

# OFFICE OF THE MANBAZAR- I PANCHAYAT SAMITY

Manbazar , Purulia

Ph. & Fax No. (03253) 255209 ,

E-mail : [manbazar1@gmail.com](mailto:manbazar1@gmail.com)

Memo No. 198/PS / Man-I

Date : 29.01.2025

From : Executive Officer, Manbazar-I Pachayat Samity

To UJJWAL MAJHI,  
VILL & POST - POLMI,PS - PUNCHA,  
DIST - PURULIA,PIN NO – 723131

**SUB:- WORK ORDER FOR CONSTRUCTION OF DRAIN AT PAIRACHALI NEW MARKET, CHANDRA- PAIRACHALI GP**  
**Ref:- Vide NIT No.24/EO/Man-I/ 2024-25, Dated: 10.01.2025, Sl. No- 12**

With reference to the above, this is to inform you that the rate **0.55 % LESS** as offered by you has duly been accepted with all the terms and conditions as laid down in the Tender Form of Manbazar-I Panchayat Samity.

**AMOUNT PUT TO TENDER:- Rs.344755.00(RUPEES THREE LAKH FORTY FOUR THOUSAND SEVEN HUNDRED & FIFTY FIVE) ONLY.**

**TENDERED AMOUNT : - Rs.342859.00(RUPEES THREE LAKH FORTY TWO THOUSAND EIGHT HUNDRED & FIFTY NINE) ONLY.**

The tendered amount for the job, work out only on the basis of quantities and rates of items of work as mentioned in the schedule of rates. The exact value of the contract shall, however, depend on the quantities of work actually executed, measured at site provided the work satisfy the quality in its every stage.

**Agreement:** You are requested to appear before the undersigned with a Non Judicial Stamp Paper Valuing Rs. 20.00 bought in your name to sign the agreement for the awarded work within 7 days after receipt of this letter.

**Completion time:** 20(Twenty) days. Time is the essence of contract and no extension will be granted without valid reasons. In the event of delay in completing the work within the specified period as per contract and also failure to perform proportionate work in proportionate time on the part of contractor, liquidated damage will be applicable as per standard terms of the contract.

**Security Deposit:** At the time of payment, 08 % from the RA/ Final Bill shall be deducted and kept as security deposit against the work subject to adjustment of shortfall amount of earnest money if awarded cost exceeds tendered amount. This security money will be released **after completion of 6 (six) months** in case of the above construction works and it will be calculated from the Date of completion

**Construction Programme:** Immediately upon receipt of this work order you are advised to prepare a construction programme in the form of BAR-CHART in consultation with the Engineer in charge giving the completion date against each stage and you shall take utmost measures to guard against time over-run in respect of the aforesaid contract. The contractor will have to arrange all construction materials such as stone chips, stone metals etc. etc. according to scheduled specification and the Block will not be responsible for arranging any wage on priority or any such facilities for such materials. Rejected construction materials are to be disposed off outside of the site at his own cost **without delay**. Block will not be responsible for bearing the cost of those damaged construction materials. All structural work will be done by the approved brands of Manbazar-I Panchayat Samity. Approved brands of cement are ACC, ULTRATECH, LAFARGE, DALMIA, AMBUJA, RAMCO & JSW and reinforcement steels are TATA TISCON, SHYAM STEEL, SRMB and ELEGENT.

**Technical Representative:** No excess execution or addition / alternation of work will be entertained without written permission from the competent authority. Any item of work beyond tender schedule should not be taken up without prior approval of competent authority. The contractor will deploy (i) experienced technical personnel for the job awarded to him in order to ensure that the quality of the work is not hampered and their name with qualification (ii) and the Name of mason with experience should be intimated to Manbazar-I Panchayat Samity immediately.

**Termination:** In the event of your unsatisfactory progress, you will be given a notice of 7 (seven) days in order to cover up the delay for gearing up of work with due expedition and in the event of no improvement in your performance, the authority reserves the right to terminate the contract and get the balance job to be executed at the risk and cost of yourself. You will execute and complete the job with proper quality control during various stages of construction, meticulous planning and adequate method of construction using the first class materials and good workmanship trained mason with good behavior etc.

W0UM240425

Contd...Page-2



**Maintenance Period:** The agency will have to maintain the works in good condition for a period of 6 (six) months in case of the above construction work from the date of completion of work.

**Statutory Deduction:** Income Tax @ 1 % (as applicable), Labour Welfare Cess @ 1% shall be deducted from the gross amount of bill. (Rate may be changed as per direction of competent authority).

**Release of security deposit:** The Security money (10 % of contract value) will be released for the above construction work after completion of 6(six) months from the date of completion.

**WORK ON THE "LESS" amount of money:** The authority reserves the right to utilize the less amount of money by suitable construction work in the same scheme contractor also bound to do the work in the same rate as he quoted and approved.

**Display Board:** Display board should be erected for better monitoring & transparency in execution of works. Display Notice board should be erected in the properly visible location and this Notice Board shall cover the normal practice of Manbazar-I Panchayat Samity which is available at Manbazar-I Panchayat Samity office on demand. The office shall provide the matter and the entire cost of making the display board shall be done by the agency **which shall be done mandatorily by the agency.**

**Submission of Photographs:** All the Contractors have to submit **FIVE photographs in different stages in two sets** during the claiming of RA bill/Final bill. If the photographs are not placed, the authority shall deduct any amount during payment.

You are requested to start the work immediately in consultation with the Engineer / TA (MGNREGA) / Nirman Sahayak, Manbazar-I Panchayat Samity. The date of commencement of work will be reckoned **on the day of layout** itself and the work should be completed by the time mentioned in the NIT **without fail.**

I have gone through the terms and conditions laid  
in the work order issued in my favour and I do  
accept the same without any ambiguity.

*Ujjwal Mahto*

Signature of Agency with date & Seal

*[Signature]*  
Executive Officer

Executive Officer  
Manbazar - I Panchayat Samity  
Purulia

Memo No: 198(11)/PS / Man-I

Date : 29.01.2025

Copy forwarded for information and taking necessary action to :

1. The District Magistrate, Purulia
2. The Addl. District Magistrate (D), Purulia
3. The A.E.O, Purulia Zilla Parishad
4. The Sub Divisional Officer, Manbazar
5. The D.P.L.O., Purulia
6. The Savapati, Manbazar - I Panchayat Samity.
7. The Karmadhakshya, Purto Karya - O - Paribahan Sthyye Samiti, Manbazar-I P.S
8. The Secretary/Executive Assistant **Chandra- Pairachali GP**
9. Mr.Debdas Bhui,JE(RWP),Manbazar - I Development Block with direction to supervise the scheme and informed the progress time to time to the undersigned.
10. Account Section of this office
11. Concerned dealing assistant

*[Signature]*  
Executive Officer

Manbazar - I Panchayat Samity

Executive Officer  
Manbazar-I Panchayat Samity  
Purulia



**OFFICE OF**  
**THE EX-OFFICIO EXECUTIVE OFFICER**  
**Manbazar-I Panchayat Samiti, Manbazar, Purulia, 723131**  
Ph. & Fax No.-(03253) 255209, e-mail: [manbazar1@nic.in](mailto:manbazar1@nic.in), [bdo.manbazar1@gmail.com](mailto:bdo.manbazar1@gmail.com)


---

Memo No: 89/ PS / Man-I

Date: 10.01.2025

**NOTICE INVITING e-TENDER NO. 24/EO/Man-I/ 2024-25**

Electronically sealed percentage rate tenders are invited from the bonafide, experienced and resourceful Agencies/ Contractors having adequate experience in detailed engineering works by the Executive Officer, Manbazar-I Panchayat Samity, Manbazar, Purulia, PIN-723131 for the construction of the below-mentioned works. All concerned are advised to look in to the "details of works" part where each and every work has been categorically mentioned. Before filing the tender form ELECTRONICALLY, all are directed to go through the part "Some Important Information" and "Terms and Conditions".

  
Executive Officer  
Manbazar-I Panchayat Samity  
Manbazar-I Panchayat Samiti

**The detailed description of the tender is available at [wbtenders.gov.in](http://wbtenders.gov.in) . All interested are requested to go through the terms and conditions very carefully mentioned there before filing it ELECTRONICALLY.**



### SOME IMPORTANT INFORMATION

- Date, time and place :

<b><u>Date &amp; Time may be changed as per availability of slot.</u></b>	
<b>Last date and time of receiving sealed bid document : 17th January, 2025 upto 06.00 pm</b>	
<b>Date and time of opening sealed bid document : 20th January, 2025 at 11.00 am</b>	

- Earnest money & Tender Paper Fees(non refundable) :

**Cost of Earnest money (Refundable) : To be deposited in ONLINE MODE ONLY in favour of THE EXECUTIVE OFFICER, MANBAZAR-I PANCHAYAT SAMITY by : 17th January, 2025 upto 06.00 pm.**

- Technical qualification :

• <b>GSTIN (Goods &amp; Services Tax Identification Number) : Photocopy of the GSTIN "Regarding GST, the direction of the State Govt. will be followed in due course"</b>
• <b>Photocopy of the Permanent Account Number (PAN) &amp; updated (2024 - 25) P .Tax</b>
• <b>Photocopy of Income Tax return for the Assesment Years: 2022-23 , 2023-24 &amp; 2024-25</b>
• <b>Photocopy of updated (2024 - 25) Trade License mentioning the "nature of the business of the dealer" as "works contractor"</b>
• <b>Credentials as mentioned (not the credential of the job-worker system).</b>
• <b>An undertaking will have to be submitted at the time of dropping to the effect that the Agency/Contractor has not been disqualified/ blacklisted by any Govt. Organization and no "false" credential has been given</b>
• <b>Time of completion of each work is mentioned against them. If unjustified delay on the part of the Agency/Contractor is noticed he/she will be penalized.</b>

**N.B. :**

All the parameters mentioned above should be strictly followed. No exception, in any case, will be ever entertained. Original documents, if required, may be called for.