



OFFICE OF THE COUNCILORS OF DIAMOND HARBOUR MUNICIPALITY

P.O: DIAMOND HARBOUR, DIST: SOUTH 24- PARGANAS
NOTICE INVITING TENDER

Memo. No.: K-12(Tender)/A-24/DHM

Dated : 27.01.2026

e-NIT NO: WBMAD/ULB/DIAMOND HARBOUR/01/365/25-26

The Chairman, on and for behalf of the Board of Councilors of Diamond Harbour Municipality invites e-bid Tenders from reliable and resourceful Companies/Firms/Contractors having experience and acumen in construction work as noted below :

1.	Name of Works :		Repairing of Leakages of different dia. pipes within the Wards of Diamond Harbour Municipal area.
2.	Location of Work:		Within Diamond Harbour Municipality, Dist.: 24 Parganas (south), West Bengal.
3.	Estimated amount put to tender		Rs. :- 20,55,079.00
4.	Eligibility to participate in the Tender		Intending tenderers should produce valid credentials (Specially with the same nature of works in the similar field of works at the Municipality level and others government department), The credentials within 5 (five) years prior to the date of issue of the tender notice OR Intending tenderers may produce credentials of one single running work of similar nature which has been completed to the extent of 40% (forty percent) or more and value of which is not less than the desired value. AND Current GST, three years I.T. return, P.Tax clearance Certificates, PAN Card.
5.	Documents to be produced in support of Credential for Tender		A successful performance and completion certificate supplemented with work order along with payment certificate issued by the competent authority shall have to be furnished in support of credibility in terms with eligibility criteria depicted in this Notice (Ref: Sl. No. 4 : Eligibility to participate in the Tender). 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.	Corresponding address, fax & telephone nos. Contract mobile no. & Email no. of the Organization.
			<u>All documents in original to be produced in due course of time as & when asked by the Tender Inviting Authority</u>



6.	Earnest Money	a.	Rs. 41,102.00 (Rupees forty one thousand one hundred and two only) as an initial Earnest Money Deposit shall accompany with Technical Bid Proposal, in the form of Bank Draft only drawn in favour of The Diamond Harbour Municipality, payable at Diamond Harbour from any Nationalized Bank. Refer instruction in this regard as stated earlier.
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7. Date and Time Schedule :-

Sl. No.	Particulars	Date and Time
a)	Date of uploading of N.I.T. and Tender Documents online) (Publishing Date)	28/01/2026 after 10.00 Hrs.
b)	Documents download start date	28/01/2026 after 10.00 Hrs.
c)	Date of Pre Bid Meeting with the intending tenderers In the office of the Chairman, Diamond Harbour Municipality, Diamond Harbour, South 24-Parganas.	06/02/2026 at 15.00 Hrs.
d)	Bid submission start date (On line)	28/01/2026 after 10.00 Hrs.
e)	Bid Submission closing (On line)	13/02/2026 up to 16.00 Hrs
f)	Bid opening date for Technical Proposals (Online)	16/02/2026 after 16.30 Hrs.
g)	Date of uploading list for Technically Qualified Tenderers (online)	To be notified later on
8.	Time of completion	Time of completion of the Contract is 365 Days from the date of issue of Work Order.
9.	Site inspection & general information	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.
10.	Tender documents	A full set of Tender documents consists of 2 Parts. These are;
		I) Part I containing all documents in relation to the name of the firm applied for and credentials possessed by them along with EMD and all relevant documents as depicted in Sl. No. 4
		II) Part II containing following documents;
		a. Bid Price / Price Schedule.(.xls sheet)
11.	Validity of Bid	A Bid submitted shall remain valid for a period of 120 calendar days from the date of publication of Bids. Any extension of this validity period if required will be subject to concurrence of the Bidders.
12.	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 without showing any reason whatsoever.



13.	Acceptance of Bid	The Chairman, Diamond Harbour Municipality will accept the Bid. She does not bind himself to accept otherwise the lowest Bid and reserves to himself the right to reject any or all of the Bids received without assigning any reason thereof.
14.	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 Municipal Form with the Chairman, Diamond Harbour Municipality and fulfill all his obligations as required by the Contract.
15.	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 O&M of the contract.
16.	Name & address of the Authority	Chairman, Diamond Harbour Municipality, Diamond Harbour, South 24 Parganas.
17.	Execution of Work	The Contractor is liable to execute the whole work as per direction and instruction of the Concern Engineer, Diamond Harbour Municipality, South 24-Pargana..
18.	Payment	Payment will be made to the Contractor/Agency by the Chairman, Diamond Harbour Municipality only for nos. of successful execution of leakage repairing of different dia pipes as per approved estimate. No payment will be made for any additional work which is not corporate in approved estimate.
19.	.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.
Following clauses are to be adhering to by the concerned Bidder during the process of Bidding.		
20.	In case office faces sudden closure owing to reason beyond the scope and control of the Chairman, any of last date/dates as schedule in Sl. No 7 may be extended up-to/to next and following working day without issuing further and separate notice the Chairman feels it to be necessary and exigent.	
21.	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.	
22.	Bid Acceptance Authority is the Chairman, Diamond Harbour Municipality.	
23.	In case of any dispute arising from any clauses of similar nature between bid documents and Municipal tender form, the decision of the Chairman, Diamond Harbour Municipality.	
24.	No conditional/ incomplete Bid shall be entertained.	



25.	In the event of e-Filing intending bidder may download the tender document from the website http://wbtenders.gov.in directly by the help of Digital Signature Certificate & necessary cost of tender document may be remitted through demand draft/ pay order issued from any nationalized bank/Scheduled bank in favour of Diamond Harbour Municipality payable at Diamond Harbour & 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").
26.	Technical Bid & Financial Bid both will be submitted concurrently duly digitally signed in the Website http://wbtenders.gov.in . Tender document may be downloaded from website & submission of Technical Bid/Financial Bid as per Tender Schedule. The requisite cost of tender documents and Earnest Money, as specified in this N.I.B. shall be paid by drawing a Demand Draft/Pay order on any Nationalized Bank/Scheduled Bank in favour of the Chairman, Diamond Harbour Municipality payable at Diamond Harbour. Every such Demand Draft /pay order shall be drawn on or after the date of publish of N.I.B. At the time of uploading the tender, the intending tenderer shall upload a scanned copy of such Demand Draft/pay order along with his/her tender. However such Demand Draft/pay order shall invariably have to be submitted by the intending tenderer or sent by post/courier to the Tender Accepting Authority before opening date, for which the Tender Accepting Authority will not be held responsible for delay in delivery or loss of the Demand Draft /Pay order so mailed through post/courier. Any tender without such Demand Draft/Pay order (Excepting exemption as per G.O.) shall be treated as informal and shall automatically cancelled.
27.	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 Tender, 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.
28.	The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the ULB. The Chairman, Diamond Harbour Municipality reserves the right to reject any application for purchasing Bid documents and to accept or reject any or all the offered bid /bids without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.
29.	Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in SI No.-04 & 05.
30.	During scrutiny at any stage, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.
31.	If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence: i) Municipal Form ii) NIT iii) Special terms & Condition iv) Technical bid v) Financial bid
32.	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.



- 33.** 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 tender 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 tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.


Chairman
Diamond Harbour Municipality

Memo. No.: K-12(Tender)/A-24/(9)/DHM

Dated : 27.01.2026
Chairman
Diamond Harbour Municipality
South 24 Parganas

Copy forwarded for information to-

1. Vice-Chairman, D.H. Municipality.
2. The S.D.O., Diamond Harbour Sub-Division
3. The Executive Engineer, Municipal Engineering Directorate. Govt. of .W.B.
Bikash Bhawan, 1st Floor, South Block, Salt lake., Kol-91
4. The B.D.O., Diamond Harbour-I
5. The Executive Officer, D.H.M.
6. The Finance Officer, D.H.M.
7. The Accountant, D.H.M.
8. The Sub-Assistant Engineer, Sri Sankar Sarkar, D.H.M.
9. The IT Co-ordinator, D.H.M., (n/a for uploading on office website)
10. Office Notice Board.


Chairman
Diamond Harbour Municipality

Chairman
Diamond Harbour Municipality
South 24 Parganas