

NOTICE INVITING TENDER **I & PH-6**
HIMACHAL PRADESH IRRIGATION & PUBLIC HEALTH DEPARTMENT

Division :- F.P.Division, Gagret.

Issued to _____

Superintendent Flood Protection Divn, Gagret.

1. Tenders are hereby invited on behalf on the Governor of Himachal Pradesh for the work:-

Name of work:- Swan River Flood Management & Integrated Land Development Project Phase-2nd in Distt. Una (HP)
(SH:- Construction of RCC Box Culvert at RD 29375 on Left Bank of Swan River).

The estimated cost is **Rs. 7,25,838/- only.**

2. Contract document consisting of the detailed plans, complete specifications, the schedule of quantities of the various classes of work to be done and the set of conditions of contract to be complied with by the persons whose tenders may be accepted, which will be found printed in the form of tender can be seen/purchased at Divisional office between the hours of 11 AM and 5 PM every day except on Sunday and the Public Holiday.
3. The site of the work is available.
4. Tenders which should always be placed in sealed covers, with the name of work written on the envelope will be received by the Divisional office upto 11.00 AM and will be opened by him in on his office the same day at 11.30 AM.
5. Tenders are to be on I & PH Form No **8** which can be obtained from the office of Divisional Officer concerned on payment of Sum of Rs. **250/-** in each. The time allowed for carrying out the work will be **3months.** to be reckoned from 15 days after the date of written order to commence work.
6. The contractor should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and the requisite total given.
7. When a contractor signs the tender in any Indian language, the percentage above or below of the tendered amount in the case I & P H Form 7 and the total amount tendered in the case of I & P H Form 8 and 12 should also be written in the same language. In the case of illiterate contractors the rates or the amounts tendered should be attested by a witness.
8. Issue of tender form will be stopped 3 hours before the date and time fixed for opening the tender.
9. Earnest money amounting to **Rs.14517/-** (unless exempted) must accompany each tender in the shape of National Saving Certificate in any Post Office in H.P. duly pledged in name of the Executive Engineer, Incharge H.P.F.P.Divn; Gagret and each tender to be put in a sealed cover superscripted tender for above work and addressed to the Executive Engineer, Flood Protection Division, on _____.
10. The tenders of those contractors who do not deposit the earnest money in the prescribed manners will summarily be rejected.
11. The contractor whose tender is accepted (unless exempted will be required to furnish by way of security deposit for the due fulfillment of his contract such sum as will amount:-

For works costing upto Rs. 2.00 lakh	10%
(ii) For works costing between Rs. 2.00 lakh to 5.00 lakh	(i) +7.5%
(iii) For work costing between Rs. 5.00 lakh to 50.00 lakh	(ii) +5%
(iv) For works costing above Rs. 50.00 lakh	(iii) +2.5%
	(without any limit)
12. The acceptance of the tender, will rest with the Executive Engineer who does not bind himself to accept the lowest tender and reserve to himself the authority to reject any or all of the tenders received without the assignment of reasons. All tenders in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
13. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the contractor who resorts to canvassing will be liable to rejection.
14. All rates shall be quoted on the proper form of the tender alone.
15. Item rate tender containing percentage below/above will be summarily rejected. However when a tenderer voluntarily offers a rebate for payment within a stipulated period, this may be considered.

16. On acceptance of tender the name of the accredited representative(s) of the contractor who would be responsible for taking instruction from the Engineer-in-charge shall be communicated to the Engineer-in-charge.
17. Special care should be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that interpolations is not possible. The total amount should be written both in figures and in words. In case of figures the words (Rs.) should be written before the figures of Rupees and word P after the decimal, i.e. Rs. 215 paise and in case of word the word Rs. Should precede and the word paise should be written at the end. Unless the rate is in whole rupees and followed by the word only, it should invariably be upto two decimal place.
18. The Governor of Himachal Pradesh does not bind himself to accept the lowest or any tender and reserves to himself the right of accepting the whole and any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
19. Sales Tax or any other tax on material in respect of this contract shall be payable by the contractor and Government will not entertain and claim whatsoever in this respect.
20. The contractor must produce income tax clearance certificate before the tender can be sold to him.
21. The contractor shall not be permitted to tender for work in H.P., I & P H/Circle responsible for award and execution of contract in which his near relative is posted as Divisional Accountant or as officer in any capacity between the grade of Superintending Engineer and Assistant Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or any subsequently employed by him and who are near relatives to any Gazetted Officer in the H.P., I&PH. Any breach or this condition by the contractor would tender him liable to the removal from approved list of the contractors of this department.
22. The contractor shall give a list of Non-Gazetted H.P.. I&PH/ employees related to him. No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering of Administrative duties in an Engineering Department of the Government of Himachal Pradesh is allowed to work as a contractor for a period of years of his retirement from Government service, without the previous permission of the Government of Himachal Pradesh. This contract is liable to be cancelled if either the contractor or any of his employee is found at any time to be such a person who had not obtained the permission of the Government of Himachal Pradesh as aforesaid before submission of the tender or engagement in the contractor's service.
23. Tender for works in Himachal Pradesh shall remain open for acceptance for a period of 120 days from the date of opening of tenders.
24. Contractors exempted from payment of earnest money/security deposit in individual cases should attach with the tenders an attested copy of the Chief Engineer letter exempting them from the payment of earnest money and security deposit and should produce the original whenever called upon to do so.
25. The tender for the work shall not be witnessed by a contractors, who himself themselves has/have tendered or who may tender for the same work. Failure to observe this condition would render tender of the contractors tendering as well as witnessing the tender liable to summarily rejection.
26. While quoting the rates in the schedule of quantity the word "ONLY" should be written following the amount and it should not be written in the next time.
27. In case the original tender of the successful tender is on plain paper it should be drawn up by H.P.,I&PH./contract for signature of the contractors and in the event of letter's refusal to sign, his earnest money shall be forfeited.
28. The contractor shall submit a list of the works, which are, is hand/progress.
29. Over-writing in the tender is strictly forbidden and correction if any should be initiated. Tender containing doubtful figures shall be rejected.
30. The tenders shall sign each page of the tender form.

Executive Engineer,
Flood Protection Division,Gagret,

For all on behalf of Governor of H.P.

GOVERNMENT OF HIMACHAL PRADESH
IRRIGATION AND PUBLIC HEALTH DEPARTMENT

State: Himachal Pradesh Division: F.P.Division Gagret
Branch: IPH Sub-Division: F.P. Sub Division Gagret

ITEM RATE TENDER AND CONTRACTOR FOR THE GUIDANCE OF CONTRACTOR

GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF CONTRACTOR

1. All works proposed for execution by contractor will be notified in a form of invitation to tender posted in public places signed by the Divisional officer.

This form will state the work to be carried out as well as the date for submitting and opening tenders and the time allowed for carrying out the work; also the amount of earnest money to be deposited with the tender and the percentage, at which the security deposit shall be deducted from the bills of the successful tenderer. Copies of the specifications, designs and drawings and a schedule of quantities and of rates of the various descriptions of work and any other documents required in connection with the work signed for the purpose of identifications by the Divisional Officer shall also be opened for inspection by the contractor at the office of the Divisional Officer during office hours.

2. In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed by a person holding a power attorney authorizing him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act.

3. Receipt for payment made on account of work, when executed by a firm, must also be several partners, except where the contractor are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having authority to give effectual receipts for the firm.

4. Any person who submits a tender shall fill up the usual printed form, stating that at what rate, he is willing to undertake the work. Only one rate of percentage more or less all the estimate rates/schedule rates shall be named. Tenders which propose any alteration in the work specified in the said form if invitation to tender., or in the time allowed for carrying out the work, or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work, but contractor who wish to tender for two or more works shall submit a separate tender for each. Tenderers shall have the name and number of the work to which they refer written outside the envelope.

4 -A. The rate(s) and or amount(s) must be quoted in decimal coinage.

5. The Divisional Officer or his duly authorize Assistant, will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amount of the several tenders in a Comparative Statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest money forwarded therewith shall thereupon be given to the contractor who shall thereupon for the purpose of identification sign copies of the specification and other documents mentioned in Rule .I. In the event of a tender being rejected, the earnest money forwarded with such unaccepted tenders shall thereupon be returned to the contractor making the same.

6. The offer inviting tenders shall have the right of rejecting all or any of the tenders, and will not be bound to accept the lowest tender.

7. The receipt of an Accountant or Clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the Divisional Officer and the contractor shall be responsible for seeing that he procure a receipt signed by the Divisional Officer, or a duly authorised cashier.

8. The memorandum of work tendered for, and the schedule of materials to be supplied by the HP.I and P.H Department and their issue rates shall be filled in and completed in the Divisional Officer before the tender form is issued. If a form is issue to an intending tenderer without having been so filled in and complete, he shall request the officer to have this done before he completes and delivers his tender.

9. If it is found tha the tender is not submitted in proper manner or contains too much corrections or absurd rates or amounts it would be open for the Government to take suitable disciplinary action against the contractor.

ITEM RATE TENDER FOR WORKS

I/We hereby tender for the execution for the Governor of Himachal Pradesh of the work specified in the underwritten.... memorandum within the time specified in such memorandum at the rates specified therein...in accordance in all respect with the specifications, designs, drawings and instructions in writing referred to in the Rule I hereof and clause II of the conditions of contract and with such materials as are provided for, by and in all other respects in accordance with such conditions so for as applicable.

.....

- In figures as well as in words.

MEMORANDUM

(a) General:- Swan River Flood Management & Integrated Land Development Project Phase-2nd in Distt. Una (HP) (SH:- Construction of RCC Box Culvert at RD 29375 on Left Bank of Swan River).

- (b) Estimated cost: - Rs.7,25,838 /- only.
(c) Earnest money: - Rs. 14517/-only.
(d) Security deposit:- Amount of security Deposit will be worked out on the tendered amount and recovered as per formula printed below:-
(i) For works costing upto Rs. 2.00 lakh 10%
(ii) For works costing between Rs. 2.00 lakh to 5.00 lakh (i) +7.5%
(iii) For work costing between Rs. 5.00 lakh to 50.00 lakh (ii) +5%
(iv) For works costing above Rs. 50.00 lakh (iii) +2.5%
(without any limit)

The security deposit will be collected by deductions from the running bills of the contractor at the rates mentioned above and the earnest money, if deposited in the shape of National Saving Certificate/Time deposit Account/Post Office Saving Bank Account obtained from any of the post offices in H.P at the time of tender, will be treated as part of security deposit. The security deposit will also be accepted in the shape of National Saving Certificate/Time deposit Account/Post Office Saving Bank Account obtained from any of the post office in H.P duly pledged in favour of Engineer-in-charge.

- (e) Time allowed for the work from the 15th day after the date of written order to commence 3 months should this tender be accepted, in whole or in part, I/We hereby agree:-
(i) To abide by and fulfill all the terms and provisions of the conditions annexed hereto and all the terms and provisions contained in notice inviting tenders so for as applicable and or in default thereof to forfeit and pay to the Governor of H.P or his successors in office, the sum of money mentioned in the said conditions. A sum of Rs. 14517/- is hereby forwarded in the shape of National Saving Certificate Time Deposit Account/ Post Office Saving Bank Account as earnest money duly pledged in favour of Engineer-in-charge. If I/We fail to commence the work specified in the above memorandum, I/We agree that the said Governor or his successors in office shall, without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely, otherwise the said earnest money shall be retained by him towards security deposit mentioned against clause (d) of the above mentioned Memorandum;
(ii) To execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein and to carry out such deviations as may be ordered, up to a maximum of 30% Percentage at the rates quoted in the tender documents and those in excess of that limit at the rates to be determined in accordance with the provisions contained in clause 12-A of the tender form.

Dated the.....day of.....* 20
Witness.....
Address.....
Occupation.....

The above tender for the sum of Rs.(Rupees.....) is hereby accepted by me.....on behalf of the Governor of H.P

(Designation of the Officer)

Dated the.....day of.....20.....

- Signature of contractor before submission of tender.
• Signature of witness to contractors Signature.