from the actual date of completion of the work. ii) The Balance 70% of the security deposit shall be refunded to the contractor on expiry of three years from the actual date of completion of the work.
	The cost of Tender documents as specified in ANNEXURE shall be paid also by the successful Contractor at the time of formal agreement after acceptance of tender.
Validity/ Withdrawal/	A Tender submitted shall remain valid for a period of 60 (sixty) calendar days from the date set for opening of tenders. Any extension of this validity period if required will be subject to

Acceptance of Tender: -	concurrence of the Tenders. A Tender once submitted shall not be withdrawn within the validity period. If any Contractor withdraws his/their tender(s) within the validity period, then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken by TIA. The TIA will accept the tender. He/She does not bind himself/herself to accept otherwise the lowest tender and reserves to himself/herself the right to reject any or all of the tenders received without assigning any reason thereof.
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Scope of the works: - As Per BOQ /Annexure

Other terms & conditions if any: - No conditional tender will be accepted. The Successful tenderers shall comply all the terms and conditions of the municipality and execute an agreement before starting the work. All rates to be quoted are to include all charges i.e. Royalty, Taxes etc. if any. No further claim and enhancement Rate of estimate will be entertained.

The volume of the work may vary at the time of execution, specifications, items and their rates not mentioned in the schedule will be followed as per P.W.D. Sanitary & plumbing works schedule, of Rates Govt. of West Bengal

In case of any dispute the decision of the Administrator, Barasat Municipality, will be final binding the contractors.

Payment will be made as per availability of funds. No claim for supply of materials, equipment, machinery etc. will be entertained.

Instructions/guidance to the contractors for offline tender: All tenderers should present at the time of opening of tender.


 Administrator
 Barasat Municipality
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 Barasat Municipality

Memo no. 69 (1-6)-BM/WWD/NIT/2026-2027, Dade: 07/09/2026

Copy forwarded for necessary information to:

- ✓ 1. Finance Officer, Barasat Municipality, *Del 7/9/26*
2. Office Superintendent, Barasat Municipality,
3. Head Clark, Barasat Municipality, *Di 07/09/26*
- ✓ 4. SAE (Electric), Barasat Municipality, *Di 07/09/26*
5. Office Notice Board, Barasat Municipality,
6. O C. I.T. Dept, for publication of Municipal Website: www.barasatmunicipality.org.


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