



Government of West Bengal  
Directorate of Forests  
Office of the Divisional Forest Officer &  
Head, Burdwan DMU  
Burdwan Division  
Phone: 0342-2657172; Fax: 0342-2659507  
E-mail: dmubdn@gmail.com, dfobdn@yahoo.co.in

No. 354 / JICA / 2 – 5 / Tender

Dated; Burdwan, the 15 / 12 / 2017

**NOTICE INVITING e-TENDER**

**Notice Inviting e-Tender No. 6(e)/BDN/JICA/2017-18**

of the Divisional Forest Officer & Head, Burdwan DMU, Directorate of Forests, Government of West Bengal,  
**Invites e-Tender for the work detailed in the table below.**  
(Submission of Bid through **online**)

Divisional Forest Officer & Head, Burdwan DMU, Burdwan Division invites e-Tender for the works furnished herein below. Collection (downloading) of details of the e-tender notice, terms & condition and BOQ & Submission (uploading) of Tender will be made online through the website <http://wbtenders.gov.in>. **Last date & time of submission of bids online is : 02/01/2018 up to 12.30 pm. Cost of EMD in Original Copy Physically Submission in Offline: 03/01/2018 up to 05.00 pm.**

**A. List of Work(s):**

S.L No.	NIT No.	Name of work	Estimated Amount Put to tender (Rs.)	Cost of Tender Paper	Amount of Earnest Money to be deposited (Rs.)	Security deposited	Period of Completion of the work
(1)	(2)	(3)	(4)	(5)	(7)	(8)	(9)
1.	<b><u>6(e)/BDN/JICA/2017-18</u></b>	i) Sinking <b>2 nos.</b> Submersible pump at Rajkusum JFMC @ <b>200000.00</b> ii) Sinking <b>1 no.</b> Submersible pump at Telipara JFMC @ <b>200000.00</b> iii) Sinking <b>2 nos.</b> Submersible pump at Trilokchandrapur JFMC @ <b>200000.00</b>	Rs. 10,00,000/-	Rs. 1000/-	Rs. 25000/-	@ 10% of accepted Tender Value	45 days (Forty five)

**B. Schedule of Dates:**

Sl. No.	Activity	Date & Time
1.	<i>Date of uploading of N.I.T. &amp; other Documents (online) (Publishing Date)</i>	19.12.2017 at 5.00 PM
2.	<i>Documents download/Sale start date (online)</i>	20.12.2017 from 11.00 AM
3.	<i>Bid submission start date (online)</i>	20.12.2017 from 12.30 PM
4.	<i>Documents download end date (Online)</i>	02.01.2018 upto 11.00 AM
5.	<i>Bid submission closing (online)</i>	02.01.2018 upto 12.30 PM
6.	<i>Last date of submission of original copies for the Cost of Tender Paper (CTP) and Earnest Money Deposit (EMD) (offline)</i>	03.01.2018 upto 05.00 PM
7.	<i>Bid opening date for technical proposals (online)</i>	04.01.2018 after 12.30 PM
8.	<i>Date of uploading &amp; Display of Technical Bid Evaluation sheet</i>	04.01.2018
9.	<i>Date of opening Financial Bids ( Online)</i>	05.01.2018 at 12:30 PM
10.	<i>Date of uploading &amp; Display of Financial Bid evaluation sheet along with final rate, after negotiation with all tenderers if necessary</i>	To be notified in due course.

**Note:**

1. In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose.
2. The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.

**Sd/- D. Sharma, IFS**  
**Head, Burdwan DMU**

**GENERAL TERMS AND CONDITIONS**

- 1) In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. **Cost of Tender Paper (CTP) Earnest Money Deposit (EMD)** may be remitted through **Demand Draft / Bank Draft / Pay Order** of any nationalized bank drawn in favour of the “**HEAD, BURDWAN DMU**” payable at **Burdwan** and also to be documented through e-filling. The original Demand Draft /Pay order against tender fees, Earnest Money Deposit (EMD) should be submitted physically to the office of the **Divisional Forest Officer & Head, Burdwan DMU**, Directorate of Forests, Govt. of West Bengal under sealed cover on or before **03/01/2018 upto 05.00 pm**. Please note that further details, contact Divisional Forest Office, Burdwan Division, Golapbug, P.O.- Rajbati, Dist- Burdwan, Pin-713104, Ph.No. 0342-2657172 on working day from **18/12/2017 to 03/01/2018**.
- 2) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly Digitally signed in the website <https://wbtenders.gov.in>
- 3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in **Schedule of Dates**.
- 4) The **FINANCIAL OFFER** of the prospective Tenderers will be considered only if the **TICHNICAL BID** of the Tenderers is found qualified by the “**Tender Committee**” formed by the **Divisional Forest Officer & Head, Burdwan DMU, Burdwan Division**, Directorate of Forests, Government of West Bengal. The decision of the ‘Tender Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
- 5) **Eligibility criteria for participation in the tender.**
  - i. **Contractors / Labour Co-Operative Society / Registered Unemployed Engineers’ Co-operative Societies having experience in similar type of works in Wildlife area and other areas.**
  - ii. Contractors having valid credential Labour Co-Operative Society during the last 3 (three) years from the date of issue of this notice at least one work of similar nature as a **prime agency** under authority of State/Central Government, State/Central Government Undertaking / Statutory bodies Constituted under the Statute of the Central/State Government at least in the magnitude of 80 % (eighty Percent) of the amount put to tender.
  - iii. Registered Unemployed Engineers’ Co-operative Societies having credential during the last 3 (three) years from the date of issue of this Notice at least one work of similar nature as a **Prime agency** under authority of State / central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 100 % (Hundred percent) of the amount put to tender.

[Non-statutory documents]
  - iv. **Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2016-17, Pan Card, GST Registration Certificate, Tread License are to be accompanied with the Technical Bid Documents.**

[Non-statutory documents]
  - v. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the technical bid shall be treated as non-responsive.)
  - vi. Registered Labour co-operative Societies are required to furnish valid by law, Current Audit Report, Minutes of last A.G.M., valid certificate from A.R.C.S. along with other relevant supporting papers.

[Non-statutory documents]
  - vii. **Joint Ventures will not be allowed.**

viii. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

6) **Technical Proposal**

The Technical Proposal should contain documents and/or declarations in the following standardized formats.

**A. Technical File (Statutory Cover) containing,**

- i. Application for Tender
- ii. General Information about the Organization
- iii. Notice Inviting Tender (NIT) – The NIT to be signed on each page and submitted.
- iv. Earnest Money Deposit (EMD) - Demand Draft (DD) / Banker's Cheque (BC) towards EMD as prescribed in the NIT to be submitted in favour of “**HEAD, BURDWAN DMU**” payable at **Burdwan**.
- v. Average annual turnover from contracting business  
(Xerox 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.)
- vi. Declaration of not having common interest in the same serial

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

**B. My Document (Non-Statutory Cover)**

Sl. No.	Category Name	Sub-Category Description	Document Name				
			(For details see cl. 6 A-2 of Section - A of ITB & relevant clauses of NIT)				
A.	CERTIFICATES	CERTIFICATES	1	P.T. deposit receipt Challan			
			2	GST Registration Certificate			
			3	I.T.R. Acknowledgement Receipt			
			4	I.T. PAN Card			
			5	Enlistment Certificate			
B.	COMPANY DETAILS	COMPANY DETAILS	1	Proprietorship Firm - Trade Licence.			
			2	Partnership Firm - Registered Partnership Deed, Registered Power Attorney, Trade licence.			
			3	Pvt. Ltd. Company - Registration Certificate under company's Act, MOA & AOA, Registered			
			4	Registered Un-employed Engineers and Labour Co-operative Societies Limited.			
C.	CREDENTIAL	CREDENTIAL	1	Experience Profile - List of completed Projects of similar nature of 100% completion of work			
			2	Completion Certificate from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT]			
D.	EQUIPMENTS	1. PLANT & MACHINERIES (OPTIONAL)	1	Authenticated copy of invoice, challan and way bill (Machinery)			
		2. LABORATORY (OPTIONAL)	2	Authenticated copy of invoice, challan and way bill (Laboratory)			

**Sd/- D. Sharma, IFS**

Head, Burdwan DMU

(Signature of Tender Accepting Authority)

Seal and Signature of the Tenderers.

E.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL)	1	Authenticated copy
		PAYMENT CERTIFICATE	2	Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate
F.	DECLARATION	STRUCTURE & ORGANISATION	1	Details of Structure and Organization
		AFFIDAVIT	2	An affidavit made that no adverse report against the bidder

- 7) **Security Deposit:** The successful tenderer will have to deposit 10% of accepted tender amount as full security. No interest will be paid on Security Deposit.
- 8) All materials required for the proposed work including cement and steel shall be specified grade and approved brand in conformity with relevant code of practice (latest revision) and manufactured accordingly and shall be procured and supplied by the agency at their own cost including all taxes. Authenticated evidence for purchase of cement and steel are to be submitted along with Challan and test certificate. If required by the engineer-in charge, further testing from any approved testing laboratory shall have to be conducted by the agency **at their own cost.**
- 9) Constructional Labour Welfare CESS @ 1% (one percent) of cost of construction will be deducted from every bill of the selected agency.
- 10) Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 11) **Date and time schedule:**

Sl. No.	Particulars	Date and time
1.	<i>Date of uploading of N.I.T. &amp; other Documents (online) (Publishing Date)</i>	<i>19.12.2017 at 5.00 PM</i>
2.	<i>Documents download/Sale start date (online)</i>	<i>20.12.2017 from 11.00 AM</i>
3.	<i>Bid submission start date (online)</i>	<i>20.12.2017 from 12.30 PM</i>
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7.	<i>Bid opening date for technical proposals (online)</i>	<i>04.01.2018 after 12.30 PM</i>
8.	<i>Date of uploading &amp; Display of Technical Bid Evaluation sheet</i>	<i>04.01.2018</i>

- 12) The prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 6 (six) months from the date of successful completion of the work to the entire satisfaction of the Range Officer-in-charge. If any defect/damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the department as deem fit. The contractor may quote his rate considering the above aspect. Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned above six (six) months from the date of completion of the work.
- 13) Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

**Sd/- D. Sharma, IFS**

Head, Burdwan DMU

(Signature of Tender Accepting Authority)

Seal and Signature of the Tenderers.

- 14) **Earnest money** : The amount of earnest money as calculated on the Estimated Amount furnished in the statement of works schedule put to tender in the shape of **Demand Draft / Bank Draft / or Pay Order** of any **nationalized bank** drawn in favour of the “**HEAD, BURDWAN DMU**” payable at **Burdwan** against the work or Fixed Security Deposit. This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order.
- 15) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtained all information's that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
- 16) 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 Department. The Divisional Forest Officer & Head, Burdwan DMU, Burdwan Division, Directorate of Forests, Government of West Bengal reserves the right to accept or reject any offer without assigning any reason whatever and is not liable for any cost that might have been incurred by any Tenderers at the stage of Bidding.
- 17) **Refund of EMD**: The Earnest Money of all the unsuccessful tenderers deposited in favour of the concerned Divisional Forest Officer & Head, Burdwan DMU will be refunded by the said authority on receipt of application from tenderers.
- 18) **Payment** : **After the completion of the work and bill submission by the successful bidder, work completion certificate along with work measurement would be given by the respective JFMC where the work is to be under taken and the payment would be made from JICA's concern JFMC Bank Account through Cheque or Electronic Transfer ( NEFT / RTGS ).**
- 19) Conditional / Incomplete tender will not be accepted under any circumstance.
- 20) The intending tenderers are required to quote the rate online.
- 21) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1986 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.
- 22) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that Bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 23) The Divisional Forest Officer & Head, Burdwan DMU, Burdwan Division, Directorate of Forests, Government of West Bengal reserves the right to cancel the N.I.T. at anytime of the work on execution due to unavoidable circumstances and no claim in this respect summarily will be entertained.
- 24) If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Committee within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.
- 25) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderers if found necessary. After verification if it is found that the documents submitted by the lowest Tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
- 26) If any discrepancy arises between two similar clauses on deferent notification, the clause as stated in later notification will supersede former one in following sequence:  
 1) N.I.T. 2) Special Terms & Conditions 3) Technical Bid 4) Financial Bid

Seal and Signature of the Tenderers.

**Sd/- D. Sharma, IFS**  
 Head, Burdwan DMU  
 (Signature of Tender Accepting Authority)

27) **Qualification criteria:**

The tender inviting and Accepting Authority through a "Tender Committee" will determine the eligibility of each Bidder. The Bidder shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity
- 2) Technical Capacity comprising of personnel & equipment capability
- 3) Experience / Credential

The eligibility of a Bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarize. If any document submitted by a Bidder is either manufactured or false, in such cases the eligibility of the Bidder / tenderer will be rejected at any stage without any prejudice.

- 28) Escalation of price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly. A Tenderer is required to quote rates in figures as well as in words.
- 29) The payment for the works will be made by the undersigned in 2017-18 financial year after fulfilling the necessary official formalities and checking.
- 30) The Construction of the project work as mentioned in the schedule will have to be undertaken immediately on receipt of work order and the work must be completed as mentioned in the work order.
- 31) No extension of time will be allowed under any circumstances.
- 32) Materials will have to be procured by the tenderers by themselves following the standard & specifications of PWD/PHE Schedules of the district, subject to the approval of the undersigned or his Sub-Ordinate Officers. In case of supply of any material by the department, the cost of such material will be recovered from the contractor.
- 33) The tenderers are required to inspect the site, site plans and specification of the works before submission of the tender and future ignorance of any such item will not be entertained.
- 34) All works are required to be carried out as per plan and specification & estimate of the project subject to the modification by the undersigned at any point of time during execution of the work duly notified to the contractor.
- 35) The undersigned reserves the right to increase or decrease the volume of any item of work to the extent of 10% and add new item of work or withdraw any item(s) at his discretion at any point of time during execution of works.
- 36) Royalty for any material, if obtained from forest area, will have to be paid by the contractor. Even if the material is procured from other Govt. Depot's resources, the receipt for payment of such materials must be shown and Xerox copies to be attached with the bill. Extra payment for such payment of Royalty etc. will not be entertained by the undersigned.
- 37) All tools & plants required for execution of the works should be procured by the contractor at his own cost. The standard of such tools & plants will be as per the specification of the P.W. Deptt./P.H.E.
- 38) Brick works, cement concrete works & plastering works and similar works which require curing should be done for the period as prescribed in the P.W.D. schedule of rates.
- 39) The successful contractors are required to deposit 10% of the accepted tender value as **Security Deposit in the form Demand Draft (DD) / Banker's Cheque (BC)** within 7 (seven) days of intimation of acceptance of tender and sign an agreement on completion of which the order will be issued to the contractor and the SD money is not adjustable.

**Sd/- D. Sharma, IFS**

Head, Burdwan DMU

(Signature of Tender Accepting Authority)

Seal and Signature of the Tenderers.

- 40) The Security deposit will be released to the contractor after 6 (six) months from the last date of completion of work for the project, if no irregularity is noticed within this period. In case of any irregularity, the Security Deposit will be forfeited, in addition to any legal action as deem fit & required.
- 41) The undersigned reserves the right to cancel the agreement at any point of time of execution of the work within the schedule of completion of the tendered work. If works are not satisfactory, are delayed or any term & condition as per agreement is violated by contractor.
- 42) The contractor is liable to pay the skilled, unskilled and other labour wages as per existing rules.
- 43) Deduction of Tax and Income tax shall be made as per rule in vogue.
- 44) The successful tenderers will not assign any or part of the work to any other contractor.
- 45) The successful tenderers may, however authorize any person to supervise the day to day work, submit the requisition of materials, attend the measurement when taken by the authorized officer and record his signature on the work measurement note books. The authority duly approved and accepted by the undersigned will be operative.
- 46) In case of any dispute the decision of the tender committee will be final.
- 47) In case of any arbitration, The Chief Conservator of Forests, South East Circle, West Bengal is the sole authority to take decision.
- 48) Rate offered in the estimate is the final and tenderers will not have any further claim.
- 49) **The Estimate has been prepared including GST which is applicable as per GST Rules & norms.**
- 50) The tender inviting authority reserves the right to split the work amongst the lowest Tenderers.
- 51) **Rate quoted (including all Taxes like I.T., GST, Cess etc.) shall remain open for acceptance at least 6 (six) months from the date of opening of the tender.**
- 52) The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.
- 53) The fund against contingency will be at the disposal of the **Divisional Forest Officer & Head, Burdwan DMU, Burdwan Division** and Tenderer will not be having any claim for that.
- 54) All tender will be issued after received of fund from the Concern authority / Govt.
- 55) Location of the works will be finalized by the undersigned.
- 56) Cost of schedule and tender form will be taken as per G.O. at the time of giving Work Order.
- 57) **The executing agency may submit their bills as per GST Rules. Running payment for work may be made to the executing agency as per available fund. The executing agency may not get a running payment unless the gross amount of running bill is 50% of the tendered amount whichever is less.**
- 58) The tender notice along-with all terms & conditions Sl. No. 1 to 56 mentioned above will form the part of agreement to be executed by the Tenderer.

Seal and Signature of the Tenderers.

**Sd/- D. Sharma, IFS**  
Head, Burdwan DMU  
(Signature of Tender Accepting Authority)

**Section – B****FORM-I  
APPLICATION**

To,  
Head, Burdwan DMU,  
Burdwan Division,  
P.O. – Rajbati, Dist. – Burdwan.  
Pin – 713104.

Dear Sir/ Madam,

Subject (Work Name) :

Reference : NIT No. : **6(e)/BDN/JICA/2017-18.**

Dear Sir,

Having examined the Statutory, Non-statutory and NIT documents; I/We hereby submit all the necessary information and relevant documents for evaluation.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

I/We are interested in bidding for the work mentioned above.

I/We understand that

- (a) Tender Inviting Authority and Accepting Authority can amend the scope and value of the contract bid under this project
- (b) Tender Inviting Authority and Accepting Authority reserve the right to reject any tender without assigning any reason.

The application is made by me/us on behalf of \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized to submit the tender.

Enclosure:

- (1) Technical Proposal (Envelop-1/Folder)
- (2) Financial Proposal (Envelop-2/Folder)

Date: \_\_\_\_\_

Signature of authorized officer of the firm: \_\_\_\_\_

Title & Capacity of the officer: \_\_\_\_\_

Name of the Firm with Seal: \_\_\_\_\_

Seal and Signature of the Tenderers.

**Sd/- D. Sharma, IFS**  
Head, Burdwan DMU  
(Signature of Tender Accepting Authority)



**Section-B**  
**FORM II**  
**(TO BE FILLED UP BY TENDERER)**

To,  
Head, Burdwan DMU,  
Burdwan Division,  
P.O. – Rajbati, Dist. – Burdwan.  
Pin – 713104.

Dear Sir/ Madam,

Subject (Work Name) :

Reference : NIT No. : **6(e)/BDN/JICA/2017-18.**

1. I/We refer to the tender notice issued by you for the work stated above vides tender reference no. \_\_\_\_\_ mentioned above.
2. I/ We do hereby offer to perform, provide execute, complete and maintain the works in conformity with the drawings, conditions of contract, specifications, Schedule of Quantities for the sum of Rs.....(quoted in Financial BOQ )..... only at the respective quoted **PERCENTAGE WISE** rates mentioned in the Schedule of Quantities.
3. I/ We have satisfied myself/ ourselves as to the site conditions, examined the drawings and all aspects of tender conditions, subject above, I/ We hereby agree, should this tender be accepted in whole or in part, to:
  - (a) Abide by and fulfill all the terms and provisions of the said conditions annexed hereto;
  - (b) Complete the works within.....days.
4. I/ We have deposited the earnest money of Rs. \_\_\_\_\_ only which, I/ We note that deposited EMD, will not bear any interest and is liable for forfeiture-
  - (i) If our offer is withdrawn within the validity period of acceptance.
  - (ii) If the contract is not executed within 15 days from the date of receipt of the letter of acceptance. Or
  - (iii) If the work is not commenced within 10 days after issue of work order/handing over of the site whichever is later.
5. I/ We understand that you are not bound to accept the lowest or any tender you receive.

Yours faithfully,

Signature.....  
Designation: .....  
Address : .....

Name of Partners of our Firm:

- 1) \_\_\_\_\_.
- 2) \_\_\_\_\_.

Seal and Signature of the Tenderers.

**Sd/- D. Sharma, IFS**  
Head, Burdwan DMU  
(Signature of Tender Accepting Authority)

**Section – B**  
**FORM – III**  
**STRUCTURE AND ORGANISATION**  
**General Information about the Organization**

Sl. No.	Particulars	Details to be furnished	
<b>Details of the Bidder (Organization)</b>			
1.	Name		
2.	Office Address		
3.	Telephone (Mobile No.)		Fax
4.	E-mail		
<b>Details of Authorized person (if any)</b>			
5.	Name		
6.	Address		
7.	Telephone (Mobile No.)		E-mail
<b>Information about the Organization</b>			
	Status of Organization (Public Ltd./ Pvt. Ltd/ Institution/ University etc.)		
8.	Details of Registration of Organization	Date :	
		Ref. :	
9.	Locations and addresses of offices		
10.	Service Tax Registration Number (If any)		
11.	PAN No. of Tenderer		
12.	GST No.	YES / NO	If YES Number
13.	Bank Account Number		
14.	Bank Branch Name and Address		
15.	Bank IFSC Code		

Note : Attach an organization chart showing the structure of the company with names of key personnel and technical staff with Bio-data

\_\_\_\_\_  
**Signature of the Bidder**

Note: Application covers Proprietary Firm, Partnership, Pvt. Ltd. Company or Corporation

Seal and Signature of the Tenderers.

**Sd/- D. Sharma, IFS**  
Head, Burdwan DMU  
(Signature of Tender Accepting Authority)

**Section-B****AFFIDAVIT – Y****(To be furnished in Non-judicial stamp paper of appropriate value duly notarized)**

- (I) I, the undersigned do certify that all the statements made in the attached documents are true and correct. In case of any information submitted, proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the undersigned.
- (II) The undersigned also hereby certifies that neither our firm M/S\_\_\_\_\_ nor any of constituent partners had been debarred to participate in tender by the Directorate of Forests /Government of West Bengal or any of the Statutory Bodies or Government Organizations in favour of whom credentials are preferred by the undersigned towards eligibility criteria claim; during the last 5 (five) years prior to the date of this N.I.T.
- (III) The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Head, Burdwan DMU, W.B. herein referred to as the Tender Inviting & Accepting Authority, to verify this statement.
- (IV) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Tender Inviting & Accepting Authority.
- (V) Certified that I have applied in the tender in the capacity of individual/as partner of a firm & I have not applied severally for the same job.

Date:\_\_\_\_\_

Signature of authorized officer of the firm:\_\_\_\_\_

Title &amp; Capacity of the officer:\_\_\_\_\_

Name of the Firm with Seal:\_\_\_\_\_

Seal and Signature of the Tenderers.