

FORM 1

APPLICATION FOR TENDER

To,
The Divisional Forest Officer
24-Parganas South Division

Sir,

I/We agree to undertake the works regarding supply of Root Trainers 150 cc (Class - I) including loading unloading carriage and stacking under 24 - Parganas (South) Division against Tender Notice No. 122/Root Trainers /2017-18 during the year 2017-18.

Total quantity	60000 nos (Sixty thousand numbers)
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Rate quoted per pcs (Not more than Rs. 2.90 per pcs) 150 cc (Class - I)	
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Contractors Signature_____

Full Name of Contractor_____

Seal

Dated :

In case of Firm/Company
Full Address

L I S T O F T H E I T E M S

Tender No.		Name of Item	Estimate rate	Earnest money to be deposited (Rs.)	Security Money to be deposited (Rs.)	Cost of Tender paper (Rs.)
1		2	3	6	7	8
Tender Notice No. 122/Root Trainers /2017-18	<u>i.</u>	Supplying of root trainers 150 cc (Class - I) including loading unloading carriage and stacking under 24 - Parganas (South) Division against during the year 2017-18.	Not above more than Rs. 2.90 per pcs	3480.00	17400.00	100.00

Government of West Bengal
Directorate of Forests / Office of the Divisional Forest Officer
24-Parganas (South) Division / New Administrative Building, 4th floor
12, Biplabi Kanailal Bhattacharjee Sarani, Alipore / Kolkata - 700 027

Sealed Tenders (to be addressed the Divisional Forest Officer, 24 - Parganas (South) Division designation) are invited from bonafide and experienced contractor for the following works from eligible and bonafied tenderers as per particulars below

- a. Name of the work : Supplying of root trainers 150 cc (Class - I) including loading unloading carriage and stacking under 24 - Parganas (South) Division against Tender Notice No. 122/Root Trainers/2017-18 during the year 2017-18.
- b. Name & Address of the Division Concerned : Divisional Forest Officer, 24-Parganas (S) Division, 12, Biplabi Kanailal Bhattacharjee Sarani, Alipore, New Administrative Building, 4th floor, Kolkata - 27
- c. Contractors eligible to submit the tender : Bonafied Contractor who has credential of executing similar tender works of more than 1.00 lakh (Rupees One lakh) in any Govt. Department including Govt. of India.
- d. Estimated value of the work : 150 cc of root trainers : 60000 pcs
- e. Earnest money : Rs. 3480.00 (Rupees five thousand) only for the work
- f. Price per set of tender form & tender document : Rs. 100.00 (Rupees one hundred) only for each work.
- g. Date of submitting application : 09.03.2018 to 15.03.2018 during office hours.
- h. Date & time of issue of tender paper : 09.03.2018 to 15.03.2018 during office hours.
- i. Date & time of opening technical bid : 16.03.2018 at 2:00 P.M.
- j. Last date for receipt of tender paper : 16.03.2018 within 1:00 p.m. (sample must be including in the tender documents)
- k. Date & time for opening financial bid : 16.03.2018 after 3:00 p.m.
- l. Time for completion of the tender works : Within 31.03.2018

**Govt. of West Bengal
Directorate of Forests
Office of the Divisional Forest Officer
24-Parganas South Division**

No : 9922 /2

Dated: 08.03.2018

Tender Notice No. 122/Root trainers /2017-18 Supplying of root trainers 150 cc (Class - I) including loading unloading carriage and stacking under 24 - Parganas (South) Division against Tender Notice No. 122/Root trainers /2017-18 during the year 2017-18

1. Sealed Tenders to be addressed to the undersigned by name of Smt Tripti Sah, IFS and not by her official designation only are invited from experienced resourceful contractors, bonafied working contractors / supplier having experience in similar type of work experience and technical experience.
2. The intending tenderer shall have to produce up-to-date certificate of Trade licnese, GST and Professional Tax income tax before the Divisional Forest Officer, 24-Parganas South Division.
3. Permission of purchasing tender papers shall have to be obtained sufficiently in advance by submitting application from 09.03.2018 to 15.03.2018 within office hours.
4. Tender shall be submitted in the prescribed tender paper only obtainable from the office of the undersigned in cash payment of Rs. 100/ (Rupees one hundred) only each as mentioned in schedule for this project during working hours of any working day on or before from 09.03.2018 to 15.03.2018 during office hours.
5. The undersigned reserves the right not to issue tender form to any applicant without assigning any reason.
6. The tender is sealed cover, cleanly written as **Tender Notice No.122/Root trainers /2017-18**
i) supplying of root trainers 150 cc (Class - I) including loading unloading carriage and stacking under 24 - Parganas (South) Division against Tender Notice No. 122/Root trainers /2017-18 during the year 2017-18 and should be dropped (**including sample**) in the tender box kept in the office of the undersign before 16.03.2018 within 1:00 p.m. Tenders received beyond the date and time schedule will not be accepted.
7. The technical bid will open in the office of the undersign 16.03.2018 within 2:00 p.m. and financial bid will open in the office of the undersigned the same date after 3:00 P.M.
8. The acceptance of the tender will rest with the appropriate authority that does not bind herself to accept the lowest tender and reserves himself the authority to reject any or all the tenders received without assigning any reason thereof.
9. The tenderers should be rate quoted (Form 1) each tenders i.e. **122/Root trainers /2017-18** and purchase of Rs. 100.00 each tender.

TERMS AND CONDITIONS

1. A tenderer is to quote rates in figures as well as in words. The rates in the specific schedule of works for the project & this should please be signed by the tenderer. The particulars of works may be enquired from the Office of the Divisional Forest, 24-Parganas (South) Division.
2. **Earnest Money deposit**
All intending Tenderers shall have to deposit an Earnest Money Deposit of i) Rs 3480.00 (Rupees three thousand four hundred eighty) only for 150 cc root trainers in the shape of **Demand Draft** issued from any Nationalized Bank in favour of the "**Divisional Forest Officer, 24 - Parganas (South) Division,**" payable at KOLKATA in the Tender Box at the Office of Divisional Forest Officer 24 - Parganas (South) Division under sealed cover before 16.03.2018 within 1:00 p.m.. The EMD will be released to the unsuccessful Tenderers on written application after successful completion of all formalities of the tender. The EMD will be released to the unsuccessful Tenderers on written application after successful completion of all formalities of the tender. If the successful Tenderer fails to execute the required Agreement within the stipulated period, the EMD will be forfeited to the Govt.
- 3) **Security money :**
 - A) The successful Tenderer, to whom a letter of acceptance has been issued, will have to deposit within 7 days from the date of letter of acceptance, a "Security Deposit" money amounting to i) Rs. 17,400.00 (Rupees Seventeen thousand four hundred) only for 150 cc root trainers in the shape of **Demand Draft** issued from any Nationalized Bank in favour of the "**Divisional Forest Officer 24 - Parganas (South) Division,**" payable at KOLKATA and submit to this office original copy of draft / call deposit . The Tenderer should sign an "Agreement" with this office within 07 (seven) days from the date of communication and acceptance of the Tender.
 - B) The SD money will be released after completion of supply and completion certificate to the concerned authority .
4. A sample of 5 root trainers is to be provided with the tender documents.
- 5) The bill as prepared Divisional Forest office, 24 - Parganas (South) Division will be submitted to the concerned Range Officer with completion certificate.
- 6) Rates to be quoted for each work for each location and tender notice no should be mention in the Form I.
- 7) The lowest tender may not be accepted if all conditions are not fulfilled.
- 8) Income tax and other taxes as applicable will be deducted as per existing rules.
- 9) The quantity of Iron Stands may be increase or decrease on demand of the project.
- 10) The Department will not take any responsibility if any accident happens during supply and the agency will be solely responsible for providing safety measure to the personnel deputed for this works.
- 11) The rate will be valid upto 31st May 2018.

Divisional Forest Officer
24-Parganas (South) Division