



Government of West Bengal
Department of Agriculture
Office of the Assistant Director of Agriculture
&PIA Gowai & Horal WS Purulia (WDC2)/07/2021-22
Para Block: Para Krishakbazar, PO-Para : Dist-Purulia,PIN-723155(W.B)
E-Mail- wdc07para@gmail.com

NOTICE INVITING E-TENDER

E-NIT No. 06/PMKSY-WDC2.0/07/NRM/2025-26/PARA

Tenders are invited from bonafide, experienced and reliable contractors for execution of the horticulture/social afforestation/plantation works as detailed in the schedule attached herewith subject to the following conditions. Tenders should be addressed to the undersigned Assistant Director of Agriculture Para Block &PIA,Gowai &Horal Watershed,Para, Purulia

1. Scope of Tender work:

Project No.	Name of the Scheme	Location				Amount put to tender (Rs.)	Eligibility Of Contractor
		Mouza	JL no	Plot no.	G.P Name(s)under ParaBlock		
1.	Sonajuri plantation on the land of Monotosh Mahato	Hatimara under Surulia mws	26	825 and others	Nadiha Surulia Para Block	2,15,000.00	Resourceful, Bonafide & experienced contractors having at least 40 % (Forty per cent) credential certificate in single work of horticulture and or social plantation works during any one financial year from 2021-22 to till date and valid & up to date IT, GST and Professional Tax clearance.
2.	Sonajuri plantation on the land of Nilkamal Gorain	Surulia under Surulia mws	31	3057 and others	Nadiha Surulia Para Block	2,15,000.00	
3.	Segun plantation on the land of Ashok Mahato	Surulia under Surulia mws	31	3225 and others	Nadiha Surulia Para Block	2,70,000.00	
4.	Sonajuri plantation on the land of Shibsankar Roy	Ramkrishnapur under Bhalagara mws	30	2290 and others	Udaypur Joynagar Para Block	1,07,500.00	
5.	Sonajuri plantation on the land of Pathhobijoy Mahato, Subhendu Mahato, Abani Mahato	Ramkrishnapur under Bhalagara mws	30	558, 550,605 and others	Udaypur Joynagar Para Block	6,45,000.00	
6.	Sonajuri plantation on the land of Ajit Kumar Rajwar, Bhim Rajwar	Chaktor under Bhalagara mws	45	465, 469 and others	Udaypur Joynagar Para Block	2,15,000.00	
7.	Sonajuri plantation on the land of Asit Mahato, Ramdulal Mahato	Ramkrishnapur under Bhalagara mws	30	2905 and others	Udaypur Joynagar Para Block	2,15,000.00	
8.	Horticulture plantation on the land of Nirapada Majee,	Tadagram under Bhara mws	4	88 and others	Bahara Para Block	1,80,000.00	

Bidding more than 3 schemes (Out of 08 schemes of this eNIT) will not be admissible for one Tenderer

A memorandum has been published by the Finance Department (Audit Branch), Nabanna, Howrah regarding e-procurement vide order no 6770-F(Y) Dated Howrah, the 26th December, and 2023. All the bidders are requested to Read the mentioned memorandum

2. General Guidance for e-tendering:

Intending tenderers desirous of participating in the e-tender are to log on to the website <https://wbenders.gov.in> for general information.

3. Registration of Contractors:

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorised Certifying Authority (C A) under CCA, Govt of India. (Viz. N Code Solution, Safes crypt, e-Mudhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

4. Eligibility for participation:

Bonafide Contractors including Consortiums and Partnership firms are eligible to participate.

5. Qualification of the Bidder: -

1. All bidders shall provide in section 2, forms of Bid and Qualification Information, a preliminary description of the proposed work method and schedule, including drawing and charts, as necessary.
2. In the event that pre-Qualification of Potential bidders has been under taken, only bids from prequalified bidders will be considered tract. These Qualified bidders should submit with their bids any information updating their original prequalification applications or, alternatively, confirms in their bids that the originally submitted prequalification information remains essentially correct as of date of bid submission. The update or confirmation should be provided in season 2.
3. If the employer has not undertaken prequalification of potential bidder, all bidders shall include the following information and documents with their bids in section2.
 - a. Copies of Original documents defining the constitution or legal status, place of registration, and principal place of business: Valid trade license GST, PAN.
 - b. Total monetary value of Construction work performed for each of the last three years.
 - c. Experience in work of similar nature in both water storage and soil conservation works in last three Years.
 - d. Major items of Construction equipment proposed to carry out the Contract;
 - e. Qualifications and experience of key site management and technical personal proposed for the contract.
 - f. Reposts on the financial standing of the bidder, such as profit and loss statements and auditor's reports for past three years
 - g. Evidence of adequacy of working capital for this contract access to linc (S) of credit and availability of other financial resources;
 - h. Authority to seek references from the bidder's bankers
 - i. Information regarding any litigation or arbitration resulting from contracts executed by the bidder in the last five years or currentlyunder execution. The Information shall include the names of the parties concerned, the disputed amount, cause of litigation and matter in dispute.
 - j. The proposed methodology and program of Construction backed with equipment materials and manpower planning and deployment,
 - k. Irrelevant document should not be uploaded during submission of bid(Specifically IT return file, Audit report file, and credential).
 - l. Information regarding any litigation or arbitration resulting from contracts executed by the bidder in the last 3 (Three) years or currently under execution. The Information shall include the names of the parties concerned, the disputed amount, cause of litigation and matter in dispute.
 - m. The proposed methodology and program of Construction backed with equipment's materials and manpower planning and deployment,
 - n. All uploaded documents to be produced in Original before the TIA (Tender inviting authority) within 4

working days after opening of Technical Bid successfully for Technical evaluation. If not provide/Communicated by the Bidder his Bid will be Cancelled.

o. Tender ID compulsorily to be provided or mentioned clearly for proof of sufficient Credential for completed plantation work/works mentioned Tendered ID in Completion Certificate).

p. In any stage/situation if found that consciously made misleading or false/fake representations in the forms, Statements and attachments submitted in proof of the qualification requirements etc. The bidder may be restricted/black listed for this e-NIT and also in future permanently from this project PMKSY-WDC2.0/07/2021-22.

q. If any stage any participating agency wants to withdraw his/her bid before opening, the Bidder Agency compulsorily have to submit hard copy application to the TIA and same hard copy to be sent to the Email id- wdc07para@gmail.com leaving a copy with valid reasons and with supporting documents without fail to the following e-Mail ids-

(1) wcdc.purulia@gmail.com

(2) dda.purulia@gmail.com

(3) adaparablock@gmail.com

6. To quality for award of the contract, each bidder in its name should have in the last three financial years.

a. Achieved in at least four financial years, a minimum annual financial turnover of similar nature of works of not less than (1) 40 % of estimated value of work for a single similar nature of work credential. Copy of work order & Payment Certificate will not be treated as "Credential" under any circumstances. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government undertaking, Statutory/ Autonomous bodies constituted under the Central/State statute, on the executed value of completed/running work will be taken as credential. The Credential certificate for completed works, should contain (a) Name of work, (b) the name of client, (c) Estimated amount put to tender, (d) Schedule month and year of commencement and completion as per work order, (e) Actual date of Completion of work, (f) Gross bill amount of the completed work/executed value of running work and detail communicational address of client must be indicated in the credential certificate. In case of running work, the credential certificate should contain the gross bill number of executed items of works in addition to information as furnished in above. In both completed/running works detail communication address of the client must be indicated in the credential certificate. Along with BOQ of the same must be given.

b. In case if there be any objection against a bidder regarding delay of works, non-completion of works etc ,or any Courtcase against the Agency, the letter inviting authority in that case will not be entertained in the tender and That application will be out rightly rejected without any prejudice in Technical Bid.

7. Each bidder should further demonstrate:

- Bank solvency certificate not less than 50% in the format given in section 2.
(Usually, the equivalent of the estimated cash flow for 3 months in peak construction period)

8. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have?

- Made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.; and/or
- Participated in the previous bidding for the same work and had quoted unreasonably high bid prices and could not furnish rational justification to the employer.

9. Site Visit

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 plantation Works. The cost of visiting the Site be at the Bidder's own expense The L1 bidder has to be work within the L1 bid value only. Therefore, site visit is highly emphasised by bidders before bidding.

10. Collection of Tender Documents:

Tenders are to be submitted online and intending tenderers have to download the tender documents from the

website given in clause 2 above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

11. Submission of Tenders

11.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 2. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of item/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded should be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

11.2 Technical Proposal

The Technical Proposal should contain scanned copies and/or declarations in the following standardised formats in two covers (folders).

A. Technical File (Statutory Cover) containing,

- i. Application for Tender - Form-1
 - ii. Tender Form No. A– Form A published with the NIT to be downloaded and then uploaded and digitally signed.
 - iii. Notice Inviting Tender (NIT) – The NIT as published is to be downloaded and then uploaded and digitally signed.
 - iv. Earnest Money Deposit (EMD) – Earnest Money @ 2% of the project cost against each project as mentioned in the schedule should be deposited by Net Banking (any listed bank) through ICICI Bank Payment Gateway. Payment in any other means cannot be accepted. As per WB Finance Department Memo No.3975-F(Y) dated – 28.07.2016 at no exemption of EMD under any circumstance shall be coincided.
 - v. Average annual turnover from contracting business- Scanned copy of Summary statement of average annual turnover from contracting business for a period of last three years, or during the period since formation of the Firm, if it was set up in less than such 3 - year period. (Vide Form-2). (to be submitted in “Forms” folder)
- (Scanned copy of power of attorney by the competent authority is to be submitted, if the power is delegated for signing the bid to persons other than the applicant.)

Note: Tenders will be summarily rejected if any item in the statutory cover is missing. My Document

(Non-Statutory Cover)

SL No.	Category Name	Sub-Category Description	Document Name
A	CERTIFICATES	CERTIFICATES	1 P.Tax deposit receipt Challan
			2 Valid GST registration
			3 Latest I.T.R Acknowledgement Receipt for last 3 (three) years. With Audit Report
			4 Pan Card

B	COMPANY DETAILS	COMPANY DETAILS	1	Proprietorship Firm – Trade License
			2	Proprietorship Firm – Registered Partnership Deed, Registered Power of Attorney, Trade license
			3	Pvt. Ltd. Company – Registration Certificate under Company’s Act, MOA & AOA, Registered Power of Attorney, Trade License

			4	Registered Un-employed Engineers and Labour Co-operative Societies Limited
C	CREDENTIAL	CREDENTIAL	1	Completion Certificate and Work Order (Including Tender ID if available) from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT]

11.3. Financial Proposal

The financial proposal should contain the following document in one cover (folder).

i) Bill of Quantities (BOQ): The tenderer is to quote the rate (percentage above or below) online through computer in the space marked for quoting rate in the BOQ. (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the contractor)

12. In case of discrepancy between the uploaded documents and the originals the original shall prevail.

12.1 The rates and prices quoted by the bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

13. The EMD may be forfeited

- (a) if the Bidder withdraws the Bid after Bid opening during the period of Bid validity.
- (b) In the case of a successful Bidder, if the Bidder fails within the specified time limit to
 - (i) Sign the Agreement; or
 - (ii) Furnish the required Performance Security.

14. Employer's Right to accept any Bid and to reject any or all Bids

14.1 The Employer reserves the right to accept or reject any Bid, and to cancel the Bidding process and reject all Bids, at any time prior to the award of Contract, without thereby incurring any Liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Employer's action.

14.2 The Agreement will incorporate all agreements between the Employer and the successful Bidder. It will be kept ready for signature of the successful bidder in the office of employer within 10 days following the notification of award along with the Letter of Acceptance.

The successful Bidder will sign the Agreement and deliver it to the Employer, after which the work order shall be issued to the successful contractor.

15. Submission of original copies of documents of Tender Cost and Earnest Money Deposit

i. Mode of Payment:

- (a) Payment by net banking (any listed bank) through ICICI Bank Payment Gateway:

16. Important Conditions:

17. Completion Certificate

Completion Certificates of completed works during the current year and last three financial years will only be accepted.

18. Taxes & duties to be borne by the Contractor

Income Tax, GST, Construction Workers' Welfare Cess and similar other statutory levy /cess will have to be borne by the contractor and the rate should be quoted inclusive of all these charges.

19. Site inspection before submission of tender

Before submitting any tender, the intending tenderers should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection of the site and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect including transportation and delivery of materials, communication facilities, climate conditions, nature of soil, availability of local labour and market rate prevailing in the locality etc. and no claim, whatsoever, will be entertained on these account afterwards.

20. Engagement of technical supervisor

Successful tenderer while executing the project work, it is mandatory to engage at least 1 no. (One) technical supervisor (having previous experience in supervision of plantation works) who will supervise the entire work till successful completion of the project.

21. Conditional and incomplete tender

Conditional and incomplete tenders are liable to summary rejection.

22. Opening and evaluation of tender

23. Opening of Technical Proposal

- i.) Technical proposals will be opened by the Assistant Director of Agriculture Para Block & PIA, Gowai & Horal Watershed, Para, Purulia or his authorised representative electronically from the website stated in Clause 2.

24. Opening and evaluation of Financial Proposal

- i. Financial proposals of the tenderers declared technically eligible by the Tender Inviting Authority will be opened electronically from the web portal stated in Clause 2 on the prescribed date.

25. Bid Validity: The validity of the Tender remains valid for **90** days from the date of publication of the Tender notice.

26. Acceptance of Tender

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons and also reserves the right to distribute the work amongst more than one tenderer without assigning any reason.

27. Execution of Formal tender after acceptance of tender

The tenderer, who's tender is approved for acceptance, shall within **10** days of the receipt of "Letter of Acceptance", will have to execute 'Formal Agreement' with the Tender Inviting authority in quadruplicate copies, after which work order shall be issued.

28. Security Deposit

The successful tenderers will be required to deposit Security Money @ 10% of the L1 cost (including 2% Earnest Money) which will be released after one (01) year from successful completion of the work on the basis of proper maintenance of the scheme through State Government e-Procurement Portal as per Finance Deptt., Audit Branch Memo No. 796-F(Y) dated 25th Feb, 2022. They will also sign agreement in the prescribed Form within 7 (seven) days from the date of acceptance of the tender, failing the Earnest Money will be forfeited to the Government. Security Deposit will be released as per PWD Notification no 5951-PW/L&W/2m-175/2017, dt. 02-11-2017 read with notification no. 5784/PW/L&A/2m-175/2017, dt. 12-09-2017 from the date of completion of the work on due satisfaction of the Concerned Authority.

29. Additional Performance Security when the bid rate is 80% or less of the Estimate put to tender and no increase in scope of work of projects during execution phase vide Memo No. 4608-F(Y), Dated 18.07.2018. Issued by Finance Department, Government of West Bengal.

30. Refund / Statement Process of Earnest Money of the unsuccessful tendered(s)

i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.

vi. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD were initiated.

31. Payment

The payment of bill for any work will be made according to the availability of fund and approval of higher authorities wherever applicable and no claim to delay in payment will be entertained. The final bill payment will be done after deducting all existing Taxes, cess etc. including GST as per prevailing rules.

32. Force Measure:

The tenderer/ contractor shall not be considered in default, if delay in delivery occurs due to causes beyond his control, such as acts of God, natural calamities, civil wars, fire, strike, frost, floods, riot and acts of unsurpassed power. In the event of delay due to such causes, the contract may be extended for a length of time equal to the period of force measure or at the option of the Tender Inviting Authority, it may be cancelled. Such cancellation would be without any liability whatsoever on the part of Tender Inviting Authority.

33. Schedule of Dates for e-Tendering: -

Sl. No.	Activity	Date
1	Tender Publishing date & time	29-08-2025
2	Document Download start date & time	29-08-2025
3	Bid submission start date & time	29-08-2025
4	Bid submission end date & time	04-09-2025
5	Technical Bid opening date & time	06-09-2025
6	Financial Bid opening date & time	After technical bid evaluation

34. The undersigned reserves the right to cancel the contract on the ground of unsatisfactory or delayed work and thereby to forfeit the security Deposit in the terms of the agreement.

35. All materials to be used as per technical specification and should be approved by the undersigned or his authorised officer before use.

36. The terms and condition mentioned herein shall be deemed to form a part of the agreement.

37. In accordance with the provision of relevant section of Income Tax 1951. Deduction of IT shall be made from the gross value of the bill/ or as per the prevalent rules of the Act.

38. Valid 15 (Fifteen) digit Goods and service Tax payer Identification No. (GSTIN) under GST Act.2017 & Tax invoice (s) need to be issued by the supplier for raising claim under the contract showing separately the Tax charged in accordance to the provisions of GST Act. 2017.

39. If any terms and conditions of the tender are altered the same will be notified.

40. Structural design may alter depending on need based at the site and purpose.

41. In any stage of bid evaluation any bidder may be asked to submit their original documents for verification by Tender Inviting Authority, if found necessary. After verification, if it is found that such documents submitted by the bidder are either manufactured or false, in that case all his participation will summarily be rejected.

42. The acceptance of the tender will be subject to the receipt of approval of higher authority. The undersigned will not be responsible for any loss sustained by a tenderer in the event of non-receipt of Govt. Sanction.

43. All works are to be carried out as per plan, specification and estimate of works subject to modification made in writing by the undersigned or his authorised officer. The technical supervisor as engaged by the contractor to check work as per plan, specification and estimate of works & work measurement to be recorded time to time by the technical supervisor.

44. Work order will be issued after Schemes and others statutory necessary approval by the higher authority.

45.In terms of the guideline of New Generation Watershed Development Project under WDC-PMKSY2.0 Clause 26.1 selected bidders will be liable to collect the contribution (5% or 10% Whichever is applicable) in cash or in the form of voluntary labour at the time of scheme execution with proper receipt . A sum equivalent to the monetary value of voluntary labour will be deducted from the bill & transferred from Watershed Project Account to WDF account, failing which work order will not be issued.

46. In terms of order vide memo no 324-24(27)/421/WBSWDA/Karmashree/2024 Dated 21st June 2024 by the Joint Secretary, Agriculture Department & CEO & Secretary WBSWDA under the WDC2.0 projects and upload Data must be uploaded in KARMASHREE portal. Therefore, L1 bidders are liable to submit from VI of Karmashree after successful completion of the work.

D-28-8-25
Assistant Director of Agriculture Para Block
& PIA, Gowai & Horal Watershed

Assistant Director of Agriculture, Para Block
& PIA Gowai & Horal Watershed

Memo No.223/P/WDC2.0/07/2021-22

Date: 28/08/2025

Copy forwarded for information with a request to display the notice for wide publicity to the: -

1. CEO & Secretary, WBSWDA
2. PA to District Magistrate, Purulia
3. CA to Addl. District Magistrate (Gen.) Purulia.
4. Deputy Director of Agriculture (Admn.) Purulia
5. Deputy Director of Agriculture (SC)KRVP & Project Manager,WCDC, Purulia
6. Project Director, ATMA, Purulia
7. Asst. Director of Agriculture (Admn)SC, Purulia.
8. Asst. Director of Agriculture (Admn)SC, DPAP, Purulia.
9. Asst. Director of Agriculture (Admn) Raghunathpur Sub Division,
10. Asst. Director of Agriculture (Admn) Purulia Sadar Sub Division,
11. Block Development Officer, Para Block.
12. Sabhapati, Para Panchayat Samity, Purulia,
13. Krishi Karmadhyaksha,Para Panchayat Samity,Para
14. DIO, NIC, with the request to publish this eNIT in the District web site.
15. All PIA, WDC-2.0 Purulia District.
16. Pradhan Nadiha-Surulia GP,
17. Pradhan Udaypur Joynagar GP,
18. Pradhan Bahara GP,
19. Secretary Bahara MWS,
20. Secretary Bhalagara MWS,
21. Secretary Nadiha MWS,
22. Secretary Surulia MWS,
23. Sudipto Roy/Sulagna Das Matirkatha portal with the request to publish this eNIT in the web site,
24. Notice Board of this office.

D-28-8-25
Assistant Director of Agriculture Para Block
& PIA, Gowai & Horal Watershed

Assistant Director of Agriculture, Para Block
& PIA Gowai & Horal Watershed

Technical Bid Format

Form A – General Information about the Organization

SL No	Particulars	Details to be furnished		
Details of the Bidder (Organization)				
1	Name			
2	Address			
3	Telephone		Fax	
4	E-mail		Website	
Details of Authorized person				
5	Name			
6	Address			
7	Telephone		E-mail	
Information about the Organization				
	Status of Organization (Public Ltd./Pvt. Ltd/ Institution/ University etc.)			
8	Details of Registration of Organization	Date		
		Ref		
9	Locations and addresses of offices (in India and overseas)			
10	Enclose latest GST Return (Y/N)			

Signature of the Bidder with seal

FORM-2

Certificate Regarding Summary Statement of Yearly Turn over from Contractual Business

This is to certify that the following statement is the summary of the audited Balance Sheet arrived from contractual business in favour of

.....

..... For the three consecutive years or

for such period since inception of the Firm, if it was set in less than such five year's period.

SL No.	Financial		Remarks
	Year	Turnover rounded up to Rs in lakh (two digit after decimal)	
	Total		

Average Turnover: In Rs

Note:

1. Average Annual turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
2. Average Annual turnover for 3 years is to be obtained by dividing the total turnover by 3.
3. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Signature of the Bidder with seal

FORM-VI

(Page 1)

KARMASHREE: EMPLOYMENT SHEET

(to be used by the implementing agency for recording the employment provided)

WORK DETAILS

Financial Year		District	
Work Code (system-generated)		Work Sector	
Work Name			
Worksite Location			
Block / Municipality		GP (for Block)	
Funding Dept. (to be filled by the Office)		Implementing Dept.	
Implementing Agency (Office) of the Dept.			
Work Order No.			
Contractor /Agency Name		Contact No. of Contractor / Agency	

WORKER DETAILS

[illegible]

Countersignature of Engineer
With Office Seal

Name & Signature
of Contractor / Agency

FORM-VI

(Page 2)

KARMASHREE: EMPLOYMENT SHEET

(to be used by the implementing agency for recording the employment provided)

EMPLOYMENT DETAILS

Sl. No.	Name of Worker	Date of application for work*	No of days' work demanded **	Work allocated from (date)	Work allocated upto (date)	Work provided from (date)	Work provided upto (date)	No. of days' work provided	Total Wage Paid (Rs.)	Date of payment
[1]	[2]	[11]	[12]	[13]	[14]	[15]	[16]	[17]	[18]	[19]
1										
2										
3										
...										
...										
10 etc.										

Countersignature of Engineer
With Office Seal

Name & Signature
of Contractor / Agency

*Date of application for work:- As per application of workers / First day of reporting for work, if not previously applied for work

**No. of days' work demanded = No. of days' work allotted (if not previously applied for work)

APPLICATION FOR TENDER

To,
Assistant Director of Agriculture ,Para Block
&PIA ,Gowai & Horal Watershed,Para, Purulia

NIT No: -

Serial No of Work applied for: -.....

Amount put to tender: Rs.....

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I/we hereby like to state that I/we will fully accept all your conditions and offer to execute the works as per NIT no and Serial no stated above. We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated _____ day of _____ 2025.

Full name of applicant: _____

In the capacity of: _____

Duly authorized to sign bids

For & on behalf of (Name of Firm): _____ (In block capitals or typed)

Office address:

Telephone no(s) (office): _____

Mobile No: _____

FaxNo: _____

E mail ID: _____

Signature of the Bidder with seal

SAMPLE FORMAT FOR BANK SOLVENCY

BANK CERTIFICATE

This is to certify that..... (Name of Agency) is a reputed company with a good financial standing.

If the contract for the work, namely.....
[Name of work] is awarded to the above firm, we shall be able to provide overdraft / credit facilities to the extent of Rs
to meet their working capital requirements for executing the above contract.

Seal & Signature of Bank Authority

Name of the Bank:

Address of the Bank: