Government of West Bengal
Directorate of Forests
Office of the Ex-Officio Director, Garchumuk Mini Zoo &
Divisional Forest Officer, Howrah Division
Dalmia Park, Stadium Complex,Howrah-711101.
Phone No. 033-2641-1772 , E-Mail-dfohowrah@gmail.com

Memo No. 1019/28-46(B)/22	**Dated. 06/04/2022**

NOTICE INVITING TENDER NO. WBZA-05/NIT/GMZ of 2022-23

Sealed Tender to be addressed by name, **"Smt Niranjita Mitra, WBFS, Ex-officio Director, Garchumuk Mini Zoo & Divisional Forest Officer Howrah Division"** and not by official designation, are invited from the experienced and resourceful contractors/ suppliers having credential / experience of similar types of work for Supply of materials for additional work in connection with construction of Water Bird aviary (Part-I) at Garchumuk Mini Zoo, Howrah The details of works, locations, specifications etc. are mentioned in the Schedule – I, which is part of the terms and conditions enclosed herewith and as per the time schedule in **Table –I.**

Sl No	Name of the works	Estimated amount put to tender (Rs.)	Amount of Earnest money (2% of the estimated value) (Rs.)	Cost of tender documents (Rs.)	Period of completion of the work
1	**Supply of materials for additional work in connection with construction of Flying Birds Aviary (Part-II) at Garchumuk Mini Zoo, Ulughata, Howrah**	2,36,592	***5,584/-**	****1000/-**	07 (seven) days from the formal order)
	Add GST 18%	42,586			
	Total	2,79,179			
	Total	**2,79,179**			

***/** Cost of tender documents & Earnest Money should be deposited through Demand Draft with any nationalized/ schedule bank in favour of the Ex-officio Director, Garchumuk Mini Zoo & Divisional Forest Officer, Howrah Division, W.B. payable at Howrah. The Demand Draft with original receipt shall be submitted in office of the Ex-officio Director, Garchumuk Mini Zoo & Divisional Forest Officer, Howrah Division.**

The original instrument (Demand Draft) towards the cost of Tender Documents (Tender Fees) and Earnest Money Deposit (EMD) should be submitted physically by the Tenderer in the office of the Divisional Forest Officer, Howrah Division, Dalmia Park, Stadium Complex,Howrah-711101 as per the 'Date & Time Schedule' stated in this N.I.T.

Table - I

A. Schedule of Dates:

Sl. No.	Key Activities	Date & Time
1	Date of beginning of sale of tender papers	**08/04/2022 (Up to 5.00 PM)**
2	Date of closure of Sale of tender papers	**18/04/2022 (Up to 5.15 PM)**
3	Last date for submission of tender papers	**18/04/2022 (Up to 5.15 PM)**
4	Date of opening of technical bids	**18/04/2022 (5.20 PM)**
5	Date of opening of financial bids	**19/05/2022 (5.20 PM)**

Table – II

Office from which the tender paper can be purchased	**Office of the Ex-Officio Director, Garchumuk Mini Zoo & Divisional Forest Officer, Howrah Division Dalmia Park, Stadium Complex, Howrah- 711101**

TERMS & CONDITIONS :-

1. Tender for execution of works/ supply of goods as mentioned in the Schedule**-I** should be submitted in the prescribed tender paper which will be available in the office of the undersigned, during office hours on the working days as per schedule given in Table-I on payment of the amount as mentioned in the Table-I of the tender notice.
2. The tender papers will be issued from the Office of the Divisional Forest Officer Howrah Division, Dalmia Park, Stadium Complex, Howrah- 711101.
3. The tender papers should be submitted in two bids process 'Technical bid' and 'Financial bid' and should be submitted in two separate envelops. The bids should be submitted neatly and all corrections, over typing etc. should be self-attested with seal.

4. Eligibility Criteria

For first call of NIT:

i. Intending tenderers should produce credentials of a similar nature of work of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

ii. Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

iii. Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above;

iv. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

For 2nd call of NIT:

i. Intending tenderers should produce credentials of a similar nature of work of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

ii. Intending tenderers should produce credentials of 2(two) similar nature of work, each of the minimum value of 25% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

iii. Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 75% or more and value of which is not less than the desired value at (i) above;

iv. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

For 3rd call of NIT:

i. Intending tenderers should produce credentials of a similar nature of work of the minimum value of 20% of the estimated amount put to tender during 5(five) years prior to the date of issue of this tender notice; or,

ii. Intending tenderers should produce credentials of one single running work of similar nature of work which has been completed to the extent of 70% or more and value of which is not less than the desired value at (i) above;

iii. In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e. the tenderer.

5. <u>TECHNICAL BID</u>:-

i. The sealed envelope containing technical bid should be super-scribed with Tender Notice No and the words "Technical Bid" should be written in bold letters.
ii. The technical bid should contain the tender documents signed on all pages as a proof of acceptance of terms and conditions of the tender by the tenderer along with the following documents:-

a. General information about the organization.
b. Summary of similar works implemented as per Clause 4.

c. Copy of acknowledgement of Income Tax Return submitted regarding Income Tax paid for the last financial year.
d. Copy of GST Registration Certificate.
e. Copy of professional Tax Registration Certificate.
f. Copy of Licenses / Registration as applicable
g. Additional information, if any (optional).
h. The technical bid must not contain any pricing information.
i. The address and contact No. of the bidder should be clearly written on the envelope.

6. FINANCIAL BID:-

i. Financial Bid will not be opened unless the information and documents provided in the Technical Bid are as per the eligibility criteria and as per satisfaction of the undersigned.
ii. The financial Bid as prescribed in the tender in form IIA should be filled up and sealed along with enclosures in a separate cover super-scribed as "Tender Notice No. and words "Financial Bid" should be written in bold letters.
iii. Address and contact no. of the Bidder should be clearly written on the cover.

a. Financial Bid format is given in Form IIA.
b. The Bank details of the tenderers must be mentioned in the Form IIA for making payments online. This is obligatory.

7. OUTER COVER:

i. Both the sealed envelopes containing the technical bid and financial bid should be put in one single envelope sealed and super-scribed giving the Tender Notice Number. The outer envelope should be sealed and should contain the following documents:

a. The tender documents may be available at the Divisional Forest Officer Howrah Division.
b. The cost of tender document/tender fees & Earnest Money Deposit (EMD @ 2%) should be paid through Demand Draft in favor of the 'Divisional Forest Officer, Howrah Division' and the same must be enclosed with Tender Form in original. Without Challan, Tender Form will not be accepted by the undersigned.
c. Covering letter of the tender must be signed by the bidders or by representative of the bidder who is authorized to commit contractual obligations. An application signed by such signatories must be submitted.
ii. The address and contact no. of the bidder should be clearly written on the outer cover. The outer cover without superscription name and address are liable for rejection.

8. The tender not submitted as specified in the above clauses will be summarily rejected and following conditions should be strictly followed:
9. The sealed tender as specified in the above clauses will be received in the office of the undersigned by registered post / speed post/ courier service/ by hand addressed by name, (Sri Raju Sarkar, WBFS, Office of the Divisional Forest Officer, Howrah Division, Dalmia Park, Stadium Complex, Howrah- 711101) and shall be opened as per the schedule given in Table –I, by the undersigned or by his authorized representatives in presence of the tenderers or their authorized representatives. The tender opening can't be delayed, in case no tenderer or his authorized representatives is present at the given time of opening of tender.
10. The Earnest Money will not be adjusted towards the security deposit. The earnest money of the successful tenderers will be refunded after depositing the security deposit in full. The Earnest Money of unsuccessful tender will be refunded on application within 7 days from the date of application.
11. The successful Tenderers have to deposit Security Money @ 03% through Demand Draft by the tenderer himself, within 7(seven) days from the date of acceptance of Tender and a Contract Paper have to be signed in the Divisional Forest Officer, Howrah Division.
12. The security deposit will be released to the successful contractor/ supplier after 6 (six) months from the last date of payment of bill for the work, provided no irregularities are noticed during this period. In case of any irregularities, the security deposit will be forfeited and in addition any legal action as deemed fit may be initiated.
13. Validity of the tender will be 1(One) year from the date of submission of the tender.
14. The undersigned reserves the right to place order for work for supply up to 50% more or 50% less of the quantity mentioned in the schedule of the tender.
15. The undersigned reserves the right to cancel the tender, if necessary, without assigning any reason whatsoever.
16. The undersigned is not bound to accept the lowest rate quoted by the tenderer and he is not bound to assign any reason, whatsoever, for such non-acceptance.
17. The undersigned reserves the right to accept the tender only after verifying / testing the sample up to his satisfaction.
18. The undersigned or his representatives will inspect the works, take necessary measurement, and perform the required tests as and when required. The tenderers should render the required co-operation in this regard.
19. No part payment will be made in case of works but in case of supply, part payment can be made if the supply is spread over a long period of time.
20. During the inspection by the undersigned or his representative, if the quality of the work / supply is not found up to the standard, the contractor/ supplier is bound to rectify the work or supply up to the satisfaction of the undersigned or his representative. Otherwise, the work order will be cancelled and the security deposit will be forfeited to the Govt. of West Bengal.
21. The work order will be issued only after placement of fund by the Government.

22. No extension of time will be allowed for delivery / execution of the work. The Tenderer / contractor shall not be considered in default, if delay in delivery / execution occurs due to causes beyond his / her 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 tenderer may apply to the Office of the Divisional Forest Officer Howrah Division, Dalmia Park, Stadium Complex, Howrah- 711101 at his own discretion may extend for a length of time equal to the period of force majeure* or such period as he think suitable for that or may be cancelled. Such cancellation would be without any liability whatsoever on the part of the undersigned.

23. Materials will have to be procured by the tenderers by themselves following the standard and specification of PWD/PHE Schedules of the district, subject to the approval of the undersigned or his Sub-ordinate officers. In case of any material supplied by the department, the cost of such material will be recovered from the contractor.
24. The tenderers are required to inspect the sites, site plans and specifications of the works before submission of the tender and future ignorance of any such item will not be entertained.
25. 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/ supplier, within the project cost.
26. 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. Departments, the receipt for payment of such material must be shown and photo copies to be attached with the bill. Extra payment for such payment of Royalty etc. will not be entertained by the undersigned.
27. 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. Dept/ P.H.E.
28. Bricks works, cement concrete works & plastering works and similar works which are required, should be done for the period as prescribed in the P.W.D. Schedule of Rates.
29. Statutory Deduction: Income Tax, GST, Labour Welfare Cess as applicable shall be deducted from the Gross amount of Bill.
30. The successful tenderer will not assign any part of the work to any other contractor.
31. The successful tenderer may, however authorize any person to supervise the day to day work, attend the measurement when taken by the undersigned or by his authorized Officer and record his signature on the work measurement note books.
32. Rate offered in the estimate is final and tenderer will not have any further claim.
33. The acceptance of the tender will be subject to the receipt of the approval of the higher authorities and availability of fund. The undersigned will not be responsible for any loss sustained by the tenderer in the event of non receipt of Government sanction.
34. 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.
35. The terms and conditions of this “Tender Notice inviting tender” is part and parcel of the contract form.
36. In case of any dispute in execution of the work or supply, an application may be made to the Office of the Divisional Forest Officer, Howrah Division, Dalmia Park, Stadium Complex, Howrah- 711101.
37. The technical bid will be evaluated by the committee as formed by the undersigned.
38. The project cost floated in the tender shall include applicable GST within it and TDS under GST shall be deducted as applicable. Income Tax will be deducted from bill amount (excluding GST amount) as applicable.

-Sd-
Ex-Officio Director,
Garchumuk Mini Zoo &
Divisional Forest Officer, Howrah Division

Memo No. 1019 /1(5) /28-46(B)/22 **Dated. 06/04/2022**

Copy for information and wide Circulation to: -

1) The Member Secretary, West Bengal Zoo Authority
2) The Chief Conservator of Forests, Conservation & Extension, West Bengal.
3) The Conservator of Forests, Parks and Gardens Circle, West Bengal
4) The Assist. Divisional Forest Officer, Howrah Division.
5) Notice Board, Howrah Division.

-Sd-
Ex-Officio Director,
Garchumuk Mini Zoo &
Divisional Forest Officer, Howrah Division

(Annexure – I)

Technical Bid Format

Form 1A-General Information about the Organization:

Sl. No.	Particulars	Details to be furnished

Details of the Bidder (Organization)

1	Name	
2	Address	
3	Telephone	
4	Email	
5	Fax	
6	Website	

Details of Authorized Person

7	Name	
8	Address	
9	Telephone	
10	Email	

Information about the Organization

11	Status of Organization (Proprietorship/Partnership/Public Ltd./Pvt. Ltd/Co-operative Society etc.)	
12	Details of Registration of Organization	Date: Ref :
13	Number of Professionals in position in the Organization	
14	Locations and address of offices	
15	Service Tax Registration Number	
16	GST Registration Number (Enclosed latest GST Return)	
17	Professional Tax Registration Number	
18	Income Tax PAN Number	
19	Details of any other Licenses/Registration(Copy to be enclosed)	

Signature of the Tenderer

(Annexure – II)

Firn 1-B "Summary if Similar Projects Implemented (Year wise)

Sl. No.	Name of the customer	Project Name	Start Date	End Date	Contact value	Whether successfully completed

Signature of the Tenderer

Form 1-C: Year wise Details of the Similar Projects Implemented by the Tenderer (use separate tables for each projects)

Sl. No.	Item	Details

General Information

1.	Customer/Name of the Govt. Dept/PSU etc.	
2.	Name of the contact person and contact details	

Project Details:

3.	Name of the Project	
4.	Start Date	
5.	End Date	
6.	Current Status	
7.	Contact tenure	

Project Size:

8.	Contact Value (Rs. In Lakh)	
9.	Total cost of Services provided by the Tenderer	

Please provide work order and payment certificate as a proof of credential of successful implementation of the project

Signature of the Tenderer

(Annexure – III)

Financial Bid Format

Form-II-A

Project Cost	Offered Bid in Percentage	Offered Bid in Rupees & in Words

Signature of the Tenderer

VS

Estimate for Supply of materials for additional Work in connection with Construction of Flying Birds Aviary at Garchumuk Deer Park, Howrah (Part-II)					
Sl.No.	Description of Works	Unit	Rate(Rs.)	Qnty.	Amount (Rs.)
1	Supply of materials for M.S. structural works in columns, beams etc. with simple rolled structural members (e.g. joists, angle, channel sections conforming to IS: 226, IS: 808 & SP (6)- 1964 connected to one another with bracket, gussets, cleats as per design, direction of Engineer-incharge complete.				
i	100mm dia M.S. pipe (4.85mm thick)	MT	1,06,000.00	0.583	61,798.00
ii	M.S plate, flat etc. (4 to 8mm thick)	MT	1,06,000.00	0.395	41,870.00
iii	40mm x 40mm Square hollow tube (3.20mm thick)	MT	1,06,000.00	1.254	1,32,924.00
				2.232	
				Total	2,36,592.00
	Add GST @ 18%				42,586.56
				Grand Total	2,79,178.56
or say, Rupees Two lakhs Seventy Nine thousand One hundred Seventy Nine Only					2,79,179.00

checked
S. Ghosh 04/04/22
SAE/WB2A

Ex-Officio Director
Garchumuk Mini Zoo
&
Divisional Forest Officer
Howrah Division

-Sd-
Ex-Officio Director,
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