



Government of West Bengal
Directorate of Forests
Office of the Divisional Forest Officer
Silviculture (South) Division,
Midnapore- 721101.

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Notice Inviting Tender: - 02/Silvi/Designing and Printing of Book on Medicinal Plant Resources of South Bengal (Bengali Version)/2017-18

DECLARATION OF INTENT:

Divisional Forest Officer, Silviculture (South) Division, Directorate of Forests, Government of West Bengal intends to Design and print book on Medicinal Plants of South West Bengal. E-tenders are therefore invited from bona fide Manufactures/Fabrication Agencies/Suppliers, having sufficient credential and financial capability for execution of works of similar nature. The Office address of the Tender Inviting Authority is given below:

1. IMPORTANT POINTS OF REFERENCE:

Tender Inviting Authority	THE DIVISIONAL FOREST OFFICER, SILICULTURE SOUTH DIVISION, MIDNAPUR
Name of the Work	To design, print and supply Book on Medicinal Plant Resources of South Bengal (Bengali Version)
Time for completion of tender work	Before 25.03.2018
Point of Delivery	THE DIVISIONAL FOREST OFFICE, SILICULTURE SOUTH DIVISION, MIDNAPUR
Publishing Date	04.01.2018
Start Date of Downloading form	04.01.2018
Bid submission start date	04.01.2018
Bid submission end date	10.01.2018
EMD and document physical submission end date	10.01.2018
Opening of Technical Bids	15.01.2018
Declaration of the results of Evaluation of Technical Bids	To be notified later
Opening of Financial Bids	To be notified later
Uploading of Final result	To be notified later

2. Scope of Tender work:

To design, print and supply book on Medicinal Plant Resources of South Bengal (Bengali Version) as per given design and specification in Annexure 1.

2.1: Delivery Points

Divisional Forest Office, Silviculture (South) Division, District Midnapur.

3. General Guidance for e-tendering:

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

4. Registration of Contractors:

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt of India. (viz. nCode Solution, Safescrypt, 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.

5. Eligibility for participation:

Bonafide Manufactures/ Fabrication Agencies/Suppliers, including Consortiums and Partnership firms are eligible to participate.

6. Collection of Tender Documents:

Tenders are to be submitted online and intending tenderers must download the tender documents from the website given in clause 3 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.

7. Submission of Tenders

7.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 3. 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 items/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.

7.2 Technical Proposal

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

A. Technical File (Statutory Cover) containing.

- i. Application for Tender - (Vide Form-1) (to be submitted in "Forms" folder)
- ii. Tender Form No. A – Form A published with the NIT to be downloaded and then uploaded and digitally signed. (to be submitted in "Forms" folder)
- iii. Notice Inviting Tender (NIT) – The NIT as published is to be downloaded and then uploaded and digitally signed (to be submitted in "NIT" folder)
- iv. Earnest Money Deposit (EMD) - Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) towards EMD as prescribed in the NIT, separately against each serial of work, in favour of the Divisional Forest Officer, Silviculture (South) Division. (to be submitted in "EMD" folder)

- 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, i.e.; 2013-2014, 2014-2015 & 2015-2016 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.)

- vi. Declaration of not having common interest in the same serial- (*Vide Form-3*). (to be submitted in "Forms" folder)

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-ii 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 Voter ID Card
			6 Enlistment Certificate
B.	COMPANY DETAILS	COMPANY DETAILS	1 Proprietorship Firm - Trade Licence.
			3 Labour registration
			4 Partnership Firm - Registered Partnership Deed, Registered Power of Attorney, Trade
			5 Pvt. Ltd. Company - Registration Certificate under company's Act, MOA & AOA, Registered Power of Attorney, Trade licence.
			6 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
D.	EQUIPMENTS	1. PLANT & MACHINERIES (OPTIONAL)	1 Authenticated copy of invoice, challan and way bill (Machinery) if required
		2. LABORATORY (OPTIONAL)	2 Authenticated copy of invoice, challan and way bill (Laboratory) if required
E.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL)	1 Authenticated copy of current Work orders
		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 Organisation
		AFFIDAVIT	2 An affidavit made that no adverse report against

7.3 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 per book** inclusive all taxes 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)*

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

- i. **Mode of Payment:** Earnest Money Deposit (EMD) must be submitted in the form of Demand Draft (DD), Bankers Cheque (BC) of any scheduled Bank of India. Payment in any other form e.g.: NSC, KVP etc will not be accepted.
- ii. **Place of submission:** The original copies of the DD/BC, towards cost of tender documents and Earnest Money Deposit should be submitted in a sealed envelope in the Office of the Divisional Forest Officer, **Silviculture (South)** Division. District Midnapur. Pin-721101 Phone: 03222-275468 Fax: 03222-266249 E-mail: dfosilvis.fd-wb@gov.in
- iii. **Time of submission:** The original copies of DD/BC towards cost of tender documents and EMD should be submitted in a sealed envelope in the office as stated above within the date and time as specified in the schedule of dates provided later in clause 16. If the bidder fails to submit the original copies within the due time his tender will not be opened and his bid will stand rejected.

9. Eligibility Criteria

Financial proposal of any contractor will come under the purview of consideration only if all the criteria 9(a), 9(b), 9(c) & 9(d) mentioned below are fulfilled.

- a. Bonafide Manufactures/ Fabrication Agencies/Suppliers, including Consortiums and Partnership firms having experience of completion of similar type of work during the last 5 financial years for a single contract of value not less than 30% of the estimated amount put to tender.
 - i. **Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential.**
 - ii. **Along with completion certificate a sample copy of the books/report printed should be submitted in hard copy for scrutiny before the technical committee.**
 - iii. **List of completion certificate and sample copy of the book/report etc should be submitted along with Form – 4.**
 - iv. **Similar type of work means, a book or report containing colour pages with designing work of photos or any other of similar nature work like calendar etc.**
- b. Average annual turnover from contracting business as stated in clause 7.2 A(v) & Form-2 should be at least **50%** of the amount put to tender of the works in which the contractor intends to participate.
- c. The bidder or any of their constituent partners shall neither have abandoned any work nor have any of their contracts been rescinded during the last 5 years. Such abandonment or recession will be considered as disqualification towards eligibility.
- d. Tender issuing authority may relax stipulations contained in clauses above in exceptional cases, in the interest of culminating / maturing tender process at the first call, subject to satisfaction of that authority on the competency of the bidder(s) for which such relaxation has been made, upon recording reasons of such relaxation.

10. Important Conditions:

10.1 Completion Certificate

Completion Certificates for fully (100%) completed works during the current year and last three financial years will only be accepted. Certificates issued for partly completed works will not be considered.

10.2 Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Accepting Authority (TAA) within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform of the Directorate of Forests, Government of West Bengal for a period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to the Government. Besides, the Divisional Forest Officer, Silviculture (South) Division may take appropriate legal action against such defaulting tenderer.

10.3 Taxes & duties to be borne by the Contractor

Income Tax, GST, Sales Tax, Service tax, Royalty, 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.

10.4 Consultation before submission of tender

A sample of book, similar to the specification mentioned in tender will be kept in the Divisional Forest Office, Silviculture (South) Division. Before submitting any tender, the intending tenderer should see the above-mentioned sample and no claim, whatsoever, will be entertained on these accounts afterwards. In this connection intending tenderers may contact the office of the Office of the Divisional Forest Officer, Silviculture (South) Division. District Midnapur, Pin-721101 Phone: 03222-275468, Fax: 03222-266249 E-mail: dfosilvis.fd-wb@gov.in between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.

10.5 Conditional and incomplete tender

Conditional and incomplete tenders are liable to summary rejection.

11. Opening and evaluation of tender

11.1 Opening of Technical Proposal

- i. Technical proposals will be opened by the Divisional Forest Officer, Silviculture (South) Division or his authorized representative electronically from the website stated in Clause 3.
- ii. Technical proposals for those tenders whose original copies of DD/ BC towards EMD have been received will only be opened. Proposals corresponding to which the EMD have not been received will not be opened and will stand rejected.
- iii. During opening of tender, intending tenderers may remain present if they so desire at the Office of the Divisional Forest Officer, Silviculture (South) Division, Midnapur – 721101.
- iv. The Technical bid will be evaluated by the committee formed for the purpose.
- v. Cover (Folder) for Statutory Documents (vide Clause 7.2 A) would be opened first and if found in order, Cover (Folder) for Non-Statutory Documents (vide Clause 7.2.B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
- vi. Decrypted (transformed into readable formats) documents of the Non-Statutory Cover will be downloaded, by the Tender Accepting Authority.
- vii. The tenderers for which the Technical proposals are found to be in order shall only qualify for opening of financial bid. Technically qualified tenderers will be shortlisted and the shortlist will be uploaded in the website mentioned in clause 3 as per the time schedule given in clause 1.

11.2 Opening and evaluation of Financial Proposal

- i. Financial proposals of the tenderers declared technically eligible by the Tender Accepting Authority will be opened electronically from the web portal stated in Clause 3 on the

- prescribed date.
- ii. The encrypted copies will be decrypted and the rates will be read out to the tenderers present at that time. All tenderers who have been shortlisted from the Technical Evaluation may participate in the opening of financial proposal to be held at Office of the Divisional Forest Officer, Silviculture (South) Division, Midnapur – 721101.
 - iii. After evaluation of Financial Proposal, by the Divisional Forest Officer, Silviculture (South) Division **or his authorized representative**, the final summary result will be uploaded in the website, which inter- alia will contain, name of contractors and the rates quoted by them against each work.
 - iv. The Tender Accepting Authority, if required, may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

11.3 Procedures to be followed when one/two technically qualified tenderers participated in any tender.

- i. Financial bid of technically qualified single/two tenderer(s) will not be opened immediately.
- ii. 2nd call will be invited immediately after technical evaluation after uploading the list of the technically qualified bidder(s) of the 1st call.
- iii. If such bidder(s) technically qualified in the 1st call intend(s) to change their rates quoted in the 1st Call, they need to submit fresh tender. However fresh EMD need not be submitted and EMD submitted earlier will be considered. In case of non-submission of fresh tender fee in the 2nd call, the rates quoted in the 1st call would remain valid while the bid submitted in the 2nd call will be rejected.
- iv. After selection of technically qualified tenderers for 2nd call (in case new tenderer other than the existing tenderer of the 1st call), financial bid of both 1st and 2nd call would be opened.
- v. Financial evaluation would be made in a combined way considering both 1st and 2nd call.
- vi. However, in case tenderer(s) of 1st call submit(s) fresh tender in 2nd call, rates of 2nd call will only be opened and considered in the process of evaluation.

11. Bid Validity: The Bid will be valid **for 365 days** from the date of opening of the financial bid.

12. 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.

12.1 Execution of Formal tender after acceptance of tender

The tenderer, whose tender is approved for acceptance, shall within 7 days of the receipt of “Work Order” (WO), will have to execute ‘Formal Agreement’ with the Tender accepting authority in quadruplicate copies.

12.2 Security Deposit

The successful tenderer shall have to submit Security Deposit @ 10% of the accepted tender value within 7 days of receipt of the work order. The Security Deposit may be adjusted with the Earnest Money Deposit of the successful tenderer, on specific request. Security Deposit will be released after 180 days (6 months) from the date of final payment to the successful tenderer. In case of any irregularity, or violation of the terms and conditions of the contract agreement, the Security Deposit will be forfeited in addition to any legal action as deem fit & required.

13. Return of Earnest Money of the unsuccessful tenderer(s)

For return of the Earnest Money of the unsuccessful tenderer(s), he/she/they is/are to apply for the same to The Divisional Forest Officer, Silviculture (South) Division, giving the reference to the work, NIT No., date of tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of all tenderers other than the lowest tenderer in each case may be refunded, after acceptance of the rate in comparative statement or immediately after expiry of seven days from the date of final bid, whichever is earlier.

14. Time for completion of work and Payment

The work should be completed within 25th March 2018 and bill should be submitted for payment

within 26th March 2018. No extension of time beyond 25th March 2018 will not be entertained. The payment of bill for any work will be made according to the availability of fund and approval of higher authorities where ever applicable and no claim to delay in payment will be entertained.

15. Force Majeure:

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 majeure 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.

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**Divisional Forest Officer
Silviculture (South) Division**

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.	Service Tax Registration Number			
12.	Enclose latest VAT Return			

Signature of the Bidder

FORM-1

APPLICATION FOR TENDER

To
The Divisional Forest Officer,
Silviculture (South) Division
District Pin-721101

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 willfully 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 this _____ day of _____ 201__

Full name of applicant: _____

Signature: _____

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: _____

Fax No: _____

E mail ID: _____

FORM-2

Certificate regarding Summary Statement of Yearly Turnover 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 three-year's period.

Sl. No	Financial		Remarks
	Year	Turnover rounded up to Rs. in lakh (two digits after decimal)	
1.	2014-2015		
2.	2015-2016		
3.	2016-2017		
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. If the Firm was set up in less than 3 year's periods, consider the total turnover for the period from inception year to the year 2012-13 and divide by the no. of years.
3. In case, the firm was set up in less than 3 year's periods, mention the year of inception in the 'Remarks' column.

Signature of the bidder

FORM-3

Declaration against Common Interest

I/We, Shri/Smt. _____ the authorized signatory on

behalf..... do hereby affirm

that I/We/any of the member of.....

..... bidding against NIT No.....

Sl. No..... do not have any common interest either as a partner on any partnership firm / joint

venture as a Proprietor / Owner of any other firm in the same serial for the work I / We want to participate.

Date:

.....

Signature of bidder

FORM-4

List of completion certificate and sample copy submitted as per criteria 9(a), 9(b), 9(c) & 9(d)

Sl. No.	Name of the Work	Year of Completion	Total Amount paid for the work (in Rs.)	Sample copy submitted (Yes/No)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

Signature of the bidder

ANNEXURE 1: LIST OF WORK

NIT No. – 02/Silvi/Designing and Printing of book on Medicinal Plant Resources of South Bengal (Bengali Version)/2017-18

Sl. No.	Name of Work	Approx. Quantity required to be supplied	Amount put to Tender (Rs)	Earnest money deposit (Rs)	Cost of Tender Paper (Rs)	Time allowed for completion of work
1	2	3	4	5	6	7
1.	<p>To design, print and supply book on Medicinal Plant Resources of South Bengal (Bengali Version).</p> <p>a. The size of the book should be approx. around 4.75”x 7.75”</p> <p>b. Body paper: 100 GSM art paper</p> <p>c. Cover: 130 GSM art paper with DB board (28 ounce) hard cover binding with spot UV printing.</p> <p>d. Body printing: all four colours.</p> <p>e. Cover printing: all four colours.</p> <p>f. Page mark with Srejaa</p> <p>g. The book will approximately 650 pages</p> <p>h. The pictures and contents of the book will be provided by Divisional Forest Officer, Silviculture (South) Division, Midnapur. The Bengali typing of the content to fit into proper format, composition, alignment and designing necessary for printing should be done by the Printer.</p> <p>The Final Printed Books should be delivered to the Divisional Forest Office, Silviculture (South) Division, Midnapur.</p>	4000 no.	8,00,000 (May increase depending on the fund availability)	Rs 16,000	Nil	Within 25 th March, 2018
	TOTAL AMOUNT					

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**Divisional Forest Officer
Silviculture (South) Division**

Additional Terms & Conditions

Notwithstanding anything contained in the form in which the contract is executed, the following shall constitute terms and conditions of contract and shall be binding on the contractor.

1. A sample of book, similar to the specification mentioned in tender will be kept in the Divisional Forest Office, Silviculture (South) Division. Before submitting any tender, the intending tenderer should see the above-mentioned sample and no claim, whatsoever, will be entertained on these accounts afterwards. In this connection intending tenderers may contact the Office of the Divisional Forest Officer, Silviculture (South) Division. District Midnapur, Pin-721101 Phone: 03222-275468, Fax: 03222-266249 E-mail: dfosilvis.fd-wb@gov.in between 11.30 hours to 16.30 hours on any working day prior to date of submission of tenders.
2. The pictures and contents of the book will be provided by Divisional Forest Officer, Silviculture (South) Division, Midnapur. The typing of the content to fit into the proper format, composition, alignment and designing necessary for printing should be done by the Printer.
3. Before final printing a proof reading should be submitted to Divisional Forest Officer, Silviculture (South) Division, Midnapur. Correction, if any suggested by Divisional Forest Officer, Silviculture (South) Division, Midnapur should be incorporated. The final printing should be done after approval of the proof reading by Divisional Forest Officer, Silviculture (South) Division, Midnapur.
4. All correspondences concerning rates, claims, change in specification and/or design and similar important matters will be valid only if made with the Divisional Forest Officer, Silviculture (South) Division. If any correspondence of above tender is made with Officers other than the Divisional Forest Officer, Silviculture (South) Division for speedy execution of works, the same will not be valid. In case of dispute, the decision of the Divisional Forest Officer, Silviculture (South) Division shall be final and binding.
5. **The intending tenderers are to quote rate per book inclusive of all taxes. Depending upon the rate approved in the tender final quantity for printing will issued. The total volume of the work order will be around Eight Lakhs. It may vary depending upon the approval and fund availability.**
6. The materials used in the printing should be of good quality and certified ISO mark.
7. The acceptance of the tender including the right to distribute the work between two or amongst more than two tenderers will rest with the competent authority without assigning reason thereof. The accepting authority reserves right to reject any or all tenders without assigning any reason thereof.
8. The Tenderer shall have to comply with the provisions of (a) Contract labour (Regulation & abolition) Rules, 1970 (b) Minimum Wages Act 1948 or the modification thereof or any other laws relating thereto as will be in force from time to time.
9. Divisional Forest Officer, Silviculture (South) Division or his authorized representative shall not entertain any claim whatsoever from the contractor for payment of compensation on account of idle labour on any ground.
10. The Tender Inviting Authority shall not be held liable for any compensation due to machines becoming idle for any circumstances including untimely rains, other natural calamities, strike etc.
11. No Price preference will be applicable to W.B. Govt. Undertaking, as per Finance Dept. G.O. No. 8648-F(Y), dated 12th October 2012.
12. Imposition of any duty / tax rules etc whatsoever of its nature (after work order / Commencement and completion of the work) is to be borne by the tenderer.
13. No mobilization / secured advance bill will be allowed.

14. GST cess, Toll Tax, Income Tax, Ferry Charges and other Local Taxes if any are to be paid by the contractor. No extra payment will be made for these. The rates of supply and finished work items are inclusive of these.
15. No extra payment for delivery of the Final Printed Books to Divisional Forest Office, Silviculture (South) Division will not be entertained. **The final rate quoted and approved in the tender is inclusive of delivery and all other taxes.**
16. All working tools and plants will have to be arranged by the contractor at his own cost.
17. After completion of work the soft copy of printed copy in coral format or any other format in which it is prepared should be handed over to the Divisional Forest Officer, Silviculture (South) Division, Midnapur.
18. In case any clarification is required, the interpretation of the Divisional Forest Officer, Silviculture (South) Division will be final.
19. The final acceptance of the tender will be subject to the receipt of approval of higher authorities.
20. The undersigned reserves the right to cancel the agreement at any point of time during the execution of the work if it not done as per the specifications or any terms & conditions are violated by the Contractor.
21. The Security Deposit will be released to the Contractor after three months from the date of final payment of the bill 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.
22. The successful tenderer will not assign any or part of the work(s) to any other contractor/agency

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**Divisional Forest Officer
Silviculture (South) Division**